

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, January 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
 Randolph J. Weaver

STAFF: Jack K. Wheeler Mitch Alger Shawn Corey
 Dan McRae Kathy Muller Darlene Smith
 Lise Reynolds Patty Baroody Cathy Baker
 Bill Caudill Hank Chapman, Psy.D.

LEGISLATORS: Joseph J. Hauryski Robin K. Lattimer Robert V. Nichols

ABSENT: Steven P. Maio

OTHERS: Mary Perham
 Jeff Smith, *The Leader*

I. CALL TO ORDER

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

Mrs. Ferratella stated as a reminder, all attachments to items on the agenda should be sent to Mrs. Chapman one week prior to the meeting to allow time for them to be uploaded and linked to the agenda on the County website.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 2, 2015, MEETING MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. MOTION CARRIES 3-0-1. (MR. HANNA ABSTAINED AS HE WAS NOT IN ATTENDANCE AT THE DECEMBER MEETING)

III. DEPARTMENTAL REQUESTS

A. Veteran's Service Agency

1. **Software Update** – Mr. McRae informed the committee that he has found VIMS (Veterans Information Management System) software. The cost for the program is \$2,000 plus a \$700 yearly maintenance fee that will provide us with any updates automatically. Once we enter information, that information can automatically be transferred to other forms. This software will also enable us to run reports. Seven surrounding counties are currently using this software and like the system.

Mr. Wheeler stated Information Technology has money in their capital project to purchase this software. We will budget the yearly maintenance fee in the Veteran's Service Agency budget going forward. He requested authorization to enter into a contract with Sterling Solutions for this software.

Mrs. Ferratella asked how different is this system from the VA's system? Mr. Wheeler replied VIMS allows them to input claim information. The VBMS system that the VA has is more of a tracking system, however, we will be able to submit claims from the VIMS system to the VBMS.

Mr. Hanna asked how many clients do you have per year on average? Mr. McRae replied in 2015 we had 4,082 clients.

MOTION: AUTHORIZING THE DIRECTOR OF THE VETERAN'S SERVICE AGENCY TO ENTER INTO A CONTRACT WITH STERLING SOLUTIONS FOR THE VETERANS INFORMATION MANAGEMENT SYSTEM (VIMS) FOR A TOTAL SOFTWARE COST OF \$2,000 PLUS A YEARLY MAINTENANCE FEE OF \$700 MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Office of Community Services

1. **Budget Adjustment** – Dr. Chapman informed the committee that they have received one-time year-end funding in the amount of \$1,263.75 from the NYS Office of Alcohol and Substance Abuse. They will use this funding to purchase one breathalyzer for each of their three office locations.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT ONE-TIME YEAR-END FUNDING FROM THE NYS OFFICE OF ALCOHOL AND SUBSTANCE ABUSE IN THE AMOUNT OF \$1,263.75; TRANSFERRING \$421.25 TO THE EQUIPMENT LINES OF EACH OF THE THREE OFFICE LOCATIONS AND AMENDING THE SMALL EQUIPMENT LIST TO REFLECT THIS CHANGE MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Contracts**

a. *Loyola – OASAS Funding* – Dr. Chapman informed the committee that when Loyola opened up their inpatient and outpatient substance abuse services they were not able to bill Medicaid since the Department of Health had not set the rate. At that time, they had needed assistance from the County and NYS OASAS. However, the Department of Health has now set the rate and Loyola is approved to bill Medicaid. They no longer need assistance from the County or NYS OASAS.

b. *Corning Hospital – After-Hours Answering Service* – Dr. Chapman requested authorization to renew their contract with Corning Hospital for the after-hour answering service. The rate is \$50.00 per month.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO RENEW A CONTRACT WITH CORNING HOSPITAL FOR AFTER-HOURS ANSWERING SERVICE AT A RATE OF \$50.00 PER MONTH MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Ferratella stated that she has heard some concerns from a resident in her district with regard to the after-hours crisis services. What is the action that is taken when someone calls? Dr. Chapman replied after-hours, calls go to Corning Hospital and then are directed to our after-hours crisis worker. The answering service is important because if we did not have that and someone tried to call, they may not be able to reach the after-hours crisis worker if they were on another call. Corning Hospital manages the calls for us. We now have our mobile crisis outreach, so when our after-hours crisis worker receives a call, if it is determined that someone needs to meet with the individual, they can call the mobile crisis team. Mrs. Ferratella asked is the response immediate? Dr. Chapman replied yes.

Mrs. Lando asked do you get many after-hours calls? Dr. Chapman replied the majority of our crisis calls are received during normal business hours. Mrs. Ferratella asked does Corning Hospital provide you with a report? Dr. Chapman replied they do not, however, we track those calls.

Mrs. Lando commented that she is on the Health Ministries Board in Corning, and they are now closed. When they were discussing dissolving the organization, there was discussion about their work with opioids and addictions and coming up with a plan to work with Mental Health and other organizations to help with this. Dr.

Chapman commented there are now resources available for the treatment of opioid dependence and we are looking as a region, for ways to increase that availability closer to home.

C. Office for the Aging

1. **Introduction** – Mrs. Baroody introduced Cathy Baker who is her new fiscal person. She has been doing an amazing job.

2. **2016 Contracts** – Mrs. Baroody presented her 2016 contracts for review and approval. She commented we are no longer sponsoring the Long Term Care Ombudsman Program, so therefore there is no longer a contract. In addition, we moved the WRAP contract in with the Institute for Human Services Medicare/EPIC contract in an effort to align funding with all program activities and staff duties that help seniors with access to benefits.

Mrs. Baroody commented with regard to the nutrition programs, ProAction had announced they were implementing waiting lists for those individuals who were unable to pay the \$6.00 per meal. To alleviate that, we allocated in December, \$4,000 for the fiscal year that runs through the end of March and we had estimated that \$3,200 would be carried into 2016.

MOTION: APPROVING THE FOLLOWING CONTRACTS FOR THE OFFICE FOR THE AGING: CORNING MEALS ON WHEELS – HOME-DELIVERED MEALS - \$8,000; FAITH IN ACTION – TRANSPORTATION - \$22,500; HOME AND HEALTH CARE – III-E RESPITE - \$10,000; INSTITUTE FOR HUMAN SERVICES – MEDICARE/EPIC PROGRAM - \$73,379; INSTITUTE FOR HUMAN SERVICES – PROJECT CARE – \$19,877; INSTITUTE FOR HUMAN SERVICES – TITLE V TRANSITION - \$110,010; INSTITUTE FOR HUMAN SERVICES – TRANSPORTATION MANAGEMENT - \$50,617; INSTITUTE FOR HUMAN SERVICES – EASY RIDER VAN - \$12,203; LEATHERSICH – DIETARY CONSULTANT - \$9,493; McCARTHY – LEGAL SERVICES - \$14,191; PROACTION – HEAP - \$4,685; PROACTION – SNAP HOME-DELIVERED MEALS - \$155,552; PROACTION – TITLE III-CI & C-2 - \$377,801; PROACTION – WELLNESS - \$12,400; LIFELINE – EMERGENCY RESPONSE SERVICES - \$12,500; STEUBEN SENIOR SERVICES FUND – EXECUTIVE DIRECTOR - \$53,704; AND STEWART – DIETARY CONSULTANT - \$11,412 MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **IHS Project Care Contract** – Mrs. Baroody requested authorization to increase the Institute for Human Services Project Care contract by \$2,700 to cover year-end bills.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO INCREASE THE CONTRACT WITH THE INSTITUTE OF HUMAN SERVICES FOR PROJECT CARE BY \$2,700 AND AMENDING THE CONTRACT TO REFLECT THAT CHANGE MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Ferratella commented that she and Mrs. Baroody met with a resident six months ago regarding the COMPASS questionnaire. She has put together a letter to send to Assemblyman Palmesano and Senator O’Mara. In short, her letter states that she has enclosed a copy of the 32 question, questionnaire which residents of NYS are required to fill out if they require home care services or home-delivered meals. Some individuals find these questions to be an invasion of privacy and are reluctant to fill out the questionnaire. In the letter, she respectfully asks that the Assemblyman and Senator fill out the questionnaire. Our goal is to bring to their attention the invasion of privacy issue.

Mrs. Ferratella asked for authorization to send this letter on behalf of the committee:

MOTION: AUTHORIZING THE CHAIRMAN OF THE HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE TO SEND ON THEIR BEHALF, A LETTER TO ASSEMBLYMAN PALMESANO AND SENATOR O’MARA REGARDING THE COMPASS QUESTIONNAIRE MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Hauryski stated that he has Assemblyman Palmesano and Senator O'Mara on the schedule to attend the February Chairman's Meeting.

4. **Nutrition Task Force** – Mrs. Baroody informed the committee that the task force met last week. They did get a report from ProAction and Corning Meals on Wheels. ProAction reported a \$25,000 loss for the program in 2015. To help with that, they instituted a waiting list. Corning Meals on Wheels also projected a loss in 2015, however, they feel their situation is a little less dire.

In December, the task force took a road trip to Jamestown to look at their Cook-Chill Program. The biggest cost in running a home-delivered meals program is manpower. In Jamestown, they found that client satisfaction increased with the Cook-Chill Program. Keeping meals warm is a big consideration, especially in a rural county. The next step will be to set up a subcommittee meeting to run the numbers to see what the cost will be if we go to the Cook-Chill Program.

Mrs. Baroody commented ProAction went to one meal per day effective January 1, 2016. They are slowly making changes to help rectify their situation. Corning Meals on Wheels has decided not to participate with alternative options. The Cook-Chill program is not attractive to them because of the savings in manpower. They are largely a volunteer staff. She stated her concern is how long the waiting list for ProAction will continue. Mrs. Baroody stated she thinks it is time to look at fundraising opportunities. This has been an important piece in all of the nutrition programs throughout the State. Ms. Muller commented that she can look for some funding for non-service provision areas under the Adult Services component. Discussion followed.

Mr. Hauryski asked Mrs. Baroody to provide him with a list of the members of the Nutrition Task Force, along with the names of Legislators currently serving.

D. Youth Bureau

1. **Contract** - Mr. Caudill requested authorization to renew the contract with Jim Gallagher as Consultant/Coordinator of the Youth-In-Government Program. The amount of the contract is \$13,000.

MOTION: AUTHORIZING THE YOUTH PROGRAM COORDINATOR TO ENTER INTO A CONTRACT WITH JIM GALLAGHER AS THE CONSULTANT/COORDINATOR OF THE YOUTH-IN-GOVERNMENT PROGRAM FOR AN ANNUAL COST OF \$13,000 MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Lando commented that with regard to the Youth-In-Government Program, it would be nice if the Legislators would attend and show their support. The students do their simulated sessions twice a year. This is a very important program. Mr. Caudill stated that he appreciates the support by the Legislature and the departments with this program. Mr. Hauryski stated that Mrs. Lando is correct and he apologizes that he was not in attendance. This is the second time that he has missed it since he has been Chairman and he has talked with the staff to change our process with this.

2. **Update on Needs Assessment/Strategic Planning** – Mr. Caudill informed the committee that over the years, the Youth Development Program Funding we receive from the NYS Office of Children and Family Services (OCFS) has been reduced. He distributed a handout showing the 2016 Youth Development Priorities. There are six life areas for the development of youth and among those, 31 strategies that are available to us. Our Youth Board spent last year looking at this and has picked four priority areas going forward. Those areas are Physical and Emotional Health, Citizenship/Civic Engagement, Family and Community. Discussion followed.

Mr. Hauryski commented that he has heard from constituents in Campbell and Corning who have had numerous compliments about the Youth Leadership Summit. This is a very positive approach to the leadership aspect and he congratulated Mr. Caudill for his work.

IV. OTHER BUSINESS

A. *Setting 2016 Meeting Schedule* – The committee agreed to continue to hold monthly meetings on the first Wednesday of each month at 9:00 a.m.

B. *Changing the Date of the February Meeting* – Due to the NYSAC Conference the first week of February, the committee agreed to move the date of the February meeting to Wednesday, February 10th at 9:00 a.m.

C. *Goals* – Mrs. Ferratella stated that with regard to the goals of the committee, she would like to review the 2015 goals to see where we are and then set our goals for 2016. She will distribute the 2015 goals to the committee and ask each department to report on the progress of their 2015 goals at either the February or March meeting.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

****PLEASE NOTE CHANGE**Wednesday, February 10, 2016**PLEASE NOTE CHANGE**
9:00 a.m.**

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