

**STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE**

*Wednesday, April 6, 2016*

*9:00 a.m.*

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

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

**COMMITTEE:** Carol A. Ferratella, Chair                      Hilda T. Lando, Vice Chair                      K. Michael Hanna  
                    Steven P. Maio

**STAFF:** Jack Wheeler    Mitchell Alger    Hank Chapman, Psy.D.  
                    Patty Baroody    Shawn Corey    Kathy Muller  
                    Lise Reynolds    Ken Peaslee    **Darlene Smith**

**LEGISLATORS:** Joseph J. Hauryski    Robin K. Lattimer    John V. Malter

**ABSENT:** Randolph J. Weaver

**OTHERS:** Mary Perham

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE MARCH 2, 2016, MEETING MADE BY MRS. LANDO. SECONDED BY MR. MAIO. MOTION CARRIES 3-0-1. (MR. HANNA ABSTAINED AS HE WAS NOT IN ATTENDANCE AT THE MARCH MEETING)**

**III. DEPARTMENTAL REQUESTS**

A. Office of Community Services

1. **Budget Adjustment** – Dr. Chapman stated that State Office of Mental Health approved our proposal and we received \$154,062 in Vital Access Provider Funds. He requested authorization to accept and appropriate this revenue into various accounts to purchase computer equipment. He also requested authorization to purchase six scanners, three signature pads, one hard drive and one laptop for a total cost of \$21,300.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT AND APPROPRIATE \$154,062 IN VITAL ACCESS PROVIDER FUNDING, AUTHORIZING THE PURCHASE OF SIX SCANNERS, THREE SIGNATURE PADS, ONE HARD DRIVE AND ONE LAPTOP FOR A TOTAL COST OF \$21,300 AND AMENDING THE SMALL EQUIPMENT LIST TO REFLECT THIS CHANGE MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. Public Health

1. **Contract** – Ms. Smith requested authorization to enter into a new contract with Tiffany Zygmunt to provide Speech Pathology services for the Early Intervention Program. The rate is set by the State at \$65.00 per individual session and \$32.50 per group session.

**MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO ENTER INTO A CONTRACT WITH TIFFANY ZYGMUNT TO PROVIDE SPEECH PATHOLOGY SERVICES TO THE PRESCHOOL PROGRAM AT A RATE OF \$65.00 PER INDIVIDUAL SESSION AND \$32.50 PER GROUP SESSION MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mr. Hauryski informed the committee that he has asked Ms. Smith to present at the April Chairman's meeting. She will provide the Legislators with a brief review of all their programs.

2. **Preschool Transportation Bid** – Ms. Smith requested authorization to issue a bid for Preschool Transportation Services.

**MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE A BID FOR PRESCHOOL TRANSPORTATION SERVICES MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

C. Department of Social Services

1. **Foster Parent Banquet** – Ms. Muller announced the Foster Parent Recognition Banquet will be held May 25, 2016 at the Bath VFW. She requested authorization to spend up to \$3,500 on this event.

**MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO SPEND UP TO \$3,500 ON THE FOSTER PARENT RECOGNITION BANQUET MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Grant** – Ms. Muller informed the committee that she received notification yesterday that they have been awarded a New York State Office for the Aging's Elder Abuse Education and Outreach Program Grant in the amount of \$6,253.43. These funds will be provided through the Monroe County Office for the Aging and will be administered by Lifespan of Greater Rochester. The funding will be used for elder abuse prevention, education and training programs. Ms. Muller stated that she will use \$1,250 to contract with TRIAD to assist with five community trainings.

**MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO ACCEPT \$6,253.43 FROM THE NEW YORK STATE OFFICE FOR THE AGING'S ELDER ABUSE EDUCATION AND OUTREACH PROGRAM GRANT AND TO AUTHORIZE A CONTRACT WITH TRIAD IN THE AMOUNT OF \$1,250 TO PROVIDE FIVE COMMUNITY TRAININGS MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

3. **FLPPS Newsletter** – Ms. Muller announced that Steuben County is featured in an article in the most recent edition of the FLPPS (Finger Lakes Performing Provider Services) Newsletter.

4. **SNAP** – Ms. Muller informed the committee that historically, individuals classified as Able-Bodied Individuals without Dependents could receive a waiver to not engage in employment activities. Effective January 1, 2016, now anyone receiving SNAP benefits will need to engage in employment. We currently have 500 cases that will be affected by this change. Those individuals will receive their benefits for the first quarter of the calendar year, however, if they do not meet the employment requirements, then they will start to lose their benefits. This applies to individuals age 50 and under. Ms. Muller stated additionally, previously an individual or family needed to be at 100 percent of the poverty level, and the new requirements are 150 percent of the poverty level.

D. Office for the Aging

1. **Cisco Phone Upgrade Project** – Mrs. Baroody informed the committee that they applied for and received BIPP (Balanced Incentive Payment Program) funding. A major goal of the BIPP project is to develop an infrastructure that can handle growing needs. Our local plan includes an increased presence of NYSCONNECTS

staff in our two satellite offices in Corning and Hornell. We have created an additional workstation at each of those offices. Additionally, both offices struggle with an antiquated phone system and this funding provides us with an opportunity to upgrade our system. With the help of Ken Peaslee, we have identified a new Cisco phone system for \$9,000, which is on State bid. We can only use BIPP funds for equipment that will be used by BIPP workers. The cost for the Hornell office is \$5,910.60 with BIPP covering \$1,127. The Corning office is \$3,382.20 with BIPP covering \$1,478. The portion that is not covered by BIPP funds will be paid for **using funds in the IT Phone Replacement Capital Project**.

Mr. Wheeler stated this funding gives us an opportunity to improve our infrastructure and will allow those satellite offices to call into Bath using four-digit dialing. We have a capital project for phone replacement. He requested authorization to transfer a total of \$2,605 in BIPP funds into the Office of the Aging's major equipment for this purpose.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE TO TRANSFER \$2,605 IN BIPP FUNDS INTO THE MAJOR EQUIPMENT LINE TO UPGRADE THE PHONE SYSTEM AT THE OFFICE FOR THE AGING SATELLITE OFFICES IN CORNING AND HORNELL MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

E. County Manager

1. **DSRIP Contract** – Mr. Wheeler informed the committee that the DSRIP contract spans multiple departments and represents nine projects, which is part of Medicaid Redesign. We had previously received \$60,000. He requested authorization to accept \$61,945 in revenue for the period October 1, 2015 through December 31, 2015.

**MOTION: AUTHORIZING THE COUNTY MANAGER TO ACCEPT \$61,945 IN REIMBURSEMENT FUNDS UNDER THE DSRIP CONTRACT FOR THE FOURTH QUARTER OF 2015 MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

V. **OTHER BUSINESS**

A. *Goals* – Mr. Wheeler commented that with regard to the 2016 goals, all of the departments have done a good job being patient with us. One of the things that Mr. Alger and I want to start is evaluating a performance measurement. We know the departments are working on their goals by what we see and hear, but we wanted them to provide objectives so that we can see how successful they are and what timelines they have. Also, this helps with the annual evaluations as we generally talk about how everything in their department is going. This gives us a measure of detail. Mr. Wheeler stated Mr. Alger and I review the goals that are submitted, however, the departments have the autonomy to determine what their goals will be. Goals are not day-to-day tasks, but rather a specific initiative. Everyone did a great job.

Mr. Maio asked is this the portion of our government that has the most flux? Mr. Wheeler replied they are certainly among the most. Right now, the Public Defender is the most flux. The Department of Social Services had 150 State directives in 2015 and each of those were mandates that required action. Public Health has flux with regard to their accreditation process, as well as Mental Health and Office for the Aging. Mr. Maio commented it must be difficult to come up with goals because the field is constantly changing.

Mrs. Ferratella reviewed the progress of the 2015 committee goals. One of our goals was to review and evaluate proposals relating to the outsourcing of Mental Health. Is that issue dead? Dr. Chapman replied we did two attempts to procure proposals, however, each time, the proposals submitted were not going to significantly reduce the County's cost. Mr. Wheeler commented at this time we are no longer actively pursuing that. If the field dramatically changes, we can revisit it. Right now, Dr. Chapman and his staff have done an excellent job of managing County costs. Mrs. Ferratella stated a second goal of the committee was to tour DSS to evaluate the work areas. We did do that. Have any changes been made? Ms. Muller replied Mr. Rose has done a phenomenal job of redesigning and reorganizing our department. Mrs. Ferratella stated that she is pleased with the committee meeting their goals.

Mr. Hanna stated that he read in last month's minutes the discussion regarding Dr. Khan's hours. He is concerned about having a part-time psychiatrist. Mr. Wheeler commented we currently have 1 ½ psychiatrist positions, and there is an indication that the full-time position may be dropping down to part-time. This is an area of constant concern. Both psychiatrists are reaching an age where they could retire, so we have been identifying alternative resources. Dr. Chapman stated there are not many psychiatrists in the area, and for those that are, their time has already been spoken for. It is difficult to recruit from outside the area, and that is why we have shifted gears and looked to Psychiatric Nurse Practitioners. We currently contract with two individuals to provide those services. He stated that for the future, we will always need to have one Psychiatrist to review treatment plans and review the work of the Psychiatric Nurse Practitioners, however, he foresees continuing working with Psychiatric Nurse Practitioners. Mr. Hanna stated with budget constraints, are we serving the public? Dr. Chapman replied if we did not have the Psychiatric Nurse Practitioners, we would not be meeting needs. With those positions, we are definitely meeting the needs.

Mr. Maio asked are we looking to do anything more about Lead testing? Mr. Wheeler replied we do not have a sanatorium function and for our area, the NYS Department of Health provides those services. Ms. Smith commented water testing for Lead is provided by the State regional office in Hornell. We still monitor Lead levels in children and we are notified by physicians of high levels and then we provide follow-up. We offer education to caregivers and parents to reduce the sources of Lead. Ms. Smith stated the Center for Disease Control (CDC) recommends testing for children at age one and two. Mr. Wheeler stated Lead is naturally occurring to a certain extent. Lead levels are monitored by the CDC, Public Health and local physicians.

Mrs. Ferratella asked the committee for their thoughts on what the committee's 2016 goals should be. Mrs. Lando replied that the Opioid issue should be talked about more and this committee should introduce the topic and address it. Mr. Wheeler stated this is a global goal for the entire County as Law Enforcement has been very active with this. We do provide education through Mental Health and Social Services in terms of providing funding to the Bath Hope for Youth. Mrs. Ferratella commented it was suggested that the drug tip hotline be advertised and it is now on the County website.

Ms. Smith stated they are currently in the process of doing their Community Health Assessment and focus groups have mentioned Heroin and Opioid concerns. If enough focus groups identify this, then this issue will become a direct priority of Public Health for the next three to four years. Our priorities are based on what our focus groups identify as pressing issues. After June, she will have more information to provide the committee.

Mr. Maio stated another goal that he would like to see is reducing the wait times for clients coming in for Mental Health evaluations. He will be interested in seeing the measures at the end of the year.

Mrs. Ferratella stated she believes it would be a good to have a list from the Department Heads of the different activities that are going on each month so the committee can stay informed about events we could be attending. Mr. Wheeler stated that is something we can work on. He commented that Public Health does have their calendar on the website.

Mrs. Ferratella stated that she believes another goal for the committee would be to continue working with the Senior Nutrition Task Force, along with working with Public Health on their accreditation.

Dr. Chapman stated that he would like to comment on Mr. Maio's earlier statement regarding wanting to see a reduction in wait times for evaluations. Open access intake is one of our goals and that entire project collectively should reduce the County's cost by \$100,000. Over the past four years our department has reduced the County's cost from \$1.5 million down to \$800,000 - \$900,000.

Mr. Hauryski stated that he thinks this committee does an excellent job with their goals. You have zeroed in on the non-critical operations. One of the things that he wants to do is have departments utilizing technology to their advantage. He has asked Ms. Muller to use GIS to map her statistical information. Ms. Muller showed a sample of a map they have been working on. The map shows all of the districts and the number of cases for a particular program. The goal is to continue

to do overlays for the different program areas. Mr. Hauryski stated that this will be a good visual tool when you are looking at your districts.

**V. SUBCOMMITTEE REPORTS**

A. *Expanded Learning Network of the Southern Tier* – Mrs. Lando stated she recently attended a meeting of the Expanded Learning Network of the Southern Tier. They talk about education of young children and summer learning. She suggested that a representative from this group come and make a presentation to the committee some time.

B. *Steuben County Addiction Awareness* – Mrs. Lando stated that she recently attended a meeting of the Addison Addiction Support Group, now known as Steuben County Addiction Awareness. Senator O’Mara and Assemblyman Palmesano were both in attendance. This is an amazing group that meets weekly at the Addison Fire Hall. Mr. Hauryski stated that he highly recommends that the departments get the contact information for this group and start collaborating. Addiction is a major problem for the County.

C. *Nutrition Task Force* – Mrs. Ferratella reported that Corning Meals on Wheels recently received a gift of \$2,250. They are now out of the red and are moving forward. She stated that ProAction is still committed to doing the Cook-Chill program and no longer has a waiting list. The next meeting will be held on April 28<sup>th</sup> in the G-1 Conference Room.

**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 MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

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

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

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**\*\*NEXT MEETING SCHEDULED FOR\*\*  
Wednesday, May 4, 2016  
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature’s Office  
NO LATER THAN NOON  
Wednesday, April 27, 2016.**