

**STEBEN COUNTY HUMAN SERVICES COMMITTEE**

Wednesday, January 2, 2008  
9:10 a.m.  
Legislative Conference Room  
Steuben County Office Building  
Bath, New York

**\*\*MINUTES\*\***

**COMMITTEE:** David R. Stachnik, Chair Francis L. Gehl Philip J. Roche

**STAFF:** Mark R. Alger Linda Tetor Kathryn Muller  
Teresa Deninger Lise Reynolds Carol Whitehead  
Frederick H. Ahrens, Jr. David English

**LEGISLATORS:** Lawrence P. Crossett Dan C. Farrand Robert V. Nichols  
Thomas J. Ryan Scott J. VanEtten John S. Walsh

**ABSENT:** Richard A. Argentieri, Vice Chair Thomas C. Schwartz

**OTHERS:** Mary Perham, *The Leader*

**I. CALL TO ORDER**

Mr. Stachnik called the meeting to order at 9:10 a.m.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE DECEMBER 5, 2007 MEETING MADE BY MR. GEHL. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. OFA/RSVP

1. **Monthly Report** – Mrs. Tetor distributed and reviewed her monthly report with the committee.

B. Department of Social Services

1. **Contracts** – Ms. Muller requested approval of contract renewals for 2008. She requested an insurance waiver for MaryAnn Bryant, Faith Mills and Stacy Phillips. The Risk Manager has approved that request.

**MOTION: APPROVING THE FOLLOWING 2008 CONTRACT RENEWALS FOR THE DEPARTMENT OF SOCIAL SERVICES: MARYANN BRYANT – MANAGED CARE CONSULTANT (\$15,000), FIRE ALARM SERVICE TECHNOLOGY (\$955.00), TRISHA BROWN, FNP PRATTSBURGH MEDICAL OFFICE (\$30.00 PER PHYSICAL EXAM), FAITH MILLS – FOSTER PARENT TRAINING (\$550.00 PER CONTRACT), STACY PHILLIPS – FOSTER PARENT TRAINING (\$550.00 PER CONTRACT), AND LABCORP – PATERNITY TESTING (\$50.00 PER TEST) AND APPROVING INSURANCE WAIVERS FOR MARYANN BRYANT, FAITH MILLS AND STACY PHILLIPS MADE BY MR. GEHL. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

2. **Caseload Statistics** – Ms. Muller distributed a synopsis of the caseload statistics. She explained there is not a full report because of the time of month. The caseloads in Family Assistance have decreased 15. Overall Medicaid is down. We did end the year with 112 children in care.

3. **Member Item Award** – Ms. Muller explained last year the committee approved the acceptance of a member item award of \$20,000 to purchase two vans for the mobile work program in 2008. The state is requesting a resolution to that effect.

**MOTION: ACCEPTING THE LEGISLATIVE MEMBER ITEM AWARD OF \$20,000.00 AND AUTHORIZING THE PURCHASE OF TWO VANS FOR THE COUNTY WORK PROGRAM AS APPROPRIATED IN THE 2008 BUDGET MADE BY MR. GEHL. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
February 6, 2008 @ 10:30 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE  
CLERK OF THE LEGISLATURE'S OFFICE  
NO LATER THAN NOON Wednesday, January 30, 2008.**

**STEBEN COUNTY HUMAN SERVICES COMMITTEE**

*Wednesday, February 6, 2008  
10:30 a.m.  
Legislative Conference Room  
Steuben County Office Building  
Bath, New York*

**\*\*AMENDED MINUTES\*\***

**COMMITTEE:** Francis L. Gehl, Vice Chair      Richard A. Argentieri      John Walsh

**STAFF:** Mark R. Alger      Gregory P. Heffner      Linda Tetor  
Gary Pruyn      Kathryn Muller      Lise Reynolds  
Martin Donnelly      Teresa Deninger      Daniel McRae  
James Gleason

**LEGISLATORS:** Philip J. Roche      Lawrence P. Crossett

**ABSENT:** David R. Stachnik, Chair      Randolph J. Weaver

**OTHERS:** Mary Perham, *The Leader*

**I. CALL TO ORDER**

Mr. Gehl called the meeting to order at 10:35 a.m.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE JANUARY 2, 2008 MEETING MADE BY MR. WALSH. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

**A. OFA/RSVP**

1. **Monthly Report** – Mrs. Tetor distributed her monthly report for review. She reported that in the State budget there is a 16.94 percent increase proposed for the Supplemental Nutrition Assistance Program (SNAP). Locally that would provide approximately \$30,864 in much-needed new funding for home delivered meals, specifically for van replacement. The State budget also included cost of living increases for the Expanded In-Home Services for the Elderly Program, (EISEP), SNAP and the Community Services for the Elderly Program (CSE).

Mrs. Tetor reported that HEAP applications are down 25 percent overall at this point in the season. Applications for emergencies and furnaces have increased 25 percent. Ms. Muller explained with regard to program funding for HEAP, they are looking to extend the program through the middle of April. We have received a little more funding for HEAP Administration. The applications may be down due to the application process as they apply for two benefits at the same time. Mrs. Tetor commented that when we receive the emergency requests we have to get right out and take care of those requests.

Mrs. Tetor informed the committee that under the Medicare Part D program, they have had three staff members take care of 795 visits for the year. Each appointment lasts approximately one hour. Of that number, 205 were done during the open enrollment period during November and December.

2. **Contracts** – Mrs. Tetor presented her 2008 contracts and space agreements for approval.

**MOTION: APPROVING THE FOLLOWING 2008 SPACE AGREEMENTS FOR THE OFFICE FOR THE AGING: CITY OF CORNING (\$4,800.00); CITY OF HORNELL (\$18,000.00); 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 – DAYSPRING (\$2,400.00) AND PROACTION – WAYLAND LITTLE HOUSE (\$3,000.00) AND APPROVING THE FOLLOWING 2008 SUBCONTRACTS: ADULT DAY SERVICE OF ST. JAMES MERCY HOSPITAL – III-E RESPITE (\$3,000.00); CORNING MEALS ON WHEELS – HOME DELIVERED MEALS (\$3,800.00); FAITH IN ACTION – TRANSPORTATION (\$7,500.00); FIRST TRANSIT – TITLE-B TRANSPORTATION (\$500.00); HOME & HEALTH CARE – III-E RESPITE (\$21,647.00); INSTITUTE FOR HUMAN SERVICES – IMPACT PROGRAMMING (\$20,824.00); INSTITUTE FOR HUMAN SERVICES – OMBUDSMAN (\$19,896.00); INSTITUTE FOR HUMAN SERVICES – PROJECT CARE (\$15,765.00); INSTITUTE FOR HUMAN SERVICES – TITLE V TRANSITION (\$69,844.00); INSTITUTE FOR HUMAN SERVICES – TRANSPORTATION MANAGEMENT (\$58,968.00); INSTITUTE FOR HUMAN SERVICES – VOLUNTEER COORDINATOR (\$36,868.00); INSTITUTE FOR HUMAN SERVICES – WRAP (\$12,035.00); JANICE LEATHERSICH – DIETARY CONSULTANT (\$7,800.00); JOHN McCARTHY – LEGAL SERVICES (\$5,250.00); PROACTION – HEAP (\$4,685.00); PROACTION – SNAP – HOME DELIVERED MEALS (\$141,439.00); PROACTION – TITLE III-C 1 & 2 – CONGREGATE AND HOME DELIVERED MEALS (\$383,355.00); PROACTION – WELLNESS (\$12,195.00); ST. JAMES MERCY HOSPITAL – LIFELINE EMERGENCY RESPONSE (\$12,500.00); STEUBEN SENIOR SERVICES FUND, INC. (\$11,190.00); AND WILMA STEWART – CONSULTING DIETICIAN (\$10,400.00) MADE BY MR. ARGENTIERI. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Mr. Argentieri distributed a copy of an article regarding President Bush's proposed budget and proposed cuts to numerous domestic programs. The Federal deficit is projected to be \$410 billion this year, not counting military expenses. Mr. Argentieri commented this is a serious situation and it is time for us to send action to the Federal government in the form of a letter or resolution opposing the President's proposed cuts to domestic programs. We need the domestic programs.

**MOTION: OPPOSING PRESIDENT BUSH'S PROPOSED BUDGET CUTS TO DOMESTIC PROGRAMS MADE BY MR. ARGENTIERI. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (Resolution Required)**

Mrs. Tetor stated that she would like to thank Mr. Argentieri for the energy kits that he has gotten for us through National Fuel. We have been passing these kits out to the senior citizens. Mr. Argentieri is working to get more of these for us to distribute.

B. Department of Social Services

1. **Caseload Statistics** – Ms. Muller distributed her monthly report for review. She commented that caseloads increased for the Family Assistance and Safety Net Programs. Our emergency walk-in's were over 500 and approximately one-half of those were housing related.

Ms. Muller explained that with regard to the Employment Unit they have been reorganizing the Mobile Work Program and will operate with three crews. We will also be able to give you more current information on the monthly report regarding this program. When individuals do not show up to work, they lose their benefits. As a result, they have to start the application process for benefits all over again. Ms. Muller explained the TANF Program is funded 50 percent federal, 25 percent state and 25 percent local. If an individual has children and they reach the 60-month time limit, they then roll over to the Safety Net Program which is funded 50 percent state and 50 percent local.

Ms. Alger commented the Mobile Work Program is not the only employment component. There are other employment requirements. Ms. Muller stated that caseload reduction credit is now at 30 percent. Mr. Alger explained we have to have at least one-third of the caseload working. As the caseload goes down, the easiest people to place in employment have been identified and we are then left with the more difficult individuals to employ due to health issues, etc.

2. **Imaging Project** – Ms. Muller requested authorization to move forward with the imaging project. She explained they will be imaging all of their records. There is \$71,183 budgeted for this project. She requested authorization to enter into a contract with Dell to begin this process.

**MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO MOVE FORWARD WITH THEIR IMAGING CAPITAL PROJECT AND TO ENTER INTO A CONTRACT WITH DELL FOR THIS PURPOSE MADE BY MR. ARGENTIERI. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

3. **2008 State Budget Highlights** – Ms. Muller informed the committee that currently the State funds 50 percent of the Safety Net Program and the County funds 50 percent. The Governor is proposing that the State will now only fund 48 percent which leaves the County with 52 percent. With regard to the TANF Program, currently the State funds 25 percent and the County funds 25 percent. The Governor is proposing that the State will now fund 23 percent leaving the County with 27 percent.

Ms. Muller stated that with timed out cases where there is a two-person household they would move into the Safety Net Program and previously the State paid 100 percent. Now the Governor is proposing that this be split so that the State pays 50 percent and the County pays 50 percent. The State previously funded 50 percent for detention and now there will no longer be any State funding.

Ms. Muller requested a resolution opposing these proposed changes to the Social Services programs.

**MOTION: OPPOSING BUDGET SHIFTS FOR THE TANF AND SAFETY NET PROGRAMS AS WELL AS DETENTION SERVICES MADE BY MR. ARGENTIERI. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (Resolution Required)**

Ms. Muller commented the State will be conducting a Medicaid audit using two large counties and New York City and imposing penalties based upon that audit. The good news is that the State has maintained preventive services funding and that has been the trend to help with Foster Care, Child Protective as well as flexible funding. Ms. Muller commented that with regard to the Detention Program, we contract with Chemung and Livingston counties for beds. We will lose \$160,000 in State funding.

4. **Luncheon** – Ms. Muller informed the committee that they hold quarterly luncheon meetings with the Law Department. She requested authorization to pay for four luncheons at a cost of \$35.00 - \$50.00 per luncheon.

**MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO SPEND \$35.00 - \$50.00 PER LUNCHEON FOR FOUR QUARTERLY LUNCHEON MEETINGS WITH THE LAW DEPARTMENT MADE BY MR. WALSH. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

C. Youth Bureau

1. **Budget Transfer** – Mr. Pruyn requested authorization to transfer \$39,388.00 from the 2007 Reality Check line item to the 2008 Reality Check line item. He commented that the Department of Health runs their budget from mid-year to mid-year.

**MOTION: AUTHORIZING THE YOUTH BUREAU TO TRANSFER \$39,388.00 FROM THE 2007 REALITY CHECK LINE ITEM TO THE 2008 REALITY CHECK LINE ITEM MADE BY MR. ARGENTIERI. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Mr. Pruyn requested authorization to accept \$35,012.00 in funding from the Department of Social Services and appropriating \$19,424.00 to the contract line item for the Family Service Society for the Corning Area Youth Center and appropriating \$15,588.00 to the Family Service Society for Teen Night.

Ms. Muller commented this is money that we had budgeted in 2008 which did not get appropriated to the Youth Bureau budget.

**MOTION: AUTHORIZING THE YOUTH BUREAU TO ACCEPT \$35,012.00 IN FUNDING FROM THE DEPARTMENT OF SOCIAL SERVICES AND APPROPRIATING \$19,424.00 TO THE CONTRACT WITH THE FAMILY SERVICE SOCIETY FOR THE CORNING AREA YOUTH CENTER AND \$15,588.00 TO THE FAMILY SERVICE SOCIETY FOR TEEN NIGHT MADE BY MR. WALSH. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (Resolution Required)**

2. **2008 Contracts** – Mr. Pruyn presented his 2008 contracts for approval.

**MOTION: APPROVING THE FOLLOWING 2008 CONTRACTS FOR THE YOUTH BUREAU: FAMILY SERVICE SOCIETY (\$22,992.00); BATH POLICE COUNSELING (\$2,200.00); HORNELL CONCERN (\$34,203.00); YOUTH IN GOVERNMENT (\$17,804.00); ADDISON YOUTH CENTER – YOUTH SERVICE (\$13,952.00); LITERACY VOLUNTEERS – TEEN TUTORING (\$6,316.00); CATHOLIC CHARITIES – BATH HOPE FOR YOUTH (\$24, 444.00); ADDISON YOUTH CENTER – TEEN PROJECT (\$3,553.00); CENTER FOR DISPUTE SETTLEMENT – PINS (\$2,660.00); CENTER FOR DISPUTE SETTLEMENT – YOUTH MEDIATION (\$9,790.00); STEUBEN COUNTY DEPARTMENT OF SOCIAL SERVICES – ADOLESCENT PREVENTIVE (\$6,805.00); ADDISON YOUTH CENTER – CRISIS (\$1,890.00); PROACTION – TASA A & B (\$8,677.00); CORNING AREA YOUTH CENTER – JUST US (\$6,300.00); CORNING AREA YOUTH CENTER – CRISIS (\$10,344.00); FAMILY SERVICE SOCIETY – YOUTH SERVICE (\$6,215.00); FAMILY SERVICE SOCIETY – CAYC – TEEN NIGHT (\$15,588.00); FAMILY SERVICE SOCIETY – CAYC – PROGRAM MANAGEMENT (\$19,424.00); AND CENTER FOR DISPUTE SETTLEMENT – JUVENILE DIVERSION (\$14,550.00) MADE BY MR. ARGENTIERI. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

3 **Informational** – Mr. Pruyn informed the committee that the Annual Youth Board Dinner was held on January 10, 2008 with 140 individuals in attendance. Youth Service Worker of the Year Award was given to James Duquette and the honorable mention award was given to law guardian, Sissy Madigan.

Mr. Pruyn announced that in conjunction with the Task Force Against Child Abuse, they are sponsoring a T-Shirt Design contest for students in 4<sup>th</sup> – 6<sup>th</sup> grades. Mr. Pruyn stated that the Steuben County Youth Mentoring Program is also up and running. The first orientation session will be held on March 17, 2008 and we will be sending out a press release.

4. **State Budget** – Mr. Pruyn informed the committee that the Governor has proposed the same level of funding to special delinquency. Youth development funding is almost the same. This is an impact of \$20,000.

D. Veterans Service Agency

1. **Monthly Report** – Mr. McRae reviewed his monthly report with the committee. Mr. Argentieri asked Mr. McRae to investigate and find out what the appropriate tax exemption is for a veteran. He commented that he knows of veterans that are receiving one exemption and others that are receiving two exemptions. Mr. McRae stated that he would follow up on this.

Mr. McRae informed the committee that there is now going to be a tax exemption for Cold War veterans who served during 1946 to 1991. He requested approval to push this exemption program through.

**MOTION: AUTHORIZING THE VETERANS SERVICE AGENCY TO MOVE AHEAD WITH THE COLD WAR TAX EXEMPTION PROGRAM MADE BY MR. WALSH. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**MOTION: TO ADJOURN MADE BY MR. WALSH. 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  
March 5, 2008 @ 10:30 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE  
CLERK OF THE LEGISLATURE'S OFFICE  
NO LATER THAN NOON Wednesday, February 27, 2008.**



**MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO SPEND UP TO \$30.00 FOR COFFEE AND REFRESHMENTS FOR QUARTERLY MEETINGS OF THE SERVICES DIVISION MADE BY MR. WALSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

B. OFA/RSVP

1. **Contracts** – Ms. Barody requested authorization to amend their contract with Home and Health Care to add an additional \$9,611.00 to compensate for the additional need for services. That brings the total amount of the contract to \$310,623.00 and there is money available in the budget.

**MOTION: AUTHORIZING OFFICE FOR THE AGING TO AMEND THEIR CONTRACT WITH HOME AND HEALTH CARE TO ADD AN ADDITIONAL \$9,611.00 TO COMPENSATE FOR THE ADDITIONAL NEED FOR SERVICES, BRINGING THE TOTAL AMOUNT OF THE CONTRACT UP TO \$310,623.00 MADE BY MR. WALSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

C. Administrator

1. **Cellular Phone Request – Youth Bureau** – Mr. Alger stated the Youth Bureau is requesting a cell phone for Lynne Ricotta, the Mentoring Program Coordinator.

**MOTION: APPROVING A CELLULAR PHONE REQUEST FOR THE YOUTH BUREAU FOR LYNNE RICOTTA, MENTORING PROGRAM COORDINATOR MADE BY MR. WALSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
April 2, 2008 @ 10:30 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE  
CLERK OF THE LEGISLATURE'S OFFICE  
NO LATER THAN NOON Wednesday, March 26, 2008.**

**STEBEN COUNTY HUMAN SERVICES COMMITTEE**

*Wednesday, April 2, 2008*

*10:30 a.m.*

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

**\*\*MINUTES\*\***

<b>COMMITTEE:</b>	David R. Stachnik, Chair	John S. Walsh	Randolph J. Weaver
<b>STAFF:</b>	Mark R. Alger Kathryn Muller Frederick H. Ahrens, Jr.	Gregory P. Heffner Lise Reynolds David English	Linda Tetor Lisa Baker
<b>LEGISLATORS:</b>	Philip J. Roche	Donald B. Creath	
<b>ABSENT:</b>	Francis L. Gehl, Vice Chair	Richard A. Argentieri	
<b>OTHERS:</b>	Mary Perham, <i>The Leader</i>		

**I. CALL TO ORDER**

Mr. Stachnik called the meeting to order at 10:30 a.m. He asked Mr. Weaver to lead the Pledge of Allegiance.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE MARCH 5, 2008 MEETING MADE BY MR. WALSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

**A. OFA/RSVP**

1. **Contracts** – Mrs. Tetor presented her contracts for 2008 – 2009 for review and approval. She stated that the local programs are taking a 2 percent cut. Mr. Alger stated that there is a 2 percent cut for all local assistance. Mrs. Tetor stated for their department this amounts to a loss of approximately \$15,000. The good news is that the COLA for the nutrition program, EISEP and community services for the elderly is getting a 17 percent increase. She stated that the contract amount for Home and Health Care should be \$185,420 for the State/Federal and the total contract amount is \$231,012.

**MOTION: APPROVING THE FOLLOWING SUBCONTRACTS FOR THE OFFICE FOR THE AGING FOR 2008 – 2009: HOME & HEALTH CARE – EISEP (\$231,012.00); INSTITUTE FOR HUMAN SERVICES – CAREGIVER (\$19,050.00); INSTITUTE FOR HUMAN SERVICES – LTCIEOP (\$43,283.00) AND PROACTION – EISEP ASSISTANT (\$42,170.00) MADE BY MR. WALSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Mrs. Tetor informed the committee that we are getting a 17.5 percent increase in the cost per hour for what we are paying for in-home services. That means the hourly rates will go up to around \$22.00 per hour. She explained, our subcontractor was charging far less than most other providers in the area. This rate is based on the Medicaid rate.

2. **Trust in the Lives of Older Women** – Mrs. Tetor explained this is a program that was originally developed by Dr. Ron Hofsess. She stated that she is working with the Department of Social Services, Community Services and Legislator Creath to implement this program in Steuben County.

Mrs. Tetor stated that they are putting together a program utilizing funds from the Department of Social Services, private donations as well as some match of current funding for the Office for the Aging. We would like to expand our current contract with the Institute for Human Services from 25 hours to 37.5 hours to hire someone to further develop this program in the County. Ms. Muller commented that the Department of Social Services is funding a portion, \$7,000.00 through Adult Protective Services and we will receive 50 percent local funding.

Mrs. Tetor stated the goal of the program is that when people are connected to other people as they transition through life, they do much better if they have a support group. She requested permission to enter into a contract with the Institute for Human Service for \$12,500.00 for one year to provide an individual to further develop this program.

**MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ENTER INTO A CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES TO PROVIDE AN INDIVIDUAL TO WORK TO FURTHER DEVELOP THE TRUST IN THE LIVES OF OLDER WOMEN PROGRAM IN STEUBEN COUNTY AT A RATE OF \$12,500.00 FOR ONE YEAR MADE BY MR. WALSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Mr. Creath stated he has worked with Dr. Hofsess, who has developed a program which is essential for emotional health in later years. This program is trying to help women build networks with other women who share common problems. The program will help to keep individuals in their homes longer. Assemblyman Bacalles has said that he will increase his elder care initiative by \$5,000. The target age group for this program is individuals who are 60 years and older.

B. Department of Social Services

1. **Caseload Statistics** – Ms. Muller distributed her caseload statistics. As per the committee's request at last month's meeting, she has done the reports in a quarterly fashion showing the first three months of the year individually, as well as comparing the current quarter with the same quarter last year. Family Assistance has decreased slightly while Safety Net has remained relatively flat. We have seen an increase in Food Stamps, however, we also received initiative money that was incorporated into HEAP to help educate the community about the availability of food stamps and that was all federally funded. Ms. Muller informed the committee that they have had 1,620 households apply for HEAP this season.

Ms. Muller commented with regard to the Mobile Work Program, they are almost back to being fully staffed. Previously they had been down an Employment Coordinator, a Job Developer and Vocational Trainer as well as a Case Manager.

Ms. Muller stated that they are seeing an increase in cases in Adult Protective. Chairman Roche asked why might that be? Ms. Muller replied there is more awareness by the public as well as more severe abuse cases being reported. She thanked Chairman Roche for the proclamation for April being Child Abuse Prevention Month.

Mr. Stachnik asked Ms. Muller if the committee is interested in pursuing the idea of having quarterly reports, will you report to the committee if something important comes up in the meantime? Ms. Muller replied absolutely. Mr. Stachnik stated that he likes the new format and the way the report was set up. This gives us a direct comparison. The committee was in agreement.

2. **State Budget Impact** – Mr. Alger informed the committee that they are still looking at the impact of the State budget on the Department of Social Services. The biggest area of concern is a two percent cut in Medicaid Administration. If they include state and federal that could be almost \$500,000 and that's a big hit. If they do not include federal then we would be looking at \$190,000 - \$200,000. This is a flat two percent cut of all local assistance, across the board regardless of funding source.

Chairman Roche asked can we reduce services to cover that? Mr. Alger replied he doesn't know. We have to look at what exactly that means. Since this is a cut in Administrative costs, some of those things we can't impact. The other big area is staffing. That you could impact and we would have to look at whether there is any savings.

The Medicaid Administration is rolled into the cap. What does that do to the cap? We don't know if it would save us any money if we made cuts. We need to look into this further. This is a simple solution that has very complex implications.

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
May 7, 2008 @ 10:30 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE  
CLERK OF THE LEGISLATURE'S OFFICE  
NO LATER THAN NOON Wednesday, April 30, 2008.**

**STEBEN COUNTY HUMAN SERVICES COMMITTEE**

*Wednesday, May 7, 2008*

*10:30 a.m.*

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

**\*\*MINUTES\*\***

<b>COMMITTEE:</b>	David R. Stachnik, Chair John S. Walsh	Francis L. Gehl, Vice Chair Randolph J. Weaver	Richard A. Argentieri
<b>STAFF:</b>	Mark R. Alger Lise Reynolds David English	Gregory P. Heffner James Gleason Linda Tetor	Kathryn Muller Daniel McRae Carol Whitehead

**I. CALL TO ORDER**

Mr. Stachnik called the meeting to order at 10:30 a.m. He asked Mr. McRae to lead the Pledge of Allegiance.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE APRIL 2, 2008 MEETING MADE BY MR. ARGENTIERI. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. Department of Social Services

1. **Foster Parent Recognition Dinner** – Ms. Muller announced the Foster Parent Recognition Dinner will be held on Monday, May 19<sup>th</sup> at the Bath Country Club. Social Hour will begin at 5:30 p.m. with dinner at 6:30 p.m. She requested authorization to spend between \$1,200 - \$1,500 on the dinner.

**MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO SPEND UP TO \$1,500.00 FOR THE FOSTER PARENT RECOGNITION DINNER ON MAY 19, 2008 AT THE BATH COUNTRY CLUB MADE BY MR. GEHL. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **Bid Award for Accounting Firm for Cost Allocation Plan** – Mr. Gleason informed the committee they sent out an RFP for professional auditing services. They received two responses. He recommended awarding the bid to Technical Analysis for Government, Inc. He stated this will be for a term of three years and the total award is \$12,000.00.

Mr. Alger explained they will help the department with their cost allocations. They will be looking at maximizing the department's charges to recoup as much State aid as possible.

**MOTION: AWARDING THE BID FOR PROFESSIONAL AUDITING SERVICES FOR THE DEPARTMENT OF SOCIAL SERVICES' COST ALLOCATION PLAN TO TECHNICAL ANALYSIS FOR GOVERNMENT, INC. IN THE AMOUNT OF \$12,000.00 FOR A THREE-YEAR TERM MADE BY MR. ARGENTIERI. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Bid Award for Detention Center Sprinkler System** – Mr. Gleason stated they received three bids. He recommends awarding the bid to Landry Mechanical Contractors of Honeoye Falls, New York for \$36,200.00.

**MOTION: AWARDING THE BID FOR THE INSTALLATION OF THE DETENTION CENTER SPRINKLER SYSTEM TO LANDRY MECHANICAL CONTRACTORS OF HONEOYE FALLS, NEW YORK FOR \$36,200.00 MADE BY MR. ARGENTIERI. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

B. Veterans Service Agency

1. **Cold War Tax Exemption** – Mr. McRae thanked the committee members for the vote to approve the Cold War Tax Exemption.

2. **2007 Expenditures** – Mr. McRae provided the committee with a brief overview of 2007 expenditures. He commented that for Comp and Pension, after removing the 2.3 percent COLA increase, there was over \$464,000.00 coming into the County. Steuben County is doing very well overall. Mr. Gehl stated that Mr. McRae and his office do a great job.

IV. **OTHER BUSINESS**

A. **Meeting Time Change** – Mr. Weaver asked would it be possible to move the time of the meeting to 10:00 a.m.? The committee was in agreement.

**MOTION: MOVING THE TIME OF THE HUMAN SERVICES COMMITTEE TO 10:00 A.M. ON THE FIRST WEDNESDAY OF EACH MONTH MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**

**\*\*PLEASE NOTE CHANGE\*\* Wednesday, June 4, 2008 @ 10:00 a.m. \*\*PLEASE NOTE CHANGE\*\***

**PLEASE SEND AGENDA ITEMS TO THE  
CLERK OF THE LEGISLATURE'S OFFICE  
NO LATER THAN NOON Wednesday, May 28, 2008.**

**STEBEN COUNTY HUMAN SERVICES COMMITTEE**

*Wednesday, June 4, 2008*

*10:00 a.m.*

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

**\*\*MINUTES\*\***

**COMMITTEE:** David R. Stachnik, Chair  
Randolph J. Weaver  
Richard A. Argentieri  
John S. Walsh

**STAFF:** Gregory P. Heffner  
Carol Whitehead  
Linda Tetor  
Frederick H. Ahrens, Jr.  
Nancy Smith  
David English

**ABSENT:** Francis L. Gehl, Vice Chair

**OTHERS:** Mary Perham, *The Leader*

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE MAY 7, 2008 MEETING MADE BY MR. ARGENTIERI. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

**A. OFA/RSVP**

1. **Budget Adjustment** – Mrs. Tetor requested authorization to accept additional Title IIIB revenue in the amount of \$1,989.00 and amend their contract with the institute of Human Services in the amount of \$5,000.00 for Transportation Management and also transferring \$1,000.00 from the contract employee mileage line item to the volunteer mileage line item.

**MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ACCEPT ADDITIONAL TITLE IIIB REVENUE IN THE AMOUNT OF \$1,989.00 AND TO AMEND THEIR CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES IN THE AMOUNT OF \$5,000.00 FOR TRANSPORTATION MANAGEMENT AND ALSO TRANSFERRING \$1,000.00 FROM THE CONTRACT EMPLOYEE MILEAGE LINE ITEM TO THE VOLUNTEER MILEAGE LINE ITEM MADE BY MR. ARGENTIERI. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mrs. Tetor requested authorization to accept additional state funding in the amount of \$16,000.00 for budget year 2008. She stated they have a contract with Home and Health Care for EISEP services for budget year January-December. She requested authorization to increase their contract \$12,900.00 from April 1, 2008 – March 31, 2009.

**MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO ACCEPT ADDITIONAL STATE FUNDING IN THE AMOUNT OF \$16,000.00 FOR BUDGET YEAR 2008 AND APPROPRIATING \$12,900.00 TO THEIR HOME AND HEALTH CARE CONTRACT FOR EISEP SERVICES FOR THE PERIOD APRIL 1, 2008 THROUGH MARCH 31, 2009 MADE BY MR. ARGENTIERI. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mr. Walsh asked what is the poverty level for a single, elderly individual? Mrs. Tetor replied that she doesn't have that number with her, but will provide Mr. Walsh with that information.

Mr. Weaver asked is the outreach program incorporated into what we are doing? Mrs. Tetor replied yes.

B. Personnel

1. **Reclassifications** – Mrs. Smith stated she has two reclassifications for the Department of Social Services. The first is a request to reclassify a vacant Assistant to the Deputy Commissioner, Grade 10 to a Senior Typist, Grade 6.

**MOTION: AUTHORIZING THE DOWNWARD RECLASSIFICATION OF A VACANT GRADE 10 ASSISTANT TO THE DEPUTY COMMISSIONER POSITION TO A GRADE 6, SENIOR TYPIST MADE BY MR. ARGENTIERI. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mrs. Smith stated the second request is to reclassify a Senior Clerk, Grade 6 to a Principal Clerk, Grade 8. She stated they are recommending an upward reclassification as the duties of the position have changed. She explained when you move up from one grade to another, then the individual has to make at least \$100.00 more than they did in the previous grade.

Mr. Argentieri asked is there money in the budget? Ms. Muller replied yes.

**MOTION: AUTHORIZING THE RECLASSIFICATION OF A SENIOR CLERK, GRADE 6 TO A PRINCIPAL CLERK, GRADE 8 IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. ARGENTIERI. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

**MOTION: TO ADJOURN MADE BY MR. WALSH. SECONDED BY MR. WEAVER. 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 2, 2008 @ 10:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE  
CLERK OF THE LEGISLATURE'S OFFICE  
NO LATER THAN NOON Wednesday, June 25, 2008.**



volunteers and one staff person going to Livingston County for an ombudsman training. Mr. Alger commented that it is not necessary for her purpose to receive committee approval. The *Administrative Code* revision refers to meetings that are held internally where there will be food provided and if it is less than \$50.00 than he can approve. Anything over that would require committee action.

C. Department of Social Services

1. **Caseload Statistics** – Ms. Muller distributed her quarterly report for review. Caseloads are down almost to the lowest level since September 11, 2001. We are also coming into the summer months where typically we see a reduction. Approximately 45 percent of our temporary assistance caseloads have no high school diploma or GED. Mr. Ryan asked do you anticipate a big surge in the winter? Ms. Muller replied we have seen and anticipated a continued increase for HEAP. That's a hard call as we have consistently seen reductions for cash assistance, while HEAP and food stamps have gone up. Some of that is due to the Employment Unit being more aggressive. We have seen an increase in our walk-in's but that is due to homelessness. She commented that in the HEAP Program, they served 500 more households this year, even though the applications were down.

Ms. Muller commented that child protective reports are up over last year and they currently have 11 children in care. There are 15 children in pre-adoptive status. We are seeing a higher number of sexual offenders coming into the system at a younger age. Mr. Ahrens commented a lot of work has been done to save money when you compare our numbers to 2001 when we had 200 children in custody.

Ms. Muller reviewed the financial report. She commented the biggest area that is different from what was budgeted is the JD/PINS and Foster Care Unit. This year we are under spent in the Foster Care/Adoption Unit and over in the JD/PINS area. The overall budget will be okay, but we will be looking at transfers later in the year to make the accounts whole.

Mr. Alger commented with regard to the Detention Center line item, the State has talked about making that a fully funded local program. They are looking to make that effective in 2009. We will need to be aware of that moving forward. That proposal will also include the State training facilities. If we sent someone to training school, we would pay the entire cost. Discussion followed.

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.D. DISCUSSION REGARDING PROPOSED, PENDING OR CURRENT LITIGATION MADE BY MR. WALSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

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

**MOTION: TO ADJOURN MADE BY MR. WEAVER. SECONDED BY MR. WALSH. 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 6, 2008 @ 10:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE  
CLERK OF THE LEGISLATURE'S OFFICE  
NO LATER THAN NOON Wednesday, July 30, 2008.**

**STEBEN COUNTY HUMAN SERVICES COMMITTEE**

*Wednesday, August 6, 2008*

*10:30 a.m.*

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

**\*\*MINUTES\*\***

**COMMITTEE:** David R. Stachnik, Chair                      Francis L. Gehl, Vice Chair                      John S. Walsh  
                    Randolph J. Weaver

**STAFF:** Mark R. Alger    Gregory P. Heffner    Kathryn Muller  
                    Linda Tetor    Lise Reynolds    Nancy Smith  
                    Frederick H. Ahrens, Jr.    David English

**LEGISLATORS:** Philip J. Roche, Esq.

**ABSENT:** Richard A. Argentieri

**OTHERS:** Mary Perham, *The Leader*  
                    Dave Shoen, WENY

**I. CALL TO ORDER**

Mr. Stachnik called the meeting to order at 10:30 a.m. and asked Mr. Roche to lead the Pledge of Allegiance.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE JULY 2, 2008 MEETING MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. Department of Social Services

1. **Fire Alarm Replacement Panel** – Ms. Muller informed the committee that she has received quotes for a fire alarm replacement panel, including wiring which will be compatible with the sprinkler system at the Detention Center. She requested authorization to appropriate \$4,300.00 for this purpose.

**MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO APPROPRIATE \$4,300.00 FOR A FIRE ALARM REPLACEMENT PANEL AT THE DETENTION CENTER AND TO AMEND THEIR EQUIPMENT LIST TO REFLECT THIS REPLACEMENT MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Server for Daycare/Kindertrack** – Ms. Muller requested authorization to transfer \$10,000.00 from Daycare Assistance to the Computer line item to purchase a new server for their Daycare/Kindertrack Program.

**MOTION: AUTHORIZING THE DEPARTMENT OF SOCIAL SERVICES TO TRANSFER \$10,000.00 FROM LINE ITEM 605500.5.4445100 DAYCARE ASSISTANCE TO LINE ITEM 1680H1.5.250026 COMPUTER DSS TO PURCHASE A NEW SERVER FOR THE DAYCARE/KINDERTRACK PROGRAM MADE BY MR. GEHL. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

3. **Job Fair** – Ms. Muller informed the committee that they will be holding a job fair, in conjunction with ProAction and CSS Workforce Development, on Tuesday, August 12, 2008 at the Haverling High School Gymnasium.

4. **School Programs** – Ms. Muller informed the committee that in conjunction with the Office of Community Services, they have been doing a school project with the Hornell City School District for the past year which has gone fairly well. They have received a request from Bath School District and Hammondsport School District to provide a similar program. Dr. Anderson will be placing one Social Worker in each of the two districts. This program is funded with preventive services money and the school provides the local share. Dr. Anderson presented this proposal to the Health & Education Committee this morning.

Mr. Weaver asked do you foresee most of the school districts doing this eventually? Ms. Muller replied as more school districts find out about this, it will generate more interest. We have asked that we keep this with the Office of Community Services as it gives us more control over how the money is spent and we are able to serve the children that come into the Department of Social Services. She commented her only concern is that at some point, this program may not continue to be funded by the State. We have language in our contracts that say that if the State discontinues their funding, then the schools will need to pick up the additional share.

Ms. Muller commented they currently have 113 children in care with 14 of those in the pre-adoptive stage and another 4 or 5 entering that phase. This demonstrates how our preventive money is working. Within the next few months we should have fewer than 100 children in care.

B. Personnel

1. **16B Request – Office for the Aging** – Mrs. Smith stated the Office for the Aging is requesting a Grade IX, Aging Services Assistant for the NY Connects Program. They believe they will need that position midway through 2009. We are recommending this position be zero-based and that they will go back to the Finance Committee for funding when they are ready to hire that individual.

**MOTION: APPROVING THE 16B REQUEST FOR ONE ZERO-BASED, AGING SERVICES ASSISTANT, GRADE IX IN THE OFFICE FOR THE AGING FOR THE NY CONNECTS PROGRAM AND FORWARDING TO THE ADMINISTRATION AND FINANCE COMMITTEES FOR REVIEW MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **16B Request – Department of Social Services** – Mrs. Smith commented that she will bring this request to the committee in September for review.

**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. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. WEAVER. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
September 3, 2008 @ 10:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE  
CLERK OF THE LEGISLATURE'S OFFICE  
NO LATER THAN NOON Wednesday, August 27, 2008.**



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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
October 1, 2008 @ 10:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE  
CLERK OF THE LEGISLATURE'S OFFICE  
NO LATER THAN NOON Wednesday, September 24, 2008.**



**MOTION: ACCEPTING AND APPROPRIATING \$53,445.43 IN SETTLEMENT FUNDS RECEIVED BY THE NEW YORK STATE ATTORNEY GENERAL'S OFFICE FROM A SETTLEMENT OF AVERAGE WHOLESALE PRICE LITIGATION WITH BRISTOL MEYERS MADE BY MR. GEHL. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

3. **IGT** – Ms. Muller informed the committee that the State is going forward with the IGT. We had encumbered money to cover those costs, but the total IGT is \$4.2 million and the county is responsible for \$2.1 million. The cost to our department is \$1.25 million. Ms. Muller requested authorization to adjust the 2008 budget to pay the balance of that cost.

Mr. Alger explained we are pursuing funding this month. Our share is \$2.1 million and we have \$1.25 million. Depending upon what the Finance Committee recommends to the Board, we can fund this out of the Contingent Fund, with a Budget Note or a budget transfer in the Department of Social Services. We are leaning toward transfers in the Department of Social Services. If we do not have enough money in the fund balance at the end of the year, we will fund it out of the Contingent Fund.

**MOTION: ADJUSTING THE DEPARTMENT OF SOCIAL SERVICES 2008 BUDGET AND MOVING EXPENDITURES FROM BUDGETS 511900 – FOSTER CARE AND 614000 – SAFETY NET TO 610000 – MEDICAID FOR PAYMENTS OF THE MEDICAL INTERGOVERNMENTAL TRANSFER AS DIRECTED BY THE STATE OF NEW YORK MADE BY MR. ARGENTIERI. SECONDED BY MR. GEHL. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

4. **Quarterly Reports** – Ms. Muller distributed and reviewed her quarterly reports with the committee. She stated that as of the end of September they had 320 TANF cases and 309 Safety Net cases. Overall case numbers are down, however, Food Stamps and Medicaid are up. The number of individuals coming in for emergency help has increased dramatically. The federal government completed a mass mailing of 3,000 HEAP applications and we have already received 2,000 applications back.

Mr. Walsh asked will there be an increase in HEAP funding? Ms. Muller replied they have not heard yet, but are working on it. Mr. Alger stated the United States Senators have announced there will be more money available, we just don't know how much.

Ms. Muller stated they currently have 105 children in care and 13 are scheduled for adoption.

Ms. Muller stated with regard to the financial report, they do have a couple of children that are in high cost placement and we will need to move money around in our foster care placements line item. Mr. Argentieri asked you are anticipating a surplus of \$1 million at the end of the year? Ms. Muller replied yes. Mr. Alger commented we will use \$850,000 of that for the IGT.

5. **Personnel** – Ms. Muller informed the committee they have a vacant Personal Computer Operator position that they would like to reclassify to a Help Desk Technical Assistant. Mrs. Smith explained we looked at the job duties and recommend reclassifying this position from a Grade VI Personal Computer Operator to a Grade VIII Help Desk Technical Assistant.

**MOTION: APPROVING THE RECLASSIFICATION OF A VACANT GRADE VI PERSONAL COMPUTER OPERATOR POSITION TO A GRADE VIII HELP DESK TECHNICAL ASSISTANT IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. GEHL. SECONDED BY MR. ARGENTIERI. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
November 5, 2008 @ 10:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE  
CLERK OF THE LEGISLATURE'S OFFICE  
NO LATER THAN NOON Wednesday, October 29, 2008**



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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
December 3, 2008 @ 10:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE  
CLERK OF THE LEGISLATURE'S OFFICE  
NO LATER THAN NOON Wednesday, November 26, 2008.**

**STEBEN COUNTY HUMAN SERVICES COMMITTEE**

Wednesday, December 3, 2008

10:00 a.m.

Legislative Conference Room  
Steuben County Office Building  
Bath, New York

**\*\*MINUTES\*\***

**COMMITTEE:** David R. Stachnik, Chair                      Francis L. Gehl, Vice Chair                      John S. Walsh

**STAFF:** Mark R. Alger    Linda Tetor    Kathryn Muller  
Lise Reynolds    Teresa Deninger    Daniel McRae  
John Leyden

**LEGISLATORS:** Philip J. Roche    Dan C. Farrand

**ABSENT:** Richard A. Argentieri    Randolph J. Weaver

**OTHERS:** Mary Perham, *The Leader*

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE NOVEMBER 5, 2008 MEETING MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. OFA/RSVP

1. **Contract Amendment** – Mrs. Tetor informed the committee that last month she had presented three contract amendments and she would like to clarify the amendment for their Title III E Respite Program. They received their approved Medicaid rate from the State. Level I has now increased to \$21.54 per hour and Level II has increased to \$21.88 per hour retroactive to January 1, 2008. This represents a total increase of \$2,650.00 and she requested authorization to amend their contract for the Title III E Respite Program to reflect this increase.

**MOTION: AUTHORIZING THE OFFICE FOR THE AGING TO AMEND THEIR CONTRACT WITH TITLE III E RESPITE PROGRAM TO REFLECT THE APPROVED MEDICAID RATE FROM THE STATE FOR LEVEL I CARE TO \$21.54 PER HOUR AND LEVEL II CARE TO \$21.88 PER HOUR RETROACTIVE TO JANUARY 1, 2008 MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

B. Department of Social Services

1. **Caseload Statistics** – Ms. Muller reviewed caseload statistics with the committee. For the month of November our assistance caseload was 634, which is lower than the same time period last year. However, while the trend has gone down, we are starting to see a little increase from last month.

Mr. Gehl asked do you have figures for how many individuals are on HEAP? Ms. Muller replied we have 613 to-date. We are up over 600 applications from last year and expect the number to continue to increase. We took in 2,000 applications during the month of November.

Ms. Muller informed the committee that they currently have 96 children in care.

2. **Budget Transfer** – Ms. Muller requested authorization to transfer funds from the Foster Care and State Training line items to Juvenile Delinquents CW Fostercare line items.

**MOTION: REDUCING REVENUE IN THE FOLLOWING FOSTER CARE AND STATE TRAINING REVENUE LINE ITEMS: ACCT. #611900.4.3619100 - \$52,400.00; ACCT. #611900.4.4619000 - \$26,400.00 AND ACCT. #611900.4.1819200 - \$20,000.00 AND REDUCING THE FOLLOWING CORRESPONDING FOSTER CARE AND STATE TRAINING LINE ITEMS: ACCT. #612900.5.445100 - \$50,000.00; ACCT. #611900.5.445600 - \$100,000.00 AND ACCT. #611900.5.445212 - \$52,800.00 AND APPROPRIATING \$54,800.00 TO ACCT. #612300.5.445100 AND \$49,200.00 TO ACCT. #612300.5.440440 IN THE JUVENILE DELINQUENTS CW FOSTER CARE BUDGET MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

3. **Contracts** – Ms. Muller presented her 2009 contracts for renewal. She requested insurance waivers for Maryann Bryant – Managed Care Consultant, Faith Mills and Stacy Phillips as these individuals are not working directly with clients.

**MOTION: APPROVING THE FOLLOWING CONTRACT RENEWALS FOR 2009 FOR THE DEPARTMENT OF SOCIAL SERVICES: MARYANN BRYANT – MANAGED CARE CONSULTANT (\$10,000.00) AND WAIVING THE INSURANCE REQUIREMENTS; FIRE ALARM SERVICE TECHNOLOGY (\$1,255.00); TRISHA BROWN, FNP, PRATTSBURG MEDICAL OFFICE (\$30.00 PER PHYSICAL EXAM); LABORATORY CORPORATION OF AMERICA (\$50.00 PER PERSON); FAITH MILLS (\$550.00) AND WAIVING THE INSURANCE REQUIREMENTS; AND STACY PHILLIPS (\$550.00) AND WAIVING THE INSURANCE REQUIREMENTS MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

4. **Informational** – Ms. Muller informed the committee that the Federal Conservation and Energy Act has changed the name of the federal food stamp program to S.N.A.P. which is the Supplemental Nutrition Assistance Program. Mr. Alger asked is that being combined with the Office for the Aging S.N.A.P. program? Ms. Muller replied that she did not know.

5. **Reappointment** – Mr. Alger informed the committee that Ms. Muller's appointment expires in the first part of February. He recommended the committee recommend her reappointment to the Full Board.

**MOTION: RECOMMENDING THE REAPPOINTMENT OF KATHRYN MULLER AS COMMISSIONER OF THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.**

Mr. Stachnik commented that the department has done a wonderful job all year and as a County we can be very proud of you.

C. Veteran's Service Agency

1. **Statistics** – Mr. McRae presented statistics through the end of November to the committee. He commented that by the end of the year they will have had a total of 5,300 – 5,500 contacts. This amount is down from last year as we had 9,200 contacts.

D. Youth Bureau

1. **Annual Youth Board Dinner** – Mr. Alger requested approval for the Youth Bureau to spend up to \$1,500.00 on the Annual Youth Board Dinner. This is the event where they award the Youth Service Worker of the Year Award and recognize youth workers and various agencies. This event will be held on January 8, 2009 at the Bath Country Club.

**MOTION: AUTHORIZING THE YOUTH BUREAU TO SPEND UP TO \$1,500.00 ON THE ANNUAL YOUTH BOARD DINNER MADE BY MR. GEHL. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature