

STEUBEN COUNTY HUMAN SERVICES COMMITTEE

Monday, January 12, 2004

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Thomas J. McIntyre, Chair Richard A. Argentieri, Vice Chair L. Ronald Nielsen
Thomas C. Schwartz

STAFF: Mark R. Alger Daniel McRae Gary Pruyn
Linda Tetor Kathryn Biehl Robert Plenge
Teresa Stever-Gray Frederick H. Ahrens, Jr. Michele Smith
Richard McCandless Robert F. Biehl

LEGISLATORS: Philip J. Roche

ABSENT: Donald B. Creath

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. McIntyre called the meeting to order at 1:00 p.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 1, 2003 MEETING MADE BY MR. SCHWARTZ. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

1. Youth Bureau

2004 Contracts – Mr. Pruyn requested approval of contracts for 2004. He noted there was no change in County funding, however, they are below budget at this point because they have one pending application. He stated that he should have information available on that in February. Mr. Argentieri commented that for the future, additional columns indicating the previous years' amounts would be helpful. He asked what is the difference between this year and last year? Mr. Pruyn replied this year they received 10 percent less funding from the State.

MOTION: APPROVING THE FOLLOWING 2004 CONTRACTS FOR THE YOUTH BUREAU: FOR YOUTH DEVELOPMENT & DELINQUENCY PREVENTION – FAMILY SERVICE SOCIETY, POLICE COUNSEL, HORNELL CONCERN, YOUTH IN GOVERNMENT, ADDISON YOUTH CENTER, LITERACY VOLUNTEERS AND CATHOLIC CHARITIES; FOR SPECIAL DELINQUENCY PREVENTION – CENTER FOR DISPUTE SETTLEMENT, STEUBEN COUNTY DEPARTMENT OF SOCIAL SERVICES, ADDISON YOUTH CENTER, PRO-ACTION TASA, AND CORNING AREA YOUTH CENTER; AND FOR DRUG PREVENTION – CATHOLIC CHARITIES, FAMILY SERVICE AND HORNELL CONCERN MADE BY MR. ARGENTIERI. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Budget Transfer – Mr. Pruyn informed the committee that they have received additional funding for the Youth Empowerment Grant in the amount of \$14,000.00. He will use \$8,000.00 of that funding for Hollywood Initiative expenses and use the remaining \$6,000.00 to extend the contract until July 2004. He explained that the Hollywood Initiative calls attention to smoking in movies. Mr. Alger commented that they receive this money directly from the State. Mr. Pruyn stated this is 100 percent State aid.

MOTION: AUTHORIZING THE YOUTH BUREAU TO ACCEPT \$14,000.00 IN STATE REVENUE FOR THE 4/1/2003 – 3/31/2004 NEW YORK STATE DEPARTMENT OF HEALTH GRANT – YOUTH EMPOWERMENT INTO ACCT. #731000-3820100 AND APPROPRIATING \$14,000.00 INTO ACCT. #731000-5434710 YOUTH EMPOWERMENT COUNCIL MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Youth Board Dinner – Mr. Pruyn announced the Annual Youth Board Dinner will be held Thursday, January 15, 2004.

Informational – Mr. Pruyn stated that on Wednesday, January 14, 2004 the Youth Bureau and the Department of Social Services will be having a Public Hearing on their Integrated Plan. The plan will be submitted to the State ahead of schedule. We have been receiving calls from numerous agencies that have indicated an interest to attend the Public Hearing, which will be held in the South Conference Room. Mrs. Biehl stated they will have some copies of the plan available and will give a general overview and then open it up for questions and comments. Mr. Pruyn stated 75 people have been involved in this process. It will be on the County web site and we are asking for comments.

Mr. McIntyre commented that they are excited about Mr. McCandless' return. His work with the Youth in Government Program is tremendous.

2. Veteran's Service Agency

Update – Mr. McRae informed the committee that 2003 was a very busy year, especially with the retirement of Mr. Kastner. It has been a good year and he will not have the final figures until February or March. Mr. McIntyre asked what is the status of your national accreditation? Mr. McRae replied the application has been submitted, but he will follow up on that.

Offices – Mr. McRae stated that he would like to contact the City of Hornell about getting an office similar to what they have in the City of Corning. The State closed their office in Hornell. He stated that he is thinking about setting up an office for one or two days per month. In the City of Corning, our only cost is the telephone. The committee was in agreement with this proposal.

3. OFA/RSVP

Budget Transfer – Mrs. Tetor informed the committee that last year RSVP was awarded PNS money from the Federal Government. This was supposed to be a one time amount to be used for homeland security. We have been informed that this is going to be ongoing funding. We will receive \$12,000.00 each year henceforth to continue working on this project. This year, in addition to the \$12,000.00 there is also \$2,573.00 for a cost of living increase bringing the total amount this year to \$14,573.00. She requested authorization to accept this additional funding and appropriate to various accounts.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ACCEPT \$14,573.00 IN FEDERAL GRANT MONEY INTO ACCT. #677200.4.4772.720 AND APPROPRIATING \$5,000.00 INTO ACCT. #677200.5.440.462; \$6,914.00 INTO ACCT. #677200.5.440.129; \$200.00 INTO ACCT. #677200.5.403.100; \$250.00 INTO ACCT. #677200.5.406.000; \$500.00 INTO ACCT. #677200.5.407.200; \$1,022.00 INTO ACCT. #677200.5.479.100 AND \$687.00 INTO ACCT. #677200.5.479.200 MADE BY MR. SCHWARTZ. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2004 Contracts – Mrs. Tetor presented 30 contracts for approval. They are with Mercycare Adult Day Services, Catholic Charities, Corning Meals on Wheels, Volunteer Caregivers of the Greater Hornell Area, First Transit (Progressive or Coach USA), Home and Health Care (2 contracts), Institute for Human Services (8 contracts), Leathersich, McCarthy, ProAction (10 contracts), Stewart, City of Corning and City of Hornell. She noted that the County share for 2003 was \$156,537.00 and the County share for 2004 is \$133,136.00. This decrease is due to the fact that there are some contracts that we had last year, that we are not going to have this year.

MOTION: APPROVING THE 2004 CONTRACTS FOR THE OFFICE OF THE AGING WITH THE FOLLOWING PROVIDERS: MERCYCARE ADULT DAY SERVICES, CATHOLIC CHARITIES, CORNING MEALS ON WHEELS, VOLUNTEER CAREGIVERS OF THE GREATER HORNELL AREA, FIRST TRANSIT (PROGRESSIVE OR COACH USA), HOME AND HEALTH CARE (2 CONTRACTS), INSTITUTE FOR HUMAN SERVICES (8 CONTRACTS), LEATHERSICH, McCARTHY, PROACTION (10 CONTRACTS), STEWART, CITY OF CORNING, AND CITY OF HORNELL MADE BY MR. SCHWARTZ. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Needs Assessment – Mrs. Tetor informed the committee that they have submitted their four-year plan to the New York State Office for the Aging. Part of that included a Needs Assessment Report, a copy of which she distributed for review. They distributed surveys to individuals that participate in the program, as well as individuals that currently do not participate in the program. The biggest concerns to seniors are health care costs, along with the cost of prescription drugs, maintaining an adequate income and paying heat and utility bills. She stated that they work very hard to make sure people know what their options are and we try to educate and inform them.

Annual Evaluation – Mrs. Tetor informed the committee that their annual evaluation has been completed and they have received their report. In the report they commented on our thorough and comprehensive approach to contract monitoring as well as our extensive use of the Advisory Council. They found no areas of corrective action or technical assistance needed.

Flu Shot Clinics – Mrs. Tetor reported they gave fewer flu shots than anticipated. They did sell the remaining vaccine to doctor's offices. They anticipate a total profit of \$18,000.00.

Informational – Mrs. Tetor informed the committee that the Volunteer Recognition Dinner was held on December 3, 2003 and was a great success.

Computer Software – Mrs. Tetor stated they have been working to look for a replacement for their PDS software and have been looking at various other software packages. She is receiving a lot of encouragement from the State saying that we should purchase the same product that the New York State Office for the Aging will be using which is SAMS. Approximately 40 percent of Office for the Aging offices across the country are using this program. Currently 34 counties in New York have purchased this software. Mrs. Tetor stated if we sent them a letter of intent to purchase this software we would be assured of a 10 percent discount and if New York City put in a letter of intent, the discount would go to 20 percent. She met with Mr. Alger and Mr. Ahrens on December 30, 2003 and they decided to put in a letter of intent, which states that this would be dependent upon Legislative approval. She noted that they do have the money in their budget and sending that letter is giving us a 10 percent discount.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ENTER INTO AN AGREEMENT TO PURCHASE THE SAMS SOFTWARE MADE BY MR. ARGENTIERI. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. Department of Social Services

Budget Appropriation – Mrs. Biehl requested authorization to allocate \$900,000.00 in additional revenue into Daycare Expenses to close out 2003 expenses. Mr. Schwartz asked is this money just earmarked for Daycare? Mrs. Biehl replied yes.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO APPROPRIATE \$900,000.00 IN ADDITIONAL REVENUE INTO THE DAYCARE EXPENSES LINE ITEM TO CLOSE OUT 2003 EXPENSES MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Biehl commented that in 2004 they have concerns about the Daycare Program. The House and Senate have approved an increase, but it is tied to the TANF reauthorization. We may have to make adjustments locally.

2004 Contracts – Mrs. Biehl requested approval of contracts with Maryann Bryant – Managed Care Consultant, Fire Alarm Service Technology, Food Stamp Employment and Training – Corning Community College, and Laboratory Corporation of America (LabCorp).

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ENTER INTO CONTRACTS FOR THE YEAR 2004 WITH MARYANN BRYANT – MANAGED CARE CONSULTANT, FIRE ALARM SERVICE TECHNOLOGY, FOOD STAMP EMPLOYMENT AND TRAINING – CORNING COMMUNITY COLLEGE AND LABORATORY CORPORATION OF AMERICA (LABCORP) MADE BY MR. ARGENTIERI. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Caseload Statistics – Mrs. Biehl stated over the last month they had 400 walk in's.

Employment Unit – Mrs. Biehl stated that for the year 2003 they saved the municipalities a total of \$221,308.24. Mr. Argentieri commented the cities and villages should be made aware of this. Mr. McIntyre asked Mrs. Biehl to send the last page of this report to town officials.

Mr. Schwartz asked do you know the average individual case cost to the County? We will have to pick up 25 percent of the cost of TANF. There has been a small downturn in TANF grants, but he sees an escalation of that. Mr. Alger replied it wasn't long ago that the TANF caseload was 2,500. There has always been a Safety Net. Mr. Schwartz stated we need a safety net for the taxpayers and we have no surplus funding. This is

another tax burden. He is trying to see the percentage and what that increase could be. Mrs. Biehl commented there are individuals that roll over into the Safety Net and we pay an additional 25 percent. Mr. Alger stated we budgeted for that. We estimate how many will roll over.

Children and Family Services – Mrs. Biehl stated that next month she is hoping to be able to report on the savings of getting children back home sooner. The numbers for Preventive Services do go up based on the child protection reports. We need to commend these units as they have worked really hard. Mr. McIntyre asked Mrs. Biehl to tell them that the committee complements them.

Fraud & Legal – Mrs. Biehl noted that revenue has been up over last year. We did have a fairly large Medicaid recovery halfway through the year. There is a lower recovery on Food Stamps because they have loosened up the regulations on reporting income and resources.

Budget Transfer – Mrs. Biehl requested authorization to move TANF/NYWBG funds from 2003 into the Major Equipment line item for the purchase of a new van for the Mobile Work Program.

MOTION: AUTHORIZING THE TRANSFER OF \$18,527 FROM TANF FEDERAL REVENUE (NEW YORK WORKS BLOCK GRANT) TO MAJOR EQUIPMENT AND AMENDING THE MAJOR EQUIPMENT LIST TO INCLUDE A VAN FOR THE MOBILE WORK PROGRAM IN THE DEPARTMENT OF SOCIAL SERVICES 2003 BUDGET MADE BY MR. SCHWARTZ. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

Respectfully Submitted By:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Monday, February 9, 2004

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: David Stachnik, Chair L. Ronald Nielsen, Vice Chair Richard A. Argentieri

STAFF: Mark R. Alger Gregory P. Heffner Gary Pruyn
Richard McCandless Kathryn Biehl Robert Plenge
Linda Tetor Frederick H. Ahrens, Jr. Michele Smith

LEGISLATORS: Philip J. Roche John Walsh

OTHERS: Kevin Williams, Institute for Human Services
Pat Roger, Director, Institute for Human Services
Mary Perham, *The Leader*
Rob Price, *The Evening Tribune*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 1:00 p.m. He asked Mr. McCandless to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 12, 2004 MEETING MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

1. OFA/RSVP

Nutrition Program – Mrs. Tetor informed the committee that they have been having problems funding the senior nutrition program and it has become necessary for ProAction to do fund raising. Last year the Houghton Foundation donated \$25,000.00 for this program, although funding does remain a concern. She will be attending a meeting with ProAction and the Institute for Human Services to do some brainstorming to try to close the deficit, which has been projected at \$95,000.00. She wanted to alert the committee to this problem and included this in her annual report last year. They are going to be looking at the United Way for some additional funds and also are looking at how to get some more State funding. Mrs. Tetor stated that she would be bringing in a budget transfer next month to increase our contribution to the nutrition program. She doesn't know how much it will be yet.

Mr. Argentieri asked is State funding being cut? Mrs. Tetor replied no funds were cut. For the past few years it has cost more to operate the program and the costs keep going up while the State and Federal funds remain level. There are very little administrative costs. ProAction recently hired a new food services manager and that individual has been able to cut costs in the kitchen. Mrs. Tetor stated the \$95,000.00 deficit is for

home delivered and congregate meals. This is the total for the countywide program. This year we did close the nutrition sites in Jasper and Prattsburgh.

Software – Mrs. Teton stated for the past couple of months they have been talking about purchasing some new software so that we can report correctly to the Federal government. The software is SAMS and is produced by Synergy in Vermont. This software is supplied across the nation. The Federal government has given New York State until October 1, 2004 to be compliant with their reporting requirement. She stated that she has \$15,000.00 in the budget for this year to purchase SAMS. We can buy it for \$12,500.00; however, we are trying to determine whether to put it on the local server or on a network. She stated they do have State funds to do a local server, which would cost approximately \$16,000.00. The data would be housed here and we would have control. It will take about four years to pay back the cost of the hardware and software to run SAMS on a local server. Currently, the Law Department is reviewing the contract.

Contract Amendment – Mrs. Teton stated that she underestimated the amount for Title III-E through the Institute for Human Services for the Caregiver Program. She requested authorization to amend the contract to include an additional \$59.00.

MOTION: AUTHORIZING OFA/RSVP TO AMEND THEIR CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES FOR THE TITLE III-E CAREGIVERS PROGRAM TO INCREASE THE AMOUNT OF THE CONTRACT BY AN ADDITIONAL \$59.00 MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Gehl asked how the nutrition site at Day Springs was doing? Mrs. Teton replied it has been doing very well.

2. Youth Bureau

Integrated Plan – Mr. Pruyn informed the committee that they have submitted their plan to the State for Child and Family Services. He introduced Kevin Williams and Pat Rogers from the Institute for Human Services, who facilitated the plan.

Mr. Williams distributed a copy of the summary of the Steuben Integrated Plan. He noted that the State is moving toward requiring all Social Services Departments and Youth Bureaus to submit their three-year plans together. The plan can also be accessed on the Institute for Human Services website at www.ihsnet.org. The plan has seven core sections which are Adult Services, Child Care Services, Child Protective Services, Children in Placement Services, Domestic Violence Services, Preventive Information and Treatment Services and Youth Services. Each section includes 3 – 12 outcomes. This plan goes into effect May 1, 2004 through December 31, 2006.

Mr. Argentieri asked when this is approved by the State, when does the funding come to implement this? Mr. Williams replied this plan doesn't direct new services. It tells what the focus will be of the agencies, given the funds they were given. Mr. Argentieri asked are there any mandated programs being suggested over and above what we have now? Mrs. Biehl explained we took each unit and we went through and looked at countywide services, where there were gaps, and looked, for example, at how we could reduce foster care placements with the staff we have. We looked at how to provide our services better and more efficiently without any increase in costs. Mr. Pruyn stated they looked at forming task groups and now have put in place a means for building expanding partnerships. This is a snapshot, and the plan is still changing. This is a very flexible document. The committee will meet annually and review what they have done. Mr. Pruyn stated this is the most comprehensive, longest running planning process we have ever done. This took a lot of time and a lot of people. This now has the most current data we have ever had.

Mr. Stachnik commented Steuben County took the lead with this. Mr. Pruyn stated we have more in-depth, quality information as compared to some of the other counties. Mr. Williams stated other agencies are using the information for their own plans or for grant writing.

Mr. Pruyn stated that he would like to make a formal, public presentation of a plaque to Mr. Rogers for the Institute for Human Services for their facilitation of this plan. He also presented Mr. Williams with a small token of their appreciation for all of his help during the past three years in producing this plan.

Informational – Mr. Pruyn announced that Mr. McCandless is back working full-time.

Mr. Pruyn stated that on February 23, 2004 the Youth Board will finalize the final allocations and he will bring that in for approval at the March meeting.

Mr. Pruyn informed the committee that he is in the process of writing a grant application for their third cycle in the Reality Check Program. This grant runs from mid-year through next year.

3. Department of Social Services

Caseload Statistics – Mrs. Biehl presented the monthly reports for the committee's review. She noted that from December 2001 through present, they had a total of 139 cases reach the 60-month TANF time limit. Of those, 106 cases rolled over into the Safety Net Program. The total number of cases they had for January were 685, of which 438 were walk-ins. Mr. Argentieri asked did the numbers for homeless increase in January? Mrs. Biehl replied yes. They had 8 new applications for individuals moving in from another state and/or county. Everything is up. We are seeing the highest number in years for walk-ins.

Mrs. Biehl stated that 72 percent of the current caseload is receiving Medicaid. Mr. Stachnik asked of the 62 counties, where do we fall? Mrs. Biehl stated that in 1992 – 1993 we were 12 percent above all other counties. Mr. Alger stated we have the highest growth rate in one year, of all of the other counties.

Employment Unit – Mr. Argentieri stated that he would like to point out that Mr. McIntyre was instrumental in getting this program off the ground and running. He is responsible for some of its success.

Zip Code Report – Mrs. Biehl explained this report shows by district, the number of cases receiving Medicaid, Food Stamps, services, etc. This report is done quarterly.

Mr. Argentieri asked is there a report for Fraud & Legal? Mrs. Biehl replied the committee will get that next month. That is another report that is done quarterly.

State Budget Review – Mrs. Biehl distributed a handout depicting the highlights of the proposed State budget. She stated that this year the Department of Social Services spent \$20.7 million on Medicaid. We received \$744,000.00 in additional Federal aid through June 2004. If we would not have received this additional funding, we would have gone over our local share by \$300,000.00. The State's proposal to help with the Medicaid problem is to do Long Term Care Takeover. The State will assume the local share of Long Term Care Services over a 10-year period. This takeover is contingent on the enactment of several cost containment initiatives such as closing eligibility loopholes, re-establishing the 6 percent nursing home assessment effective April 1, 2004, establishing a 0.7 percent home care assessment, etc.

Mr. Argentieri commented the State is not doing a lot. Mr. Nielsen commented the State says one thing and then tells us to do another. Mr. Argentieri asked is someone responsible for the 0.7 percent home care assessment and the 6 percent nursing home assessment? Mr. Roche commented that is the proposed budget.

Mrs. Biehl stated the State is also proposing to reduce the overburden payments, which amounted to \$77,000.00 last year for the County. The State is also proposing changes to Family Health Plus. Part of those changes include discontinuing the facilitated enrollment, which means that those individuals will now come to us and that will increase our caseload. Also the State is proposing to provide \$1 million in grants for local district eligibility determinations for Family Health Plus, although we are currently paying \$5 million for facilitated enrollment.

Mrs. Biehl stated that with regard to Services, statewide, they are proposing reducing the TANF from \$64 million to below \$20 million. They are going from 10 – 5 percent so they can support and fund the income tax credit. We can claim this against the previous funding, but we are still looking at about \$200,000.00. The State is proposing block granting detention services. They are proposing \$56 million which is down \$7 million from the actual cost last year.

Mrs. Biehl stated that with regard to daycare funding, the State has not decreased funding, but they have not increased it. As the caseload goes up, so does the cost. The families receiving subsidies pay 25 percent of the daycare costs. We are going to need them to pay 30 percent of the daycare costs. She noted that those individuals who are receiving services are at 200 percent of the poverty level and we will have to reduce the cutoff to 150 percent of the poverty level. This will go into effect June 2004. This gives us plenty of time to notify individuals and she expects to have a waiting list. They don't have any other alternative outside of using local dollars.

Mr. Argentieri stated we may have to consider doing that. Mrs. Biehl stated that the State budget proposal includes continuing our DOL/OTDA Joint Block Grant at its current funding level. This helps fund TANF, the BILT program, and domestic violence services. They are proposing a \$15.9 million increase across the State and we would be able to apply for this funding to continue our programs and possibly expand them. This would be one-third more than we are currently getting. They have restricted eligibility for services to those receiving TANF assistance, Safety Net families and those under 200 percent of poverty who left assistance within the past twelve months.

Mrs. Biehl stated that the State is also proposing a Full Family Sanction Bill. Currently, New York is one of 15 states that don't have this. This is for families that have parents who are non-compliant with work requirements and are still receiving the benefits that the children are entitled to. Under this proposal, the first sanction will be a pro-rata reduction in benefits until compliance, with case closure following two months of non-compliance. The second sanction is that the case will be closed, but the client who subsequently complies could restore the household benefit to a pro-rata reduced grant. Following the minimum duration of three months, the case would be restored to the full grant if the household is compliant. The third sanction is similar to the second, with the exception of a minimum duration of six months. This helps get the parents to be compliant.

Mr. Stachnik commented that the department still managed to finish in the black for 2003 with a growing caseload. Mrs. Biehl stated that happened because the Legislature has taken the time to understand how important the County is and what the caseload has been like. This is a tribute to you for having a good understanding of the process.

IV. OTHER BUSINESS

Mr. Stachnik stated that a proposal has been made to move the monthly meeting to the first Wednesday of each month at 9:00 a.m. Mr. Argentieri stated 9:00 a.m. was not good for him and he would be unable to attend. The committee did agree to try holding the meetings at 10:00 a.m. on the first Wednesday of each month.

MOTION: TO ADJOURN MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

reduced his request to \$10,000.00. Personally, he doesn't think they will see anything this year, but perhaps it will show something next year.

Dr. Baker stated recently, there has been publicity in the Star-Gazette regarding the National Cemetery in Elmira being full and veterans being taken to Bath for burial. There has been discussion that if the Elmira cemetery purchases extra land, they will then move the veterans from the Bath cemetery to Elmira, if they had originally requested to be buried in Elmira. He asked Mr. McRae if he knew anything about this? Mr. McRae replied that he will research this. Mr. Alger stated the related question is if they are not successful in securing property in Elmira, we should look at recent trends in Bath to see what that will do to the occupancy in the Bath cemetery and how soon it will impact us.

2. OFA/RSVP

Budget Transfer – Mrs. Teter informed the committee that they have received \$36,814.00 in State funds. She would like permission to use \$5,600.00 to purchase the SAMS software, etc. The remaining \$30,814.00 will be used for ProAction for their home delivered meals. She stated that Information Technology went back and looked at the equipment and they were able to get the price down to \$5,600.00.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ACCEPT \$5,600.00 INTO ACCT. #677300.3772770 AND \$30,814.00 INTO ACCT. #677400.3772770 AND APPROPRIATING \$5,600.00 INTO ACCT. #677300.298000 FOR THE PURCHASE OF SAMS EQUIPMENT AND APPROPRIATING \$30,814.00 INTO ACCT. #677400.440524 TO PROACTION FOR THE HOME DELIVERED MEALS PROGRAM MADE BY MR. GEHL. SECONDED BY MR. NIELSEN.

Dr. Baker asked is this money in the budget? Mrs. Teter replied this is additional State revenue that we did not estimate. We were not able to fill the EISEP case manager position last year and we got a one-time approval for that money to be transferred into these items. Mr. Stachnik commented there is a need for the software that will enhance the servicing of clients. Mrs. Teter commented the software will also help us with our reports. Mr. Alger explained Mrs. Teter has a carryover. She had funds from last year that the State is allowing her to carryover to this year and spend.

Mr. Alger noted that in the process of discussion last month, there was a question about State funding. He would like to clarify one of the things that was misunderstood in talking about the meals program, generally it is difficult to make ends meet with that budget facing a \$95,000.00 deficit. This \$30,000.00 helps to resolve that problem. The County has \$116,000.00 this year going into that program. The additional money is all State money. Mr. Gehl asked did you get the word out to the senior centers? He stated that he gets quite a few calls about the program not having money. Mrs. Teter replied we have attempted to clarify that. This is the first step in solving the deficit problem. We are also working very closely with ProAction staff to come up with other ways to close the gap.

Mr. Alger stated in looking forward, assuming we are suggesting no increase in funds, closing the gap probably wouldn't be a permanent solution to the funding gap. In 2005 we have to make decisions about what to do. There will be issues to be discussed.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Contract – Mrs. Teter requested authorization to sign a contract with Synergy Technologies for the purchase of the SAMS software. This company is out of Vermont.

MOTION: AUTHORIZING OFA/RSVP TO SIGN A CONTRACT WITH SYNERGY TECHNOLOGIES OF VERMONT FOR THE PURCHASE OF THE SAMS SOFTWARE MADE BY DR. BAKER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Tetor requested authorization to increase the contract total to ProAction for the home delivered meals program because we have the additional \$30,814.00. The new total for the contract would be \$333,713.00. The county share is \$116,336.00 and the State/Federal share is \$217,377.00.

MOTION: AMENDING THE CONTRACT WITH PROACTION FOR HOME DELIVERED MEALS TO INCREASE THE TOTAL AMOUNT OF THE CONTRACT TO \$333,713.00 MADE BY DR. BAKER. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Tetor informed the committee their new EISEP case manager started Monday.

Prom - Mrs. Tetor informed the committee the date of the Senior Citizens Prom will be May 15, 2004.

Informational – Mrs. Tetor informed the committee that the Hornell Arts Council is working with the Hornell Senior Center to redecorate their nutrition site. Mrs. Tetor stated the Steuben Coordinated Transportation report shows that they have served 300 new clients since 2001.

3. Youth Bureau

Contract – Mr. Pruyn requested authorization to enter into a contract with the Center for Dispute Settlement in the amount of \$15,000.00 for the Juvenile Diversion Program with Probation. The money is in the budget and the Youth Board has approved.

MOTION: AUTHORIZING THE YOUTH BUREAU TO CONTRACT WITH THE CENTER FOR DISPUTE SETTLEMENT IN THE AMOUNT OF \$15,000.00 FOR THE JUVENILE DIVERSION PROGRAM MADE BY DR. BAKER. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Jack Lisi Youth Awards – Mr. Pruyn informed the committee that they have kicked off this year's Jack Lisi Youth Award program and have mailed out applications. He distributed a copy of the application form to everyone present. If we can spread the word, we can get a lot of nominations. The Jack Lisi Youth Award Dinner will be held May 7, 2004 at the Hornell Knights of Columbus. This is our thirteenth year and each year we recognize up to eight young people.

Informational – Mr. Pruyn informed the committee that the Eckerd Drug Quiz was held last night in Hornell. They had 12 teams which consisted of 10 school districts and 84 children. The four teams that will compete again on Thursday are Jasper-Troupsburg, St. Ann's, Hornell Jr/Sr. and Arkport. After this competition, there will then be two teams that will compete in the State final on March 31, 2004. Mr. Gehl asked what group puts this on? Mr. Pruyn replied Hornell Concern for Youth heads this up. This program is very similar to academic all stars. It is centered on drugs, alcohol, smoking and self-esteem issues. All of the schools are invited to attend.

4. Department of Social Services

Caseload Statistics – Mrs. Biehl reviewed caseload statistics with the committee. She noted that the caseloads have increased quite a bit in February. She commented walk-ins and application numbers are on target, but the caseload went up. It looks like unemployment benefits are running out for many people. The numbers for Family Assistance and Safety Net increased quite a bit as well. Mrs. Biehl noted there were **17**

year-to-date, which included 9 this month, individuals from another county/state that applied for assistance this month.

Mrs. Biehl stated that in the Employment Unit – **Mobile Work Program** they are averaging half of the individuals scheduled showing up to work.

Mrs. Biehl reviewed the Services Report. This report includes Foster Care, Child Protective, etc. The year-end Child Protective reports were significant **as the indicated cases have gone up to approximately 30** percent which says something as to how we have educated people. Previously this number was at **20 – 25** percent. The Foster Care cases are holding steady. **Year-to-date** we have had one child adopted and one child freed for adoption. Mr. Gehl asked what do you mean when you say that a child has been freed for adoption? Mrs. Biehl replied it depends on the reason, whether it is voluntary or as a result of neglect. The parents have **approximately one year to comply with the department in order** for the child to return home. If after that, the parents have not done what they need to do, then a TPR (termination of parental rights) **is pursued**. Mrs. Biehl noted open cases refer to those cases that are currently under investigation in the Child Protective Unit. If a case has been closed, **often it is** referred for ongoing preventive services. This means that the child can stay in the home, but needs to have additional services **and supervision from the Department** in order to remain at home.

Mrs. Biehl reviewed the Fraud and Legal Report. She noted that pending fraud cases are cases that they have in the current month that they are ready to take action on. Typically those cases end in arrest. She noted that with regard to the Administrative Disqualification Hearings, they typically don't do those, they are usually for out-of-state cases. Potential violations are handled in-house and are generally handled with the client and we do not pursue legal action.

Mr. Gehl asked how do you get the money back? Mrs. Biehl replied we will recover the money or pursue an arrest and **typically** give them a year to repay. Mr. Stachnik commented the percent of the budget for Fraud and Legal is small compared to the percentage of the total budget. Mrs. Biehl replied yes. She can give the committee a breakdown quarterly of how that is distributed.

Mr. Stachnik stated he can recognize the fact that we have had a severe winter and as a result, high heating bills. He also knows that we have HEAP money. In lieu of the severe winter, is there a way to memorialize the politicians at the federal level to procure additional dollars? Mrs. Biehl replied they have received an additional allocation of **approximately \$150,000 - \$200,000** for this HEAP season. We could memorialize to request additional dollars. Dr. Baker asked how much has been expended? Mrs. Biehl replied she doesn't know year-to-date figures. We always completely use what we receive. This year we have had seven thousand applications. We have seen increases in the number of furnace repair/replacement requests. Mr. Alger asked how does this year compare with the rate at which HEAP money was being spent compared to other years? Mrs. Biehl replied we have 500 more applications over last year. Mr. Plenge stated October 1st was the opening of the HEAP and all of the money has gone out as fast as the applications are coming in. This money coming in now will help with the new applications. He noted they also started HEAP a month earlier this year. Dr. Baker asked how do you determine the allocations? Mrs. Biehl replied that is done by eligibility levels which are the federal guidelines. Individuals are awarded a certain amount per session.

MOTION: REQUESTING THAT THE FEDERAL GOVERNMENT ALLOCATE ADDITIONAL FUNDS FOR THE HEAP PROGRAM, IN LIEU OF THE SEVERE WINTER AND HIGH COST OF HEATING MADE BY DR. BAKER. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

MOTION: TO ADJOURN MADE BY DR. BAKER. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, April 7, 2004 @ 1:30 p.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, March 31, 2004.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, April 7, 2004

12:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: David Stachnik, Chair Francis L. Gehl, Vice Chair Richard A. Argentieri
DeWitt T. Baker, D.V.M. L. Ronald Nielsen

STAFF: Mark R. Alger Linda Tetor Gary Pruyn
Frederick H. Ahrens, Jr.

LEGISLATORS: Thomas J. McIntyre John Walsh

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 12:00 p.m. He asked Mr. Nielsen to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 3, 2004 MEETING MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

1. Youth Bureau

Budget Transfer – Mr. Pruyn requested approval to accept additional revenue from the New York State Department of Health in the amount of \$21,667.00. This is 100 percent State aid that will extend the Reality Check contract through July 31, 2004.

MOTION: AUTHORIZING THE YOUTH BUREAU TO ACCEPT \$21,667.00 IN ADDITIONAL REVENUE FROM THE NEW YORK STATE DEPARTMENT OF HEALTH TO EXTEND THE REALITY CHECK CONTRACT THROUGH JULY 31, 2004 MADE BY MR. ARGENTIERI. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Pruyn requested approval to make various adjustments to the COLA appropriations. Reducing Family Services by \$5,277.00; removing funding from the CAP Program which is the chemical abuse prevention program through St. James, \$22,793.00; adding \$12,865.00 for Hornell Concern for Youth and adding \$10,900.00 for Catholic Charities. Mr. Pruyn noted the total deductions are \$28,070.00 and the total increases are \$23,765.00. There is a loss of revenue of \$4,305.00.

MOTION: AUTHORIZING THE YOUTH BUREAU TO MAKE THE FOLLOWING ADJUSTMENTS TO THE COLA APPROPRIATIONS: REDUCING FAMILY SERVICES BY \$5,2770.00; REMOVING \$22,793.00 IN FUNDING FROM THE CAP PROGRAM THROUGH ST. JAMES; ADDING \$12,865.00 FOR HORNELL CONCERN FOR YOUTH AND ADDING \$10,900.00 FOR CATHOLIC CHARITIES MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Informational – Mr. Pruyn informed the committee that they have asked for a realigning of revenues from OASAS that would decrease County costs for 2004. The net result is that OASAS did not approve our request. The bottom line is that the cost for 2004 will be \$19,688.00, which is the same County cost that we paid in 2003. Mr. Alger commented we were working to convince them to give us additional administrative costs, but they refused.

Jack Lisi Youth Award – Mr. Pruyn informed the committee that 8 individuals and 2 alternates have been picked to receive this year's award. They are setting up the interviews of these individuals and they will be recognized at the dinner that will be held on May 7, 2004 in Hornell.

Reality Check Program – Mr. Pruyn stated they have submitted their RFP to receive a grant in the amount of \$65,000.00 for an additional year. If selected, they will then run a five-year program. We also received a letter from the regional individual complimenting our coordinator who is ahead of her peers. Mr. Pruyn stated someone else in the County has also applied for this grant, however, we don't know who it is. In May we should know if we were selected to receive the grant. If we are selected, the grant will take effect in August.

Child Abuse Prevention Month – Mr. Pruyn announced that April is Child Abuse Prevention Month. They are doing a blue ribbon campaign in honor of this. He distributed cards with ribbons to the members of the committee. They have put together one thousand cards/ribbons and they will be distributed to providers, families, etc. The Family Fling is scheduled for April 24, 2004. Mr. Pruyn stated that he will be presenting the Child Abuse Prevention Award at the April Legislative meeting.

2. OFA/RSVP

Contracts – Mrs. Tetor requested approval of subcontracts for 2004 – 2005. Mr. Argentieri commented the amounts have gone down from 2003 – 2005. Mrs. Tetor explained they have completely eliminated some contracts that they didn't have the money for.

MOTION: APPROVING THE FOLLOWING SUBCONTRACTS FOR THE YEAR 2004 – 2005 FOR THE OFFICE FOR THE AGING: HOME & HEALTH CARE – EISEP \$120,094; INSTITUTE FOR HUMAN SERVICES – CAREGIVER \$18,164; PROACTION – EISEP ASSISTANT \$37,524.00 AND SCHUYLER HOME CARE \$4,500.00 MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Nutrition Program – Mrs. Tetor informed the committee that they are working very hard at getting nutrition funds. They are approximately halfway to the \$95,000.00, which includes the money that was approved last month. She noted that of the many things they are doing, they have been doing a marketing campaign to get donations at the sites from the customers.

Software Contract – Mrs. Tetor stated last month this committee gave authorization for her to enter into a contract with Synergy for their software program. However, they do not carry professional liability insurance and it would double the cost of the contract if the company went out and purchased that insurance. The Risk Manager does not recommend purchasing the software without the liability insurance, but he indicated

that she could come to the committee to get a waiver. Mrs. Teter stated that she has talked with the company. The State is recommending that we purchase this software. Synergy provides this software nationally at five thousand locations.

Mr. Argentieri asked what about the liability? Mrs. Teter stated they have five thousand installations across the country. Nobody has required insurance from them and that's why they don't carry the liability insurance. The County has purchased other software and those companies don't carry liability insurance.

Mr. Stachnik asked what is the risk exposure? Mrs. Teter replied this is data collection software. It is all HIPAA compliant. She stated that she talked with Mrs. Smith in the Law Department and she indicated that she did not see a problem with this. Mr. Argentieri asked should we do this without liability insurance? Mr. Alger stated that he doesn't recommend purchasing the insurance. It would double the cost of our contract and this software is being used across the State.

MOTION: WAIVING THE PROFESSIONAL LIABILITY INSURANCE REQUIREMENT FOR SYNERGY MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Ahrens commented usually we do go bareback because it is not attainable or it is at such a high rate. He is comfortable with this especially because this software is not dealing with any financial information. .

Informational – Mrs. Teter announced that the Senior Citizens Prom will be held on May 15, 2004 at Haverling High School.

Mr. Stachnik asked Mrs. Teter to be present at the April Legislative meeting.

MOTION: TO ADJOURN MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, May 5, 2004 @ 1:30 p.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, April 28, 2004.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, May 5, 2004

1:30 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****AMENDED MINUTES****

COMMITTEE: David Stachnik, Chair Francis L. Gehl, Vice Chair Richard A. Argentieri
DeWitt T. Baker, D.V.M. L. Ronald Nielsen

STAFF: Mark R. Alger Kathryn Biehl Teresa Stever-Gray
Robert Plenge Pat Sherer Martin Donnelly
Linda Tetor Daniel McRae Ken Peaslee
Frederick H. Ahrens, Jr. Jim Gleason

LEGISLATORS: Philip J. Roche, Esq. Harley R. Mayo Thomas J. McIntyre

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 1:30 p.m. He asked Dr. Baker to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 7, 2004 MEETING MADE BY MR. ARGENTIERI. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

1. Department of Social Services

HEAP – Mrs. Biehl stated that Mr. Gleason is here to talk about the bids for furnaces for the HEAP Program. Mr. Gleason informed the committee that last week he opened the bids for residential heating systems. We did not receive bids in three or four of the furnace categories. He recommends rejecting the bids. He would like to take another look at the specifications and correct them and then come back in June.

MOTION: REJECTING THE BIDS FOR RESIDENTIAL HEATING SYSTEMS FOR THE HEAP PROGRAM MADE BY DR. BAKER. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Fraud & Legal Website – Mrs. Biehl informed the committee that they have been working jointly with Information Technology to create a mechanism to report welfare fraud through the county webpage. Martin Donnelly handles computer needs in Social Services and has worked with Mr. Peaslee on developing this. Mrs. Biehl introduced Pat Sherer who is the head of the Fraud & Legal Unit and she will be the person handling reports received from the website.

Mr. Donnelly distributed a copy of what the webpage will look like on the county website. There are people in the County that would like to help the Department of Social Services stop welfare fraud. He explained that they put together a link from the County homepage that has the logo depicted on the handout. Individuals that suspect welfare fraud can send that information via the webpage to the Department of Social Services and that information will be used to conduct an investigation.

MOTION: APPROVING THE WEBPAGE FOR REPORTING FRAUD TO THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. ARGENTIERI. SECONDED BY MR. GEHL.

Mr. Gehl asked can the e-mail be traced back to the sender? Mr. Donnelly replied no. It sends the information to us without a return address. Mr. Stachnik stated New York State Education Department requires that all complaints have to be investigated. In this case, are you mandated to investigate? Mr. Donnelly replied the webpage is an extension of that. Whenever we receive a complaint we investigate it.

Mr. Peaslee commented that the logo is available on the county webpage and will also be available under the Department of Social Services link. There will be two places for the public to access this. Mr. Mayo asked why isn't this logo posted in every post office and library site in the County? This should be posted on bulletin boards for the public. Mr. Donnelly replied they are hoping this effort can achieve some level of publicity. Dr. Baker asked is this something that is being utilized by any of the other counties? Mr. Peaslee replied not that he knows of. Mrs. Biehl stated that they have prepared a press release that she will review with Mr. Alger prior to it being sent out.

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

Budget Appropriation – Mrs. Biehl informed the committee that they have received a supplemental allocation to their current Solutions for Transportation IV Program from TANF in the amount of \$137,146.00 and she requested authorization to transfer that to their Work Travel line item. She explained this is a loan and grant program for individuals receiving TANF or for those individuals who are under 200 percent of the federal poverty guidelines. This program allows those people to purchase or repair a vehicle in order for them to obtain or retain employment.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ACCEPT A SUPPLEMENTAL ALLOCATION IN THE AMOUNT OF \$137,146.00 INTO THEIR LINE ITEM FOR TANF FEDERAL AID AND APPROPRIATING SAID AMOUNT TO THEIR WORK TRAVEL LINE ITEM FOR THEIR CURRENT SOLUTIONS FOR TRANSPORTATION IV PROGRAM MADE BY MR. ARGENTIERI. SECONDED BY MR. GEHL.

Mr. Argentieri asked what is the amount of money applicable to each vehicle? Mrs. Biehl replied they can receive \$5,000.00 for the purchase of a vehicle or \$1,500.00 for the repair of a vehicle. They also can receive assistance to pay for insurance, registration, driver's license, etc. Dr. Baker asked is this program done in conjunction with other counties? Mrs. Biehl replied each county is independent. The Community Solutions Program is only for Steuben County and we use Steuben Educator's Federal Credit Union for the loan program and also for providing financial counseling. Mr. Argentieri asked is there any liability to the County with this? Mr. Ahrens replied the title is in the recipient's name. We are no different than a bank.

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

Mrs. Biehl informed the committee that they received an additional allocation of \$51,328.00 in TANF funding for the Demonstrated Effective Program for PINS. She stated that they will use \$19,300 to offset the current expenses to Probation and another \$828.00 for administrative costs. She requested authorization to accept that funding and to use the remaining \$31,200 to enter into contracts with Steuben-Allegany BOCES and

the Center for Dispute Settlement. Ms. Stever-Gray explained the contract with BOCES is to secure additional slots for supported employment for youth. They will find a work location and provide them with support on-site and the funds will go to the employers. The contract with the Center for Dispute Settlement is to provide for PINS diversion services and education programs. Mrs. Biehl explained the programs through BOCES and the Center for Dispute Settlement are new. They **will be** funded through **these** Federal TANF funds. When the grant runs out, the contracts will not be renewed.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ACCEPT AN ADDITIONAL ALLOCATION OF \$51,328.00 IN TANF FUNDING FOR THE DEMONSTRATED EFFECTIVE PROGRAM FOR PINS AND APPROPRIATING \$31,200.00 TO THE PREVENTIVE SERVICES LINE ITEM AND AUTHORIZING THEM TO ENTER INTO CONTRACTS WITH STEUBEN-ALLEGANY BOCES FOR SUPPORTED EMPLOYMENT FOR YOUTH AND THE CENTER OF DISPUTE SETTLEMENT TO PROVIDE PINS DIVERSION SERVICES AND EDUCATION PROGRAMS MADE BY DR. BAKER. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Informational – Mrs. Biehl announced May is Foster Care Month in New York State. They will be holding their annual dinner for Foster Care parents. She requested authorization to hold the dinner at the end of May or beginning of June and to spend up to \$800.00 for the dinner.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO SPEND NOT MORE THAN \$800.00 ON THE ANNUAL DINNER FOR FOSTER CARE PARENTS TO BE HELD AT THE END OF MAY OR BEGINNING OF JUNE MADE BY MR. ARGENTIERI. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Caseload Reports – Mrs. Biehl informed the committee that the numbers rose this month in all areas. There was an increase of 100 Medicaid cases. This time of year we typically see a surge in the caseloads. There were 17 new applicants from another state/county and year-to-date they have had 61. That is an increase over what they have seen previously. Mr. Gehl asked are they coming here because it is easier to get assistance? Mrs. Biehl replied that is some of the reason. **TANF is federally funded and the program is available throughout the United States. States determine independently to offer a Public Assistance benefit. New York State offers a Safety Net program. Individuals that time out of TANF (60 months) are then provided for through New York State's Safety Net program.** She explained Medicaid is paid based upon the **healthcare** service they receive. Statewide, they pay **on an average** \$9,000 per person. Steuben County pays **on an average** \$6,200 per person.

Mr. Stachnik asked do seasonal trends in employment seem to soften the rise? Mrs. Biehl replied in the spring the numbers surge in all categories, and they don't know why that is. Mr. Alger commented they don't see a decrease until later in the season. We have about 1,070 cases, but not ten years ago we had 2,500 cases. It could be a lot worse. Mr. Argentieri asked when a person comes from Pennsylvania and gets TANF, how long is that good for? Mrs. Biehl replied 60 months. If they come from Pennsylvania and **were receiving** it, then that **time** counts. She explained in order to receive benefits from Steuben County they **do no** have to be a resident of New York State and/or a resident of Steuben County. **Individuals often show up homeless, in crisis situation.** Mrs. Biehl **further informed the committee** there is a bill pending in Congress that would allow the State to expand Medicaid to those individuals in the 19 – 23 age bracket that are in the gray area of being **served (ie. students).**

HEAP – Mrs. Biehl stated that the HEAP program is now closed, although the Emergency HEAP Program is still open. They have had 11,000 applications this year.

Medicaid Managed Care – Mrs. Biehl stated this is still optional in Steuben County. Recipients can enroll in a managed care program. Our provider is Southern Tier Priority Health. Mr. Stachnik commented Medicaid clients are a very difficult population to direct toward managed care. It is tough to get a handle on. Mrs. Biehl stated that approximately 25 – 30 percent of the Medicaid caseload is enrolled. This is still voluntary. One of the benefits is that individuals are guaranteed health care and it hopefully reduces the number of emergency room visits. In theory this program should save money.

Services – Mrs. Biehl informed the committee they are at an all time low since she has been Commissioner. They have 157 children in care. This is a complement to Ms. Stever-Gray and the Services Unit as they have worked very hard to reduce the number of children in care. She stated that this can be attributed to preventive services and providing diversion programs. We have not had a PINS placement since February. Our team **comprised of Mental Health, Probation and Social Services**, is doing a great job of diverting referrals.

Fraud & Legal – Mrs. Biehl reported that they have condensed their report and will provide a more detailed report on a quarterly basis. Dr. Baker stated that under the year-to-date, completed fraud cases were \$83,829.04 and resources recovered were \$100,598.24. What is the difference? Mrs. Biehl explained resource recoveries come from liens, recoveries from estates, etc. With fraud cases, we have found that there is some type of fraud with temporary assistance, Medicaid or food stamps. Mrs. Biehl informed the committee that Investigator Ordway, who is new to their department, has done a great job and has been **very** aggressive.

Year-End Budget Projects – Mrs. Biehl informed the committee that they are pretty close to the wire. The areas of concern are Medicaid, Temporary Assistance and Safety Net. We do not have any wiggle room with Temporary Assistance or the Safety Net. Medicaid is down right now, but we don't anticipate that continuing. Our Medicaid expenses come in from the State report and we would expect to see an increase in that.

Mr. Argentieri commented that line item 6129, State Training Schools – Contractual, not much has been expended for the first four months of the year. Mrs. Biehl explained that **line** is for **educational costs** for kids in care. **It is** charged back from the State. We will spend what we have budgeted. Dr. Baker asked why has only one-half of the HEAP budget been used? Mrs. Biehl explained that HEAP closes this quarter **for the 2003-2004 season. It** will reopen for the last quarter of the year **for next year's 2004-2005 HEAP season. This** reflects the net figure to the present time.

MOTION: ACCEPTING THE DEPARTMENT OF SOCIAL SERVICES MONTHLY REPORT MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. OFA/RSVP

Budget Transfer – Mrs. Teter informed the committee that there was an error in the cost collections in the Senior Employment Program. She requested authorization to increase the contract with the Institute of Human Services for the Title V Program.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO TRANSFER \$1,428.00 FROM ACCT. #677700.4.4772730, III B TO ACCT. # 677700.5.440125, INSTITUTE TITLE V TRANSITION AND INCREASING THE AMOUNT OF THE CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mrs. Tetor informed the committee that the month of May is Older Americans Month. On May 15, 2004 they will be holding the 15th annual Senior Citizen Prom. She is expecting to have the Senior Citizen of the Year Award at that time.

Mrs. Tetor stated that May 25, 2004 there will be a conference with Congressman Houghton, Bethany Village, Elmira College, and the Office for the Aging for Steuben, Schuyler and Chemung counties. The topic is Trust in the Lives of Older Women. As a result of this they are hoping to come up with a statewide program or a national model.

Mrs. Tetor informed the committee that next month they have their Annual RSVP Recognition Dinner which will be at the Watson Homestead at noon. She apologized that she will be unable to attend next month's meeting, but they had scheduled this months in advance, prior to knowing what the committee meeting schedule would be.

Medicare Prescription Drug Program – Mrs. Tetor stated this program is available to seniors. They have received many calls and the program is very confusing.

Senior Nutrition Program – Mrs. Tetor stated they are continuing to work with this program. They have applied for a grant to help with the funding. They also found a foundation that matches nutrition money. This foundation is the Finestein Foundation. They are also working on a new pamphlet to try to increase customer donations through education.

3. Veteran's Service Agency

Mr. McRae distributed reports for the months of March and April. He commented that in comparing March 2003 with March 2004 contacts have increased 177 and original contacts have increased 15. When comparing April 2003 with April 2004 the contacts have increased 247 and original contacts have increased 20. These figures speak for themselves. Our office is not slowing down any.

Mr. McRae stated that two months ago he distributed a 7-page handout with regard to his office and staffing. He feels that his need for a full-time staff is justified by the facts and figures that his office has generated. In his proposed 2005 budget, he is looking at including a full-time staff person and his budget will still be \$135,000 less the \$5,000 that he receives from the Federal Government. The proposed 2005 budget will be \$3,000 less than previous years.

Mr. Gehl asked can you get by this year or do you need someone right now? Mr. McRae replied that he doesn't expect an answer today, but he really needs a full-time position. He would like to keep that possibility open. He anticipates that the addition of a full-time person would increase his budget \$10,000 - \$15,000. Our budget is less than one-tenth of one percent of the entire county budget. Last year we had over seven thousand contacts.

Mr. McRae informed the committee that he has also put in an application for an aid grant. If they receive it, they will get \$1,860.

IV. OTHER BUSINESS

Meeting Day/Time – The committee discussed moving the time of the meeting to 1:00 p.m.

MOTION: CHANGING THE TIME OF THE HUMAN SERVICES COMMITTEE TO 1:00 PM ON THE FIRST WEDNESDAY OF EACH MONTH MADE BY DR. BAKER. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY DR. BAKER. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, June 2, 2004 @ 1:00 p.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, May 26, 2004.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, June 2, 2004

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: David Stachnik, Chair Francis L. Gehl, Vice Chair Richard A. Argentieri
DeWitt T. Baker, D.V.M.

STAFF: Mark R. Alger Gary Pruyn Richard McCandless
Kathryn Biehl Teresa Stever-Gray Robert Plenge
Robert Biehl Frederick H. Ahrens, Jr. Michele Smith
Daniel McRae

LEGISLATORS: Harley R. Mayo John Walsh

ABSENT: L. Ronald Nielsen

OTHERS: Mary Perham, *The Leader* Rob Price, *Steuben Courier Advocate*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 1:00 p.m. He asked Mr. Argentieri to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 5, 2004 MEETING MADE BY DR. BAKER. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

1. Veteran's Service Agency

Staffing – Mr. McRae informed the committee that he has spoken with Mr. Alger and Mr. Biehl. When Mr. Kastner retires, they would hire Dennis Oliver to work part-time, 7.5 hours per week. Mr. Kastner is currently working 7.5 hours per week and is devoting his time to training Mr. Oliver. Along with staffing, he feels that with the part-time staff, there is still a big hole in the department. He wants to keep this issue in the back of the committee's minds. If you approve a full-time position, his budget would still be at the 1999 level. He doesn't feel he is asking for anything extraordinary.

Mr. Stachnik stated that as they go through the budget process, they would consider his request. Mr. McRae asked is the budget frozen for the remainder of the year? Mr. Stachnik replied it may be difficult to do anything this year. He stated that he is ill prepared at this time to answer that question.

Informational – Mr. McRae informed the committee that for Memorial Day they issued 160 flag holders. He stated that they have contact people throughout the County that distributes the flag holders.

Mr. Gehl stated that in *The Leader* they had a section listing the dead from the various wars. There was a Carter, the son of Fred Carter, who was not mentioned. He would like Mr. McRae to look and see what he can find. Mr. McRae stated that he would check on that.

2. Youth Bureau

Student Intern – Mr. Pruyn introduced his summer youth intern, Wendy Snyder, who is attending her first year at Keuka College, majoring in Political Science.

Informational – Mr. Pruyn informed the committee that the Jack Lisi Banquet was a success. There were 140 people in attendance and donations are still coming in. This Sunday, June 6th is the annual golf tournament. This year it is being held at the Bath Country Club and tee off time will be 1:00 p.m. They have 28 teams signed up and lots of sponsors, including Corning Incorporated.

Summer Youth Experience Program – Mr. Pruyn stated that they already have received 200 applications. The committee will meet on Monday to make the selections. They only have room for 150 participants. This is a very worthwhile program as they have helped divert youngsters from the justice system, etc.

Reality Check Program – Mr. Pruyn informed the committee that **we have not received notification that the Reality Check grant has been approved. We have been told that programs that have been approved are sitting on the Governor's desk.** Our current contract runs out on July 31, 2004, and we should know prior to that date.

3. Department of Social Services

Caseload Reports – Mrs. Biehl reviewed the caseload statistics with the committee. She noted that during the summer months they are seeing a little reduction on the financial side. However, Medicaid is not giving us any relief. An interesting trend that she would like to make the committee aware of is that in years past the caseloads have been 60 – 70 percent TANF and 30 – 40 percent Safety Net. What we are seeing now is that our caseloads are close to being balanced. This has a lot to do with the 60-month TANF program and those individuals rolling over to the Safety Net, which is an increase in local costs. There have been 117 cases that have rolled over and we are anticipating another 25 through the end of the year. That equates to approximately \$350,000.00 in local dollars. Mr. Argentieri asked what are exempt cases? Mrs. Biehl replied exempt cases usually are individuals that have some type of disability, alcohol/chemical/ and they can continue on TANF. Mrs. Biehl commented the State is implementing, through the New York State Nutrition Program, that individuals who are single, living alone and on SSI automatically will receive food stamps. That will mean an increase of approximately 400 more cases. It doesn't affect county cost, but will generate more work for staff. Mr. Stachnik asked with the summer months and seasonal employment, that might offer relief in other ways, but not necessarily with Medicaid? Mrs. Biehl replied that was correct.

Employment Unit/Mobile Work Program – Mrs. Biehl stated that they are working four crews and are still getting a 50 percent attendance rate. She noted that those individuals who do not report are sanctioned. Mr. Argentieri asked if they have a legitimate reason for not showing up, but didn't call would that be acceptable? Mrs. Biehl replied yes. They can also apply for a fair hearing.

Mr. Argentieri stated on the Services report, you indicate that one adoption has been finalized year-to-date. How many adoptions are pending? Ms. Stever-Gray replied there are 3 that have their applications being processed through Albany. There are also a number of families that are going through termination of parental rights. By the end of the summer she anticipates that there will be another 10 children freed for adoption. They have foster families that usually adopt those children rather quickly. Mrs. Biehl stated that typically the foster

families are the adoptive families. Before children are adopted they typically have been in foster care, or in the care of a family member other than the parents. Currently we have 45 foster care homes. Mr. Gehl asked are there multiple children in the foster homes? Ms. Stever-Gray replied yes. There are multiple levels of care. We have 70 children that are in the County foster care. There are 70 children who are in therapeutic foster care, such as Kinship and the remainder of the children are in residential treatment centers. Mr. Argentieri asked do you do anything to keep siblings together? Mrs. Biehl replied that is the first thing they pay attention to. There are times when one child may need a higher level of care and they may be placed in a treatment setting. However, the goal is to return the siblings together.

Fraud & Legal – Mrs. Biehl reviewed a summary of the month’s activities. She noted that they are up 10 arrests from last year. Mr. Stachnik commented that a quarterly report may be more beneficial. The committee was in agreement.

Dr. Baker asked what is the difference between a completed fraud and a recovery? Mrs. Biehl replied recoveries typically are liens that we have recovered and are not necessarily fraud. It also includes insurance claims that have been settled and we recover the Medicaid dollars. Mr. Gehl stated the report indicates that there were 17 arrests and 5 convictions. What is the dollar amount that they owe us? Mrs. Biehl replied it looks like it would be approximately \$75,000.00. She stated that she would give him a more detailed amount next month.

Financial Report – Mrs. Biehl noted they are still within budget. They are under budget at this point. Typically the numbers increase as the year goes on. Medicaid is significantly under right now, but she doesn’t anticipate it will stay that way. The year-end projection for expenditures is \$63.8 million.

Mr. Stachnik commented other states have to be following suit. He has a hard time believing that other states are having difficulties. Mrs. Biehl stated we are one of two states that have local shares. She noted that 85 percent of the local share is New York State. Other states don’t have a local share, just the cost of administration. Other states also don’t opt into the Safety Net Program as New York does. New York is in the lead.

Dr. Baker asked with regard to the foster care report, why are the numbers for Emergency Aid to Families so high? Mrs. Biehl replied it looks high, but the way they appropriate the costs is different depending on where the child is eligible. That line item will show a reduction over the next couple of months. Mr. Plenge explained once they determine where the child is eligible, the Emergency Aid to Families line will go down and another line will go up. We have four or five accounts that are foster care accounts and they are tied together.

Mr. Gehl asked how long can an individual stay on the Safety Net Program? Mrs. Biehl replied for two years they receive cash assistance. After that, we will pay utility bills and rent. When families are timing out of the TANF program, they are rolling over to the safety net category.

Personnel – Mrs. Biehl announced that their Director of Child Protective Services, Gloria Cronin will be retiring June 14th. She would like authorization to reclassify that position to Director of Social Services. That title will encompass both Foster Care and Child Protective. The salary and grade will remain the same.

MOTION: AUTHORIZING THE RECLASSIFICATION OF THE POSITION OF DIRECTOR OF CHILD PROTECTIVE SERVICES IN THE DEPARTMENT OF SOCIAL SERVICES TO THE DIRECTOR OF SOCIAL SERVICES, WITH THE SALARY AND GRADE REMAINING THE SAME MADE BY MR. ARGENTIERI. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Biehl informed the committee that they would be receiving an invitation to the Foster Parent Recognition Dinner which will be held on June 15th at 6:00 p.m.

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. ARGENTIERI. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. GEHL. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY DR. BAKER. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, July 7, 2004 @ 1:00 p.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, June 30, 2004.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, July 7, 2004

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Francis L. Gehl, Vice Chair Richard A. Argentieri L. Ronald Nielsen

STAFF: Mark R. Alger Gregory P. Heffner Linda Tetor
Kathryn Biehl Robert Plenge Teresa Stever-Gray
Robert Biehl James Gleason

LEGISLATORS: Thomas J. McIntyre John Walsh

ABSENT: David Stachnik, Chair DeWitt T. Baker, D.V.M.

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 1:00 p.m. He asked Mr. Nielsen to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JUNE 2, 2004 MEETING MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

1. OFA/RSVP

Mrs. Tetor informed the committee that they have received their new computer software system, SAMS which will keep track of client information. The reporting system is slated to begin on October 1, 2004. Mrs. Tetor stated that they received additional funds to help them become NAPIS compliant. This is a federal regulation for submitting data. They received \$5,100.00 and they used those funds to pay for the training and other costs associated with the new software. As a result of that, they were able to free up \$6,909.45 which they would like to use to increase the contract with ProAction for home delivered meals.

MOTION: AUTHORIZING OFA/RSVP TO INCREASE THE AMOUNT OF THE CONTRACT WITH PROACTION FOR HOME DELIVERED MEALS TO \$6,909.45 MADE BY MR. NIELSEN. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mrs. Tetor informed the committee that they previously had a contract with Schuyler Homecare for EISEP. They raised their rates \$7.00 per hour which means that there is an increase from \$13.00 per hour to \$20.00 per hour. She informed the committee that they will be canceling that contract as it is too high a price to

pay. Mr. Alger commented that at this morning's Health & Education meeting we were told that they are out of business.

Mrs. Tetor reported to the committee that the RSVP Volunteer Recognition Luncheon was held on June 3, 2004. They had 320 volunteers and guests that were in attendance.

Contracts – Mrs. Tetor requested approval to enter into subcontracts with the Institute for Human Services and ProAction. She noted that this year they do not have a contract with the Institute for Human Services for the Power Partners Program as they did not have any funding.

MOTION: AUTHORIZING OFA/RSVP TO ENTER INTO SUBCONTRACTS WITH THE INSTITUTE FOR HUMAN SERVICES – MEDICARE INFORMATION SPECIALIST (JULY – DECEMBER 2004), \$4,315.00 AND PROACTION OF STEUBEN AND YATES, INC. – TITLE V, \$34,016.00 MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mrs. Tetor announced that on August 4, 2004 they will be holding their 20-year celebration in Pulteney Park. Everyone is invited to attend. The event will be held from 2:00 p.m. – 5:00 p.m. with a chicken barbecue from 4:00 p.m. – 6:00 p.m. There will also be a concert in the evening. She stated they will have banners in Bath, Corning and Hornell during the month of August and there will also be sponsor pages in the newspapers.

2. Department of Social Services

Residential Heating Bids – Mr. Gleason stated that they met with ProAction and revised the bid specifications. They received three bids from Vine City Supply, Corning Appliance and Harris Supply. He recommends awarding the bid on a line item basis to all bidders.

MOTION: AWARDING THE BID FOR RESIDENTIAL HEATING SYSTEMS FOR HEAP ON A LINE ITEM BASIS TO VINE CITY SUPPLY, CORNING APPLIANCE AND HARRIS SUPPLY MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Caseload Statistics – Mrs. Biehl stated that Medicaid is up another 100 cases, although TANF did go down a little. She stated that she has concerns about the Medicaid budget in general. We still have Federal aid through the end of June and we will see a change in costs since we will no longer have that. There is a concern as to what the State is doing.

Employment Unit – Mrs. Biehl stated they are still seeing about half of the participants showing up. If they don't show, they are sanctioned until they comply. Mr. McIntyre commented this program has been very beneficial and he wishes that we could educate the municipalities to utilize this program more. Mr. Argentieri stated this is an excellent program and he is glad that Mr. McIntyre got it on board.

Services Report – Mrs. Biehl reported that child protective reports are up and have been for the last few months. Placements are still down. They currently have 160 children in care. The preventive caseload is up. Mr. Gehl asked will the numbers continue to increase in preventive because of the summer and children being home? Mrs. Biehl replied the numbers should hold steady. They are preventing more placements from coming in. Previously we ran 190 cases.

Audit – Mrs. Biehl informed the committee that they are undergoing an audit by the State who is checking 4-E eligibility. That is federal dollars and is part of the criteria that comes from Family Court. We are working very closely with the Law Department on this. The federal audit is scheduled for 2006.

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. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NIELSEN. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, August 4, 2004 @ 1:00 p.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, July 28, 2004.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, August 4, 2004

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	David Stachnik, Chair	Francis L. Gehl, Vice Chair	L. Ronald Nielsen
STAFF:	Mark R. Alger Dan McRae Teresa Stever-Gray	Gregory Heffner Frederick H. Ahrens, Jr. Robert Plenge	Gary Pruyn Kathy Biehl Richard McCandless
LEGISLATORS:	Philip J. Roche, Esq.	Thomas J. McIntyre	
ABSENT:	Richard A. Argentieri	DeWitt T. Baker, D.V.M.	
OTHERS:	Mary Perham, <i>The Leader</i>		

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 1:00 p.m. He asked Mr. McRae to lead the Pledge.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 7, 2004 MEETING MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENT REPORTS/REQUESTS

1. Youth Bureau

Reality Check Grant – Mr. Pruyn announced that he has good news. The County Youth Board was awarded the Department of Health Reality Check Youth Action Program Grant in the amount of \$75,000.00. We received \$10,000 more than we had anticipated. He stated this was an open-competitive process and he has a list of who received the grant across the State. They have awarded \$14,642,000 across the State. The grant begins August 1, 2004 and will end July 31, 2005. This is a five-year renewable grant. Mr. Pruyn stated that Lindsey Winters, the Coordinator, has done a fantastic job.

Mr. Pruyn informed the committee that there is a statewide initiative that will continue with the media campaign. They are trying to change social acceptance of smoking and the State would like us to spend the extra \$10,000 on this initiative. He stated that they had a meeting with a representative from the Rochester Office who reviewed our budget. She did say that if more counties were like Steuben, her job would be easier. They like our reporting with regard to the program and the paperwork and we try to get everything in ahead of schedule.

MOTION: AUTHORIZING THE YOUTH BUREAU TO ACCEPT \$75,000.00 IN FUNDING FROM THE NEW YORK STATE DEPARTMENT OF HEALTH REALITY CHECK YOUTH ACTION PROGRAM GRANT MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Pruyn requested authorization to contract with Family Services for the Reality Check Coordinator. The amount of the contract would be \$39,520.00.

MOTION: AUTHORIZING THE YOUTH BUREAU TO ENTER INTO A CONTRACT WITH FAMILY SERVICES FOR THE REALITY CHECK COORDINATOR IN THE AMOUNT OF \$39,520.00 MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Pruyn stated that Wendy Snyder completed 140 hours as their student intern from Keuka College. Her last day was last Friday. She was a big help and part of the work she did included doing three brochures for the Summer Learning Experience, Jack Lisi Youth Award and the Youth Bureau brochure.

Mr. Pruyn distributed a copy of the Youth In Government schedule. He commented that this program has done very well.

2. Department of Social Services

Caseload Statistics – Mrs. Biehl informed the committee that the caseloads are running about the same. Safety Net caseloads are increasing. They were looking at the Medicaid expenses and Family Assistance and those cases are averaging out and leveling off. This has been the trend throughout the State with regard to the cases. She noted that a bill was introduced to the House to continue the Federal FMAP 2 percent for an extended 15 months.

Employment Unit – Mrs. Biehl commented that they have four crews working. Mr. Gehl asked how many people are there per crew? Mrs. Biehl replied normally they have 4 – 6.

Services Report – Mrs. Biehl informed the committee that while child abuse hotline reports are going down, the severity has increased. They are seeing more sexual abuse and had 15 placements for abuse/neglect last month. This is a change. They also had 1 adoption.

Fiscal Report – Mrs. Biehl stated that with regard to Medicaid, the Treasurer's Office received a notice of our weekly share, which was \$600,000. We need to look at that more closely. She is concerned with how the State is entering the data. She is not sure how they are putting claims in. Mr. Alger commented if we continue at \$600,000 per week, that will equate to \$31 million in yearly expenses. This is a significant impact. The State is talking about taking over Family Health Plus over a three-year period. One week of Medicaid costs is more than that takeover.

Mr. Stachnik asked are the caseloads proportional to the unemployment rate? Mrs. Biehl replied yes, with regard to the Public Assistance caseloads. Mr. Stachnik commented we are 7 months into the year, and we can take consolation in the proposed budgeting last year to be as accurate as you are now. Mrs. Biehl stated we need to do work with the Foster Care and Adoption programs. We look at those as a whole and some of our projections are off. We are anticipating that we will be more on target next year with that.

Mrs. Biehl commented that in Preventive Services they have reduced the number of JD PINS, but they are over in Placements and Foster Care. They had anticipated, with the change in the PINS age, getting more cases, but they have held the line and reduced the number of cases.

Mrs. Biehl informed the committee that New York State Electric & Gas sent a letter expressing their appreciation for the HEAP staff for working with them on the utility billings, etc.

3. Veteran's Service Agency

2003 Annual Report – Mr. McRae distributed copies of the overview of the 2003 annual report. He commented that every county agency reports to the State. We had 10,398 veterans in Steuben County in 2003. The Blind Annuity program benefit was increased from \$500 to \$1,000. In order to participate in this program you have to be a war period veteran. The spouses keep their coverage as long as they don't remarry. During 2003 they had 29 veterans and 89 spouses enrolled in the Blind Annuity Program. This is a State benefit.

Mr. McRae explained that with regard to the disability benefits, the county is in the top ten of counties with the greatest percentage of veterans receiving benefits in 2003. Mr. Gehl asked for the service personnel that are currently at the VA, do we get credit for them being in the county, or for where their home is? Mr. McRae replied if we file a claim for them we get credit, however, he doesn't know if they get counted if they stay at the VA.

Mr. McRae stated during 2003, we received \$13,693,547 in compensation, pension, education and vocational rehabilitation payments for fiscal year 2002. Mr. Gehl asked are veterans that are in Iraq now included in these numbers? Mr. McRae replied that he believes they are counted in the Gulf War. Mr. Stachnik commented by this report you are well above the mid-point.

Mr. McIntyre commented that memorial services are being held Saturday in East Corning for a marine gunnery soldier. Mr. Gehl commented that the Rules Committee approved having a letter sent from the Legislature expressing our sympathy and regret.

MOTION: TO ADJOURN MADE BY MR. NIELSEN. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, September 1, 2004 @ 1:00 p.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, August 25, 2004.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, September 1, 2004

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: David Stachnik, Chair Richard A. Argentieri DeWitt T. Baker, D.V.M.
L. Ronald Nielsen

STAFF: Mark R. Alger Greg Heffner Gary Pruyn
Kathryn Biehl Teresa Stever-Gray Robert Plenge
Frederick H. Ahrens, Jr. John Leyden Nan Hammes

LEGISLATORS: Philip J. Roche, Esq. John Walsh

ABSENT: Francis L. Gehl, Vice Chair

OTHERS: Mary Perham, *The Leader*
Rob Price, *The Courier Advocate*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 1:00 p.m. He asked Dr. Baker to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE AUGUST 4, 2004 MEETING MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

1. Youth Bureau

Summer Learning Experience Program – Mr. Pruyn stated this program is for high-risk youth age 8 – 16. He stated that the program was very successful. He thanked the Department of Social Services and the Office of Community Services for their support of this program. Dr. Baker asked who selects the youth? Mr. Pruyn replied Probation and Office of Community Services form a team and they review all of the referrals. We had over 250 referrals this year. The referrals come from schools, agencies, churches and individuals. We contract with BOCES to run the program, which runs on Tuesdays, Wednesdays and Thursdays for six weeks. Two school districts, Alfred-Almond and Addison, donated buses for transportation. BOCES also used two of their smaller buses. Breakfast and lunch were free through ProAction and the Addison School District. Most of the youngsters live in environments that have evidence of high-risk behaviors. They also may suffer from neglect and social or learning disabilities.

Mr. Pruyn informed the committee that the program goals were achieved. The youth engaged in field trips and were also required to do journal writing. Every home was visited before and after the program. Dr. Chapman currently is in the process of reviewing the final reports. This year, every participant had the

opportunity to learn, with a certified water safety instructor, how to use a kayak. This year 150 youth were selected and 139 finished the program. There were 79 males and 60 females. He noted that 82 of the participants demonstrated some kind of physical or learning disability. In the lower grades, K – 4, they had 13 males and 9 females. All of the children indicated that they wanted to come back next year. Mr. Pruyn stated that they hope to be able to continue this program next year.

Tyrrtle Beach – Mr. Pruyn informed the committee that they gave out the last check in the amount of \$23,000 to the 67 youth programs.

Informational – Mr. Pruyn informed the committee that he has been selected to represent the Southern Region of the New York State Youth Bureau Association.

2. Department of Social Services

Caseload Statistics – Mrs. Biehl reviewed the reports for the Medicaid and TANF programs. She stated that she didn't have the financial report this month as it is the first of the month and has not yet been generated. Last month they had talked about the county's weekly share report of Medicaid. A lot of that was from old billing. Hopefully we will not see a lot of those \$600,000 weekly share reports. We are still within the lines of our projections and the budget.

Employment Unit – Mrs. Biehl informed the committee that they have the BUILT program, which is funded through TANF. This is the program where individuals have to go through a Mental Health and Alcohol Abuse screening process. What we have done, is we have taken one of the positions within that unit and funded it through Workforce NY. ProAction has an employee skills enhanced program. They have workbooks and laptops and they have been able to double the number of people coming through this group. They have been able to employ 6 out of 24 individuals that have come through and we have sanctioned about half of them.

Dr. Baker asked when you send them letters; doesn't that mean that they don't receive any money? Mrs. Biehl replied the requirements of the program are that they search for employment. There is a sanction attached if they do not comply with the program requirements.

Services Report – Mrs. Biehl reported that Adoption Day is November 19, 2004. This is the day that the State recognizes adoptive services. They will work with the courts to have an information reception after the adoptions. Several families don't want to wait until then, so between now and November 19th, we have 10 planned adoptions. On November 19th we will have 8 adoptions. This is quite an accomplishment to have that many adoptions in such a short amount of time. Mrs. Biehl commented that they have had 8 children freed for adoption in August.

Audit – Mrs. Biehl informed the committee that they recently underwent a 4E audit that is for their Federal funding. The State failed at this audit miserably, as a whole. We have been working with the Law Department to make sure all information in the court orders is there. We have a very positive report. They requested 21 case samples and after they had gone through 15 cases, they found one that had a very minor error and were going to stop the audit at that point unless we wanted them to continue. They did continue and we had no other errors. They were surprised at the change in the County. They did offer to look at our JD and PINS cases and out of 5 cases, they found 4 that were 4E eligible. Mr. Ahrens stated that he told Mr. Alger that this means we have preserved a revenue stream. This is good news.

Mr. Alger stated that he thinks the Department of Social Services and the Law Department should be complimented for their effort, as this is a big deal. When you look statewide and county to county, this is a significant accomplishment that other counties will be envious of.

MOTION: DIRECTING THAT A LETTER BE SENT RECOGNIZING THAT STEUBEN COUNTY UNDERWENT A VERY SUCCESSFUL 4E AUDIT AND THANKING THE DEPARTMENT OF SOCIAL SERVICES AND THE LAW DEPARTMENT FOR THE EFFORT THEY PUT FORTH IN MAKING THAT HAPPEN MADE BY DR. BAKER. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Personnel - Mrs. Biehl informed the committee that they currently have a Typist, Grade IV, that they would like to reclassify to a Case Management Aide, Grade IV. This individual is working with individuals that apply for SSD and that is a very cumbersome process. This application process takes individuals off local assistance and puts them on SSD and thereby takes them off the local Medicaid rolls.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A TYPIST, GRADE IV, TO A CASE MANAGEMENT AIDE, GRADE IV, IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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 MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. Administrator

2005 Budget – Mr. Alger distributed a copy of the proposed 2005 budget for departments under the Human Services Committee. He noted that there is an overall change of 20.95 percent.

MOTION: TO ADJOURN MADE BY DR. BAKER. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, October 6, 2004 @ 1:00 p.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, September 29, 2004.**

strain it will be this year? Mrs. Tetor replied yes, but they don't have any indication of how bad it will be. It is anticipated that it will be a milder strain than what we had last year. She stated that this will have a financial impact on our budget as we will lose approximately \$20,000 if we don't have the clinics.

2. Department of Social Services

Mobile Work Program – Mrs. Biehl informed the committee that the Mobile Work van was involved in an accident and the van was hit broadside by another vehicle that ran a stoplight. At the time of the accident, there were two employees and one client. The van is totaled. She requested authorization to purchase a new van. They did receive their TANF Block Grant allocation, which has allowed us to appropriate additional funds into the budget. Dr. Baker asked what is the status on the insurance? Mrs. Biehl replied we will receive \$4,500 from the insurance company. The van will cost \$18,500 to replace. Mrs. Biehl stated that they will purchase the van from State bid. Mr. Alger commented that probably the insurance recovery will be close enough to pay for the local share of the van. The other portion will be reimbursed.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ACCEPT \$14,000 IN TANF BLOCK GRANT FUNDING INTO ACCT #601000.4.460900, \$120,000 INTO ACCT #601500.4.460900 AND APPROPRIATING \$120,000 TO ACCT #611500.5.446520 AND APPROPRIATING \$14,000 INTO ACCT #601000.5.290000 AND INCREASING ACCT #601000.4.266500 BY \$4,500 AND AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO PURCHASE A NEW VAN FOR THE MOBILE WORK PROGRAM MADE BY MR. GEHL. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Daycare – Mrs. Biehl requested authorization to appropriate the reserve fund money that came in. This appropriation will close out Federal Fiscal Year 9/30/04 and we will appropriate that in our calendar year budget. The amount of the allocation is \$541,716.00.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ACCEPT AND APPROPRIATE THE DAYCARE RESERVE FUNDS ALLOCATION IN THE AMOUNT OF \$541,716.00 MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Biehl stated that she sent the committee some correspondence regarding the daycare allocation for State fiscal year 2004 – 2005. Included in that, she tried to show the allocation by State fiscal year. Over the last couple of fiscal years, they reduced the allocation to \$1.6 million because we had rollover dollars. When they did the new allocations for this year, they did not take into account our spending history and gave a \$1.8 million allocation and we were out of rollover funds. The State continued to profess that they had given us an increase. Mrs. Biehl stated that she has worked with Senator Kuhl and the State Office of Family and Children and has been able to restore our allocation to \$3 million. That's conservative. There will also be some reserve funds probably available, but we won't know until the end of this State fiscal year. This allocation will bring us back to where we were three years ago and gives us back some of the allocation to move forward with some changes to the program.

Mrs. Biehl commented there have been some changes to the daycare subsidy program that they have with ProAction. We decreased the contract and increased parent fees to 30 percent. We are also doing some internal changes. She stated that they have been working very hard at this for two weeks to keep as much daycare dollars in daycare as we can. The State has changed the definition of "family" as previously a significant other's income was not included and now it is. Mrs. Biehl explained, the State made a change that they have to show in the child support order who is in charge of daycare. We will be meeting monthly with ProAction and we should know the savings we will see by these other changes.

Mr. Roche asked have the eligibility levels changed? Mrs. Biehl replied no, not yet. They are hoping not to have to do that. We are not the only county that has had a problem, but we are the lead county in getting help with this. We are looking at changing the 2005 – 2006 methodology. Mr. Gehl stated you raised the parent fees from 20 percent to 30 percent, what is that in actual dollars for a family of three to four? Mrs. Biehl replied it is based on a sliding scale. It also depends on the number of children. It is hard to determine the actual dollars, as you have to determine whether the child is in daycare part-time or full-time and if they are school-aged, after school, etc. We can look at the average cost per child enrolled. There is a family rate for two or more children. Dr. Baker asked are the daycares in the County uniform in their pricing? Mrs. Biehl replied those who are contracting with ProAction for a subsidy have uniform prices.

Mr. Stachnik thanked Mrs. Biehl and her department for their work with this. Mrs. Biehl commented that Lewis County as well as St. Lawrence County did get their daycare allocations restored. Mr. Stachnik asked then next budget year we may not have any surprises with this one program? Mrs. Biehl replied correct.

Caseload Statistics – Mrs. Biehl reviewed the caseload statistics with the committee. Mr. McIntyre commented there were no cases closed from November of last year to September of this year. Why is that? Mrs. Biehl replied these are cases that reached the 60-month time limit and rolled over to the safety net and they are continuing on as safety net cases. Sometimes cases will be closed because of employment or other reasons or be exempt because of a disability. The good news is that in 2005 we have a limited number of cases that will reach the 60-month time limit. Mr. Walsh commented that in July 2001 the cases are status quo and then the numbers go off the chart. Mrs. Biehl stated that the numbers are the direct result of the turn in the economy and September 11th. That’s when everything started going up. Mr. Stachnik commented it’s a cyclical business. Mrs. Biehl stated that the State also added the Family Health + Program and you are seeing those numbers as well. She noted that the numbers for Family Health + have leveled off. After the State takes this program over, we will still be administering it.

Employment Unit – Mrs. Biehl commented that their two crews were at a standstill the last week in September. They will be operating two crews until they get the van replaced.

Zip Code Report – Mr. Stachnik commented the numbers for Bath are high. Mr. Gehl asked are they from the Bath VA? Mrs. Biehl replied some of the numbers are.

Services – Mrs. Biehl stated that September was not a good month. They had 160 child protective reports which is higher than we have had in a year. Currently there are 23 children in care and they have discharged 12. They have 8 adoptions scheduled to occur on adoption day in November. Mrs. Biehl commented that October is Domestic Violence Awareness Month.

Budget Transfer – Mrs. Biehl requested authorization to transfer money from JD/PINS to EAF Foster Care. She explained they have been overspending in EAF due to the caseload mix of children. EAF is Emergency Aid to Families for which we receive federal funding. We are seeing more children that are qualifying under EAF. We will get federal dollars that we normally don’t get. She stated that she would like to do this transfer to get them through to the end of the year.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO TRANSFER \$500,000 FROM ACCT #612300.5.445100 TO ACCT #611900.5.445110 AND DECREASING ACCT #612300.4.3623100 BY \$10,000 AND APPROPRIATING \$10,000 INTO ACCT #611900.4.3619100 AND ACCEPTING \$250,000 IN FEDERAL AID INTO ACCT #611900.4.4689100 MADE BY MR. NIELSEN. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Biehl informed the committee that HEAP will begin November 3, 2004. We don't have an allocation yet. Overall, the State allocation is down.

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 DR. BAKER. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: ALLOWING THE YOUTH BUREAU TO ENTER INTO CONTRACT NEGOTIATIONS WITH HORNELL AREA CONCERN FOR YOUTH REGARDING THE REALITY CHECK YOUTH ACTION PROGRAM AND TERMINATING THE FAMILY SERVICE SOCIETY CONTRACT, SAID MOTION TO BE REPORTED OUT WITHIN FIVE DAYS OF SUCCESSFUL COMPLETION OF DOCUMENTATION MADE BY MR. NIELSEN. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. GEHL. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, November 3, 2004
@ 1:00 p.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, October 27, 2004.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, November 3, 2004

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: David Stachnik, Chair Francis L. Gehl, Vice Chair Richard A. Argentieri
Dewitt T. Baker, D.V.M.

STAFF: Mark R. Alger Gary Pruyn Nan Hammes
Kathryn Biehl Robert Plenge Teresa Stever-Gray
Richard McCandless Frederick H. Ahrens, Jr.

LEGISLATORS: Thomas J. McIntyre John Walsh

ABSENT: L. Ronald Nielsen

OTHERS: Mary Perham, *The Leader*
Rob Price, *Courier Advocate*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 1:00 p.m. He asked Mr. Gehl to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE OCTOBER 6, 2004 MEETING MADE BY MR. GEHL. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENT REPORTS/REQUESTS

1. OFA/RSVP

Ms. Hammes informed the committee that on November 1, 2004 they cancelled all of the flu shot clinics. They don't think they will happen at all this year.

Ms. Hammes reported that Ray Cotter of Steuben Coordinated Transportation has indicated there are fewer volunteers willing to drive now due to the price of gas.

Senior Citizens Directory – Ms. Hammes stated that they have looked for funding. Usually they have had an outside budget. They have contacted the Presbytery of Geneva and it looks like they will have funding available to do this.

Ms. Hammes informed the committee that they recently had an evaluation with the State office. It seemed like it went very well. She stated the Senior Services Fund was approved by the New York State Banking Association and that will help us to secure funds.

2. Youth Bureau

Prevention Funding Partnership – Mr. Pruyn informed the committee that he has been working with the Department of Social Services to bring in additional funds for the County. They have been looking at 6536 reimbursement. Under the Prevention Programs, we determined that most of the programs would qualify under the program with the Department of Social Services. This would bring in additional revenue to offset County cost. This will bring in \$117,000.

Mrs. Biehl explained they reviewed the programs under the Youth Bureau and they fit the criteria for Preventive Services under the Office of Child and Family Services, so we can get reimbursed 65 percent of those costs. We will have a contract with the Youth Bureau to provide those services. This is a new mechanism for generating revenue. Mr. Pruyn stated there is no program expense. We are essentially reducing County cost and everything will remain the same. These programs will be reimbursed through TANF funds.

Mr. Argentieri asked are there specific prevention programs? Mr. Pruyn replied the Youth in Government Program is not eligible. The programs that are included are all the family programs, counseling programs, etc. Mr. Alger stated Mr. Pruyn's programs are what they are. We are entering into a contract between the Department of Social Services and the Youth Bureau for these programs. The costs will show in the Department of Social Services budget and they will pay the Youth Bureau for the programs. The Youth Bureau costs are going to decrease \$117,000. That cost shifts to the Department of Social Services, but we get 65 percent reimbursement. Mr. Pruyn commented that across the State, approximately one-quarter of the counties are doing this.

MOTION: AUTHORIZING THE YOUTH BUREAU TO ENTER INTO A CONTRACT WITH THE DEPARTMENT OF SOCIAL SERVICES FOR THE PROVISION OF PREVENTIVE SERVICES PROGRAMS MADE BY MR. ARGENTIERI. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Pruyn informed the committee that there is another partnership they will be involved with concerning County costs, expenses, and funds that programs use. He stated he is going to get together with the Department of Social Services and sit down and look at common contract budgets and compare them. Also we are inviting others to join us. We are going to look at different costs and expenses. They did something similar to this in Chemung County a few years ago and were quite successful. Mr. Stachnik commented that he admires the effort.

Mr. Pruyn informed the committee that they received their allocation funds for 2005. They did come in 4 – 5 percent less as we had expected. The Board did the allocations and he will bring the contracts next month for approval.

Mr. Pruyn stated that he went to the Youth Bureau Conference a week ago and went to several workshops on community assessment and finding more funding.

Mr. Pruyn announced that they are co-sponsoring with Chemung and possibly two other counties a regional gang awareness conference. This workshop will help identify gang activities and what to do.

3. Department of Social Services

Caseload Statistics – Mrs. Biehl informed the committee that the caseloads are going down, primarily due to sanctions.

Employment Unit – Mrs. Biehl stated that last month she had reported that one of their work vans was involved in an accident. They were expecting to only receive \$4,500 from the insurance company, however they received \$9,900.

Zip Code Report – Mrs. Biehl reviewed the report with the committee. Mr. Argentieri commented we need to concentrate on this report and do an educational program for those areas with higher numbers.

Services – Mrs. Biehl stated the caseloads are status quo and have slowed down a bit. She reminded the committee that November 19th is Adoption Day. We will have 10 – 12 adoptions in Courtroom A. The adoption ages range from 6 months to 18 years.

Fiscal Report – Mrs. Biehl reported that they have gone through and revised the projections for the end of the year and they are well within the budget.

MOTION: ACCEPTING THE DEPARTMENT OF SOCIAL SERVICES MONTHLY REPORT MADE BY MR. ARGENTIERI. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Informational – Mrs. Biehl informed the committee that she received a notice from her association that OMRDD is going forward with a proposal for respite services from 100 percent State funded to overburden aid. This doesn't mean a lot of money right now. They are proposing they move to a home community based program, which will provide for a Federal, State and local share. This will amount to \$1.6 million statewide. The problem is they are moving programs in that direction again from being 100 percent State funded to a local share. She stated that she would like to submit something in writing in opposition to this.

MOTION: OPPOSING THE STATE'S PROPOSAL TO MOVE OMRDD RESPITE SERVICES FROM 100 PERCENT STATE FUNDING TO A LOCAL SHARE MADE BY DR. BAKER. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (Resolution Required)

MOTION: TO ADJOURN MADE BY DR. BAKER. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, December 1, 2004
@ 1:00 p.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, November 24, 2004.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, December 1, 2004

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: David Stachnik, Chair Richard A. Argentieri DeWitt T. Baker, D.V.M.
L. Ronald Nielsen

STAFF: Mark R. Alger Gary Pruyn Linda Tetor
Frederick H. Ahrens, Jr. Kathryn Biehl Robert Plenge
David English

LEGISLATORS: Philip J. Roche, Esq. John Walsh

ABSENT: Francis L. Gehl, Vice Chair

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 1:00 p.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 3, 2004 MEETING MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. ARGENTIERI ABSENT FOR VOTE)

III. DEPARTMENT REPORTS/REQUESTS

1. Youth Bureau

2005 Contracts – Mr. Pruyn presented his 2005 contracts for approval. He stated that the County dollars did not change. The State did cut back approximately 5 percent on their funding for Youth Development and Delinquency Prevention. He noted that they did not cut funding for Special Delinquency Prevention. Mr. Pruyn stated that at the time that they presented the contracts to the Youth Board, they did not know an amount for the SDPP B, but now they have received notification that the State cut approximately 14 percent of that funding.

MOTION: APPROVING THE FOLLOWING 2005 CONTRACTS FOR THE YOUTH BUREAU: FOR YOUTH DEVELOPMENT AND DELINQUENCY PREVENTION – FAMILY SERVICE SOCIETY, POLICE COUNSEL, HORNELL CONCERN, YOUTH IN GOVERNMENT, ADDISON YOUTH CENTER, LITERACY VOLUNTEERS, CATHOLIC CHARITIES, ADDISON YOUTH CENTER AND CENTER FOR DISPUTE SETTLEMENT AND FOR SPECIAL DELINQUENCY PREVENTION – CENTER FOR DISPUTE SETTLEMENT, STEUBEN COUNTY DEPARTMENT OF SOCIAL SERVICES, ADDISON YOUTH CENTER, PRO-ACTION TASA (SDPP A), PRO-ACTION TASA (SDPP B), CORNING AREA YOUTH CENTER (A) AND CORNING AREA YOUTH CENTER (B) MADE BY MR. NIELSEN. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2005 Annual Youth Board Dinner and Meeting – Mr. Pruyn informed the committee that this year the Annual Youth Board Dinner will be held on January 15, 2005 at 6:30 p.m. The location has yet to be announced. They are going to try a different location as well as a different format. Dinner will be at 7:00 p.m. and the program will start at 8:00 p.m. Mr. Pruyn stated that he can guarantee that this year's presentation will only be 15 minutes. They will also be awarding the Youth Service Worker of the Year as well as talking about their plans for 2005. Mr. Pruyn requested authorization to spend \$600.00 on the dinner.

MOTION: AUTHORIZING THE YOUTH BUREAU TO SPEND UP TO \$600.00 ON THE ANNUAL YOUTH BOARD DINNER MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Informational – Mr. Pruyn informed the committee that the Child & Family Services Plan they submitted in partnership with the Department of Social Services has been approved. H commended the Department of Social Services, as they were great partners. This plan is available on the web through the Institute for Human Services.

Mr. Pruyn announced that they were able to retain \$6,715 of 2003 funds from the State by using unspent dollars from municipal programs and agencies. They also had \$300 in reserve for 2003.

2. OFA/RSVP

Informational – Mrs. Tetor informed the committee that tonight they will be holding the Senior Volunteer Recognition Dinner.

Mrs. Tetor stated that for the past year, they have been preparing their State and Federal application for funding. Everything was available on the web and they have submitted all of their applications and the funding is pretty much stable.

Mrs. Tetor informed the committee that she has gotten no further information regarding flu vaccines. Her guess is that they would not be doing any flu clinics this year.

Mrs. Tetor announced that Carol Root, the Director of the Pro-Action Senior Dinner Program, is retiring.

Mrs. Tetor stated that they also received the results of their annual evaluation and everything went well.

3. Department of Social Services

Caseload Statistics – Mrs. Biehl distributed her monthly report for review. She commented that as it is the first of the month she doesn't have all of the reports. They have seen the Medicaid numbers go down a bit.

Mrs. Biehl stated that Adoption Day was successful and they had eight adoptions. They also have had nine more children freed for adoption. We should see an all time low in placements for foster care.

MOTION: ACCEPTING THE DEPARTMENT OF SOCIAL SERVICES MONTHLY REPORT MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Argentieri commented that he would like to thank Mrs. Biehl and the Law Department for their expeditious reply to an inquiry that was made by him.

MOTION: TO ADJOURN MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, January 5, 2005
@ 1:00 p.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, December 29, 2004.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Special Meeting

Monday, December 20, 2004

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: David Stachnik, Chair Francis L. Gehl, Vice Chair DeWitt T. Baker, D.V.M.
L. Ronald Nielsen

STAFF: Mark R. Alger Kathryn Biehl

LEGISLATORS: Patrick F. Donnelly Harley R. Mayo Thomas J. McIntyre
John Walsh

ABSENT: Richard A. Argentieri

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 9:30 a.m.

II. GENERAL BUSINESS

1. Department of Social Services

Budget Transfer – Mrs. Biehl informed the committee that the State is changing the computer applications for the Child Protective and Preventive Services computers. Historically, they have come in and replaced the computers. This year, they would like to bring in new computers, but charge us by withholding revenue in 2005 to cover the cost. The State would also retain ownership of the computers. Mrs. Biehl stated that she is proposing we transfer money to Major Equipment and purchase these computers locally. This will be at a lower cost because we will get the Federal and State reimbursement and we will retain ownership of the computers.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO TRANSFER \$7,500 FROM ACCT #60100.5.1100652 AND \$2,500 FROM ACCT #601000.5.1100653 AND APPROPRIATING THE TOTAL OF \$10,000 INTO ACCT #601000.5.290000 FOR THE PURCHASE OF NEW COMPUTERS FOR CHILD PROTECTIVE AND PREVENTIVE SERVICES MADE BY MR. GEHL. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature