

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, January 5, 2005

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
L. Ronald Nielsen

STAFF: Mark R. Alger Linda Tetor Gary Pruyn
Dan McRae Kathryn Biehl Teresa Stever-Gray
Robert Plenge David English

LEGISLATORS: John Walsh

ABSENT: DeWitt T. Baker, D.V.M.

OTHERS: Mary Perham, *The Leader*

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 DECEMBER 1, 2004 AND DECEMBER 20, 2004 MEETINGS MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENT REPORTS/REQUESTS

A. OFA/RSVP

1. **Contracts** – Mrs. Tetor presented her list of 2005 contracts for approval to the committee. She commented that with regard to the contract with ProAction for the Title III-C 1&2, the increase in the County share is fairly substantial. Mr. Argentieri stated the program is needed and he is in support of it. He does wish that word would get out so that people could make donations. Mrs. Tetor commented that there were other minor increases and they are putting the money where it does the most good. Mr. Argentieri thanked Mrs. Tetor for getting the contracts to the members of the committee prior to the meeting.

MOTION: APPROVING THE FOLLOWING 2005 CONTRACTS FOR THE OFFICE FOR THE AGING: ADULT DAY SERVICE OF ST. JAMES MERCY HOSPITAL (III-E RESPITE) \$2,500; CORNING MEALS ON WHEELS (HOME DELIVERED MEALS) \$3,800; FAITH IN ACTION – VOLUNTEER CAREGIVERS OF THE GREATER HORNELL AREA (TRANSPORTATION) \$2,500; FIRST TRANSIT – PROGRESSIVE OR COACH USA (III-B TRANSPORTATION) \$1,100; HOME AND HEALTH CARE (HOMEMAKER III-B) \$3,100; HOME AND HEALTH CARE (III-E RESPITE) \$15,249; INSTITUTE FOR HUMAN SERVICES (ELDERCAREGIVER SUPPORT TITLE III-E) \$20,609; INSTITUTE FOR HUMAN SERVICES (IMPACT PROGRAMMING) \$18,396; INSTITUTE FOR HUMAN SERVICES (MEDICARE INFORMATION PROGRAM) \$8,464; INSTITUTE FOR HUMAN SERVICES (OMBUDSMAN) \$19,519; INSTITUTE FOR HUMAN SERVICES (PROJECT CARE) \$12,989; INSTITUTE FOR HUMAN SERVICES (TELEPHONE REASSURE) \$32,361; INSTITUTE FOR HUMAN SERVICES (TITLE V TRANSPORTATION) \$9,926; INSTITUTE FOR HUMAN SERVICES (TRANSPORTATION MANAGEMENT) \$45,309; INSTITUTE FOR HUMAN SERVICES (WRAP) \$10,615; LEATHERSICH (DIETARY CONSULTANT) \$7,197; McCARTHY (LEGAL SERVICES) \$5,250; PROACTION (HEAP) \$4,685; PROACTION (WELLNESS) \$12,999; PROACTION III-C 1&2 (CONGREGATE

AND HOME DELIVERED MEALS) \$357,328; PROACTION SNAP (CONGREGATE AND HOME DELIVERED MEALS) \$113,899; STEWART (DIETARY CONSULTANT) \$4,104; CITY OF CORNING (OFFICE SPACE) \$4,800; CITY OF HORNELL (OFFICE SPACE) \$6,000; PROACTION (ADDISON PLACE) \$3,600; PROACTION (CORNING SENIOR CENTER) \$1,200; PROACTION (HORNELL HOUSING) \$2,400; PROACTION (LAKEVIEW) \$8,400; PROACTION (PARKWAY – DAYSPRING) \$1,200 AND PROACTION (WAYLAND VILLAGE) \$2,380 MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Tetor informed the committee that she has been working with ProAction and they are finalizing their budget for 2005. There are a lot of program changes and they have been looking at food costs, etc. They will need to purchase a new van this year. At the most, they have four to five vehicles that they use to deliver meals with.

Mrs. Tetor informed the committee that she has a lot of staffing concerns in her office. There are currently a number of individuals out with major illnesses.

Mrs. Tetor distributed a copy of the 2005 Office for the Aging Advisory Council list to the committee.

Mrs. Tetor stated that they have a number of contracts with the Institute for Human Services and this past year the Institute informed them they had three of their contracts that went slightly over budget. She requested authorization to amend contracts for Project Care, WRAP and Impact Programming. They do have the funds in the budget to pay these.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO AMEND THE FOLLOWING 2004 CONTRACTS WITH THE INSTITUTE FOR HUMAN SERVICES: PROJECT CARE \$230.00; WRAP \$200.00 AND IMPACT PROGRAMMING \$200.00 MADE BY MR. ARGENTIERI. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Youth Bureau

1. **Reality Check** – Mr. Pruyn informed the committee that on December 27, 2004 they received notification from the Department of Health that Steuben County will be receiving \$75,000 per year until July 31, 2009. We are going to be distributing a mini grant in the amount of \$12,000 to up to three schools to run special programs in their district. This will be a competitive process. Mr. Argentieri asked how will these schools be selected? Mr. Pruyn replied it will depend on what they can do with the amount of money they are applying for. Applications will be sent to every school district in the County.

2. **Annual Youth Board Dinner** – Mr. Pruyn stated the Annual Youth Board Dinner will be held on January 13, 2005 at the Curtiss Museum. The Youth Services Worker Award will be presented at this time.

C. Department of Social Services

1. **Contracts** – Mrs. Biehl presented her 2005 contracts for review and approval. Mr. Argentieri asked if she could explain the waiver of insurance for Maryann Bryant? Mrs. Biehl replied the Risk Manager waived the certificate of insurance for this individual as she will have no direct client contact. Ms. Bryant draws up the contract between Southern Tier Priority Health and Southern Tier Pediatrics and develops the care plan for the State.

MOTION: APPROVING THE FOLLOWING 2005 CONTRACTS FOR THE DEPARTMENT OF SOCIAL SERVICES: MARYANN BRYANT – MANAGED CARE CONSULTANT \$15,000; FIRE ALARM SERVICE TECHNOLOGY \$625.00; TRISHA BROWN, FNP – PRATTSBURGH MEDICAL OFFICE ANSELMO DEASIS, MD \$20.00 PER PHYSICAL EXAM; LABORATORY CORPORATION OF AMERICA (LABCORP) \$50.00 PER PERSON; TECHNICAL ANALYSTS FOR GOVERNMENT, INC. \$5,000 PER YEAR AND CICORA'S EXTERMINATING SERVICES \$27.50 PER VISIT MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Caseload Statistics** – Mrs. Biehl presented the year-end reports for 2004. She stated that caseloads are a little up in Public Assistance and down in Medicaid. We took in approximately 220 – 230 out of County applications over the last year. She has asked her staff to document where the people are moving in from.

3. **Employment Unit** – Mrs. Biehl commented that with the new minimum wage going into effect, this will have a negative impact on the work requirements. It will ultimately reduce the number of hours we can require individuals to participate in work activities. There is still a proposal with the Federal Government that the number of hours go up to 40. Currently it is 30 hours for individuals with children and 35 hours for individuals without children. Mr. Argentieri asked if the minimum wage continues to increase, could that mean that you could not require any hours? Mr. Alger replied theoretically, that could happen.

4. **Services** – Mrs. Biehl stated that things are statistically the same. At the end of the year, we had 168 children in care.

5. **Fiscal Report** – Mrs. Biehl informed the committee that while they have not closed out the year-end, they are well within 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.

6. **Website** – Mrs. Biehl commented that activity on the website for fraud reports has slowed down. She will be asking the media for some help in advertising this website.

D. Veteran's Services Agency

Mr. McRae thanked the committee for their support for the 2005 budget. He stated that they did receive three additional grants of \$1,860 each for a total of \$5,580. This is in addition to the \$5,000 they receive from the State. He explained that with these grants he contracts with the State and tells them what the money is being used for.

Status Reports – Mr. McRae informed the committee that during the month of December they had 782 contacts. For the year 2004 they had a total of 8,600 contacts, in 2003 they had 7,300 contacts and in 2002 they had 6,700 contacts. For 2004 that averages out to approximately 698.6 contacts per month. Mr. Stachnik commented there is an increase in contacts despite the declining WWI and WWII population.

Mr. McRae stated that he received an email from the Homeless Director in Canandaigua. That individual would like to make contact with our Commissioner of Social Services as there may be some federal dollars available.

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 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. GEHL. SECONDED BY MR. ARGENTIERI. 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

NEXT MEETING SCHEDULED FOR

Wednesday, February 2, 2005

@ 1:00 p.m.

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE**

**NO LATER THAN NOON
*Wednesday, January 26, 2005.***

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, February 2, 2005

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 Kathryn Biehl Teresa Stever-Gray
Robert Plenge Frederick H. Ahrens, Jr. Gregory P. Heffner
Robert F. Biehl **Linda Teter**

LEGISLATORS: John Walsh

ABSENT: Francis L. Gehl, Vice Chair

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 Mrs. Teter to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 5, 2005 MEETING MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

Mrs. Teter informed the committee that the Governor has proposed a budget that is very favorable to the Office for the Aging. In the past, we have seen reductions. This year the Governor is proposing doubling the EISEP program from \$25 million to \$50 million. This has been a very effective program as it keeps individuals at home at a lower cost. The program is working very well and they are pleased with it. The Governor is also proposing an increase in the CSE program. We use this to fund the transportation to doctor appointments that the Institute of Human Services run for us. Mrs. Teter stated the Governor is also proposing a program to help older New Yorker's purchase long-term care insurance of their own. This will also help divert individuals from EPIC to a new prescription care program. The fiscal burden of this will fall on the Federal Government. Access to Homes is a new \$10 million program designed to make low/moderate housing more accessible to older individuals. This program will be administrated by DHCR and SCAP may apply for funding and we might be working with them.

Mrs. Teter announced that Jerry Flagel is the new director of the nutrition program at ProAction and he has a lot of new ideas. If we could find storage for a tractor trailer load of paper supplies they could save \$5,000 per year by purchasing those products in volume. Mrs. Teter informed the committee that DaySpring Apartments has a couple of vans with very low mileage and they are looking to sell those at a very reasonable price. Mrs. Teter informed the committee that on the State report, our meal costs actually compare very favorably with other counties of similar size.

Mrs. Teter announced that they are planning the 15th Annual Senior Citizen Prom. The Prom will be held on Saturday, May 7th from 7:00 p.m. to 10:30 p.m. Mrs. Teter stated that the Annual RSVP Recognition Luncheon will be held on Thursday, May 19th at Watson Homestead.

B. Department of Social Services

1. **Caseload Statistics** – Mrs. Biehl reviewed the various reports with the committee. She commented that they have begun tracking the individuals moving into the County from out of the area. Mr. Argentieri asked, there is no waiting period for them to get services? Mrs. Biehl replied, there is no waiting period if they are homeless. She stated that with regard to the Services Report, things are pretty much the same. Yesterday, they did take 12 children into care. Between 2003 and 2004 they freed 18 children for adoption in 2003 and increased that number by 30 for 2004. CP reports have remained the same. As they have freed more children for adoption, they have also adopted more children.

2. **Vehicles** – Mrs. Biehl stated they had budgeted this year to purchase two vehicles. The bids have come out and they will be replacing two vehicles that each have over 100,000 miles. They also have replaced the transmissions on both vehicles. They would like to purchase two mid-size, front wheel drive, Ford Taurus'. The cost is \$12,427.50 each and there may be a delivery charge.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO PURCHASE TWO FORD TAURUS' AT A COST OF \$12,427.50 EACH PLUS DELIVERY CHARGE MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Governor's Proposed Budget** – Mrs. Biehl commented that she is still analyzing what the Governor's budget really means to her department. She did find a couple of articles which she thought the committee would be interested in as they pertain to Medicaid and it's history. She distributed a copy of an overview that her Association did of the Governor's Medicaid proposal. Essentially, the budget says that the State will take over Medicaid, but that is a play on words. They are using 2005 as the base year. The increased cost to counties in 2006 will be the 2005 payment plus 3.5 percent. In 2007 it will be the 2005 payment plus 6.75 percent. In 2008 it will be the 2005 payment plus 9.75 percent.

Mr. Argentieri commented this does nothing for the counties. Mr. Stachnik stated the Federal Government will pick up the Medicare/Medicaid and after three years they will get it back with the full share. Mr. Alger commented this is a significant improvement over where we are. We have been experiencing cost increases between 12 – 20 percent per year. The New York State Association of Counties has been asking for a hard cap. While it is certainly not what we are looking for, it is certainly an improvement. We have never had a Governor propose this. The other thing that is interesting, is the court decision about the Governor's ability to submit certain pieces of budget information and the Legislature's ability to modify that. They will either accept or reject this proposal. They can't modify it. The Governor could modify it and resubmit it for the Legislature's consideration. There are different dynamics involved with the budget this year. Mr. Alger stated just having something on the table is a major step. He is not suggesting that we like all aspects, but we are looking at a hard cap with the base year 2002 and any increases over that should be picked up by the State. That is what we are promoting. We have said don't come home without a cap this year.

Mr. Argentieri commented if our funding of the program in 2004 was \$4 - \$6 million, that will stay that way for 2005 plus the 3 percent. They really have done nothing. Dr. Baker asked has there been any indication by the Legislature as to what they are going to do? Mr. Alger replied he thinks they are beginning to hear the counties' voices by the citizens telling them that they need to do something with this. The discussion is that this is the year to get it done. Mr. Stachnik commented the cap represents a monumental shift in philosophies. There was a mean rise in property taxes across the nation of 7 – 8 percent in one year. The reason for that was Medicaid costs. This is not a problem confined just to New York. We just happen to have a larger population.

Mrs. Biehl commented that the Governor is also proposing a new funding stream for the TANF programs. This would provide flexible funds for Family Services. We still have a lot of questions about it.

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 DR. BAKER. 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. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: RECLASSIFYING A SENIOR SOCIAL WELFARE EXAMINER TO A DIRECTOR OF TEMPORARY AND DISABILITY ASSISTANCE 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 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, March 2, 2005
@ 1:00 p.m.

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON**
Wednesday, February 23, 2005.

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, March 2, 2005

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Francis L. Gehl, Vice Chair 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 Richard McCandless

LEGISLATORS: John Walsh

ABSENT: Richard A. Argentieri David Stachnik, Chair

OTHERS: David Hill, ProAction
Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 1:05 p.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE FEBRUARY 2, 2005 MEETING MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **Seminar** - Mrs. Tetor informed the committee that they will be holding a joint training seminar with the Sheriff's Department for law enforcement within the County. We have invited the Sheriff's Department, and the State Police to a seminar on Friday that will look at aging issues. She stated on April 1, 2005, Art Mason will be presenting a seminar regarding the physical, emotional and financial issues of the elderly.

2. **Senior Services Fund** - Mrs. Tetor informed the committee that they continue to pursue the Steuben Senior Services Fund. We are looking to gather enough money to hire a start-up director that would be working for the organization that would help us to raise our endowment fund. Steuben Trust Company has given us a very generous donation. We have appealed to Senator Winner and Assemblyman Bacalles for a member item. Mrs. Tetor explained this is a fund for the future of aging services in the County. When the population goes through the roof, the population age 85+ will double in the next seven to ten years. We put together a fund that will have private donations that will help us with the cost of helping senior citizens.

3. **Computers** - Mrs. Tetor informed the committee that they need to upgrade several computers in the office. With the new SAMS software, some of our computers have Windows 95 and cannot handle this program. Several years ago we had ordered four new computers that are a different model, and those have been very problematic. The Information Technology Department is recommending that we replace those as well. Mrs. Tetor stated that she is looking to purchase three laptops. They have people that do EISEP assessments which are 27 pages that they complete while they are in the homes. Then, when they return to the office, they enter that information into the computer. With the three laptops, they can do the assessments right on the computer and plug it into the network when they come back to the office. Mrs. Tetor stated that they also need two computer hutches and two slide out keyboards and the six desktop computers. The total cost for these items is \$14,008. We

have State funds for EISEP and Title IIIB that need to be spent by the end of the month, so there will be no County cost involved.

MOTION: AUTHORIZING OFA/RSVP TO TRANSFER \$6,727.00 FROM ACCOUNT #677300.4.3772780 AND \$7,281.00 FROM ACCOUNT #677300.4.4772730 AND APPROPRIATING \$14,008.00 INTO ACCOUNT #677300.5.290000 (MAJOR EQUIPMENT) TO PURCHASE SIX DESKTOP COMPUTERS, THREE LAPTOP COMPUTERS, TWO COMPUTER HUTCHES AND TWO SLIDE OUT KEYBOARDS AND AMENDING THE MAJOR EQUIPMENT LIST TO REFLECT THESE CHANGES MADE BY MR. NIELSEN. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Computer User Group** - Mrs. Tetor informed the committee that they have organized a regional group meeting for people who are using this computer system. This meeting will be held in Steuben County on March 31, 2005. There will be representatives from ten counties as well as representatives from the State OFA and the software developer. Mrs. Tetor stated that she submitted their first quarter report to the State using the new software.

5. **Informational** – Mrs. Tetor informed the committee that Ray Cotter, who started Steuben Coordinated Transportation, is retiring at the end of April.

B. Youth Bureau

1. **Budget Transfer** – Mr. Pruyn requested authorization to accept \$10,881 from the Department of Health Reality Check Program from 2004 – 2005 into the line item for the Youth Empowerment Council. These are unspent dollars.

MOTION: AUTHORIZING THE YOUTH BUREAU TO ACCEPT \$10,881 IN UNSPENT DOLLARS FOR 2004 – 2005 FROM DEPARTMENT OF HEALTH REALITY CHECK PROGRAM AND TRANSFERRING THAT AMOUNT INTO ACCOUNT #731000.5.434710 YOUTH EMPOWERMENT COUNCIL MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Contracts** – Mr. Pruyn requested authorization to adjust various contracts to reflect the amount of State aid that is available. He stated that although they did see an increase of \$3,055 in State aid, there was a reduction in State aid of \$2,103.00 for the Special Delinquency Prevention Program.

MOTION: ADJUSTING VARIOUS YOUTH AGENCY CONTRACTS AS FOLLOWS: REDUCING ACCT #731200.4.3820.000 NYS OFCS \$2,103.00 AND DECREASING ACCT #731200.5.440.702 CORNING YOUTH CENTER – TYPE B BY \$2,103.00; INCREASING ACCT #731100.4.3820.00 \$3,055.00 TO REFLECT INCREASE IN STATE AID AND DECREASING ACCT #731100.5.434.760 LITERACY VOLUNTEERS \$38.00 AND ACCT #731100.5.440.180 FAMILY SERVICE SOCIETY \$2,034.00 AND INCREASING ACCT #731100.5.440.140 BATH HOPE FOR YOUTH \$234.00 AND ACCT #731100.5.440.661 ADDISON YOUTH CENTER \$3,017.00 AND AUTHORIZING A CONTRACT WITH CENTER FOR DISPUTE SETTLEMENT IN THE AMOUNT OF \$1,876.00 MADE BY MR. NIELSEN. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Jack Lisi Youth Award** – Mr. Pruyn distributed nomination packets to the committee. Nominations are due by March 25th and the dinner will be held on the first Friday in May.

4. **Integrated Plan** – Mr. Pruyn informed the committee that last year, in conjunction with Department of Social Services, they submitted their Integrated Plan ahead of schedule. There will be a follow-up review of the plan on March 10, 2005.

5. **Drug Quiz** – Mr. Pruyn announced the Steuben County Eckerd Drug Quiz will be held March 15th and March 17th at Haverling High School.

C. Department of Social Services

1. **Community Services Block Grant** - Mrs. Biehl introduced Mr. David Hill, Executive Director of ProAction, who requested to come here today to get assistance. Their federal funding is at risk of being cut under the Community Services Block Grant. Mr. Hill stated that within the 2006 Federal budget, the President has proposed a block grant which will combine 18 different funding streams into one. This cuts our program by one-third. The Community Services Block Grant provides core funding which is the foundation for what creates the community action network nationwide. This is one piece of funding that allows us flexibility. Mr. Hill stated that ProAction has put together a proposed resolution in support of the Community Services Block Grant. He stated that without the block grant they would not be able to carry out the functions of their various programs.

Mr. Hill stated they are looking to establish community support through a resolution by Steuben and Yates counties and any individual letters that community members would be willing to direct to Congressman Kuhl. Mr. Alger stated ProAction would like the Legislature to consider this resolution at their next meeting. One of the points is that by combining the programs, they are cutting the funding by about 30 percent. The Community Development Block Grant for housing and septic systems that was discussed at the last Board meeting is one of the other programs targeted to be combined with this.

MOTION: MEMORIALIZING THE GOVERNOR OF NEW YORK STATE AND THE UNITED STATES CONGRESS TO PRESERVE THE COMMUNITY SERVICES BLOCK GRANT AS AN INDEPENDENT PROGRAM ADMINISTERED BY THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES AND TO PROVIDE AN APPROPRIATION FOR FISCAL YEAR 2006 THAT MEETS IF NOT EXCEEDS THE FISCAL YEAR 2005 LEVEL MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

2. **Caseload Statistics** – Mrs. Biehl reviewed the monthly statistics with the committee. She stated that they have been tracking the number of out of county and out of state individuals coming for services. The reason given for moving into the area is that family is in the area. They did have one individual this month who came through the VA system. She stated that she will try to get the committee a general overview of this. Mr. Gehl asked are the homeless mainly located in the cities? Mrs. Biehl replied that she doesn't know, however, she will check into that. People are coming from other areas and they don't have any place to go. This is a different population from those that are being evicted or are on the verge of being evicted. Individuals are eligible for services the day they come into the County. Some of these individuals are from Pennsylvania.

Mrs. Biehl informed the committee that they are down one crew in the Employment Unit. The other three crews are up and operating. Mr. Gehl asked is the HEAP Program done? Mrs. Biehl replied no, it will continue through April. Sometimes they will also offer a cooling program during the summer. Mrs. Biehl reviewed the Zip Code Report.

Mrs. Biehl stated with regard to the Services Unit, they are getting more severe reports, with more sexual abuse and more drug related issues. This has resulted in more placements. We are up this year as we currently have 177 children in care. We were doing really well last year.

MOTION: ACCEPTING THE DEPARTMENT OF SOCIAL SERVICES MONTHLY REPORT MADE BY MR. NIELSEN. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Daycare** – Mrs. Biehl informed the committee that she sent a memo out which gave the committee an update on the daycare program. We received the allocation for our daycare funding for federal fiscal year October 1st through September 30, 2005. This includes the state fiscal year. Last year our funding was reduced from \$3.3 million to \$3.1 million. At that time we worked with Senator Kuhl and Assemblyman Bacalles and the State responded and promised to reinstate \$3 million. They reneged on that. This year's allocation is \$2.2 million which leaves us with a deficit of \$800,000. She stated that there is a change in the definition for a family as now they include the entire household. If it is a single parent, they have to demonstrate that they have been through the support process. We have eliminated the college student subsidies and have increased parent fees from 20 percent to 30 percent. We also are no longer enrolling people above 125 percent of the poverty level. Mrs. Biehl stated that their plan, in the next month, is that they are going to try to reduce those individuals receiving subsidies on 200 percent of the federal poverty guideline down to the 175 percent of the federal poverty

guideline. They have received the allocation and have contacted Senator Winner and Assemblyman Bacalles who are working on the issue for us. We are not sure where it is going to go.

Mrs. Biehl stated last month we talked about what the state is calling the FFFS Fund which is the Flexible Fund for Family Services. This would allow more flexibility in the way we fund our programs. With this fund they have consolidated several different funding streams. This allows us to identify our program needs. There is \$435,000 in excess of what we had gotten over last year. The poorer counties get the better advantage with this. We have this additional \$435,000 that we could use for daycare. If we took this additional FFFS funding and the second half of the TANF funding which is \$400,000 we should be able to make ourselves whole to get through April 2006.

Mr. Alger stated in essence, this would provide us with additional funds to make us whole. As part of the State's budget, they created a new block grant known as FFFS. The promise to make us whole under the previous system is no longer valid. To get through the current and upcoming fiscal year, we have made some changes in the daycare program which Commissioner Biehl outlined, such as eligibility, parent fees and to the program in general. We could use the additional funds from the block grant to maintain the reduced level of daycare. We believe that we can do this without impacting the County budget. It will impact daycare in the County. He stated that they are hopeful that they can have a positive outcome.

Dr. Baker asked since the State is renegeing, how long will this go on? Mr. Alger replied part of the complication is that this new program, FFFS, is a proposal. It is not in place and there is no assurance that it will take place. If not, we will advocate for them to live up to their previous promise. With the new block grant, he suspects that they would say that they gave us flexibility and that we should be able to keep doing this program on our own. Mr. Gehl asked how many people have been dropped as a result of the new requirements? Mr. Plenge replied approximately 120 children. There are 110 families on the waiting list which equates to approximately 200 children. Mrs. Biehl commented they are not enrolling anyone over 125 percent of the federal poverty level. When we go from 200 percent to 175 percent of the poverty level, the 120 children equates to 50 families. She stated the flexibility fund that the State created takes away from the intent of this funding stream. They are promoting this to be an advantage for the counties.

**MOTION: TO ADJOURN MADE BY DR. BAKER. 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, April 6, 2005
*@ 1:00 p.m.***

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
*Wednesday, March 30, 2005.***

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, April 6, 2005

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Philip J. Roche, Esq. DeWitt T. Baker, D.V.M. L. Ronald Nielsen

STAFF: Mark R. Alger Pat Baroody Dan McRae
Gary Pruyin Kathryn Biehl Robert Plenge
Frederick H. Ahrens, Jr. David English

LEGISLATORS: John Walsh

ABSENT: David Stachnik, Chair Francis L. Gehl, Vice Chair Richard A. Argentieri

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 2, 2005 MEETING MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **Contracts** – Ms. Baroody requested approval of their 2005 contracts

MOTION: AUTHORIZING OFA/RSVP TO ENTER INTO THE FOLLOWING CONTRACTS: HOME & HEALTH CARE – EISEP \$125,028; INSITUTE – CAREGIVER \$18,598; AND PRO ACTION – EISEP ASSISTANT \$34,685 MADE BY MR. NIELSEN. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Status Report** – Ms. Baroody reported that there are rumors that the State is making a move to come up with a waiver for the local match **for the new EISEP funds.**

Ms. Baroody stated they recently hosted the regional SAMS user group meeting. Nine counties attended as well as a representative from the NYS Office for the Aging and a representative from Synergy. This was very productive and the next meeting will be held in June. The transition has been bumpy, but the program is user friendly.

Ms. Baroody stated that they had been given approval to fill a vacancy temporarily for an aging services worker who is on extended leave, however, they have been unable to fill this position.

Ms. Baroody thanked Mr. Zehr for his willingness to let them use the kitchen at the Health Care Facility for the nutrition program.

3. **Training** – Ms. Baroody stated on April 4th they had a program for law enforcement entitled “Overview on Aging and Alzheimer’s”. On April 15th they had a presentation regarding the ombudsman and volunteer program. On April 1st, Lifespan in Rochester put on a program entitled “Protecting Seniors from Mistreatment and Exploitation”. This program was co-sponsored by the Sheriff’s Department. In partnership

with Chemung County, on April 7th they had a training entitled “Understanding Depression in Older Adults” and on April 26th and April 27th they will have a training to discuss dementia related behaviors.

B. Youth Bureau

1. **Jack Lisi Youth Award** – Mr. Pruyn stated the Jack Lisi Youth Award Committee met on Tuesday and out of 35 nominations, selected 8 individuals to receive this award. The invitations for the 14th Annual Jack Lisi Youth Award will be going out this afternoon. This event will be held on Friday, May 6, 2005 starting at 6:30 p.m.

2. **Update** – Mr. Pruyn stated that Lindsay Winters, the Reality Check Coordinator is out on disability leave. Hornell Concern for Youth has a staff member that is willing to take this over until her return. We have sent out the RFP for prevention programs to the schools. One school, Avoca, has qualified and will be holding a month long set of activities during May. Mr. Pruyn clarified the prevention programs are for tobacco products.

Mr. Pruyn stated Child Abuse Prevention Month is April and we are doing our annual blue ribbon campaign. Mr. Pruyn stated they will be holding the annual Family Fling at the Vernon E. Whiteman School on April 23, 2005. At the Legislative meeting on April 25, 2005 they will present the Child Abuse Prevention Award.

Mr. Pruyn stated they submitted their comprehensive plan in conjunction with the Department of Social Services and the State was very pleased. They had asked us to do a workshop in Syracuse and he stated that he, along with Teresa Stever-Gray made a presentation which was well received.

Mr. Pruyn stated Tyrtle Beach kicked off on April 1st. We have a first woman jumper, Officer Heather Wheaton who is the School Resource Officer for the Bath Police Department. Last year we raised \$24,000 that was distributed to 69 youth organizations. We hope to at least match that this year, if not exceed.

C. Department of Social Services

1. **Caseload Statistics** – Mrs. Biehl commented that they will see a significant increase in the Medicaid caseload because of how the State identifies cases. Historically, the State has three levels of categories based on income. Two of those categories had always been included, but now they have added the third category. There are 372 additional cases this month, although those are not really new cases.

Mrs. Biehl stated Southern Tier Health Associates located in St. James have withdrawn from the Managed Care Program. This has left 900 clients to make a decision if they will stay with Managed Care, which means they would find a new provider, or opt out of Managed Care and stay with the same provider. Currently 600 have disenrolled. Under Managed Care, it provides 7 days a week, 24-hour coverage so they don't go to the emergency room. Now they pay a co-pay. In the Hornell area, there are only two providers that are part of the program. Mrs. Biehl explained parts of New York are mandated, but because we are so rural we have a waiver. In March there were 3,000 enrolled in Managed Care.

Mrs. Biehl stated with regard to the Employment Unit we are still operating with one crew short, but that crew will be back at the end of April. Approximately one half of the scheduled individuals are appearing and things remain status quo.

Mrs. Biehl reviewed the zip code report. Mr. Roche asked when tracked over time, do we see any fluctuations in these numbers by area? Mrs. Biehl commented that she has looked at that by year, and she would have to go back, but the numbers are pretty consistent. The Employment Unit did try to target the more rural areas to try to pick those people up for the mobile work program.

Mrs. Biehl reviewed the Services report. They are working hard to return kids home as quickly as they are coming in. The numbers are high and the seriousness of the cases are incredible. We have targeted 14 children that we are in the process of the termination of parental rights and have homes waiting to adopt them. Mrs. Biehl stated that her concern remains with daycare as the State has pulled the money out of the flexible fund and she is not sure what the allocation will be. When the money was in the flexible fund our daycare was identified for the

TANF population. She is not sure what impact that will have on Steuben County. She stated that she would keep the committee posted.

D. Veteran's Service Agency

1. **Statistics** - Mr. McRae reviewed statistics for fiscal years 2003 and 2004. There was a 2.1 percent COLA increase under compensation and pension and we have \$14 million coming into the County. There was still an increase of \$568,892 from 2003. Mr. McRae stated they are working on an outreach program for low-income veterans and ultimately they are trying to get veterans to use VA medical care and this may cut down on what the Department of Social Services is paying for the veterans.

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. 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 DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY DR. BAKER. 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, May 4, 2005
@ 1:00 p.m.

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON**
Wednesday, April 27, 2005.

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, May 4, 2005

11:00 a.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
STAFF: Mark R. Alger Pat Baroody Frederick H. Ahrens
LEGISLATORS: Philip J. Roche, Esq.
ABSENT: DeWitt T. Baker, D.V.M. L. Ronald Nielsen
OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 11:00 a.m. He asked Mr. Gehl to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 6, 2005 MEETING MADE BY MR. GEHL. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **State Aid** - Ms. Baroody informed the committee that the State has given them an additional \$58,765 for the EISEP program. There are no additional County funds required. This will be a recurring allocation. One of the requirements of this allocation is that we add 24 clients to the program. As a result, we will need to increase the contract with ProAction by \$242.00 to accommodate the pay increase for that individual. Mr. Alger explained the \$242.00 is already budgeted. We are using some of what we already have to increase the contract with ProAction. The State money is used through ProAction to provide these services. The concept of EISEP is that we can provide services in the home, which prevents individuals from having to go a higher level of care sooner.

Ms. Baroody stated in order to manage the additional cases, they will need to increase their mileage by \$375.00. Also, the Aging Services Aide has been out on extended medical leave and we increased a part-time position to fill in. That individual works under contract with the Institute of Human Services and we will be increasing the amount of that contract by \$1,505.00.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ACCEPT \$3,375.00 IN ADDITIONAL STATE AID INTO LINE ITEM 677300.4.3772780 AND APPROPRIATING \$375.00 INTO LINE ITEM 677300.5.471000 AND \$3,000.00 INTO LINE ITEM 677300.5.437610; ACCEPTING \$54,990.00 INTO LINE ITEM 677600.4.3772780 AND APPROPRIATING \$54,748.00 INTO LINE ITEM 677600.5.440780 AND \$242.00 INTO LINE ITEM 677600.5.440529 TO REFLECT THE INCREASE IN THE CONTRACT WITH PROACTION AND TRANSFERRING \$1,505.00 FROM LINE ITEM 677300.5.1100000 AND APPROPRIATING \$1,505.00 INTO LINE ITEM 677700.5.440120 MADE BY MR. GEHL. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0

MOTION: TO ADJOURN MADE BY MR. GEHL. 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, June 1, 2005
@ 1:00 p.m.

PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, May 25, 2005.

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, June 1, 2005

1:00 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	David Stachnik, Chair L. Ronald Nielsen	Richard A. Argentieri	DeWitt T. Baker, D.V.M.
STAFF:	Mark R. Alger Kathryn Biehl Daniel McRae	Pat Baroody Robert Plenge	Gary Pruyn Robert F. Biehl
LEGISLATORS:	Thomas J. McIntyre	John Walsh	
ABSENT:	Francis L. Gehl, Vice Chair		
OTHERS:	Mary Perham, <i>The Leader</i> Michael Ordway		

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 4, 2005 MEETING MADE BY DR. BAKER. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **Informational** - Ms. Baroody reported that they have 20 people signed up for the White House Conference on Aging which will be held in Canandaigua on Friday, June 10, 2005.

Ms. Baroody informed the committee that OFA is receiving funds to assist with Medicare Part D and EPIC enrollment. With regard to the EISEP funds, the utilization of those funds is going well and several new clients have been added to the program. As a result, the waiting list is being pared down. She informed the committee that there will be a new program added under caregiver services which will be called Making the Link. This is good news as this will be a way of making caregiver services available in doctor's offices. If we can intervene earlier with the caregivers, that could stall nursing home placements.

B. Youth Bureau

1. **Jack Lisi Youth Award** – Mr. Pruyn informed the committee that they held the dinner on May 6, 2005 and approximately 130 people were in attendance. It was very successful and everyone had a great time. On Sunday, June 5, 2005 they will have the golf tournament at Twin Hickory in Hornell. So far they have 20 teams signed up.

2. **Tyrtle Beach** – Mr. Pruyn stated they have \$32,000 in the bank and this was a record year. Last year we had a little over \$24,000. There were more people who donated this year. We still have 51 outstanding pledges and we usually get 90 – 95 percent of those. Monday we will allocate those funds to the various agencies. We have received 92 applications requesting funds.

3. **Summer Learning Experience Program** – Mr. Pruyn stated they have information about this program and other programs on the Youth Bureau web site. The applications for these programs can also be accessed via the web site. We have received 160 applications for the Summer Learning Experience Program and they are still being faxed in. They expect to receive about 200 applications. The selection of the participants will be June 9, 2005. He thanked the partners, the Department of Social Services and the Office of Community Services for their help. This program will begin on July 5, 2005.

C. Department of Social Services

1. **Caseload Statistics** – Mrs. Biehl reviewed caseload statistics with the committee. She commented that with regard to the Mobile Work Program, Corning has the highest number of jobs, but Hornell has the highest value of jobs.

Mr. Argentieri asked is there additional money from the State expected this year? Mrs. Biehl replied no, not really.

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

2. **Budget Appropriation** – Mrs. Biehl stated last year we ended the year with 19 adoptions and the State awarded counties additional monies toward adoptive services. She requested authorization to accept an additional \$77,479 in additional Federal aid and appropriate that to Preventive Services.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ACCEPT \$77,479 IN ADDITIONAL FEDERAL FUNDING AND APPROPRIATING THAT INTO PREVENTIVE SERVICES MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **State Budget Update** – Mrs. Biehl informed the committee that the State finally has provided us with the allocations for the Department of Social Services and what you are hearing about mostly is the daycare issue statewide and what they have identified as the Flexible Fund for Family Services. With daycare funding, the State has given us an allocation which Steuben County held retroactive to October 1, 2004. They have restored that to get us through this calendar year and March 2006. They have not given us an increase in our allocation. Currently, we are enrolling mandated individuals at 125 percent of the federal poverty level. We also have increased parent fees up to 30 percent. The Federal government has cut funding to the State and the State has cut their funding. This affects the daycare subsidies. She stated that she thinks it has to do with their allocation methodology. Five years ago we got \$4 million and now we have been restored to \$3.7 million after we made aggressive cuts and that's for eighteen months. They have given us \$2.6 million for the first six months to cover expenses back to October. We will receive \$1.3 million for the next six months. She commented that leads her to believe the next allocation will be \$3.2 million. This results in a loss of a little over \$1 million.

Mr. Alger explained what we were able to do is over the last year the department has altered the eligibility standards so we have brought spending more in line with what the State's allocations were. We have in this allocation received the balance of the allocation restoration. This makes us whole for what had been spent while we were decreasing the enrollment. We are going forward and maintaining standards where they are. Future allocations will sustain us where we are now. We tightened eligibility to stay within the allocations we received.

Mrs. Biehl commented the State has given counties a flexible fund they can use for daycare subsidies. This has replaced other subsidies we had and funded those programs at 2004 levels. The current cost is \$2.8 million. They funded \$2.6 million. That leaves \$100,000 left and that will not fix the daycare problems in Steuben County. The flexible fund in theory is good. We will have a little to do some preventive services. Mr. Alger commented this is like any other block grant funding source. They have taken programs, grouped them together and you are getting a little bit more money, but not much.

4. **Medicaid** – Mrs. Biehl distributed a copy of the State's proposal for Medicaid. The year 2005 will be the base year. That will include cash in and cash out. The State will look at expenses incurred and any revenue taken out to get the net base year. From that point forward, in 2006 they will take the base year plus 3.5 percent. In 2007 they will take the base year plus 6.75 percent, 2008 will be the base year plus 9.75 percent and

2009 will be the base year plus 12.75 percent. The first year, 2006, they will do an estimated base year. They will take the next six months to one year to review the records and at the end of 2006 they will give us a firm base year. The State is proposing to take over the administrative costs of Medicaid. Effective January 1, 2008 the counties will have the option of choosing to make payments to the State based on either the capped local contribution methodology or a fixed percentage of local sales tax based on the 2006 capped contribution and local sales tax base.

Mr. Alger explained the option we will face is that in 2007 they will give us the information in September or October and calculate what that increase represents as a percentage of sales tax. You will have a choice. You can capture that percentage or you can continue to pay the State based on the cash calculations. They put that option in with the thought that certain counties sales tax growth is very low. In that case the percentage of sales tax may be more advantageous than the cash amount. If you decide to go with the percentage of sales tax, it will be that way forever. This will be a tough decision. You will have to make one decision and stick with it.

Dr. Baker asked do we determine the percentage or does the State? Mr. Alger replied the State will notify us of that percent or the dollar amount. That calculation, the percentage, is based on the total local sales tax calculations which would include all collections that go through the County. Town and County collections are included in that percentage. Mr. McIntyre asked with the wine industry changing, wouldn't that be nice? Mr. Alger replied he doesn't know if it is to your advantage to take that percentage. You don't have to budget annually, but the disadvantage is that it could be a big number. You will have to make the best choice you can based on the information you have. Obviously, the base year is the critical piece of this. Through the course of this year, it is our intent and obligation to scrutinize the expenditure as best we can and really monitor them closely.

D. Veteran's Service Agency

1. **Informational** - Mr. McRae stated that on May 12, 2005 he had a meeting with the Department of Social Services and the VA Medical Center in an effort to get low-income veterans to use the VA facilities. Through the various service organizations, we will be putting the word out to use the VA Medical Center. We are trying to educate those people so they won't go to Social Services.

Mr. McRae stated that he received a request from Don Boskett, a World War II veteran, to designate the portion of NYS Route 36 north of Hornell to the Livingston County line as Pearl Harbor Veterans Memorial Highway.

Mr. McRae informed the committee that he will be putting in his application for State aid in the amount of \$5,000. For Memorial Day they issued 155 flag holders. The majority were for World War II veterans.

Mr. McRae stated that he is also continuing to work on upgrades for his staff. He feels that he has a very good staff who work extremely hard and he has started the upgrade process.

Mr. McIntyre stated that he would like to see a resolution on the June Legislative agenda memorializing Senator Winner and Assemblyman Bacalles to designate that portion of NYS Route 36 north of Hornell to the Livingston County line as Pearl Harbor Veterans Memorial Highway.

MOTION: MEMORIALIZING SENATOR WINNER AND ASSEMBLYMAN BACALLES TO DESIGNATE THAT PORTION OF NEW YORK STATE ROUTE 36 NORTH OF HORNELL TO THE LIVINGSTON COUNTY LINE AS PEARL HARBOR VETERANS MEMORIAL HIGHWAY 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.E. COLLECTIVE NEGOTIATIONS, PURSUANT TO ARTICLE FOURTEEN OF THE CIVIL SERVICE LAW AND ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. 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. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: RECLASSIFYING A CASE SUPERVISOR POSITION TO A MANAGEMENT POSITION WITHIN THE DEPARTMENT OF SOCIAL SERVICES, TO BE DETERMINED BY THE PERSONNEL OFFICE, SUBJECT TO UNION APPROVAL MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. NIELSEN. 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 6, 2005

****PLEASE NOTE NEW TIME** @ 11:00 a.m. **PLEASE NOTE NEW TIME****

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE**

NO LATER THAN NOON

Wednesday, June 29, 2005

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, July 6, 2005

11:00 a.m.

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

****MINUTES****

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

STAFF: Mark R. Alger Linda Tetor Kathryn Biehl
Robert Plenge Teresa Stever-Gray Robert F. Biehl
James Gleason Frederick H. Ahrens, Jr. David English

LEGISLATORS: Philip J. Roche, Esq. John Walsh

ABSENT: David Stachnik, Chair

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 11:00 a.m. He asked Mr. Nielsen to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JUNE 6, 2005 MEETING MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **Budget Transfer** – Mrs. Tetor informed the committee that they have received a funding allocation for the SPAP program which is a program designed to educate senior citizens about Medicare Part D, the EPIC Program, etc. There will be training next week in Albany and Michael Keane will be attending. For Phase I of this program we have been allocated \$50,000 which is to be used from April 1st to September 30th. Of that amount, to-date they have received approximately \$23,000. Mrs. Tetor explained \$7,596 will be used to purchase a laptop computer, project cart, sound system, 3 portable copiers and desktop computers to help us prepare the materials for the presentations that we will be making. She stated that another \$50,000 will be allocated to us in October.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ACCEPT \$20,177.00 IN SPAP FUNDING INTO ACCT. #677300.4.3772740 AND \$3,221.00 IN SPAP FUNDING INTO ACCT. #677700.4.3772740 AND APPROPRIATING \$7,596.00 INTO ACCT. #677300.5.290000, \$8,581.00 INTO ACCT. #677300.5.403100, \$2,500.00 INTO ACCT. #677300.5.405100, \$500.00 INTO ACCT. #677300.5.407200, \$1,000.00 INTO ACCT. #677300.5.471000 AND \$3,221.00 INTO ACCT. #677700.5.440125 AND AMENDING THE MAJOR EQUIPMENT LIST TO INCLUDE A LAPTOP COMPUTER AND PROJECT CART, SOUND SYSTEM, 3 PORTABLE COPIERS AND DESKTOP COMPUTERS MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Tetor informed the committee that their office is now responsible for implementing the Long-Term Care Insurance Program. This is a program by which we need to educate the public regarding purchasing long-term care insurance instead of setting up trust funds or relying on Medicaid to take care of them. We have been designated as the entry point for people to learn about long-term care insurance. She stated that they will be

receiving a \$50,000 allocation that will need to be used by the end of March 2006. This is a program that is sponsored by the State government.

2. **EISEP** – Mrs. Tetor commented that everyday they are continuing to add clients to their EISEP program and have hired a part-time subcontracted casemanager.

3. **Coupons** – Mrs. Tetor informed the committee that they have 560 booklets of \$18.00 coupons to give out. There are a lot more people eligible than there are coupons to hand out. We distribute these books throughout the County and they are given out on a first come, first served basis. You may hear some complaints from individuals that were unable to receive a coupon book. This is a program that we have been doing for several years.

Mrs. Tetor announced that Patricia Baroody has been asked to teach at the police academy at Corning Community College. She will be educating the officers regarding aging issues and older driver issues.

4. **Flu Shots** – Mrs. Tetor announced that they have ordered their vaccine. There was an increase in the price, so they decreased the amount they ordered by 400 shots. After they did that, they were notified by Medicare that Medicare is dramatically increasing their reimbursement. There is a delicate balance as we hope that we have enough, but we don't want to have any left over.

Mrs. Tetor stated that they have a program where they get the names of senior citizens with unpaid back taxes and we make home visits to encourage them to pay their taxes or make arrangements to have them paid. This year we did 30 visits and 29 have paid or made arrangements to have their taxes paid. There is only one that will lose their house to taxes. This is a program that seems to be working well.

5. **Member Item** – Mrs. Tetor announced that she has received notification from Senator Winner and Assemblyman Bacalles that the Steuben Senior Services Fund will receive a member item this year to hire a start-up director. We are very excited about this. We are currently working to create an endowment for services for seniors in the County.

B. Department of Social Services

1. **Residential Heating Bid** – Mr. Gleason explained this is an annual bid that we do for residential heating systems through the HEAP program. The Department of Social Services enters into an inter-municipal agreement with ProAction for the installation of the furnaces. They received two bids from Vine City Supply and Harris Supply. Mr. Gleason commented that there is a small percentage increase in price from last year. Mr. Gehl asked how many people apply to get furnaces during the year? Mrs. Biehl replied that she can get that information. Under the HEAP program we do a lot of furnace repairs. Mr. Gleason commented that we use this contract when the unit is beyond repair. Mr. Argentieri commented the prices seem to be very reasonable.

MOTION: AWARDING THE BID FOR RESIDENTIAL HEATING SYSTEMS FOR HEAP ON A LINE ITEM BASIS TO VINE CITY SUPPLY AND HARRIS SUPPLY MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Caseload Statistics** – Mrs. Biehl commented that the Medicaid cases are soaring, but the welfare caseload is continuing to decrease. They have seen a decrease of 40 cases between Family Assistance and the Safety Net Program. Some of this is a reflection of seasonal employment, which brings the caseloads down. She commented that they are working with the State on developing a card swipe system for individuals that are doing job searches. Instead of doing job searches on their own, they will be required to go to one stops and use those computers and get assistance there. With the card swipe it will make it more difficult to fudge job searches.

3. **Mobile Work Program** – Mrs. Biehl commented that they are back up to four crews as individuals that have been off on comp are now back at work. Mr. Argentieri asked the work crews work in public cemeteries, but not private? Mrs. Biehl replied that was correct. The program is open to any employer that is interested in working with the County and it all depends on who is requesting the work crews.

4. **Services** – Mrs. Biehl stated we are now back down to a more manageable number of 162 placements. We have had 15 discharges. We did take in 5 placements, 2 of which were JD. Year-to-date we have had 9 adoptions and we are pretty much on target for where we were last year.

5. **Financial Report** – Mrs. Biehl commented that they are well within the budget.

MOTION: ACCEPTING THE DEPARTMENT OF SOCIAL SERVICES MONTHLY REPORT 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.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 DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO HIRE SHELLEY BENTLEY AS ASSISTANT DIRECTOR OF SOCIAL SERVICES, GRADE E AT A STARTING SALARY OF \$52,000 MADE BY MR. NIELSEN. SECONDED BY DR. BAKER. 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. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. NIELSEN. 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, August 3, 2005

****PLEASE NOTE NEW TIME** @ 11:00 a.m. **PLEASE NOTE NEW TIME****

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE**

NO LATER THAN NOON

Wednesday, July 27, 2005.

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Special Meeting

Monday, July 25, 2005

9:15 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.
STAFF:	Mark R. Alger John Leyden	Linda Tetor	Lawrence Crossett
LEGISLATORS:	Philip J. Roche, Esq. Harley R. Mayo	Donald B. Creath Robert V. Nichols	Lldon E. Jamison John Walsh
ABSENT:	Richard A. Argentieri	L. Ronald Nielsen	

I. CALL TO ORDER

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

II. GENERAL BUSINESS

A. OFA/RSVP

1. **Budget Transfer** – Mrs. Tetor informed the committee that earlier this month the committee had allocated one-half of the SPAP funding that they had received. They now have been allocated the remainder of that funding and she requested authorization to accept and appropriate the additional funding.

MOTION: ACCEPTING \$21,067.00 IN FUNDING INTO ACCT. #677300.4.3772740 (SPAP); ACCEPTING \$5,535.00 INTO ACCT. #677700.4.3772740 (SPAP); APPROPRIATING \$323.00 INTO ACCT. #677300.5.403100 (PRINTING); APPROPRIATING \$1,816.00 INTO ACCT. #677700.5.440120 (INST. WRAP); APPROPRIATING \$3,719.00 INTO ACCT. #677700.5.440125 (INST. TITLE V TRANSITIONS) AND REDUCING FUNDING IN ACCT. #677300.4.4772730 (IIIB) BY \$20,744.00 MADE BY MR. GEHL. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, August 3, 2005

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

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

STAFF: Mark R. Alger Linda Tetor Gary Pruyn
Kathryn Biehl Robert Plenge Robert F. Biehl
Richard McCandless David English Nancy Smith

LEGISLATORS: Philip J. Roche John Walsh

ABSENT: Francis L. Gehl, Vice Chair Richard A. Argentieri

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 11:00 a.m. He asked Mrs. Biehl to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 6, 2005 MEETING MADE BY DR. BAKER, SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **Contract Amendment/Budget Adjustment Request** – Mrs. Tetor requested authorization to amend their existing contract with the Institute for Human Services for Project Care as they have received \$500.00 additional funding from Senator Winner and Assemblyman Bacalles.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO AMEND THEIR CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES FOR PROJECT CARE TO REFLECT THE ADDITIONAL \$500.00 FUNDING THEY HAVE RECEIVED FROM SENATOR WINNER AND ASSEMBLYMAN BACALLES MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Long-Term Care Insurance Education and Outreach Program Grant** – Mrs. Tetor informed the committee that they have been notified that they will be receiving new funding for the Long-Term Care Insurance Education and Outreach Program Grant. The purpose of this program is to inform and educate the public about the need to purchase long-term care insurance. If someone goes into a nursing home, their private long-term care insurance will pay for three years and then Medicaid will take over. The county Offices for the Aging have been charged with educating and getting the public to purchase long-term care insurance if it is in their benefit to do so.

Mrs. Tetor informed the committee that the total amount of the grant is \$50,000. She stated that they have received \$25,407 of that for the period of September 1, 2005 through the end of the year. We have just received the application. We will need to hire a full-time person to administer this program, but we will contract with the Institute for an individual to provide that service.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ACCEPT \$8,699.00 INTO ACCT. #677300.4.3772750 AND \$16,708.00 INTO ACCT. #677700.4.3772750 FOR THE LONG-TERM CARE INSURANCE EDUCATION AND OUTREACH PROGRAM GRANT AND APPROPRIATING \$2,506.00 INTO ACCT. #677300.5.290000; \$600.00 INTO ACCT. #677300.5.471120; \$400.00 INTO ACCT. #677300.5.479300; \$4,325.00 INTO ACCT. #677300.5.403100; \$400.00 INTO ACCT. #677300.5.407100; \$150.00 INTO ACCT. #677300.5.403800; \$100.00 INTO ACCT. #677300.5.406100; \$218.00 INTO ACCT. #677300.5.402990; \$3,038.00 INTO ACCT. #677700.5.440125 AND \$13,670.00 INTO ACCT. #677700.5.440124 MADE BY MR. NIELSEN. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

3. **16B Request** – Mrs. Smith stated that Mrs. Tetor is requesting one full-time Caseworker position to do EISEP case management. The cost is approximately \$40,000 with benefits and will be paid for 100 percent by grant funding. Mrs. Tetor commented that they are anticipating \$300,000 in State funding for in-home services for seniors. Mrs. Smith recommended that they create the position zero-based and fund when the grant money becomes available. The funding is projected to become available April 2006.

MOTION: APPROVING THE 16B REQUEST FOR THE OFFICE FOR THE AGING FOR ONE FULL-TIME CASEWORKER FOR THE EISEP PROGRAM AND FORWARDING TO THE ADMINISTRATION AND FINANCE COMMITTEES FOR THEIR REVIEW AND RECOMMENDATIONS MADE BY MR. NIELSEN. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Youth Bureau

1. **Recognition Incentive Program** – Mr. Pruyn informed the committee that this is a program they do in conjunction with the Department of Social Services. They will start the program in the fall and will target 4th – 6th graders in 13 school districts. There will be a total of 48 students recognized with each award being worth \$177.00. The presentations will be done at the schools and he, Mrs. Biehl or a designee will be at the presentations. This year they also are going to give out Steuben County Good Citizen Awards as well. We have already received letters from the school superintendents and they are excited about this program. He thanked Mrs. Biehl for making this available.

2. **Summer Learning Experience Update** – Mr. Pruyn informed the committee that the Summer Learning Experience Program started on July 12, 2005. They received 289 referrals and accepted 135 children. Prior to the start of the program, two counselors who did a pre-event survey visited every home. We are doing transportation this year, however, a higher number of parents are bringing the children to the program. The adult to youth ratio is 6:1. Mr. Pruyn commented that in addition to various activities, they have a New York State Trooper who has been coming in and talking to the children about the role of the State Police, proper behavior, driving, etc. He is doing a very good job. We also have a “Give Back Day” where the children do community service work and build picnic benches to donate. The program is going well and will end in two weeks.

C. Department of Social Services

1. **Caseload Statistics** – Mrs. Biehl stated the Medicaid caseload numbers went down this month as much as they had gone up last month. The Public Assistance numbers are also going down. The Temporary Assistance Unit has been inundated with walk-ins this month as they had 446.

Mrs. Biehl stated that with regard to the Employment Unit, the crew leader that had been off on compensation had come back, but is now off again indefinitely. We need to look at what to do to get that crew back up and running. This directly impacts our employment numbers.

Mrs. Biehl stated in the Services Division they have remained status quo. They have 162 children in care, 2 children have been freed for adoption. She stated that 9 adoptions have been finalized this year and they are preparing 4 for adoption.

Mrs. Biehl reviewed the Financial Report with the committee. She stated that overall they are \$1 million to the good. These are our projections through the year. The one area where you will see change is in the JD/PINS. The money for the Foster Care/Adoption unit is based on the allocations for the child. In the Foster Care Unit we will more than spend what we have budgeted. We are seeing more children tied to the Federal IV-E funding. We

get more revenue for those children. It is hard to project how many children will come under that. Outside of that, things are pretty well within what we have budgeted.

D. Personnel

1. **16B Request – Veteran’s Service Agency** – Mrs. Smith informed the committee that this has been postponed until next month.

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. NIELSEN. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

MOTION: TO ADJOURN MADE BY DR. BAKER. 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, September 7, 2005
@ 11:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, August 31, 2005.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, September 7, 2005

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

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

STAFF: Mark R. Alger Linda Tetor Kathryn Biehl
Teresa Stever-Gray Robert Plenge Nancy Smith
Frederick H. Ahrens, Jr.

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

ABSENT: Francis L. Gehl, Vice Chair Richard A. Argentieri

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 11:00 a.m. He asked Mr. Nielsen to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE AUGUST 3, 2005 MEETING MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **Medicare Part D Update** – Mrs. Tetor informed the committee that they are well into the first phase of education and outreach with regard to Medicare Part D. They have held five forums in conjunction with the Social Security Administration. There were also EPIC representatives who attended as well. There were 200 individual in attendance at these first five forums. We did need to make a waiting list and will be scheduling more forums. She stated they did put out a new issue of “Second Season” which pertained to the changes in Medicare Part D. This seemed to be very well received and we have received a lot of good press on that. Mrs. Tetor stated that she would like to give credit and acknowledgement to Mike Keane who has been putting all of this together. Mrs. Biehl stated that she would also like to give credit and acknowledgement to Mr. Keane, as he has been very helpful to the Department of Social Services.

Mrs. Tetor commented the plans under Medicare Part D should be announced in October. We can’t make appointments to meet with individuals until the plans are announced. We have to make sure that people make an informed decision. Mr. Stachnik asked do you think there will be people who will not do it because they are afraid of it? Mrs. Tetor replied there is a penalty for not signing up right away. They did receive a call from Assemblyman Bacalles’ office indicating that they would like to do a district wide mailing with our office. We will be doing enrollment online. We are in the process of getting the computers and software that we ordered last month so that we can connect to the site we need to in order to held individuals with this.

Mrs. Tetor stated last month the committee approved the appropriation of \$50,000 in funding for April through September. She is requesting authorization to appropriate the remaining funding of \$12,500 to get us through the end of December. She also requested authorization to continue the contract with the Institute for Human Services for the individual that is helping us with all of this for the period October through December.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO INCREASE REVENUE LINE ITEM #677300.4.3772740 BY \$810.00, INCREASING REVENUE LINE ITEM #677700.4.3772740 by \$11,690.00 AND TRANSFERRING \$5,248.00 INTO LINE ITEM #677700.5.434640, \$810.00 INTO LINE ITEM #677300.5.403100 AND \$6,442.00 INTO LINE ITEM #677700.5.440125 MADE BY MR. NIELSEN. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Long-Term Care Insurance Education and Outreach Program** – Mrs. Tetor informed the committee that they are continuing to identify an individual to be the coordinator of the Long-Term Care Insurance Resource Center. They are continuing to do interviews for this position and hope to get the program up and running on October 1st.

3. **Contract Amendment** – Mrs. Tetor requested authorization to allocate \$7,944 under the Supplemental Nutrition Assistance Program (SNAP) to ProAction to allow them to purchase another van for the delivery of food.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO APPROPRIATE \$7,944 IN ADDITIONAL FUNDING UNDER THE SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) TO PROACTION AND AMENDING THE CONTRACT WITH PROACTION TO REFLECT THIS APPROPRIATION MADE BY MR. NIELSEN. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Senior Form** – Mrs. Tetor informed the committee that they will be holding the Annual Senior Forum and Public Hearing on September 22, 2005. Currently they have 90 people signed up. Typically they have 150 – 160 people that sign up.

5. **ProAction Nutrition Program** – Mrs. Tetor stated she has met with ProAction regarding the operation of the nutrition program for the first six months of the year. The meal quality is up this year and they are receiving better donations from the customers. Attendance remains steady and the budget is in very good shape this year. She commented that they switched to a six-week cycle menu. They put out a list of everything they will need for the period to the various vendors and they have been able to save a lot of money by doing that. Currently they are in the process of conducting the annual customer evaluations for the program and finalizing the budget for 2006.

6. **Directory of Services** – Mrs. Tetor informed the committee that they are updating their Directory of Services. This is very popular and lists anything that an older person needs to know in the County. Last year they had received a grant for half of the funding. The remainder will be paid for out of SPAP funding that we just received.

7. **Ombudsman Program** – Mrs. Tetor announced that they just received notification that the State will be requiring us to do different reporting for the Ombudsman Program. We will need to be able to log onto www.agingnetwork.com to access this. This is a Synergy product. They received an increase of \$3,000 in their LTCOP funding and she requested authorization to appropriate \$3,000 to purchase the computer and software to handle this.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO INCREASE REVENUE LINE ITEM #677300.4.3772720 AND TRANSFER \$1,180.00 INTO LINE ITEM #677300.5.408900 AND \$1,820.00 INTO LINE ITEM #677300.5.298000 TO PURCHASE TWO DESKTOP COMPUTERS AND REQUESTING AUTHORIZATION TO AMEND THEIR MINOR EQUIPMENT LIST TO REFLECT THIS CHANGE MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

8. **Flu Clinics** – Mrs. Tetor stated they are in the process of evaluating the flu shot clinic schedule for the fall. In light of the workload involved for the Medicare Part D, she is thinking about reducing the number of clinics down to 9. In the past they have run 22 – 23 clinics and those ran for two hours. She is proposing holding 9 clinics and having them run for four hours. They would hold 2 in Corning, 2 in Bath and 2 in Hornell. She doesn't want to give up the program entirely. With this proposal she anticipates that they will cover 70 percent of what they did in the past. We do have a little less vaccine than in the past due to the price. The only other thing we could do would be to hire someone temporary to hold the clinics. Mr. Alger commented you may

find this will work better. Mrs. Tetor stated they are still waiting to hear about the vaccine. Dr. Baker asked do you think the disaster with the Hurricane in the Gulf will have an affect on how much vaccine you receive? Mrs. Tetor replied that she doesn't know, although it is certainly conceivable.

B. Department of Social Services

1. **Caseload Statistics** – Mrs. Biehl stated the caseloads are down again. She attributes that to seasonal employment. Medicaid numbers are up and intakes have remained about the same. In the Employment Unit they are still down one crew leader. There are three crews operating. Mrs. Biehl explained there will be a new work requirement that individuals receiving assistance now have to, as part of the job search not just fill out the form, but they will have to go to the One-Stop Center and do an actual job search and meet with a counselor there. We are calling these individuals in for group meetings to go over the new requirements. This is a new project to get people back into the workforce. She commented that Vincent Pellegrino will be the new supervisor replacing Gary Brockway.

Mrs. Biehl reviewed the Services report and commented that they have been very busy with Child Protective. They have returned several children back home because school has begun. The caseload is at 157. They had 1 adoption in August and there are 3 adoptions scheduled for September. She stated that November 18, 2005 will be Adoption Day.

Mrs. Biehl reviewed the financial report and stated that she has been working with Mr. Alger on next year's budget and their focus has been to get the Medicaid numbers refined. The State has implemented a new billing system and there were a lot of errors in the beginning. Now that has leveled out and is operating and the providers are being paid. We have adjusted our projections and will try to get as close as we can as we determine the base year for next year's budget. Mrs. Biehl announced that she is pleased to report that we are almost at what we budgeted for repayment for Medicaid. We are doing well on the recovery side. We have almost reached the \$1 million in recoveries that we had budgeted.

2. **Budget Transfer/Equipment Request** – Mrs. Biehl informed the committee that they have received HEAP Administration money and they have until the end of September to spend the rest of that. The increase in the allocation has to be used for Administration. She is requesting that they transfer some of this money out and purchase equipment. She would like to replace the computers in the HEAP and Accounting units and implement a bar code system to make filing more efficient. Currently we have 7,000 cases on welfare. She stated that she has already consolidated the Temporary Assistance, Medicaid and Food Stamp units and she would like to be able to consolidate the files into one and reduce duplication. This is a precursor to their imaging project. She stated that she would like to take advantage of this additional money and move forward with that.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO DECREASE REVENUE LINE ITEM #614100.4.4641000 (ENERGY ASSISTANCE FEDERAL REVENUE) BY \$33,740.00; TO INCREASE REVENUE LINE ITEM #601000.4.4641000 (ENERGY ASSISTANCE FEDERAL REVENUE) BY \$33,740.00 AND TRANSFERRING \$33,740.00 RECEIVED IN FEDERAL HEAP ADMINISTRATION FUNDING INTO LINE ITEM #614100.5.445100 (ASSISTANCE PAYMENTS) AND APPROPRIATING \$33,340.00 INTO LINE ITEM #601000.5.298000 (MINOR EQUIPMENT) AND \$400.00 INTO LINE ITEM #601000.5.406000 (OFFICE SUPPLIES) TO PURCHASE 15 COMPUTERS, 2 LAPTOP COMPUTERS, 7 30-INCH LATERAL FILES, 1 42-INCH LATERAL FILE, 2 ROLLING FILES, 8 OFFICE CHAIRS, 1 DESK EXTENSION, 2 FILE HOLDERS, 6 BARCODE READERS, BARCODE PRINTERS, 2 CARTS, 3 NETWORK HUBS, 3 SWITCHES, CARTRIDGE CLEANER AND REPLACEMENT BATTERY AND AMENDING THE MINOR EQUIPMENT LIST TO REFLECT THIS CHANGE MADE BY MR. NIELSEN. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

C. Personnel

1. **16B Request – Veteran's Service Agency** – Mrs. Smith informed the committee that previously Mr. McRae had requested two positions and he recently withdrew that request.

**MOTION: TO ADJOURN MADE BY DR. BAKER. 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, October 5, 2005
@ 11:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, September 28, 2005.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, October 5, 2005

11:00 a.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:	Gregory P. Heffner	Linda Tetor	Dan McRae
LEGISLATORS:	Harley R. Mayo	John Walsh	
ABSENT:	Richard A. Argentieri	DeWitt T. Baker, D.V.M.	

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 11:00 a.m. He asked Mr. McRae to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 7, 2005 MEETING MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Veterans' Service Agency

1. **Training** – Mr. McRae informed the committee that on October 13, 2005 there would be a VA/New York State Regional Meeting. This meeting does involve training and he requested permission to close the office for the day to allow all staff to attend. He commented that they will have their voice mail on and will also make announcements prior to that date that they will not be open. *The Committee was in agreement with this.*

2. **Statistics** – Mr. McRae reviewed the monthly statistics with the committee. He commented that during the month of September they had 37 original clients. For the past year they have averaged over 30 original clients each month. The total contacts for September is 774. From January – September 2005 they have had 6,580 contacts and for the same period last year they had 6,371. This shows an increase of 209. Mr. McRae explained we try to go where the Veterans are and we also try to get the word out that our office is here for various services. Often times our office acts as a referral service.

3. **Personnel** – Mr. McRae stated that he has withdrawn his 16B requests, but he would like the opportunity at a later date to pursue upgrades for the staff. A lot of the work they do entails a lot of research and time as well as coordination with other veterans' agencies.

B. OFA/RSVP

1. **Medicare Part D** – Mrs. Tetor informed the committee that they are continuing their radio and newspaper campaign with regard to Medicare Part D. We should know how to do enrollment, etc. by the middle of October. She commented that they would like to reach out to the pharmacists in the County to have them refer people to our office.

2. **Long-Term Care Insurance Education and Outreach Program** – Mrs. Tetor announced they will be hiring an individual to administer this program sometime this week.

3. **Senior Forum** – Mrs. Tetor stated they recently held their annual Senior Forum event that requires a Public Hearing. There were 125 people in attendance. She commented that they do take all of the comments and suggestions to the Advisory Council and from those they make objectives for the following year.

4. **RSVP Grant Application** – Mrs. Tetor stated their RSVP Grant Application is due at the National Corporation. You have to have measurable outcomes from the volunteers. We need to be able to identify that what the volunteers are doing is making a community impact.

5. **Annual Evaluation** – Mrs. Tetor informed the committee that they are currently in the process of conducting their annual evaluation. This year, we qualified to complete our own evaluation instead of individuals from the State coming down and doing it for us. Counties can only do their own evaluations if they did not have any compliance issues for two years. We will use the same format as the State does.

6. **Software Programs** – Mrs. Tetor stated that they are continuing to upgrade their SAMS program. They also will be going to an online reporting system for the Ombudsman Program.

7. **Steuben Senior Services Fund** – Mr. Gehl asked Mrs. Tetor to give an update to the committee about the Senior Services Fund. Mrs. Tetor explained they received a grant from Assemblyman Bacalles and Senator Winner to hire a start-up director for the Steuben Senior Services Fund. We are building the donor database and doing what we can to build the endowment fund in the future. Mrs. Tetor stated they are planning for 2010 and beyond to be able to begin to have a big enough endowment partnership as they anticipate a huge increase in the number of elderly. They are projecting an increase of 56 percent of people over the age of 85. The endowment fund will help with some of that. If there were any new programs, the endowment could help fund those. Hopefully we will be able to put the County in a position to respond to the needs of older people in our County. She is pretty excited to have this money to go forward.

C. Department of Social Services

1. **Budget Transfer** – Mr. Heffner stated that Mrs. Biehl is requesting authorization to transfer \$20,000 from HEAP Administration Funding to Major Equipment. This funding is money that needed to be spent by the end of the year. She is requesting permission to purchase a burster for authorizations and checks. Mr. Heffner explained a burster runs paper through and takes off the computer edges and tears the pages apart. Currently, they are using the equivalent of 1 ½ full-time people to do this work.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO TRANSFER \$20,000 IN FEDERAL HEAP ADMINISTRATION FUNDING FROM ACCT #614100.5.445100 INTO ACCT #601000.5.298000 AND AMENDING THE MAJOR EQUIPMENT LIST TO INCLUDE THE PURCHASE OF A BURSTER MADE BY MR. NIELSEN. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. GEHL. 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, November 2, 2005
@ 11:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, October 26, 2005.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, November 2, 2005

11:00 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 Gregory P. Heffner Gary Pruyn
Kathryn Biehl Robert Plenge Teresa Stever Gray
John Leyden Robert F. Biehl Frederick H. Ahrens, Jr.

LEGISLATORS: Harley R. Mayo John Walsh

ABSENT: Richard A. Argentieri

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Gehl called the meeting to order at 11:00 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE OCTOBER 5, 2005 MEETING MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (Mr. Stachnik absent for vote).

III. DEPARTMENTAL REPORTS/REQUESTS

A. Youth Bureau

1. **Foster Family Day** – Mr. Pruyn informed the committee that Foster Family Day will be November 19, 2005 and will be held at Watson Homestead. We have 96 participants signed up. There will also be 4 staff members and 4 volunteers present. Registration begins at 8:30. Each foster family will be given a 12x12 quilt patch and will be asked to do something that represents their family. When all of the quilt patches are done, we will have them put together and quilted. The program will begin at 9:15 a.m. and during the day they will break into smaller groups and there will be activities such as swimming, golfing, etc. We will have workshops for both the adults and the children.

Mr. Pruyn stated 50 percent of the cost of this program is being covered through a private grant. Mrs. Biehl commented that she would like to thank Mr. Pruyn as he has worked very hard on this. Mr. Pruyn commented this is a cooperative event being done in conjunction with the Department of Social Services. We also will have Cooperative Extension presenting a nutrition program as well.

2. **Summer Learning Experience** – Mr. Pruyn announced that they have already begun working on Summer Learning Experience 2006. Mr. Gehl asked how many attended the program last year? Mr. Pruyn replied they had over 150 youth. So far they have been receiving positive verbal reports and they will complete an evaluation of the program shortly.

3. **Allocations** – Mr. Pruyn informed the committee that on November 7, 2005 they will be allocating funds to the various organizations. He also took the opportunity to introduce Lydia Zeus who is the Office of Children and Family Services Regional Representative.

4. **Family Fling** – Mr. Pruyn announced the annual Family Fling event is being held on November 19, 2005 in Addison.

5. **Informational** – Mr. Pruyn announced the Task Force for the Prevention of Child Abuse will be doing a Christmas Stocking Stuffing in conjunction with the Knights of Columbus and Toys for Tots. The stockings will be stuffed with small items and there will also be a gift for parents – a small booklet entitled “50 Ways to Show Kids You Care”.

B. Department of Social Services

1. **Caseload Statistics** – Mrs. Biehl presented statistics for the committee’s review. She stated that under Medicaid/TANF they are starting to see growth again, as it is the end of the seasonal employment season. The Family Health Plus caseload has decreased, but they believe that is the result of individuals needing to verify their information to prove their income and other resources available to them.

Mrs. Biehl announced HEAP started on November 1, 2005. The Governor is trying to get an extra \$100 million for this program, but the benefit **allowance** will not be increased. We have individuals already, who are not getting enough of the benefit to get their first fuel delivery and they have to come back in and apply for emergency HEAP.

Mrs. Biehl stated in the employment unit they have not seen a lot of change.

Mrs. Biehl reported that in the Services Unit, they have 136 children in care, which is the lowest number we have had. She informed the committee that they will be receiving invitations to attend Adoption Day, which will be held on November 18, 2005. At that time, there will be 9 – 12 children who will be adopted.

2. **Personnel** – Mrs. Biehl requested authorization to reclassify a vacant Clerk to a Typist, which is in the same grade. Mr. Biehl commented Civil Service no longer gives a Clerk test.

MOTION: RECLASSIFYING A VACANT GRADE IV CLERK POSITION TO A GRADE IV TYPIST POSITION IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. GEHL. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Biehl informed the committee that they have had **many** changes in the **Services side of the department**. The **PINS Program** age has been increased to include 16 and 17 year olds. The State has also implemented other changes, which holds us **to** timeframes and subjects us to fiscal penalty. There has been new legislation passed for diversion services. We work with Probation and Mental Health to keep children out of the system. In addition, we are required to provide respite services which this department has to oversee. There are limitations on children placed in detention, as they can only be placed up to 15 days for PINS and 30 days for JD. We are able to apply for one extension. If the child stays in detention longer than that timeframe, we don’t get any reimbursement for that. Another change is we will not be able to close cases in which youth don’t participate. The schools no longer file PINS without documenting all resources.

Mrs. Biehl informed the committee they have seen a reduction in detention placements over the last one and one half years. We have really **strong** diversion services **with the other county departments**. **Additionally, Mrs. Biehl’s working on securing** a contract with Chemung County to bring in additional revenue. There **is a proposal to contract** an additional five beds **with them**, which will generate \$270,000 for the next budget year for **detention** placements.

Mrs. Biehl **discussed ASFA (Adoption, Safe Families Act)**. This pertains to reducing the timeframe to get children home or adopted quicker. This is holding the parents accountable. **Along with ASFA**, they have also imposed rules about the language in court orders. If the **required** language is not in there, we lose federal funding

on those cases from the date of the court order forward. In addition, **what is called the** permanency legislation goes into effect December. When we remove a child, we file a petition in three days. Then we go to court the following day for hearing. If we are not in court the following day, we will lose federal funding on those cases. With this new legislation, we will be in court more often than that. Mrs. Biehl explained if we don't follow the timelines, we will lose 50 percent federal reimbursement. In addition, the caseworkers have to prepare a lengthy 13 – 17 page report on each case that goes into court. They are imposing a lot more work, rules and regulations and we are in **a** position where we will need someone that is going to manage this to make sure we are meeting the timeframes **and ensuring appropriate language is in the court orders.**

Mrs. Biehl requested authorization to reclassify a vacant Caseworker position to Assistant Director of Social Services. Dr. Baker asked what will be the salary? Mrs. Biehl replied it would be a Management Grade E, which is \$35,000 - \$56,675. She stated we have the lowest number of children in care than we have had since she's been here. She gives a lot of credit for that to Ms. Stever-Gray **and her staff.** Mrs. Biehl stated she needs to be able to continue to do this. Mr. Alger commented we don't want to underestimate the difficulties the department would have in tracking all of the orders. The department will get the opportunity to focus on that throughout the entire process. This is a significant amount of federal revenue.

Mr. Ahrens commented with this legislation, you have added an additional court appearance for each of your cases. There will be a lot of opportunity for orders not to be drafted correctly. If they are not done correctly, you could lose all of your revenue. We really need this person.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A VACANT CASEWORKER POSITION TO AN ASSISTANT DIRECTOR OF SOCIAL SERVICES, MANAGEMENT GRADE E, IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY DR. BAKER. SECONDED BY MR. GEHL.

Dr. Baker asked if you only have a three-day period, what happens if the court cannot fit you into their schedule? Mr. Leyden replied the law is three days now, and will be changing to one day. In some cases, we have to have a hearing the same day. You can't have the judge say no. We have made it known to the judges that they have to have these hearings. This puts a tremendous strain on the caseworkers. The hearing could take 30 minutes to three hours, depending on the nature of the case.

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

C. Administrator

1. **OFA/RSVP Report** – Mr. Alger informed the committee that Mrs. Tetor wanted them to know that the flu clinics scheduled for today were cancelled as they had not received the vaccines. They do expect to receive the vaccines and they will reschedule the flu clinic.

MOTION: TO ADJOURN MADE BY MR. GEHL. 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, December 7, 2005
@ 11:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, November 30, 2005.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, December 7, 2005

11:00 a.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 Nan Hammes
David English Robert Biehl

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

ABSENT: Francis L. Gehl, Vice Chair

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 11:00 a.m. He asked Mr. Mayo to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 2, 2005 MEETING MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **Flu Vaccine** – Ms. Hammes reported the final shipment of flu vaccine was delayed two weeks and we cancelled our order. We did purchase vaccine from Public Health Nursing and as a result will be able to hold three clinics.

2. **Volunteer Appreciation Dinner** – Ms. Hammes informed the committee that the Volunteer Appreciation Dinner will be held December 7, 2005. We are expecting 100 individuals to attend.

3. **Single Point of Entry Program** – Ms. Hammes stated this program is moving forward. Today Mrs. Tetor and Mrs. Biehl were invited to attend a regional meeting to promote this. There will be joint training in March. The contract will be let in the fall with implementation scheduled for fall 2006.

4. **Implementation Plans** – Mrs. Hammes reported their implementation plan was submitted to New York State on November 30, 2005. We also submitted our RSVP federal application.

5. **Contracts** – Mrs. Hammes requested authorization to amend their contract with Home & Health Care to reflect an increase in rates. The rate for Housekeeper will increase from \$13.85 to \$14.53 and the rates for Personal Care Aide will increase from \$15.77 to \$16.00.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO AMEND THEIR CONTRACT WITH HOME AND HEALTH CARE TO REFLECT THE INCREASE IN RATE FOR HOUSEKEEPER FROM \$13.85 TO \$14.53 AND FOR PERSONAL CARE AIDE FROM \$15.77 TO \$16.00 MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Ms. Hammes requested authorization to amend their 2005 contract with the Institute for Human Services to add an additional \$518.00 to cover unanticipated fringe costs. This is for the RSVP Impact Program.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO AMEND THEIR 2005 CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES AND INCREASE THE CONTRACT AMOUNT BY \$518.00 TO COVER UNANTICIPATED FRINGE COSTS FOR THE RSVP IMPACT PROGRAM MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Ms. Hammes requested authorization to increase their contract with Wilma Stewart, Dietician by \$570.00 to cover the additional hours required to assist the ProAction Nutrition Program Coordinator.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO AMEND THEIR CONTRACT WITH WILMA STEWART, DIETICIAN, TO INCREASE THE CONTRACT AMOUNT \$570.00 TO COVER THE ADDITIONAL HOURS REQUIRED TO ASSIST THE PROACTION NUTRITION PROGRAM COORDINATOR MADE BY DR. BAKER. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Dr. Baker asked with regard to the flu vaccine, is there anything that can be changed to obtain the vaccines? Ms. Hammes replied it has been difficult the past two years to obtain the vaccine. That is a question that Mrs. Tetor would have to answer. Mr. Alger stated we don't have a lot of options. We purchase the vaccine through State bid. The only other option would be to bid it on our own. If there are multiple vendors on State bid, we could order from a different vendor. It really depends on where your source is. He commented that he doesn't think we have a choice in the vendor. We can look into this, but he doesn't believe it will be beneficial to do the bid locally because we wouldn't get a good response.

B. Youth Bureau

1. **2006 Contracts** – Mr. Pruyin presented his 2006 contracts for the committee's review. These contracts are with agencies that we have funded for multiple years.

MOTION: APPROVING THE FOLLOWING 2006 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 – YI AND CENTER FOR DISPUTE SETTLEMENT – YI; FOR SPECIAL DELINQUENCY PREVENTION – CENTER FOR DISPUTE SETTLEMENT (A), STEUBEN COUNTY DSS (A), ADDISON YOUTH CENTER (A), PROACTION TASA (SDPP A), PROACTION TASA (SDPP B), CORNING AREA YOUTH CENTER (A – JUST US) AND CORNING AREA YOUTH CENTER (B – CRISIS); AND A DIRECT CONTRACT WITH CENTER FOR DISPUTE SETTLEMENT (YOUTH VIOLENCE PREVENTION) MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Youth Board Annual Dinner Meeting** – Mr. Pruyin announced the Youth Board Annual Dinner Meeting will be held on January 12, 2006 at 6:30 p.m. at the Bath Presbyterian Church. Dinner will be held at 7:00 p.m. and the program will begin at 8:00 p.m. At this event, we will recognize the Youth Service Worker of the Year. This year's dinner is themed around appreciation to those that work with children. Mr. Pruyin requested authorization to spend up to \$500.00 to support the dinner and the recognition award.

MOTION: AUTHORIZING THE YOUTH BUREAU TO SPEND UP TO \$500.00 FOR THE YOUTH BOARD ANNUAL DINNER MEETING AND RECOGNITION AWARD MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Monitoring** – Mr. Pruyin commented we monitor all of our agencies and now the New York State Office of Children and Family Services will be monitoring us. They will be here December 14, 2005. We have already sent back our self-monitoring tool.

4. **Christmas Stocking Project** – Mr. Pruyn informed the committee that their Christmas Stocking Project is going well. There are a couple of area churches who are sewing the stockings. This program is being done in conjunction with the Knights of Columbus.

5. **Student Recognition Program** – Mr. Pruyn announced the Hornell Evening Tribune had an article about the Student Recognition Program that we did at Arkport Central School. This is a program that he has been doing in conjunction with the Commissioner of Social Services. We have been going to all of the schools to make presentations to students.

Mr. Stachnik thanked Mr. Pruyn for the professional way in which he handled himself at the Budget Workshop and Public Hearing.

C. Department of Social Services

Mr. Alger commented that Commissioner Biehl is not here today as she is attending a required training for the Single Point of Entry Program.

1. **Caseload Statistics** – Mr. Alger reviewed the caseload statistics with the committee. He commented the caseload is up and down depending upon the program. Family Assistance numbers are down a little, but the numbers for Safety Net are up. Medicaid is up 7 cases. Mr. Alger explained the Medicaid cap will begin in January 2006. This is a limited growth cap for Medicaid. Our share will go up 3.5 percent over the base year, which is this year.

Dr. Baker asked how do HEAP requests come through? Mr. Alger replied the HEAP requests are done by both ProAction and Social Services. ProAction does the majority of the outreach. Both requests and need are up.

Mr. Argentieri asked, with regard to the Employment Unit report, what is Riverbend Apartments? Mr. Alger replied that he suspects that is through SCAP (Steuben Churchpeople Against Poverty) which is a non-profit organization. The work crews did some painting.

Mr. Alger commented there are no surprises with the Zip Code report. The numbers are pretty much the same. The cases are where the people are.

Mr. Alger reviewed the Services Report. He commented under the adoption process, they finalized 22 adoptions this year which is a significant number. That represents for those 22 individuals, a permanency they haven't had in their life, in many cases.

2. **Budget Transfer** – Mr. Alger stated Mrs. Biehl is requesting authorization to transfer \$12,000 from the postage line item to the equipment line item to purchase equipment for some of the contract staff that will be doing additional programs next year.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO TRANSFER \$12,000 FROM THE POSTAGE LINE ITEM TO THE EQUIPMENT LINE ITEM TO PURCHASE EQUIPMENT FOR USE BY CONTRACT STAFF MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger informed the committee that the Department of Social Services has a mimeograph machine that has seven million copies on it. We have a maintenance contract with the company. The company has proposed that if we extend the current maintenance agreement for an additional six months, they will bring in another machine. Mr. Alger recommended doing that.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ACCEPT A PROPOSAL FROM TO EXTEND THEIR MAINTENANCE AGREEMENT WITH THE MIMEOGRAPH COMPANY FOR AN ADDITIONAL SIX MONTHS AND AT THAT TIME THEY WILL BRING IN A NEW MACHINE MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. 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.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. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO HIRE THE ASSISTANT DIRECTOR OF SERVICES AT \$53,500.00 MADE BY DR. BAKER. SECONDED BY MR. NIELSEN. MOTION CARRIES 3-1. (MR. ARGENTIERI OPPOSED).

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

MOTION: TO ADJOURN MADE BY MR. ARGENTIERI. 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, January 4, 2006
@ 11:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, December 28, 2005.**

**STEUBEN COUNTY HUMAN SERVICES COMMITTEE
STEUBEN COUNTY FINANCE COMMITTEE**

Joint Special Meeting

Monday, December 19, 2005

9:45 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Philip J. Roche, Esq.	DeWitt T. Baker, D.V.M.	L. Ronald Nielsen
	Patrick F. Donnelly, Vice Chair Robert V. Nichols	Donald B. Creath	Harley R. Mayo
STAFF:	Mark R. Alger	Linda Tetor	
LEGISLATORS:	Kenneth E. Isaman Thomas J. McIntyre	Lidon E. Jamison John Walsh	Patrick F. McAllister
ABSENT:	David Stachnik, Chair Gary D. Swackhamer, Chair	Francis L. Gehl, Vice Chair	Richard A. Argentieri

I. CALL TO ORDER

Mr. Donnelly called the meeting to order at 9:45 a.m.

II. GENERAL BUSINESS

A. OFA/RSVP

1. **Grant** – Mrs. Tetor informed the committees that this morning, the Full Board will be considering a resolution for the Office for the Aging to administer a home delivered meals program and to receive a special grant-in-aid of \$20,000 from Assemblyman Bacalles. She stated that she would like to be able to appropriate the \$20,000 to the Steuben Senior Services Fund. The Steuben Senior Services Fund is something that we have set up to do fund raising for the future. This would allow us to receive funds and also to use funds for the home delivered meals program and address our concerns about the tidal wave of older folks that we are expecting.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ACCEPT \$20,000.00 IN GRANT-IN-AID FROM ASSEMBLYMAN BACALLES TO BE USED FOR THE HOME DELIVERED MEALS PROGRAM AS WELL AS THE STEUBEN SENIOR SERVICES FUND MADE BY MR. MAYO. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0 (FINANCE) AND 3-0 (HUMAN SERVICES WITH MR. ROCHE VOTING).

MOTION: TO ADJOURN MADE BY MR. NIELSEN. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 7-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature