

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, January 4, 2006

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.

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

LEGISLATORS: John Walsh

ABSENT: Francis L. Gehl, Vice Chair L. Ronald Nielsen

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order and asked Mr. Ahrens to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 7, 2005 AND DECEMBER 19, 2005 MEETINGS MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **Flu Clinics** – Mrs. Tetor informed the committee that they held three flu clinics during December. The Corning and Bath clinics were well attended, however, the attendance at the Hornell clinic was a disappointment. At the clinics we were able to vaccinate 460 individuals and that is an excellent number. Mrs. Tetor stated that she would like to order from a place where we could get the vaccine on time. Public Health Nursing has recommended ordering from Sanofi Pasteur. She requested authorization to pursue this.

MOTION: AUTHORIZING OFA/RSVP TO PURSUE ORDERING FLU VACCINE FOR NEXT YEAR FROM SANOFI PASTEUR MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Volunteer Recognition** – Mrs. Tetor informed the committee that they held their Annual Volunteer Recognition Dinner on December 7, 2005. There were 100 individual in attendance. We awarded the community service award to Bob Design of Hammondsport of the Joseph's Hammer Organization. This is an organization that does small repair projects for senior citizens.

3. **Medicare Part D** – Mrs. Tetor stated they have been spending most of their time working on Medicare Part D. They have had a steady stream of people and have already helped 200. There are another 366 waiting for assistance. Dr. Baker asked did they extend the deadline? Mrs. Tetor replied that's being worked on and we are pursuing that. We don't feel that we can get to everybody before the May 15th deadline.

4. **2006 Contracts** – Mrs. Tetor presented her 2006 contracts for approval. Mr. Argentieri commented the County share has gone up from \$133,000 to \$215,000 with the bulk of that being under ProAction. Mrs. Tetor replied that is for the Home Delivered Meals Program. That is part of the function of

switching what part of County dollars are shown in the budget. The increase looks bigger than it really is. State and Federal dollars increased for Long-Term Care Insurance, SPAP, etc. Mr. Alger explained there is an increase of \$30,000 in the budget. Most of that was put into the Home Delivered Meals Program as the demand was such and it was a worthwhile investment. Mrs. Tetor asked in addition to the other contracts, she would like to add \$16,605 in additional State and Federal dollars to the Institute of Human Services contract for Title V **Transition**.

MOTION: APPROVING THE FOLLOWING 2006 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) \$600; HOME AND HEALTH CARE (III-E RESPITE) \$15,249; INSTITUTE FOR HUMAN SERVICES (ELDERCAREGIVER SUPPORT TITLE III-E) \$21,370; INSTITUTE FOR HUMAN SERVICES (IMPACT PROGRAMMING) \$20,100; INSTITUTE FOR HUMAN SERVICES (OMBUDSMAN) \$20,800; INSTITUTE FOR HUMAN SERVICES (PROJECT CARE) \$14,000; INSTITUTE FOR HUMAN SERVICES (TELEPHONE REASSURE) \$33,861; INSTITUTE FOR HUMAN SERVICES (TRANSPORTATION MANAGEMENT) \$45,400; INSTITUTE FOR HUMAN SERVICES (WRAP) \$11,400; LEATHERSICH (DIETARY CONSULTANT) \$7,488; McCARTHY (LEGAL SERVICES) \$5,250; PROACTION (HEAP) \$4,685; PROACTION (WELLNESS) \$13,000; PROACTION III-C 1 & 2 – CONGREGATE AND HOME DELIVERED MEALS) \$121,794; STEUBEN SENIOR SERVICES FUND, INC. \$20,000; STEWART (CONSULTING DIETICIAN) \$4,320 AND APPROVING AN INCREASE OF \$16,605 IN THE INSTITUTE OF HUMAN SERVICES CONTRACT FOR TITLE V TRANSITION BRINGING THE TOTAL TO \$56,382 MADE BY DR. BAKER. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Department of Social Services

1. **Caseload Statistics** – Mrs. Biehl reviewed the monthly statistics with the committee. She commented that the caseloads for Medicaid went down. Family Health Plus caseloads also decreased due to the addition of having proof of financial resources. We need to have an increase in the HEAP allocation and we are still waiting for that to happen. We are up around 400 applications. With regard to the employment unit all four crews are up and running. Mrs. Biehl reviewed the zip code report. She stated that in the Services division, child protective reports had remained the same at the end of the year. There was also a reduction of foster care placements. Currently we have 124 children in care and we had an additional 7 adoptions for 2005.

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

2. **Capital Projects** – Mrs. Biehl requested authorization to close three capital projects and to return the balance of those projects to the General Fund.

MOTION: APPROVING THE CLOSING OF THE FOLLOWING CAPITAL PROJECTS IN THE DEPARTMENT OF SOCIAL SERVICES AND RETURNING THE BALANCE OF THOSE PROJECTS TO THE GENERAL FUND: 6010H2 5 250000 DSS FRAUD/LEGAL TRACKING; 6010H3 5 250000 SIDNEY SQL COMPUTER PROJECT AND 6010H4 5 250000 KINDER TRACKING PROGRAM MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

3. **Budget Appropriation** – Mrs. Biehl informed the committee that they have received grant money for a new program called the Youth Engagement Services Program. This is a program that both Steuben and Yates counties would be participating in and the money is being passed through the counties. With this program, we can now identify a population to be served and we will be the referral service to the program. This program will target youth ages 14 – 17 whose parents are on Social Security Disability or if they are living with another relative who is receiving a temporary assistance benefit. The program works with youth on tutoring, planning for education, summer employment, case management, etc. This is pass through money to ProAction. The other population that is affected is children in an independent living program who are aging out and have never been adopted. For those individuals, they work on a college education plan and employment activities. There is also a population of individuals who are living with parents who have been sanctioned, but the children are still receiving temporary assistance. This is two-thirds Steuben and one-third Yates.

Mr. Argentieri asked is this a new program? Mrs. Biehl replied it is new to us. Mr. Argentieri asked what is required to do this program? Mrs. Biehl replied ProAction will hire two to three people to administer the program. Dr. Baker asked will Yates County administer their own program? Mrs. Biehl replied ProAction will administer the program for both Steuben and Yates.

MOTION: ACCEPTING AND APPROPRIATING THE YOUTH ENGAGEMENT SERVICES PROGRAM ALLOCATION IN THE AMOUNT OF \$157,445.00 MADE BY DR. BAKER. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mrs. Biehl requested authorization to accept and appropriate the Case Management Safety Net Drug/Alcohol Allocation. We have been working with the Office of Community Services on this. This is an adjunct to the Managed Addictions Treatment Services (MATS) program. This works with Medicaid and Temporary Assistance to do drug and alcohol evaluations and getting the individual to detox and through treatment so that they may be gainfully employed.

Mr. Alger commented we don't have anybody from DSS to do the case management. We created the BILT project before. This program will identify someone and take that person and manage their case and move them through the treatment process. Before we would refer the individual for treatment and there was no follow through. Mr. Stachnik commented this was reviewed in Health and Education and the committee approved. He thinks this is a wonderful plan.

Mrs. Biehl stated that of the \$65,190.00 they are receiving, \$3,000.00 would be used to purchase one laptop, one desk, one chair and one file cabinet.

MOTION: ACCEPTING AND APPROPRIATING THE CASE MANAGEMENT SAFETY NET DRUG & ALCOHOL ALLOCATION IN THE AMOUNT OF \$65,190.00 AND AMENDING THE MAJOR EQUIPMENT LIST TO REFLECT THE PURCHASE OF ONE LAPTOP, ONE DESK, ONE CHAIR AND ONE FILE CABINET MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **2006 Contracts** – Mrs. Biehl announced that they were able to secure a contract with Chemung County for five detention beds for 2006.

Mrs. Biehl requested authorization to enter into a contract with Maryann Bryant, Managed Care Consultant.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ENTER INTO A CONTRACT WITH MARYANN BRYANT, MANAGED CARE CONSULTANT FOR \$15,000.00 MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mrs. Biehl requested authorization to enter into a contract with Fire Alarm Service Technology for the testing, replacement and service on all fire alarms at the Steuben County Detention Facility.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ENTER INTO A CONTRACT WITH FIRE ALARM SERVICE TECHNOLOGY IN THE AMOUNT OF \$625.00 FOR THE STEUBEN COUNTY DETENTION FACILITY MADE BY DR. BAKER. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mrs. Biehl requested authorization to enter into a contract with Trish Brown, FNP, Prattsburg Medical Office of Anselmo Deasis, MD to provide medical services to youth placed in the Steuben County Detention Facility.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ENTER INTO A CONTRACT WITH TRISHA BROWN, FNP, PRATTSBURG MEDICAL OFFICE OF ANSELMO DEASIS, M.D. TO PROVIDE MEDICAL SERVICES TO YOUTH PLACED IN THE STEUBEN COUNTY DETENTION CENTER FOR \$20.00 PER PHYSICAL EXAM MADE BY MR. ARGENTIERI. SECONDED BY DR. BAKER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

C. Veteran's Service Agency

1. **Statistics** – Mr. McRae distributed his year-end statistics for the committee's review. He commented that between 2004 and 2005 they saw an increase of 187 total contacts and an increase of 43 original contacts. Pension claims are up and the referrals to the VA are also up while Medicaid applications are down. With us going to meetings and encouraging veterans to use the VA, maybe more veterans who are eligible might be going through the VA for their medical care.

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
PLEASE NOTE CHANGE Wednesday, February 8, 2006 ** PLEASE NOTE CHANGE**
@ 11:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, February 1, 2006.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, February 8, 2006

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****AMENDED MINUTES****

COMMITTEE: David Stachnik, Chair Richard Argentieri, Vice Chair Thomas Schwartz

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

LEGISLATORS: Philip J. Roche, Esq.

ABSENT: Francis L. Gehl L. Ronald Nielsen

OTHERS: Kathleen Crowley, Reality Check Coordinator
Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 11:05 a.m. He asked Mr. Argentieri to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 4, 2006 MEETING MADE BY MR. ARGENTIERI. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **2006 Space Agreements** – Mrs. Tetor requested approval of the 2006 space agreements. She commented that the agreement with the Village of Wayland will be for \$500.00 as they are moving from the Fire Hall to what is called the Little House.

MOTION: APPROVING THE FOLLOWING 2006 SPACE AGREEMENTS FOR THE OFFICE FOR THE AGING: CITY OF CORNING (\$4,800), CITY OF HORNELL (\$6,000), PROACTION – ADDISON PLACE (\$3,600), PROACTION – CORNING SENIOR CENTER (\$1,200), PROACTION – HORNELL HOUSING (\$2,400), PROACTION – DAYSRING (\$1,200) AND PROACTION – WAYLAND VILLAGE (\$500) MADE BY MR. ARGENTIERI. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Medicare Part D** – Mrs. Tetor informed the committee that Medicare Part D continues to be a huge part of what they are doing. We are working with dual eligibles and enrolling them in different plans. We are in the process of hiring an individual to work in the Hornell area. We are moving forward and seeing lots of people.

3. **Grant** – Mrs. Tetor informed the committee that the National Association of Area Agencies on Aging asked if we were willing to accept a \$12,000 grant to help with Medicare enrollment. This originates in CMS. All we need to do is fill out a one-page application. As we are enrolling individuals, we just put in the phone number and that's considered reporting. All we are required to do is enroll 120, but we will do 130. We should have a contract between now and May 15th.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ACCEPT A \$12,000 GRANT FROM THE NATIONAL ASSOCIATION OF AREA AGENCIES ON AGING FOR THE PURPOSES OF MEDICARE ENROLLMENT AND APPROVING A CONTRACT WITH SAID AGENCY PENDING REVIEW BY THE LAW DEPARTMENT MADE BY MR. ARGENTIERI. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Governor's Budget** – Mrs. Teton stated the Governor's budget proposal for 2006 – 2007 includes an anticipated increase in EISEP funding of \$88,000. We asked and put in for a zero-based position for case manager. She stated they probably will also be getting into the new arena of consumer directed services. This is where people can hire neighbors or friends to help them. One of the reasons this is being done is because of the shortage of aides. We believe this is part of the answer.

5. **Budget Transfer** – Mrs. Teton informed the committee that due to the recent increase in gas and to retain volunteers, the Institute for Human Services is going to implement a reimbursement increase for the Coordinated Transportation. This entire system is built on volunteers. They will be increasing the reimbursement rates from \$.32 per mile to \$.40 per mile. This would equate to a \$6,000 increase. These funds are already in the budget under IIIB funding. Mrs. Teton requested authorization to appropriate additional revenue into various accounts.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ACCEPT \$6,000 IN ADDITIONAL REVENUE INTO ACCT #677700.4.4772730 (IIIB FUNDING) AND APPROPRIATING \$6,000 INTO ACCT #677700.5.440122 (INSTITUTE TRANSPORTATION); ACCEPTING \$3,450 IN ADDITIONAL REVENUE INTO ACCT #677700.4.3772740 (SPAP FUNDING) AND APPROPRIATING \$1,090 INTO ACCT #677700.5.440125 (INSTITUTE TITLE V TRANSPORTATION) AND \$2,360 INTO ACCT #677700.5.434640 (INSTITUTE MEDICARE) AND ACCEPTING \$8,708 IN ADDITIONAL REVENUE INTO ACCT #677300.4.3772740 (SPAP FUNDING) AND APPROPRIATING \$4,900 INTO ACCT #677300.5.403100 (PRINTING) AND \$3,800 INTO ACCT #677300.5.471000 (MILEAGE) MADE BY MR. ARGENTIERI. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mrs. Teton commented that next month she will bring a budget transfer to continue training for case managers using the SAMS system. They are still working on the pricing for that.

6. **Flu Vaccine** – Mrs. Teton informed the committee that from the date that the vaccine could be ordered, Purchasing began immediately to place calls with the state bidding alliance. They could not get through to order the vaccine. They spoke with the sales representative who thinks we could get more vaccine at the same price.

7. **Point of Entry** – Mrs. Teton informed the committee that she recently spent a few days in Utica attending a conference regarding Point of Entry. We will be hearing a lot more about this. There will be another conference in March to further learn what to do about this. There is funding in the Governor's budget for this program.

B. Youth Bureau

1. **Reality Check** – Mr. Pruyin introduced the new Reality Check Coordinator, Kathleen Crowley.

2. **65/36 Prevention Funding** – Mrs. Biehl informed the committee this is a State initiative for preventive services. We receive \$.65 for every \$1.00 for any type of prevention services for youth. We have worked with the Youth Bureau to fund some of the existing services to save the County money. Mr. Pruyin commented their goal for 2005 was \$117,000 and they hit that goal and as a result had \$117,000 in additional revenue. Our goal for 2006 is \$129,000.

3. **Foster Family Day** – Mr. Pruyin informed the committee this is something that we have been doing for the past four to five years. Last year it was held at Watson Homestead. Mrs. Biehl commented the foster parents and children participate in a variety of education and fun activities throughout the day. We did have an overnight with the older girls. This gives the parents respite as well as some tools to use with the children.

This also shows the foster parents our appreciation for all of the hard work they do. Mr. Pruyn stated they also hold two workshops for both the foster parents and the children.

4. **Integrated Plan** – Mr. Pruyn informed the committee that four years ago they started the process for the first time. Another plan is due this fall and we have already started the process.

5. **Annual Youth Board Dinner** – Mr. Pruyn announced the Annual Youth Board Dinner was held on January 12, 2006. Jim Gallagher was presented with the Youth Service Worker of the Year Award.

6. **Jack Lisi Youth Award** – Mr. Pruyn informed the committee that the nominations will be going out at the end of the month. The dinner will be held on May 5, 2006 at 6:30 p.m. at the Commons at Corning Community College.

7. **OCFS Monitor** – Mr. Pruyn informed the committee that the Office of Children and Family Services came on December 14, 2005 to monitor the program. There were no findings. They did complete the County, the Youth Bureau and the Department of Social Services for networking, partnering and working together to serve youth.

8. **Summer Learning Experience** – Mr. Pruyn stated this year, we have received a grant from the Arts of the Southern Finger Lakes in the amount of \$1,000. This money is to be used for a special program called Rhythmic Revolutions of Rochester. This is a group of young people that come in and do performances, which is centered around community service. They will do this program at the Summer Learning Experience site and give materials for the children to make their own instruments and do a project of their own. They will come back in August to have a countywide performance.

MOTION: AUTHORIZING THE YOUTH BUREAU TO ACCEPT A GRANT OF \$1,000 FROM THE ARTS OF THE SOUTHERN FINGER LAKES FOR THE PURPOSES OF BRINGING IN RHYTHMIC REVOLUTIONS OF ROCHESTER TO WORK WITH THE SUMMER LEARNING EXPERIENCE PROGRAM MADE BY MR. SCHWARTZ. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

C. Department of Social Services

1. **Caseload Statistics** – Mrs. Biehl informed the committee that TANF numbers were down. They received 6,000 applications for HEAP. She commented they will be receiving an additional supplement for administration and program expense. They also have expanded benefits to individuals whereby they can receive two emergency supplement heat benefits. Our numbers don't appear to be up a lot. This is a result of individuals coming in to apply for the first time and also receiving their emergency benefit.

Mrs. Biehl stated in the Employment Unit, there are no real surprises with the Mobile Work Program. We ended the year with Hornell being in the lead for the number of jobs and their value. They were followed by Bath and Corning.

Mrs. Biehl stated that with regard to Services, placement numbers are down once again. Our contract with Chemung County Detention is up and running. Our placements in detention for Steuben County remain very low. We are at one or two at any given time. Currently we have zero placements.

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

2. **State Budget Issues** – Mrs. Biehl informed the committee that they are still sorting through the language and requirements. With regard to the Employment Unit, the Federal Government has passed the TANF Reauthorization, with big changes with how we are counting individuals participating in this program. We no longer will get a caseload credit. They are also changing the work activities that the individuals are involved in. Fifty percent of all TANF recipients have to be involved in work activities 35 hours per week. Two parent families are required to be involved in work activities 55 hours per week. If their children are in daycare, then one parent is required to be involved in work activities 35 hours per week. Without the caseload reduction credit, it will be difficult to reach. We will need to look at the mobile work program to see if we can enhance it. These

new requirements will go into effect in October. Mrs. Biehl commented some of the agencies that used to participate with the Mobile Work Program stopped because of Worker's Comp issues. Mr. Schwartz asked how many crews do we have? Mrs. Biehl replied we have four. We average 30 – 40 scheduled individuals and typically half show up.

Mrs. Biehl commented the impact that we will see will be daycare. We will need to enroll new cases at the mandated level, which is 150 percent of the poverty level. What will happen is that the mandated cases will kick off the non-mandated cases and it will be a vicious cycle. Other changes will be seen in Child Support. Currently we receive performance measures and we get an incentive. The State typically has taken half of the incentive money and utilized it to purchase equipment for departments and to enter into certain contracts that provide services to the district. The State will get reimbursed for that. This has been a real good resource for the State and counties. Now they are going to impose penalties for being below the performance measure standards. As a county, we are very good as we are above the standard and often above the State as a whole. We are still trying to decipher the language, but the incentive will be reduced over the next five to ten years. There will be a one to two percent penalty the first year you are below the standard and it could be up to a five percent penalty if you continue to be below the standard for years.

3. **Personnel** – Mrs. Biehl informed the committee that she had a request from an individual in her department who is currently in a Clerk title. That individual believed they were working out of title as a Records Clerk. Personnel did a desk audit and determined that was the case. She requested authorization to reclassify a Clerk, grade IV to a Records Clerk, grade V. There is a difference of \$1,137.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO RECLASSIFY A CLERK, GRADE IV, TO A RECORDS CLERK, GRADE V MADE BY MR. ARGENTIERI. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

D. Veteran's Service Agency

1. **Letter of Support** – Mr. Alger informed the committee that they recently received a letter from an individual who came to the Veteran's Office to file a claim. The letter states that Mr. McRae spent eight months working on this project and got through all of the paperwork. This individual commended Mr. McRae for his ability to assist them with their request and that he is a dedicated employee.

Mr. Argentieri asked Mr. Alger to let Mr. McRae know that we appreciate his dedication.

IV. OTHER BUSINESS

A. **Eminent Domain** – Mr. Argentieri stated that in lieu of a Rules Committee meeting, he asked Mrs. Kane to send a letter to Congressman Kuhl regarding his position on eminent domain. He stated that he is requesting that this legislation be overturned. The majority does not favor the law passed by the Supreme Court. The Congressman hopefully will propose to have this overturned. He stated that it bothers him that someone can come in and take someone's home. Mr. Stachnik suggested that he bring this back to the March meeting. Mr. Argentieri commented the letter is going out and this is something that should be acted on immediately.

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

Respectfully Submitted by: Amanda L. Chapman, Senior Stenographer, Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, March 1, 2006
@ 11:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, February 1, 2006.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, March 1, 2006

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

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

STAFF: Mark R. Alger Linda Tetor Gary Pruyn
Dan McRae Teresa Stever-Gray Robert Plenge
James Gleason Frederick H. Ahrens, Jr. David English

LEGISLATORS: John Walsh

ABSENT: Thomas C. Schwartz

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

Ms. Stever-Gray stated that at the bottom of page 3, under State Budget Issues, the sentence, "Fifty percent of all TANF recipients...work activities 30 hours per week." should read 35 hours per week

MOTION: APPROVING THE MINUTES OF THE FEBRUARY 1, 2006 MEETING AS AMENDED MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. GEHL ABSENT FOR VOTE.)

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **Contract** – Mrs. Tetor requested authorization to waive the Workmen’s Compensation and Liability Insurance requirements for their contract with Steuben Senior Services Fund. She stated that Mr. Castellana was in agreement with this.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO WAIVE WORKMEN’S COMPENSATION AND LIABILITY INSURANCE REQUIREMENT FOR THE STEUBEN SENIOR SERVICES FUND MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Medicare Part D** – Mrs. Tetor informed the committee that they have counseled 450 or more people for a total of 800 people to date. They have hired a part-time individual in Hornell and also have a practicum student who is helping in the Bath area. We are now up to full staff. We have been helping people with enrollment and also helping people who are having problems with their insurance companies. She stated that at times they have felt it necessary to contact the State Insurance Department as they are finding all sorts of violations. That role is increasing for us. It’s taking us about one hour per person to work through all of the enrollment information.

Mr. Stachnik commented the May 15th deadline date is being reviewed. Mrs. Tetor stated they are still focusing on the May 15th deadline. Once we get through this period, in the summer we will be able to work with the individuals on EPIC and then the fall will be another open enrollment period.

3. **Income Tax Counseling** – Mrs. Tetor reported their income tax counseling program is in full swing. We have trained 19 individuals and they will be available until April 15th to help seniors with their taxes. We are also now able to submit these electronically. She anticipates that they will serve approximately 800 people.

4. **Congregate Meal Program** – Mrs. Tetor stated that they were looking at the Little House in Wayland as a new nutrition site, but have found that it is not suitable and they are still searching for alternative locations.

5. **Informational** – Mrs. Tetor informed the committee that since February, they have been swamped with emergency HEAP visits. She announced the 16th Annual Senior Citizens Prom will be held on May 6, 2006 at the Haverling High School. RSVP has also begun their three-year strategic planning process for 2007 – 2009.

B. Youth Bureau

1. **Budget Transfer** – Mr. Pruyn informed the committee that they have a contract with the New York State Department of Health for the Reality Check Program which is in effect from 8/1/05 – 7/31/06. He requested authorization to bring the 2005 funds of \$24,920.70 into the 2006 budget.

MOTION: AUTHORIZING THE YOUTH BUREAU TO TRANSFER \$24,920.70 FROM THE 2005 BUDGET FOR THE REALITY CHECK PROGRAM INTO THE 2006 BUDGET MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Pruyn commented they are on track to receive another \$75,000 on August 1, 2006.

2. **Jack Lisi Youth Award** – Mr. Pruyn distributed the Jack Lisi Youth Award packet to the committee. Mr. Argentieri asked why did you choose Corning Community College? Mr. Pruyn replied they provide a good meal and it is affordable. They also are very accommodating and had a good setup. He commented that they do move the award locations around to various locations throughout the County.

3. **Tyrtle Beach** – Mr. Pruyn reported last year they raised \$33,000. This event is scheduled to begin again April 3, 2006 and the jump will be the last Friday of the month.

4. **Child Abuse Prevention Month** – Mr. Pruyn announced April is Child Abuse Prevention Month. On April 1, 2006 they will hold the Family Fling in Avoca for children K – 5th grade. On April 24, 2006 at the Legislative Meeting, the Child Abuse Prevention Award will be presented and on May 13, 2005 they will hold the first annual Walk to Prevent Child Abuse. This will be a two-mile walk with the goal to raise money for child abuse prevention, as well as to raise awareness.

C. Department of Social Services

1. **RFP** – Mr. Gleason stated they put out an RFP for professional services for the Indirect Cost Allocation Plan Prepared for 2005, 2006 and 2007 for the Department of Social Services. They put out five proposals and received two; one from Technical Analysis for Government, Inc. at \$15,000.00 and one from Venesky & Company at \$33,000.00. He recommended awarding the RFP to the low bidder, Technical Analysis for Government, Inc.

MOTION: AWARDING THE RFP FOR PROFESSIONAL SERVICES FOR THE INDIRECT COST ALLOCATION PLAN PREPARED FOR 2005, 2006 AND 2007 TO THE LOW BIDDER, TECHNICAL ANALYSIS FOR GOVERNMENT, INC. MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Caseload Statistics** – Mr. Plenge reviewed the caseload statistics with the committee. Family Assistance cases increased and Medicaid cases decreased during the month of February. They have had 700 additional HEAP applications over last year. This may be because they started a little sooner, or it may just be that there are more individuals needing HEAP assistance. In the Employment Unit, we have approximately 66 percent that are showing up.

Ms. Stever-Gray reported that with regard to the Services Unit, it was a very busy month with quite a few placements. They had ten children in care under abuse and neglect proceedings and one juvenile delinquent. They have 127 children in care. There was one adoption finalized and two children were freed for adoption.

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.

3. **Grant** – Ms. Stever-Gray informed the committee that they have received a \$25,000 grant from the New York State Office of Children & Family Services to assist with our CART (Child Abuse Review Team). These funds will go toward the Child Protective Administrator salary, IT services and equipment.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ACCEPT FUNDING IN THE AMOUNT OF \$25,000 AND APPROPRIATING \$7,945.00 INTO THE PREVENTIVE SERVICES LINE ITEM, \$8,250.00 INTO THE MINOR EQUIPMENT LINE ITEM AND \$1,038.00 INTO THE SUPPLIES LINE ITEM AND AMENDING THE MINOR EQUIPMENT LIST TO INCLUDE 3 DIGITAL CAMERAS, 1 COLOR PRINTER/SCANNER, 3 LAPTOP COMPUTERS, 2 FILING CABINETS, 2 TABLE & CHAIR SETS, 2 LOVESEAT SOFAS AND CARPET MADE BY MR. GEHL. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Veterans Service Agency

1. Mr. McRae distributed a copy of his geographical distribution of VA expenses for fiscal year 2005 as well as a copy of the form they use to keep track of applications and contacts. We have seen \$17,134,000.00 funneled into Steuben County. Mr. McRae explained when an individual comes in, we try to get a name, their veteran status and what services we may or may not provide for them.

IV. OTHER BUSINESS

A. Mr. Argentieri requested that Mr. Alger send a letter or a card to the Governor wishing him a speedy recovery.

B. **Meeting Date** – Mr. Alger stated they have been looking at adjusting the committee schedule. They would like to keep Health & Education at 9:00 a.m., move the Human Services Committee to 10:00 a.m. and the Rules Committee to 11:00 a.m. The committee was in agreement with this change.

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, April 5, 2006

****PLEASE NOTE CHANGE** @ 10:00 a.m. **PLEASE NOTE CHANGE****

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

NO LATER THAN NOON

Wednesday, March 29, 2006

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, April 5, 2006

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: David Stachnik, Chair Francis L. Gehl L. Ronald Nielsen
Thomas C. Schwartz

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

LEGISLATORS: Philip J. Roche, Esq. Robert V. Nichols

ABSENT: Richard A. Argentieri, Vice Chair

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 10:15 a.m. He asked Mrs. Biehl to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 1, 2006 MEETING MADE BY MR. SCHWARTZ. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **RSVP Update** – Mrs. Tetor informed the committee that last week they held their RSVP Workshop to begin the planning process for the 2007 – 2009 federal grant application. During this workshop they were able to generate ideas for partnerships and marketing techniques to recruit baby boomers.

2. **Medicare Part D** – Mrs. Tetor informed the committee that there continues to be a steady flow of people coming in for assessments. The cutoff date for the first enrollment period is May 15, 2006. The next open enrollment will be November 15, 2006. They are gearing up for advertising for the project to try to reach out to EPIC enrollees that may benefit from it.

3. **HEAP** – Mrs. Tetor stated that HEAP visits were quite extensive last month. Mr. Gehl asked is there a bigger volume than last year? Mrs. Tetor replied the volume is a little larger. We saw more of a hit in February when the weather changed. Mrs. Biehl commented that Department of Social Services has seen 1,000 more applications.

4. **Cookbook** – Mrs. Tetor informed the committee that they are selling cookbooks to raise money and awareness about the Senior Services Fund. They ordered 300 cookbooks and have already sold two-thirds of them. The cost for the cookbook is \$10.00.

5. **EISEP** – Mrs. Tetor stated that they are seeing an increase in the amount of money available for EISEP. The staff is going out and getting the assessments completed. It is hard to spend the money **efficiently**, if you are not ready. There is a cap and you don't want to go over it, but at the same time, you want to get up to it.

6. **Point of Entry** – Mrs. Tetor informed the committee that the Point of Entry program for New York State is moving at an increased pace. Their office, as well as the Department of Social Services and Public Health & Nursing Services have been invited to attend a waiver meeting in Rochester on May 13, 2006 and at that

time they will be able to have some input. Representatives from these three departments will be going to Chemung County next week to see what they are doing as they have had a Point of Entry program in place for a number of years. There is a lot more work to do to bring it up to the standards that the State expects. At that time, we will also meet with Chemung County Commissioner of Social Services and the Director of OFA/RSVP. Mrs. Tetor informed the committee that they received a letter from the **New York State Department of the Aging** and the Department of Health announcing that a request for applications for Point of Entry will be disseminated to the counties this month. She is **expecting that a delegation from Steuben County will be invited to** a meeting sometime this month in Albany.

7. **Subcontracts** – Mrs. Tetor presented the 2006 – 2007 subcontracts for the committee’s review and approval.

MOTION: APPROVING THE FOLLOWING SUBCONTRACTS FOR THE OFFICE FOR THE AGING: HOME & HEALTH CARE (EISEP) \$173,815; INSTITUTE FOR HUMAN SERVICES (CAREGIVER) \$18,751; PROACTION (EISEP ASSISTANT) \$38,988 AND INSTITUTE FOR HUMAN SERVICES (LTCIEOP) \$39,169 MADE BY MR. SCHWARTZ. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Youth Bureau

1. **Informational** – Mr. Pruyn informed the committee that Tyrtle Beach has kicked off. This is the 15th year and Greg Rougeux will be this year’s jumper. He distributed a handout depicting the donation history of Tyrtle Beach and a list of the organizations that have been funded. One hundred percent of the donations go to the youth programs. We are hoping that this year will be bigger and better.

2. **Jack Lisi Youth Award** – Mr. Pruyn informed the committee that the Jack Lisi Youth Award Dinner will be held on May 5, 2006 at the Corning Community College Commons. We have selected eight individuals to receive the award and are currently in the process of lining up the presenters.

3. **Student Recognition Awards Program** – Mr. Pruyn stated they recently presented the first series of student recognition awards to 6th and 7th graders. This year all schools are participating.

4. **Summer Program Enhancement** – Mr. Pruyn announced that today the RFP was mailed to all youth agencies for the summer program enhancement. This uses prevention funds through the Department of Social Services’ partnership program.

C. Department of Social Services

1. **Medicaid** – Mrs. Biehl informed the committee that they have received the settlement from the State for miscoding of 62621 disabled costs. Because of our timeliness responding to the State’s offer, we will be receiving revenues in the amount of \$438,000. We did all of the work internally, however, many counties hired a consultant and will have to pay 25 percent of their settlement to the consultant. We will be receiving all of our settlement.

Mrs. Biehl informed the committee that they recently met with Salient Corporation, which is a data mining company. We are hoping to take a closer look at their services. They drill into Medicaid data, which we are currently unable to do, to look at what is happening, any misuses, etc. We are also hoping to look at better tools to manage the employment unit with regard to the change in participation rates, etc. She requested authorization for the Purchasing Director to draw up an RFP for these services.

MOTION: AUTHORIZING THE PURCHASING DIRECTOR TO PUT OUT AN RFP FOR MEDICAID DATA MINING SERVICES MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Imaging Project** – Mrs. Biehl informed the committee that the State is putting together a plan to work with the counties on imaging records. They are still investigating, but there is a proposal to contract with a corporation to come in and manage records one year back and forward. The State will pick up the cost one year retroactive and one year forward. We will have the ability to contract with the corporation to come in and put

together our records. Mrs. Biehl stated they have developed a committee in-house to look into this further. We don't have a cost associated with this, but we have included Mr. Peaslee in meetings with the State and the department. She thinks this will be a positive move, because currently they have no room downstairs because of all the records.

3. **Foster Care Month** – Mrs. Biehl announced that May is Foster Care Month. As such, she requested authorization to host a dinner for foster parents at Sorges on May 25, 2006. She requested authorization to spend up to \$800 on the dinner.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO SPEND UP TO \$800 ON A DINNER FOR FOSTER PARENTS AT SORGES ON MAY 25, 2006 MADE BY MR. NIELSEN. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. GEHL ABSENT FOR VOTE)

4. **Child Abuse Recognition Month** – Mrs. Biehl announced April is Child Abuse Recognition Month. At the April Legislative Meeting, they will be presenting, in conjunction with Gary Pruyn, the Child Abuse Prevention Award and in May will present a quilt for Foster Care Month.

5. **Personnel** – Mrs. Biehl requested authorization to reclassify a vacant Grade IV Key Entry Operator to a Grade IV Typist.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO RECLASSIFY A VACANT GRADE IV KEY ENTRY OPERATOR TO A GRADE IV TYPIST MADE BY MR. SCHWARTZ. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. GEHL ABSENT FOR VOTE)

6. **Caseload Statistics** – Mrs. Biehl presented the caseload statistics for the committee's review. She commented that they are up in Safety Net and Family Assistance. Last month we saw a surge in the Medicaid caseload and this month it has increased by three. In the Medicaid Unit, the examiners are at 700 cases. Along with the Salient Corporation research, we are looking to add a position next year to offset the overload and look at what we may be able to do in the Fraud & Legal part of the department.

Mr. Schwartz asked how many examiners are there? Mrs. Biehl replied they have 12 examiners. Mr. Schwartz asked will the new computer system keep you from having to hire someone? Mr. Alger replied the computer system will identify anomalies, but you still would need someone to look at them. Mr. Schwartz asked are there rules applicable for dismissing cases for fraud? Mr. Alger replied there are Federal and State rules. If we identify what we suspect to be fraud, that case would go to the Fraud & Legal Department and they would pursue locally or at the Federal or State level. With the State takeover of Medicaid, if we add staff to that unit, you won't see any county cost. The State will probably require some fraud investigation increases at the local level. The software is pretty impressive, it does work and it is easy to use.

With regard to HEAP, Mrs. Biehl informed the committee that the State has invited all oil vendors to a meeting next week to discuss contracts between the State and oil companies that are interested in doing so. This offer will be limited to oil companies that we use during the HEAP season. The HEAP budget is September – April and it will start again in September, so you are seeing a carryover.

Mr. Stachnik commented that with regard to Medicare Part D, there are plans not getting their exceptions in on time and they are reverting back temporarily to Medicaid. This has been extended through April. The State officials have said that no person shall be denied and Medicaid will be billed. They are temporarily expanding Medicaid with the intent to recoup it. This is not a county matter, but rather a pharmacy and PBM matter.

Mrs. Biehl stated that in the HEAP program several zero-based positions were approved to transition the program back to the Department of Social Services. They are working on this and hoping to move forward with this in September.

Mrs. Biehl stated that in the Employment Unit, they are operating four crews. The participation rate changes will drastically impact us. She commented that the new State reporting system is not working properly and they will

be having a meeting with the State to figure that out. They are being very aggressive with the employment requirements and having been working with the one-stops.

In the Services division they currently have 127 children in care. They are keeping the placements steady and have been discharging cases as they take them in. The detention project with Chemung County is going well. We have been full with Chemung County children.

Mrs. Biehl informed the committee that they have their first fiscal report of the year. The negative numbers are the result of year-end accruals. Nothing is jumping out at this point.

MOTION: TO ADJOURN MADE BY MR. NIELSEN. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. GEHL ABSENT FOR VOTE)

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

NEXT MEETING SCHEDULED FOR

Wednesday, May 3, 2006

****PLEASE NOTE CHANGE** @ 10:00 a.m. **PLEASE NOTE CHANGE****

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

NO LATER THAN NOON

Wednesday, April 26, 2006.

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, May 3, 2006

10:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: David Stachnik, Chair
Thomas C. Schwartz
Francis L. Gehl
L. Ronald Nielsen

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

LEGISLATORS: Philip J. Roche, Esq.

ABSENT: Richard A. Argentieri, Vice Chair

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 10:00 a.m. He asked Mrs. Tetor to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 5, 2006 MEETING MADE BY MR. SCHWARTZ. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **Medicare Part D** – Mrs. Tetor announced that they are at the end of the first open enrollment period. They have counseled over 650 individuals in less than a five-month period of time. Each appointment lasts at least one hour. She commended her staff as they have all worked really hard on this. Mr. Gehl asked that Mrs. Tetor bring the staff involved with this project to the May Legislative Meeting so they could be recognized for their hard work.

2. **Senior Citizen Prom** – Mrs. Tetor reported that they are working on the final preparations for the 16th Annual Senior Citizen Prom. The prom is not only a fundraiser, but is also a time to honor the senior citizens of the year. This year they have had 12 nominations.

3. **Point of Entry Program** – Mrs. Tetor informed the committee that Chairman Roche should be receiving the request for the application for the Point of Entry program sometime at the beginning of next week. We have been notified that we, consisting of her staff, the Commissioner of Social Services and the Director Public Health Nursing Services, are expected to be in Albany for a meeting on May 16, 2006. This will be a meeting to learn about all of the components for the request for application, etc. Mrs. Tetor stated that recently they went to Chemung County to see their Point of Entry Program, which is not fully developed. They do have some of the components that the State is looking for.

4. **Mega Waiver** – Mrs. Tetor stated that she recently went to a meeting in Rochester with **Teresa Stever-Gray and other individuals from the Department of Social Services as well as Kathy Gallant and Peg Cornell from Public Health & Nursing Services** and participated in a discussion with people from the Department of Health regarding the research and design of a mega waiver for New York State Medicaid programs.

5. **Senior Citizens Resource Directory** – Mrs. Tetor distributed the 2006 – 2007 Senior Citizens Resource Directory. This booklet is funded by the Presbytery of Geneva and through the State Prescription Assistance Program.

6. **Ombudsman Certification Training** – Mrs. Tetor announced they are in the process of making the final preparations for the ombudsman certification training that will be held in May. She explained that ombudsmen are volunteers who are assigned to long-term care facilities to help advocate for individuals who have issues or concerns. This certification training is being planned and coordinated with the Chemung County Office for the Aging.

7. **RSVP** - Mrs. Tetor informed the committee that the RSVP Council has been very busy working on celebrating National Volunteer Week. They will be staging various events to try to recruit more volunteers. Currently they have 650 volunteers

Mr. Schwartz asked have you received any additional HEAP funding? Mrs. Biehl replied they did get additional administrative money.

B. Department of Social Services

1. **Caseload Reports** – Mrs. Biehl presented the caseload statistics for the committee's review. She stated that they are seeing the caseloads go down, primarily due to seasonal employment. The Medicaid caseload is down and they did not see any Family Health Plus additions this month. She believes that is primarily due to the fact that an attestation is now required on the application verifying income levels.

2. **Employment Unit** – Mrs. Biehl reported that the regulations around the participation rates have changed and we are losing the caseload reduction credit in the formula. With the new requirements, we have to get people employed for 35 hours per week. They have instilled a different process to hold individuals more accountable. As a result, we have seen an increase in the number of individuals appearing and going to the orientation sessions, as well as showing up for the work crew. This month we had 60 percent participation. Mrs. Biehl explained there will be significant fiscal penalties to the County if the individuals don't meet the requirements. We will be penalized if we don't meet the participation rates.

Mr. Alger commented the Assembly rejected full family sanctions, so we can't take them off the rolls. Mrs. Biehl stated for families that are sanctioned with a child, the child will continue to receive their benefits. Families without children will be sanctioned, but will still count toward the numbers. Mr. Alger stated this is a real dilemma and we are faced with a decision about do we want to take the money that we will be fined and put it into another program to try to further reduce potential penalties. It may be to our benefit to try to reduce the penalties. Mr. Nielsen commented there is the potential that the program would have to be long lasting. Mr. Alger replied you have to weigh that. You have to decide if ultimately you will end up money ahead or not. The investment is likely to pay off for a portion of the caseload.

Mr. Alger stated these new requirements are being driven by the Federal government, not the State. The other part of this is that because New York has the Safety Net Program, those numbers count against you in the federal standards because they count as employment standards. Mr. Gehl asked can you make your own program or will there be guidelines? Mrs. Biehl replied they have been working with the State on different kinds of employment training. One of the areas we've identified is that we need to see what the individual's environments are like. Mr. Gehl asked is there an age cutoff? Mrs. Biehl replied that she didn't know if there was an age cutoff. There are criteria for if they are disabled, if they are on Public Assistance, or need mental health services. If their physician writes them as disabled, there is another criterion for going into the unemployable mix. Some of those categories don't count against us. Mr. Alger commented we need to look at what changes we can make to assist the clients and ourselves. We may want to invest in another work crew. If we do that, some of that cost is reimbursable.

3. **Services Division** – Mrs. Biehl reported that they have seen an increase in child protective reports. This is typical given that the school year is coming to a close. They will be holding their Foster Parent Recognition Dinner on May 25, 2006 and invitations have gone out. Mrs. Biehl stated they had one adoption this month of an older teen, which doesn't happen very often. There are ten pending adoptions. She announced the Child Abuse Prevention Task Force will be holding their fundraising walk on May 15, 2006.

4. **Personnel** – Mrs. Biehl informed the committee that she has three Social Welfare Examiner positions and one Senior Social Welfare Examiner position that are zero based. They are in the process of transitioning HEAP back under the County. She requested authorization to fund those positions. They have met with ProAction to work on the transitional plan. This move will benefit the Temporary Assistance Units as we will have additional staff to help with the work in the off-season. Mrs. Biehl stated that ProAction will continue to work with us during the first couple of weeks of the HEAP season to help with the traffic flow issues at the county office building. The Corning and Hornell sites of ProAction will continue to operate. She requested authorization to appropriate revenues in the budget to fund these positions that are currently zero-based.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO DECREASE REVENUE LINE ITEM 615100.4.4641000 BY \$86,122.00, DECREASE ACCOUNT #614100.5.445100 BY \$86,122.00 AND INCREASE REVENUE LINE ITEM 601000.4.4641000 BY \$86,122.00 AND APPROPRIATING \$59,166.00 INTO ACCOUNT #601000.5.110651, \$7,175.00 INTO ACCOUNT #601000.5.810000, \$4,528.00 INTO ACCOUNT #601000.5.830000, \$992.00 INTO ACCOUNT #601000.5.840000 AND \$14,261.00 INTO ACCOUNT #601000.5.860000 IN ORDER TO ACTIVATE THREE ZERO-BASED SOCIAL WELFARE EXAMINER POSITIONS AND ONE SENIOR SOCIAL WELFARE EXAMINER POSITION IN THE HEAP PROGRAM MADE BY MR. SCHWARTZ. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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, June 7, 2006
@ 10:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, May 31, 2006.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, June 7, 2006

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

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

STAFF: Mark R. Alger Gregory P. Heffner Linda Tetor
Kathryn Biehl Teresa Deninger Robert Plenge
Daniel McRae Frederick H. Ahrens, Jr. Andrew Roby

LEGISLATORS: Philip J. Roche, Esq. John Walsh

ABSENT: Thomas Schwartz

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 10:00 a.m. He asked Mr. McRae to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 3, 2006 MEETING MADE BY MR. GEHL, 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 additional funding for the EISEP program. She would like to use a portion of that funding for a part-time person for the remainder of the year. Also, with this additional funding, they would like to purchase two additional laptop computers.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ACCEPT ADDITIONAL EISEP FUNDING IN THE AMOUNT OF \$71,641 AND APPROPRIATING \$26,991 TO ACCT #677300.5.1100000, \$2,000 TO ACCT #677300.5.437610, \$11,876 TO ACCT #677300.5.810000, \$26,196 TO ACCT #677600.5.440780 AND \$4,578 TO ACCT #677300.5.290000 AND AMENDING THE MAJOR EQUIPMENT LIST TO INCLUDE THE ADDITION OF TWO LAPTOP COMPUTERS MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Activities Update** – Mrs. Tetor informed the committee that their office has been very busy. They have trained three more volunteer ombudsmen and now have a total of 20 volunteers. The RSVP Annual Volunteer Recognition celebration will be held at Watson Homestead on June 15, 2006.

3. **Point of Entry** – Mrs. Tetor announced the Point of Entry program is moving forward. It is time for the Office for the Aging, Department of Social Services and Public Health Nursing Services to put in an application for the planning grant. This plan is required in all New York counties as a means of controlling Medicaid costs, by providing viable choices in long-term care and creating program efficiencies. This program will allow consumer and their families to receive information, screening assessment and care coordinated for either private pay or public pay. We anticipate that all ages of consumers will go through this program. There are two phases. The first phase will take three to four years and the second phase will follow after that. Through the Point of Entry Program, families and consumers will see all of their options and will receive the help they need.

Mrs. Tetor explained the typical person enrolled in the Point of Entry Program will cost \$6,000 - \$12,000 as compared to the cost of \$90,000 for an individual placed in a long-term care facility. All of this is accomplished with one assessment form and one case manager. The person will be able to stay at home and the family stress is reduced and precious tax dollars will be saved. As a result, you will have a well-informed consumer who usually will choose the least restrictive, cost effective environment. Point of Entry Program currently exists in 45 states and several New York counties. The application for the grant is due June 23, 2006.

Mrs. Tetor stated program funding in the amount of \$52,000 is available October 1, 2006 and will go through 2007. We will need Chairman Roche to sign the application. We are working on the details of the plan as we go. Mrs. Biehl commented with regard to the education component, we want to build in public education for both public and long-term care services in the county.

MOTION: AUTHORIZING THE OFFICE FOR THE AGING, IN CONJUNCTION WITH THE DEPARTMENT OF SOCIAL SERVICES TO SUBMIT AN APPLICATION FOR GRANT FUNDING IN THE AMOUNT OF \$52,000 FOR THE POINT OF ENTRY PROGRAM MADE BY MR. ARGENTIERI. SECONDED BY MR. GEHL.

Mr. Stachnik stated the interdepartmental cooperation is certainly wonderful. You're putting into place a long-term strategy and that's nice to see. Mrs. Tetor commented they do have models to work from and they also visited Chemung County and one of the things we are finding is that we are working together, but we are not systemized. We don't always have the same information and we want to bring a network that is going on a system level.

Mr. Argentieri commented the cooperation with other departments started when Mr. Alger was in the Department of Social Services and Mrs. Biehl has carried that forward. Mr. Alger stated this is a program that has formally come to the State level and in some ways is a common sense approach. This has to be a system that makes some sense from a practical standpoint. What we put together now is how we will start and then we will have to adjust and evaluate as we go along.

Mrs. Biehl stated that a word of caution would be that this doesn't mean that it will be less expensive to keep someone at home. Mr. Argentieri asked is this a means test? Mr. Alger replied not really. The eligibility requirements are a factor, but is part of the up front analysis.

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

B. Department of Social Services

1. **Caseload Statistics** – Mrs. Biehl reviewed the monthly caseload statistics with the committee. She stated that the single adult caseload went down while the Family Assistance caseload increased. This is due to seasonal employment. Medicaid caseloads have increased.

Mrs. Biehl commented that with regard to the Employment Unit, they are getting more and more people to participate. They are waiting for the Federal rules on the employment participation rates. We are working on definitions of who and how many. She stated they have been working with the Workforce Investment Board on initiatives to get more individuals engaged in employment activities. We are still in the developmental stages of what we are going to do. Mr. Argentieri commented this program is cost effective and seems to be working nicely.

Mrs. Biehl informed the committee that in the Services Division, they have seen child protective reports increase. They have received 50 more reports this month. On June 17, 2006 they will hold "Day In the Country" for foster parents and children at Watson Homestead.

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

C. Veterans' Service Agency

1. **Monthly Report** – Mr. McRae informed the committee that during the month of May they had 32 original contacts and total contacts for the month were 781. Compared to the period January – May of 2005, they are a little ahead this year in their numbers.

Mr. McRae stated that Memorial Day was a busy day. They issued 135 flag holders. They tracked the need for flag holders by going through the papers and with the help of the Legion Posts.

Mr. McRae informed the committee that he has been working with Information Technology on a software program that will help them monitor laws and regulations regarding the Veteran's Administration. The program looks good and in the future we may be able to purchase that.

Mr. Argentieri asked if Mr. McRae had heard anything more about the misplacement of Social Security information for servicemen? Mr. McRae replied on a local level we had a couple of inquiries. The information missing is on 1.1 million active duty service members which breaks down to approximately 430,000 National Guard and 645,000 reservists. He recommended that if anyone had an inactive account, they may want to close it and put a hold on any of their accounts to be safe. This affects individuals who served from 1977 to the present. If you have a claim pending, you could possibly be included.

Mr. Stachnik asked have you seen an increase in activity in your office? Mr. McRae replied we have Gulf War veterans coming in and we still are picking up World War II veterans as well. There are more Vietnam veterans cycling back in. He commented that his office currently has 50,000 records.

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 5, 2006
@ 10:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, June 28, 2006.**

the average range. Mrs. Biehl reviewed the financial report and stated that they are well within their budget limits. The projections in Services are expected to be under budget. Mr. Nielsen asked during the last six months of the year will there be a big boost in the amount of money spent? Mrs. Biehl replied some line items look larger because of the way they are paid out.

2. **Federal Employment Regulations** – Mrs. Biehl informed the committee that they recently received 130 pages of changes in the Federal Employment regulations. From what they have read, they are very cumbersome. Work activities have been defined more specifically. Previously the State used discretion at what they were defining. We were too loose in our definitions. We can no longer use job search and job readiness training. When individuals are going to the one-stop, we will be allowed six weeks for it to be counted as an activity. They are very specific with their definition for community service. Now the definition relates to the mobile work program. Drug and/or alcohol treatment or rehab is now limited to six weeks. The education requirements have also changed. They are very specific that if enrolled in college or training, that it is limited to twelve months and then the individual becomes eligible for employment at the end of that training. Mrs. Biehl stated the reporting requirements now require that the State submit plans on how to count and document work activities. We will need to document the hours of participation. Individuals are allowed ten-day absences per year and two absent days per month.

Mrs. Biehl informed the committee that in July her association will be holding their summer conference and they have scheduled a session to talk about these new regulations. Our current employment rates are 50 percent for all TANF enrollees. For two-parent households the rate is set at 90 percent and we currently are at 50 percent. These changes will impact our participation rates negatively. With regard to the 90 percent participation rate for two-parent households, the State is discussing whether or not to take the penalty as a whole. We and most other counties are not meeting the 90 percent participation rate.

Mr. Alger explained with the new guidelines, it is very likely that most counties in New York will be found not in compliance and will be paying penalties. Mr. Schwartz commented New York State has the highest number of programs available and it's time that we contact our representatives. This is not fair to New York State, the participants or the County. We should protest as this is costing people too much money. Mr. Alger stated we have done a lot of lobbying against this. This legislation has already been held up in Congress for the past three years. We want to make our voice heard, but at the same time, they are pushing these things at this point.

MOTION: OPPOSING THE NEW FEDERAL EMPLOYMENT REGULATIONS FOR THE TANF PROGRAM AND URGING CONGRESSMAN KUHL, SENATOR SCHUMER AND SENATOR CLINTON TO OPPOSE THIS NEW LEGISLATION MADE BY MR. SCHWARTZ. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, August 2, 2006
@ 10:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, July 26, 2006.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, August 2, 2006

10:10 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: David Stachnik, Chair Richard Argentieri, Vice Chair Francis L. Gehl
L. Ronald Nielsen Thomas C. Schwartz

STAFF: Mark R. Alger Kathryn Biehl Teresa Deninger
James Gleason Linda Tetor Gary Pruyne
Robert W. Anderson, Ph.D. David English Robert Plenge
Frederick H. Ahrens, Jr. John Leyden Lisa Baker
Dan McRae

LEGISLATORS: John Walsh

OTHERS: Andrew Roby, Law Intern
Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 10:10 a.m. He asked Mr. McRae to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 5, 2006 MEETING MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

- A. Office for the Aging
1. **Farmer's Market** – Mrs. Tetor informed the committee that they received their Farmer's Market coupons. Yesterday, they distributed 350.
 2. **Point of Entry** – Mrs. Tetor stated that on July 31, 2006 they were notified by the New York State Office for the Aging that they are ready to contract for the Point of Entry Program. We should be receiving a contract by August 31, 2006. We need to provide them with an updated memorandum of understanding.
 3. **Senior Forum** – Mrs. Tetor announced they will be holding their Annual Public Hearing and Senior Forum on September 28, 2006. They expect 150 individuals to attend. This will be held at the Bath Presbyterian Church and we will be having six guest speakers.
 4. **Nutrition Site** – Mrs. Tetor stated there has been interest in having a nutrition site located in the Caton area. We will start investigating this and that is something that could be done if it fits into our current budget.
 5. **Transportation** – Mrs. Tetor stated they have a contract with Steuben Coordinated Transportation and they had sent a report saying that because the number of seniors utilizing this service and the cost of gasoline, the reimbursement mileage money is disappearing quickly and that there was a possibility that we would need to limit who could use this service. She explained that this transportation is usually for people who are on dialysis, undergoing cancer treatments, etc. and are using this as a last resort. Two days ago we received notification that the State has approximately \$5,000 in transportation money. She stated that she will be

coming next month to accept and appropriate this additional money into their contract with Steuben Coordinated Transportation.

B. Department of Social Services

1. **Residential Heating Bids** – Mr. Gleason stated this is an annual bid that we do for home 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. This year the price has increased 1.1 percent from last year. He recommended awarding the bids on a line item basis to the low bidders.

Mr. Schwartz asked how many units are installed per year? Ms. Baker replied they did fourteen units last season. Mrs. Biehl stated the furnaces are purchased with HEAP funding. Mr. Argentieri asked is the bid price the installed price? Mr. Gleason replied no, that is just the price for the unit.

MOTION: AWARDING THE BID FOR RESIDENTIAL HEATING SYSTEMS ON A LINE ITEM BASIS TO HARRIS SUPPLY AND VINE CITY SUPPLY MADE MR. ARGENTIERI. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Fuel Vendor Agreements** – Mrs. Biehl informed the committee that the State came in a couple of months ago to meet with the fuel companies to establish an agreement with the fourteen vendors. Griffith Energy opted not to participate with the State in this venture. Our concern is whether the other vendors will be able to pick up the increased demand. We spend approximately \$800,000 - \$900,000 per year with Griffith Energy. She stated that she has alerted Senator Winner and Assemblyman Bacalles and she will be writing a letter to Griffith Energy.

Mr. Gehl asked did they give a reason why they opted not to participate? Mrs. Biehl replied they don't want to be told by the State what prices they will charge for fuel. We are adding vendors as the season moves along.

3. **Informational** – Mrs. Biehl informed the committee that a flyer has been posted by an unhappy individual receiving services and going through the court system. The flyer is suggesting holding a protest in front of the Courthouse on August 9th.

4. **Caseload Statistics** – Mrs. Biehl reviewed caseload statistics with the committee. She commented that the caseloads are down a bit, probably because of seasonal employment. Mrs. Biehl also reviewed the zip code report as well as the Services Division report. She stated that they currently have 132 children in care.

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

C. Personnel

1. **16B Request – Department of Social Services** – Mrs. Smith informed the committee that the Department of Social Services has requested a total of fourteen positions. The total local cost for all of these positions would be \$30,000 based on revenues and reimbursement.

Mrs. Biehl explained in the Medicaid Unit, she has requested four Social Welfare Examiner positions, three of which would be funded and one would be zero-based. These positions would all be State funded under Medicaid Administration. The addition of these positions would bring the caseloads per worker from 700 to 500.

Mrs. Biehl stated in the Employment Unit, she has requested three Social Welfare Examiner positions, one Sr. Social Welfare Examiner position and one Typist position. There are new changes to the participation rates and currently we have four Social Welfare Examiners. We have 180 individuals that we have to get engaged in employment activities in order to meet the compliance rates. Mrs. Biehl stated there will be penalties for not being in compliance. The first penalty will be a five- percent cut in TANF allocations. Thereafter, the penalty will increase two percent each year and will be capped at twenty-one percent. We need the staff to work with these individuals and get them in employment activities. The regulations that changed are the Federal regulations. We have until the end of this month to respond to the new regulations.

Mrs. Biehl stated in the Services Unit she is requesting one Social Welfare Examiner and one Typist position. There have been changes in the rules for child welfare services which have imposed regulations to have correct language in the orders. If we don't have all of the language, etc., we lose Federal funding from the start of the case. To-date, we have been able to, with the help of a contract employee, go back through the records and we submitted thirty-one cases for recovery. We would like to continue utilizing a Social Welfare Examiner to do this with the support from a Typist.

Mrs. Biehl stated in the Fraud and Legal Unit, she is requesting two Fraud Investigator positions. She stated that they have been working with Purchasing to put out an RFP to purchase a data-mining tool to follow Medicaid usage. Mr. Schwartz asked what happened to the investigator from the Sheriff's Department? Mrs. Biehl replied we have that investigator working in our department. We have two criminal investigators and a resource assistant who recover \$600,000 - \$700,000 per year. On average the recovery is generally \$160,000 per worker. If we purchase the data-mining tool, that would free up the investigators to work at fraud recoveries.

Mr. Leyden commented we have 128 open fraud investigations in the County. Approximately twenty percent of those have been criminally charged. That leaves in excess of 80 or 90 cases that we are investigating with two people and those won't come to fruition until six or eight months from now. If any of those cases are fraud, you are losing dollars because we can't get to those cases. Mr. Schwartz commented the system is continually expanding, so maybe the system is flawed to begin with. We take more Federal and State money and pass it out to people. He is beginning to wonder if it is our duty to be involved in social cases.

Mrs. Biehl stated for the Single Point of Entry program she has requested an Intake Worker and a Coordinator position. This is a State initiative for long-term care residents in the County. This was identified in Social Services because we can get administrative costs reimbursed at the State level.

She stated these are her recommendations. For all of these positions, there is a \$29,000 local share. She strongly recommends these positions. Mr. Stachnik commented this is a miniscule local cost.

MOTION: APPROVING THE 16B REQUEST FOR THE DEPARTMENT OF SOCIAL SERVICES FOR EIGHT SOCIAL WELFARE EXAMINERS, ONE SR. SOCIAL WELFARE EXAMINER, ONE POINT OF ENTRY COORDINATOR, TWO FRAUD INVESTIGATORS AND TWO TYPIST POSITIONS AND FORWARDING TO THE ADMINISTRATION AND FINANCE COMMITTEES FOR THEIR REVIEW MADE BY MR. GEHL. SECONDED BY MR. NIELSEN FOR DISCUSSION.

Mr. Nielsen asked Mr. Alger for his comments. Mr. Alger stated there are a lot of positions. The \$29,000 local cost is less than what we pay for a lot of clerical help around the County. You probably will save a lot more than what it will cost you. Mr. Nielsen commented there is the money you could lose by not covering the paperwork. Mr. Schwartz stated his answer for all 16B's is absolutely not. We are handing out welfare money, but we can't fix our roads or anything else.

VOTE ON PREVIOUS MOTION: MOTION CARRIES 3-2. (MR. ARGENTIERI AND MR. SCHWARTZ OPPOSED)

2. **16B Request – Youth Bureau** – Mrs. Smith informed the committee that the Youth Bureau has requested a Grade XVI position, although we are not exactly sure whether it should be a Grade, XIV, XV or XVI. We are still determining how critical the duties are. This position would be funded through Mental Health, Federal and State funds and the local share would be approximately 17.5 percent. The title will be Youth Program Coordinator and would report directly to Mr. Pruyn.

Mr. Pruyn explained a lot of time has been spent by representatives from Social Services, Probation, law guardians, Dr. Paine and Dr. Chapman, looking at instituting a mentoring program as this has been very successful across the United States as the way to address youth issues. Mr. Pruyn stated they looked at different types of mentoring programs and they would like to do a community mentoring program, which is working one on one with youth. There is a lot of planning and putting together of the program that needs to be done and it will take a coordinator to do the job and do it successfully. We are looking at a partnership with the Department of

Social Services and Mental Health. We are also looking at combining it with the Compeer Program at Mental Health.

Mrs. Biehl commented we have identified children in preventive services to be served by this program to have one to one mentoring. Dr. Anderson stated over the last seven years, we have been running the Compeer Program, which is much more difficult than it sounds. We were looking at not doing it this year. It is a very beneficial program, but we just don't have the people power. This group that Mr. Pruyn referenced earlier started meeting and Dr. Chapman suggested that we could fold the mentoring program into the Compeer Program. This would provide services to serious disturbed children in Steuben County. Dr. Anderson commented we would provide funding from the Compeer Program to provide the services and pass it through to the Youth Bureau. From our perspective, this is really the only way to go. We can hit the population that we have neglected for years. The children that we see in PINS, need what we used to get when we had an uncle or other relative in the community. They need to get reinforcement from someone other than the courts. This has to become part of their behavior repertoire and he is really in favor of it.

Mr. Pruyn commented we see the relationship in the Summer Youth Experience Program. That program only operates three days each week for six weeks. We have 200 children enrolled in that program. Mr. Gehl asked of those 200 children, how many end up in Jail? Mr. Pruyn replied a significant number of young adults end up in the justice system, but we have seen how the Summer Youth Experience Program helps keep them out and that's the return on the investment that we are getting. Mr. Schwartz asked why not have the schools incorporate it in their school system? Mr. Pruyn replied they do the things they can do. This would not be a duplication of services.

Dr. Anderson stated we have been doing the Compeer Program for seven years now and that minimum amount of money put in really made the difference in our youth being able to complete school and stay out of the court system. We have data from this County to support this. This is an opportunity to provide this type of service on a larger scale.

MOTION: APPROVING THE 16B REQUEST FOR A YOUTH PROGRAM COORDINATOR, GRADE XVI FOR THE YOUTH BUREAU AND FORWARDING TO THE ADMINISTRATION AND FINANCE COMMITTEES FOR THEIR REVIEW MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. MOTION CARRIES 3-2. (MR. ARGENTIERI AND MR. SCHWARTZ OPPOSED)

3. **16B Request – Veterans' Service Agency** – Mrs. Smith informed the committee that Mr. McRae is not asking for a new position, he is asking to upgrade his Veterans' Service Assistant from a Grade VI to a Grade VIII. We re-evaluated the current position and are recommending this upgrade.

MOTION: APPROVING THE UPGRADE OF A VETERANS' SERVICE ASSISTANT FROM A GRADE VI TO A GRADE VIII IN THE VETERANS' SERVICE AGENCY AND FORWARDING TO THE ADMINISTRATION AND FINANCE COMMITTEES FOR THEIR REVIEW MADE BY MR. ARGENTIERI. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 105.1.D. DISCUSSIONS REGARDING PROPOSED, PENDING OR CURRENT LITIGATION MADE BY MR. ARGENTIERI. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, September 6, 2006
@ 10:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, August 30, 2006.**

we provide directly, how we monitor our subcontractors and they also looked at our reporting. Everything was found to be in order and there were no areas requiring corrective action.

B. Department of Social Services

1. **Personnel** – Mrs. Biehl informed the committee that Mr. Plenge resigned and took a position in Oswego County to be the Director of Finance. Currently we are looking at the structure of our department and at how we are going to fill his position.

2. **Caseload Statistics** – Mrs. Biehl reviewed the statistical reports with the committee. She stated that in their 60-month TANF timeline, they have 130 active cases and 172 cases that have rolled over. Mrs. Biehl explained we have 130 people that are no longer receiving cash assistance. They now get a voucher and get rent, utilities and food stamps. They don't receive any cash. Mr. Alger stated this is the time limit for the federal program TANF. Once they exhaust the 60-month timeframe, because we are New York State, they move to the Safety Net Program. They still are receiving benefits. This is not a good thing for us. The Safety Net Program and TANF Program are not the same. They go from Federal rules to State rules.

Mrs. Biehl stated with regard to their Employment Unit and the Mobile Work Program, they had one crew leader that was injured and was off for a couple of weeks. She stated that they have been having trouble with the Corning program crew and this afternoon she would be having a meeting to figure out what is going on and how to address that. Mrs. Biehl stated that there was an article in *The Leader* about the cemetery being working on by the work crew and it is very interesting to read. This is the good work of the Public Works Department and the Mobile Work Crew.

Mrs. Biehl reported that the 4E Audit, State Unit passed. There will be no fiscal penalties at the local level. One of the positions we had requested for next year is to continue this process. August was a busy month for the Services Unit and they expect to be busy this fall with school starting.

C. Youth Bureau

1. **Grant** – Mr. Pruyn informed the committee that he applied for and received a grant in the amount of \$10,000 for the Reality Check program. That will bring the total funding for that program to \$85,000. This additional grant money will offset the cost of the program, especially travel expenses.

MOTION: AUTHORIZING THE YOUTH BUREAU TO ACCEPT ADDITIONAL GRANT MONEY IN THE AMOUNT OF \$10,000 FROM THE NEW YORK STATE DEPARTMENT OF HEALTH FOR THE REALITY CHECK PROGRAM MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Summer Learning Experience** – Mr. Pruyn stated the Summer Learning Experience Program was done in conjunction with the Department of Social Services. We received 300 referrals this year and accepted 225 youth into the program. This was a six-week program for youth aged 8 – 16 years. We had 15 school districts which were involved and the program was held at three sites. They had approximately 30 adults working with the children. He is looking forward to this being a bigger and better program next year. Mr. Pruyn shared a few stories of children who made significant progress as a result of the program.

Mr. Gehl asked have any of the children that participate in this program ever turned up as one of the Jack Lisi Youth Award recipients? Mr. Pruyn replied he didn't believe so.

Mr. Pruyn reminded the committee that this is the program that they received an award from NYSAC for as an inventive new program.

4. **Strategic Integrated Plan** – Mr. Pruyn informed the committee that last March they began the process of working on their Strategic Integrated Plan. The Plan is due October 1, 2006 and the Institute for Human Services is our facilitator. We will have a Public Hearing on the Plan September 15, 2006 in the Legislative Chambers at 3:30 p.m. Mrs. Biehl commented for the last plan, we had the Institute for Human Services come in and do a presentation about the plan. Would you like to have them come in and do that?

The committee was in agreement to have the Institute for Human Services make a presentation at the October meeting.

Mr. Pruyn stated they recently received an email from the State about the status of our plan. They also asked if Steuben County wanted to be a mentor for other counties. We are right on schedule with our plan and in most cases, ahead of other counties.

D. Administrator

1. **Summer Learning Experience Program** – Mr. Alger commented with this program, we can't formally identify and tell you that the investment you are making is changing kids, other than to look at the budget. The cost for PINS has gone down or stayed the same. We were experiencing a rapid growth in that area. We have had a positive impact and we have been able to turn the corner on that constant growth.

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, October 4, 2006
@ 10:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, September 27, 2006.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, October 4, 2006

10:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

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

STAFF: Mark R. Alger Gary Pruyn Kathy Biehl
Teresa Deninger Lise Reynolds John Leyden
David English Frederick H. Ahrens, Jr. Nan Hammes

ABSENT: Thomas C. Schwartz

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Stachnik called the meeting to order at 10:00 a.m. He asked Mr. Argentieri to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 6, 2006 MEETING MADE BY MR. GEHL. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **Public Forum** – Ms. Hammes reported that they held their public hearing and the six most important issues that came up were health care costs, home maintenance and repair, heating bills, in-home care, scam/fraud and Medicare Part D. We are doing presentations through TRIAD with regard to scams and fraud. At the public hearing we held various seminars and trainings and the evaluations that came back from the participants were very good. Another issue that was brought up was transportation for specific needs and we were able to find ten people who wanted to volunteer.

2. **Flu Vaccine** – Ms. Hammes informed the committee that they have purchased the flu vaccine for this year and are hopeful that it will arrive in November.

3. **RSVP Planning** – Ms. Hammes stated that RSVP is currently working on their three-year plan and budget.

Mr. Gehl asked how active is TRIAD? Ms. Hammes replied they meet monthly. They do presentations to seniors about identity theft, File of Life and also the blue lights. TRIAD is made up of seniors, Law Enforcement, RSVP, OFA staff and NYSEG.

B. Department of Social Services

Mrs. Biehl introduced Lise Reynolds to the committee. Ms. Reynolds is the Accounting Supervisor and has been working with us for six years.

1. **Caseload Statistics** – Ms. Biehl reviewed statistical information with the committee. She commented that caseloads are down a little. They are working hard at planning for the employment changes. The

State has required family attestations for the Family Health Plus Program and as a result of that, we have seen reductions in our numbers for Medicaid.

Ms. Biehl stated that with regard to the Employment Unit, that she and the Commissioner of Public Works have identified problems in the Corning area and have a plan to address those. Approximately 50 – 60 percent of the individual that are scheduled to work show up. Ms. Biehl explained if an individual does not engage in employment activities, they are sanctioned. They don't lose their benefit.

Ms. Biehl reviewed the Zip Code Report and the Services Report. She announced that November is Adoption Month. Adoption Day in Steuben County will be November 17th and they have scheduled 5 adoptions for that day. Year-to-date they have had 11 adoptions.

Ms. Biehl announced HEAP will be starting on November 1, 2006. They have already been receiving applications.

Ms. Biehl stated that with regard to the Child Support Enforcement Unit, the State is generating a customer service 800 number. The State will be answering specific questions about cases and referring calls back to the local offices.

Mr. Argentieri asked when do HEAP applications begin? Ms. Biehl replied the applications start November 1, 2006 and the State will give us an end date, which is typically in April.

2. **Steuben Integrated Plan** – Ms. Biehl introduced Pat Rogers, Executive Director and Bill Caudill, Director of Resource, Planning and Development for the Institute for Human Services. They are here to give a brief overview of the plan.

Mr. Rogers commented this is the second, three-year process. Steuben County takes a unique approach as they have made it a comprehensive plan. This plan is open to communities and it is posted on the Internet and we have received significant feedback. Other agencies use this plan to help with their own planning.

Mr. Caudill stated this has been a tremendous undertaking. A lot of staff have been involved and we have received input from a number of agencies. This plan has been divided into nine profiles which are Adult Services, Child Care, Child Protective, Children in Placement, Domestic Violence, Preventive Intervention and Treatment, Youth Services, Basic Needs and Employment. Mr. Caudill stated this plan is available to the public on the Institute for Human Services web site at www.ihonet.org. The purpose of this plan is to assess the status of our County's children and families, outline service delivery processes based on immediate community needs, trends and emerging patterns of need and best practices of service delivery. This also will establish specific goals for program services in both the county and community-based programs, create a means and model for developing future programs or program plans and more significantly direct the spending of over \$100 million in service funding.

Mr. Pruyn commented this plan has been an arduous, tough task. We are so far ahead of other counties and we have been asked if we will be a mentor for other counties. Ms. Biehl stated that Mr. Caudill is new to the Institute for Human Services as he replaced Kevin Williams. Also, Teresa Deninger deserves a great deal of credit for all of the extra work she did.

C. Youth Bureau

1. **Student Recognition Incentive Program** – Mr. Pruyn informed the committee that starting now, they will be recognizing 125 students in the 4th, 5th and 6th grades with \$25,000 in rewards. This program is State funded. Ms. Biehl commented this is part of our TANF services plan.

Mr. Argentieri asked what does the child need to do in order to be recognized? Mr. Pruyn replied each school has a selection committee and the children are selected based on how they are trying to be a good student. We do have income guidelines. The school ultimately selects the recipients. Mr. Argentieri asked what does the child receive? Mr. Pruyn replied we never give money. The most we have given is a gift card to Wal-Mart or the Arnot Mall. In those cases, the school staff takes the child shopping. Usually the child will receive clothing

items, books, etc. Ms. Biehl commented we also have the opportunity to offer this program to Seniors, so they can apply their reward toward books, tuition, computers, etc.

Mr. Gehl asked in the case of a gift card, how much would that be worth? Mr. Pruyn replied that depends on how many students we have. This time, a gift card would be worth approximately \$160.00. Mr. Argentieri asked how do you determine which retail outlet the award applies to? Mr. Pruyn replied that depends on the community. That is something that the school determines. Ms. Biehl replied it also depends upon the needs of the family/child.

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

MOTION: TO ADJOURN MADE BY MR. ARGENTIERI. 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, November 1, 2006
@ 10:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, October 25, 2006.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, November 1, 2006

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Richard A. Argentieri, Vice Chair Francis L. Gehl Thomas C. Schwartz

STAFF: Mark R. Alger Linda Tetor Kathryn Biehl
Nancy Smith Lisa Baker John Leyden
Frederick H. Ahrens, Jr. David English

LEGISLATORS: Philip J. Roche, Esq.

ABSENT: David Stachnik, Chair L. Ronald Nielsen

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE OCTOBER 4, 2006 MEETING MADE BY MR. GEHL. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **Flu Vaccine** – Mrs. Tetor reported that they cancelled their original order, as they would not be delivering the vaccine until the end of November, beginning of December. They found another company who guaranteed delivery of the vaccine by the end of October, however, they also came back and said it would be late November early December and as a result they cancelled that order. She stated that they did find a local vendor who is able to fill half of our request for vials and the other half of our order will be pre-filled syringes. With the pre-filled syringes we will only have 950 doses. Our clinics will be on a first come, first served basis.

Mr. Argentieri asked is the other company in the United States? Mrs. Tetor replied one of the companies was British and one was American. She is not sure about the most recent company. We will re-evaluate whether we are going to continue doing this. We do the flu shot clinics in conjunction with Public Health Nursing. Public Health Nursing was able to get the vaccines for the mass flu clinic from the State.

Mr. Argentieri asked are the pre-filled syringes new? Mrs. Tetor replied no. We have not gotten those previously, as they are quite expensive. She stated their first flu clinic will be held on November 9, 2006 at Lakeview.

Mr. Gehl commented Chemung County has already been giving out shots. Do you know why that is? Mrs. Tetor replied no.

2. **Point of Entry** – Mrs. Tetor informed the committee that they are waiting to get their contract back from the State. She stated they will be attending a training in early November.

3. **Senior Services Fund** – Mrs. Tetor informed the committee that the Executive Director has resigned and they have since retained the services of **Ann Weiland** from Three Rivers Development Corporation who will be serving as the executive director.

4. **Information Processing** – Mrs. Tetor informed the committee that they have been working to have a better flow of data management in our department. We are making sure that people are being trained on the new system as we are trying to move to a paperless system. We are trying to handle our data as little as possible which will mean less chance of errors. Our caseworkers out in the field are using laptops. We are doing a lot as a team to improve the flow of that data.

5. **Volunteer Recognition Dinner** – Mrs. Tetor announced the annual Volunteer Recognition Dinner will be held on December 6, 2006.

6. **Informational** – Mrs. Tetor stated each year, they calculate the value of the services that the outreach workers put into the hands of seniors. In 2004, they estimated the value of those services at \$520,312, which was their highest year. The value for 2005 was \$446,951 and for 2006, **through the month of September**, the value was \$492,204. Mrs. Tetor stated 2006 will be the biggest year ever helping people stay in their homes.

B. Department of Social Services

1. **Caseload Statistics** – Mrs. Biehl informed the committee that their caseloads are down. Part of this can be attributed to the new employment requirements, which require that individuals be more engaged in employment activities. Individuals who are not engaging in activities are being disqualified. The number of recipients receiving Food Stamps is generally on the rise. People can qualify for Food Stamps even if they are not receiving other benefits. She stated that they have been working with the Office for the Aging and Catholic Charities on outreach programs. Food Stamps is a program that we do promote.

Mrs. Biehl announced the HEAP Program started today. We have outreach offices through ProAction located in Bath, Corning and Hornell. We are getting more HEAP dollars, but they did not change the formula. Mr. Schwartz asked do you know the percentage of people who use wood for heat? Mrs. Biehl replied no. Mr. Schwartz commented the if the State would give us lumber for free from the State Lands, then we could use the mobile work crews to cut that into firewood. Mrs. Biehl commented that they do get a wood donation from Fortuna which they distribute to those individuals who heat with wood. She stated this is something that she could look into further. Mr. Schwartz stated he would appreciate that. He figures that approximately 9 percent of the County heats with wood..

Mrs. Biehl reviewed the Employment Unit report with the committee which includes the Mobile Work Program. This is a program where we assign individuals who are in receipt of temporary assistance programs to engage in activities that are required. We have addressed the issues in the Corning area and are now seeing better attendance. Mr. Argentieri commented this is a very good program that is working quite well.

Mrs. Biehl reviewed the Zip Code Report and the Services Report. She stated that November 17, 2006 is Adoption Day in Steuben County. The ceremony will be held in Courtroom B. We will only have two adoptions that day with two different families as many of our families were interested in finalizing their adoptions prior to Adoption Day.

2. **Burial Rates** – Mrs. Biehl informed the committee that she has received a request to increase the funeral reimbursement rates for funeral directors. That contract has not been increased since 2003. They are asking for a reasonable increase.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO INCREASE THE FUNERAL REIMBURSEMENT RATES FOR FUNERAL DIRECTORS MADE BY MR. GEHL FOR DISCUSSION. SECONDED BY MR. SCHWARTZ.

Mrs. Baker explained the hearse rate is an additional fee. Many of the families are not using the hearse and the funeral directors work with the families to find an alternative means of transportation.

VOTE ON PREVIOUS MOTION: MOTION PASSES 3-1 WITH MR. ROCHE VOTING. (MR. ARGENTIERI OPPOSED),

3. **Personnel** – Mrs. Biehl requested authorization to reclassify a vacant Director of Social Services position to a Director of Finance. The grade will remain the same.

MOTION: APPROVING THE RECLASSIFICATION OF A VACANT DIRECTOR OF SOCIAL SERVICES POSITION, GRADE F TO A DIRECTOR OF FINANCE POSITION, GRADE F MADE BY MR. GEHL. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Contract** – Mrs. Biehl requested authorization to enter into a contract with Workforce NY. She would like to use \$110,000 in Flexible Funding money through the TANF Program to purchase computers, software and an agreement for training for TANF recipients. She explained they would have eight computer stations in the one-stop career center. With that we would be able to refer more recipients and the training component would be done at Workforce NY. They would provide preliminary training for certified nursing assistants, for example. They will also offer a GED program that would be a non-traditional type of teaching for individuals that don't succeed in the classroom.

Mr. Argentieri asked is this funding for one year? Mrs. Biehl replied yes. Part of the funding is for the hardware and software as well as the training component. Upon our referrals, Workforce NY would train our recipients and they have guaranteed placement and Workforce NY will do follow up job retention. This is a worthwhile investment for meeting our employment requirements. Mr. Roche asked will participation in this program meet your employment requirements? Mrs. Biehl replied it could be part or all of the requirements. This will pay for TANF and they will also provide Safety Net. We could renew the contract yearly using TANF money. Mr. Alger stated this is a one-year agreement, but if there are funds available and if it is successful, you could renew the agreement.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO ENTER INTO A ONE-YEAR AGREEMENT WITH WORKFORCE NY FOR THE PURCHASE OF 8 COMPUTERS, SOFTWARE AND TO PROVIDE EMPLOYMENT TRAINING TO REFERRED RECIPIENTS AT A COST OF \$110,000 MADE BY MR. GEHL, SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

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

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

Respectfully Submitted by: Amanda L. Chapman, Senior Stenographer, Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, December 6, 2006
@ 10:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, November 29, 2006.**

STEBEN COUNTY HUMAN SERVICES COMMITTEE

Wednesday, December 6, 2006

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

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

STAFF: Mark R. Alger Kathryn Biehl Gary Pruyn
Linda Tetor John Leyden Teresa Deninger
Frederick H. Ahrens, Jr. David English

LEGISLATORS: Philip J. Roche, Esq.

ABSENT: David Stachnik, Chair Thomas C. Schwartz

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Argentieri called the meeting to order at 10:15 a.m. He asked Mr. Gehl to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 1, 2006 MEETING MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. OFA/RSVP

1. **2007 Contracts** – Mrs. Tetor reviewed her 2007 subcontracts and space agreements. Mr. Argentieri commented the County share is up in some areas. He asked what is the Senior Services Fund? Mrs. Tetor replied that is an initiative to save funds for the future for services for older people. We did receive \$12,000 in funding from Senator Winner and Assemblyman Bacalles for 2007. Mr. Argentieri asked do you spend as you receive it? Mrs. Tetor replied yes.

Mr. Argentieri stated the total increase in contracts from 2005 – 2007 is \$149,000. That is quite a jump. What is the reason for that? Mrs. Tetor replied our budget has gone up a lot. When we receive State or Federal funding, we distribute that where needed in the budget. Mr. Argentieri commented from 2005 – 2007 your total budget increase was \$208,000 and the County share increased \$38,000. He doesn't know what, if anything we could do to keep the County cost down. If we could get the State to contribute more that would be nice. He commented that he has no objection to her contracts.

Mr. Argentieri asked for a description regarding the transportation contract. Mrs. Tetor replied Faith in Action provides transportation in the Hornell area. The Institute for Human Services provides most of our transportation.

Mr. Argentieri asked does the contract amount for the ProAction Home Delivered Meals include everything? Mrs. Tetor replied yes.

Mr. Argentieri commented there were no changes in the space agreements.

MOTION: APPROVING THE FOLLOWING 2007 CONTRACTS FOR THE OFFICE FOR THE AGING: ADULT DAY SERVICE OF ST. JAMES MERCY HOSPITAL (III-E RESPITE) \$2,500.00; CORNING MEALS ON WHEELS (HOME DELIVERED MEALS) \$3,800.00; FAITH IN ACTION (TRANSPORTATION) \$5,000.00; FIRST TRANSIT (III-B TRANSPORTATION) \$600.00; HOME AND HEALTH CARE (III-E RESPITE) \$22,147.00; INSTITUTE FOR HUMAN SERVICES (ELDERCAREGIVER SUPPORT TITLE III-E) \$21,303.00; INSTITUTE FOR HUMAN SERVICES (IMPACT PROGRAMMING) \$21,740.00; INSTITUTE FOR HUMAN SERVICES (MEDICARE/EPIC PROGRAM) \$9,289.00; INSTITUTE FOR HUMAN SERVICES (OMBUDSMAN) \$21,632.00; INSTITUTE FOR HUMAN SERVICES (PROJECT CARE) \$16,356.00; INSTITUTE FOR HUMAN SERVICES (TELEPHONE REASSURE) \$36,702.00; INSTITUTE FOR HUMAN SERVICES (TITLE V TRANSITION) \$59,837.00; INSTITUTE FOR HUMAN SERVICES (TRANSPORTATION MANAGEMENT) \$58,968.00; INSTITUTE FOR HUMAN SERVICES (WRAP) \$11,779.00; JANICE LEATHERSICH (DIETARY CONSULTANT) \$13,000.00; JOHN K. MCCARTHY (LEGAL SERVICES) \$5,250.00; PROACTION (HEAP) \$4,685.00; PROACTION (WELLNESS) \$12,205.00; PROACTION (III-C 1 & 2 CONGREGATE AND HOME DELIVERED MEALS) \$393,060.00; PROACTION (SNAP HOME DELIVERED MEALS) \$141,439.00; STEUBEN SENIOR SERVICES FUND, INC. \$12,000.00 AND WILMA STEWART (CONSULTING DIETICIAN) \$4,320.00 AND APPROVING THE FOLLOWING SPACE AGREEMENTS FOR 2007: CITY OF CORNING \$4,800.00; CITY OF HORNELL \$6,000.00; PROACTION (ADDISON PLACE) \$3,600.00; PROACTION (CORNING SENIOR CENTER) \$1,200.00; PROACTION (HORNELL HOUSING) \$2,400.00; PROACTION (LAKEVIEW) \$8,400.00; PROACTION (PARKWAY – DAYSPRING) \$1,200.00; AND PROACTION (WAYLAND VILLAGE) \$2,300 MADE BY MR. NIELSEN. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Annual Implementation Plan** – Mrs. Tetor reported that they submitted their State and Federal Budgets and Annual Implementation Plan for 2007. They used a web-based submission process.

3. **Flu Clinics** – Mrs. Tetor stated they started their flu clinics during the month of November. This has been the most disappointing season we have ever had. There was very low attendance because by the time we got the vaccines and scheduled the clinics, it was later in the season. She commented that she believes they lost money this year. Mrs. Tetor stated they did see people in the new Medicare Advantage Plan, even though that insurance does not pay for the flu vaccine.

Mr. Argentieri asked how many did you have? Mrs. Tetor replied they are still getting the final tally on how many vaccines were given and how much they have left. They have sold **\$1,500 worth of vaccines to** doctors in the area. They probably still have **\$5,000 worth of vaccines left over that will most likely be thrown away**. Last year we cancelled everything. We used to do 2,500 – 3,000 shots. The cost is \$30.00 per shot. When we first started holding the clinics the cost was \$5.00 per shot. Our price coincides with what Medicare pays us.

Mr. Gehl commented Public Health Nursing held a drive-through clinic last weekend and that was very successful. Mr. Alger stated they are competing interests. Public Health Nursing did their clinic for free. Mrs. Tetor commented that they are going to review all of this information with Mrs. Fuerst and see what we should do with regard to holding future clinics.

3. **Web-Based Courses** – Mrs. Tetor informed the committee that they will be partnering with the Alzheimer’s Association to sponsor web-based courses. Individuals may go online and sign in using a password that we provide them. We can have up to 250 people take this class. This is open to anyone that wants to learn about Alzheimer’s or for those individuals that need to earn continuing education credits. We are in the process of getting a letter out to every caregiver on our mailing list, the Health Care Facility and anyone else that we think may be interested. There are 19 modules in the course and as they complete each module, the participants are able to print out a certificate.

4. **Point of Entry** – Mrs. Tetor stated that her staff, along with staff from Department of Social Services, Public Health Nursing Services, Health Care Facility and Special Children’s Services attended a training in **Auburn** regarding Point of Entry. We will be partnering with TRIAD to present a seminar entitled “How to Manage Dementia in the Line of Duty”. To-date, the Bath Village Police Department has made this training mandatory for their staff. The training will be held in Bath, but we could hold it in other locations in the County if necessary.

5. **Volunteer Recognition Dinner** – Mrs. Tetor announced the Annual Volunteer Recognition Dinner will be held on December 6, 2006 at Lakeview. There are 115 volunteers that will be attending this year.

B. Youth Bureau

1. **Annual Dinner Meeting** – Mr. Pruyn announced their Annual Dinner Meeting will be held on January 11, 2007 at the Bath Presbyterian Church. At that time, we will also present the Youth Service Worker Award. Mr. Pruyn requested authorization to spend \$800.00 for the dinner.

MOTION: AUTHORIZING THE YOUTH BUREAU TO SPEND \$800.00 ON THE ANNUAL DINNER MEETING MADE BY MR. NIELSEN. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Pruyn distributed copies of the Youth Service Worker Award flyer.

C. Department of Social Services

1. **Caseload Statistics** – Mrs. Biehl reviewed caseload statistics with the committee. She commented caseloads continue to go down, although the walk-in's seem to have taken a jump. Of the walk-in's for November that were from out-of-county, we had 8 for Temporary Assistance and 10 Medicaid applicants. The biggest emergencies seem to be for housing.

Mrs. Biehl commented this is the first year that DSS is administering HEAP and we have been able to reduce the number of individuals coming in because we do a mailing. This has reduced the traffic flow coming into the building. We are still using ProAction to do the satellite offices. Mr. Argentieri asked what are the guidelines? Mrs. Biehl replied they are income based. Mr. Alger stated it also depends on the number of people in the family.

Mrs. Biehl reported in the Employment Unit they have four (4) fully operational work crews. She and Mr. Spagnoletti are looking at starting a fifth crew next year. This program works well. Mr. Argentieri commented the job value as opposed to the job cost is half. Mrs. Biehl replied yes and it also provides a training ground for those individuals. Mr. Argentieri asked do you know what the number is of people who have utilized this program and then continue to become a better part of society? Mrs. Biehl replied we track transition to employment. Mr. Argentieri commented if there is a way to determine that number, it would be nice to know what the figure is.

Mrs. Biehl reviewed the zip code report.

Mrs. Biehl stated with regard to the services division, they have 11 children that are in care under the abuse and neglect program. This number is higher than what it has been. We are doing well getting children into adoption or foster homes. She commented that Adoption Day went very well.

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

2 **Training** – Mrs. Biehl informed the committee that they have been holding a Customer Service Training in the Chambers for the past couple of days. She requested authorization to spend \$240 on refreshments.

MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO SPEND \$240.00 ON REFRESHMENTS FOR CUSTOMER SERVICE TRAINING MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Memorialization** – Mrs. Biehl explained when we have children placed in the Office of Child and Family Services, we get billed for their educational training. We have an average of 4 – 6 children in that type of placement. The billing is behind and they have received the billing for 2006. There is a 51 percent rate increase based on 2004 costs. There will also be retroactive billing back to 2001. With the rate increase, we are not sure what the total impact will be. If they go back to 2001, the cost will be \$500,000 or better.

Mrs. Biehl stated with these placements, we pay the residential and educational costs of the child. The educational placement cost is typically billed six to eight months behind. We received the first bill in October and that showed a 51 percent increase in the rate based on 2004 costs. They are also doing it retroactive back to 2001 with the rate increase. She stated that she would like to do a memorializing resolution to the Governor and State Legislature refuting the retroactive charges and the increase.

Mrs. Biehl stated we have not had a rate increase since 1999. This is part of a resolution that Inter-County is doing and they are asking for 120-day advance notice. She would suggest that we ask for longer notice.

MOTION: MEMORIALIZING THE GOVERNOR AND THE STATE LEGISLATURE IN OPPOSITION TO RETROACTIVE CHARGES FOR EDUCATION COSTS FOR CHILDREN PLACED WITH THE OFFICE OF CHILDREN AND FAMILIES AND OPPOSING THE RATE INCREASE OF 51 PERCENT BASED ON 2004 COSTS MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

D. Administrator

1. **Cell Phone Requests – Department of Social Services** – Mr. Alger requested approval for three cell phones for the Department of Social Services.

MOTION: APPROVING THE REQUEST OF THE DEPARTMENT OF SOCIAL SERVICES FOR THREE CELL PHONES MADE BY MR. GEHL. SECONDED BY MR. NIELSEN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

E. Veteran's Service Agency

1. **Informational** – Mr. McRae informed the committee that during November their caseloads went up. They had 49 original contacts. He explained that an original contact is someone that has never been in our office. During the period of January – November 2006 they had 8,546 contacts. We are outpacing last year's numbers for the same period. They are expecting \$20 million for this year. Mr. Argentieri commented you provide a great service and we appreciate the work you do.

Mr. McRae stated that they have been partnering with the Department of Social Services to encourage veterans to go to the VA Medical Center for services, rather than to Social Services.

Mr. Argentieri asked with regard to the VA Card, do you need to renew that? Mr. McRae replied if you have the brand new card, that is good and never has to be changed unless they come out with a new card.

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, January 3, 2007
@ 10:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, December 27, 2006.**