

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, January 4, 2017

9:00 a.m.

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

****AMENDED MINUTES****

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

STAFF: Jack K. Wheeler Jennifer Prossick Patty Baroody
 Lynette McNally Christine Towner Hank Chapman
 Darlene Smith Kathy Muller Andy Morse

LEGISLATORS: Joseph J. Hauryski Kelly H. Fitzpatrick Robin K. Lattimer
 John V. Malter

OTHERS: Mary Perham

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 7, 2016, MEETING MADE BY MR. WEAVER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Public Health

1. **Preschool Contract** – Mrs. Smith requested authorization to enter into a new contract with Theresa Miller, Speech-Language Pathologist, to provide preschool related services **at a rate of \$65.00 per individual session and \$32.50 per group session.**

MOTION: AUTHORIZING PUBLIC HEALTH TO ENTER INTO A CONTRACT WITH THERESA MILLER, SPEECH-LANGUAGE PATHOLOGIST, TO PROVIDE PRESCHOOL RELATED SERVICES AT A RATE OF \$65.00 PER INDIVIDUAL SESSION AND \$32.50 PER GROUP SESSION MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Preschool Budget Adjustment** – Mrs. Smith informed the committee that in 2016, they saw a 5 percent increase in the number of children receiving services this year, as well as more children being enrolled in center based programs, which are more expensive. She requested authorization to transfer a total of \$214,000 from various line items within the Special Children’s Services budget and appropriate \$93,000 to the Tuition & Services line item, and \$121,000 to the Transportation line item.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO TRANSFER A TOTAL OF \$214,000 FROM VARIOUS LINE ITEMS WITHIN THE SPECIAL CHILDREN’S SERVICES BUDGET AND APPROPRIATING \$93,000 TO THE TUITION & SERVICES LINE ITEM, AND \$121,000 TO THE TRANSPORTATION LINE ITEM MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Office for the Aging

1. **2017 RSVP Contracts** – Mrs. Baroody requested authorization to renew contracts with the Institute for Human Services for Special Projects at \$20,780 annually, and Volunteer Coordination at \$42,768 annually.

MOTION: AUTHORIZING THE DIRECTOR FOR THE OFFICE FOR THE AGING TO RENEW RSVP CONTRACTS WITH THE INSTITUTE FOR HUMAN SERVICES FOR SPECIAL PROJECTS AT \$20,780 ANNUALLY, AND VOLUNTEER COORDINATION AT \$42,768 ANNUALLY MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **RFP Award – Personal Emergency Response System** – Mrs. Baroody informed the committee they put out an RFP for a personal emergency response system to include fall protection. They received three proposals from CST Link to Life, E.A.R.S. Lifeline – Noyes Hospital, and St. James MercyLine. She recommended awarding the RFP to St. James MercyLine at a rate of \$19.00 per month or \$29.00 per month with fall detection.

MOTION: AWARDING THE RFP FOR PERSONAL EMERGENCY RESPONSE SYSTEM WITH FALL DETECTION TO THE ST. JAMES MERCYLINE AT A RATE OF \$19.00 PER MONTH OR \$29.00 PER MONTH WITH FALL DETECTION MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Office of Community Services

1. **Budget Adjustment** – Dr. Chapman informed the committee that as of December 1, 2016, the NYS Office of Mental Hygiene officially started health home care management for children, and discontinued the children's ICM and SCM programs. Clients will now be enrolled in the Children's Health Home. He requested authorization to transfer all expenses and revenues from their children's ICM and SCM line items to the new cost center entitled Children's Health Home.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO TRANSFER ALL EXPENSES AND REVENUES IN THE CHILDREN'S ICM AND SCM LINE ITEMS TO A NEW COUNTY COST CENTER ENTITLED CHILDREN'S HEALTH HOME MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. SUBCOMMITTEE REPORTS

A. **Nutrition Task Force** – Mrs. Baroody informed the committee that the Nutrition Task Force is now meeting on a quarterly basis. The next meeting has been scheduled for February 2, 2017. Everything is going well. The big transition has been made and we are now working one on one with cases that have unique circumstances. The congregate meals program is also working well. The only change is that staff at those sites need to go in and start heating the food earlier.

B. **Smart Steuben** – Mrs. Lando stated she attended a meeting yesterday and the committee discussed the CHIP. She was impressed with the number of activities that have already been started. There are a number of agencies working together and have done a great job so far.

V. OTHER BUSINESS

A. **Drug Forum** – Mr. Wheeler informed the committee that they had a meeting with staff and external stakeholders that we work closely with. We are tentatively looking to hold the forum in early February and are working to confirm the location. Additionally, our tentative agenda includes education awareness and we will be addressing both substance abuse and Opioids. Opioid abuse will be our focus, however, discussion will not be limited to that. The Council on Addiction will present that portion. We will have the group from Addison come in and talk about personal stories, and there will also be a panel discussion with our County Departments and Law Enforcement. Mr. Wheeler stated they also have worked on a one-sheet handout. One side has information for an individual who has a problem with

substance/Opioid abuse and the other side is information for a caregiver. Information includes numbers to call, 911 for an emergency, 211 for information, etc. It will also include a listing of services available. We will distribute this at the forum and will also post it on our website.

Mrs. Ferratella asked how will this be advertised? Mr. Wheeler replied once we finalize the location, we will send out press releases and will also engage our partner agencies and the schools to promote the forum. Mrs. Lando commented the Corning School District distributes a newsletter and she thinks that might be a good idea.

Dr. Chapman commented that he thinks things are going very well. From his perspective, this has promoted a collaborative team and it has been good to unify everyone. Mr. Hanna asked are you seeing your numbers going up? Dr. Chapman replied our numbers have been staying about the same. Mrs. Lando commented the death rate has gone up.

Mrs. Smith commented we have had some local physicians attend these meetings and they have a very different perspective. It has been helpful to have their insight. The physicians view this as primarily a mental health problem. Mr. Wheeler stated one of those physicians contacted him after reading an article in the paper, stating that it is very difficult to access different service/treatment options. Dr. Chapman has been working with the State to give patients quicker access to services.

Mr. Hanna asked is AA involved? Mr. Wheeler replied we will list the contact information for both AA and NA. We have engaged those providers, but do not have a representative as of yet.

B. **Goals** – Mr. Hauryski stated that he has been working with Mr. Wheeler to look at what the Legislature may want to undertake in the coming year. He asked the committee to come up with one area/topic that they would like to see accomplished this year. Next month he will be looking to have the committee provide the details to Mr. Wheeler.

Mr. Wheeler commented the departments will have to submit their goals for 2017 and they will be more targeted down to 3 – 5 goals.

Mr. Hauryski stated with the department goals, Mr. Wheeler has established a spreadsheet to show where the goals are being accomplished. That is helpful to the departments, as well as us. Going forward, we will be looking at the construction of a new facility, which will impact some of our committees.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

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

****PLEASE NOTE CHANGE**Wednesday, February 8, 2017**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 25, 2017.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, February 8, 2017

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 K. Wheeler Andy Morse Jennifer Prossick
 Bill Caudill Kathy Muller Lise Reynolds
 Darlene Smith Hank Chapman Christine Towner

LEGISLATORS: Joseph J. Hauryski John V. Malter

OTHERS: Mary Perham
 Jeff Smith, *The Leader*

ABSENT: Randolph J. Weaver

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 4, 2017, MEETING MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MRS. LANDO ABSENT FOR VOTE)

III. DEPARTMENTAL REQUESTS

A. Department of Social Services
1. **Content Management Solutions RFP** – Ms. Muller informed the committee that for 2017 she has budgeted for a management system software package for I-Pads for caseworkers. She requested authorization to put out an RFP.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE A REQUEST FOR PROPOSAL FOR CONTENT MANAGEMENT SOLUTIONS SOFTWARE MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Recovery on Medicaid Inmates** – Ms. Muller informed the committee that the Sheriff had been paying hospital expenses on inmates in the Jail. Our department has assisted the Sheriff's Office with back billing for those expenses as Medicaid will cover those costs for inmates eligible for benefits. We are also working with them on billing going forward. To-date, they have recovered \$87,000 and there is \$142,000 in outstanding costs. We will continue to assist the Sheriff's Office until all of the providers are billing Medicaid directly.

3. **Mobile Work Program** – Chairman Hauryski asked Ms. Muller how she would rate the Mobile Work Program for 2016? Ms. Muller replied the work crews have been busy with many projects. We have

implemented a monthly training program for the Public Assistance clients. She does not think they need to add another crew, but we do need to look at how to increase participation numbers on the crews. We have seen a decline in numbers. Mr. Wheeler commented one of our crews is doing higher-level jobs such as electrical and plumbing.

B. Office of Community Services

1. **Compeer Contract** – Dr. Chapman requested authorization to renew the contract with Compeer, Inc. They recruit and train volunteers to provide supported friendships for individuals living with mental illness, as well as host numerous other social activities. The New York State Office of Mental Health provides us with \$18,000 for this program.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO RENEW THE CONTRACT WITH COMPEER, INC. FOR AN ANNUAL AMOUNT NOT TO EXCEED \$18,000 MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Youth Bureau

1. **Update on Rural Homeless Youth Study** – Mr. Caudill distributed a summary of the Rural Homeless Youth Study. The purpose of the study was to conduct a broad analysis to assess the issues and needs of Steuben County youth who are homeless, to assess resources and services that are available, or lacking; to assess the prevalence of homelessness among youth and to assess the ability and effectiveness of the public and private service system to effectively serve youth. This study was originally done as the schools had complained about the number of homeless kids in their districts. We were able to use State funding to conduct the study.

Mr. Caudill stated one of the key findings was that there are conflicting definitions of what it means for youth to be homeless. This results in discrepancies in the reported number of youth. The NYSTEACHS annual report of thirteen school districts in Steuben County reported that there were 227 homeless youth. Of that, 167 were living with a friend, family member or other individual. Ms. Muller explained the Department of Social Services works off of NYS regulations and the school districts work off of the Federal regulations. Under our definitions, a youth living with a friend or family member is not considered homeless, even though they are not residing in their primary residence. However, under the Federal regulations, in that same situation, the schools are indicating that the youth is homeless.

Mr. Caudill stated each school district is required to have a homelessness liaison. Ms. Muller stated the districts are also supposed to provide a monthly report to the Department of Social Services of the number of homeless youth, and we do not receive those. Mr. Caudill stated we will need to work to improve communication between all of the stakeholders.

Mrs. Lando asked what are the next steps? Mr. Caudill replied he will provide a brief overview at the Youth Bureau Annual Dinner which will be held on March 6th at the Bath Country Club. The next step is to improve communication between the schools and other stakeholders.

D. Public Health

1. **Approval of Separate Contract with Regional Health Information Organization (RHIO)** – Mrs. Smith stated the County has a signed agreement with the Regional Health Information Organization (RHIO), which is part of DSRIP and this agreement covers Public Health, Mental Health and Social Services. As we have implemented, we are learning that we should have separate agreements for each of the departments so that we do not have access to one another's information. She requested authorization to enter into three separate agreements.

MOTION: AUTHORIZING SEPARATE AGREEMENTS WITH THE REGIONAL HEALTH INFORMATION ORGANIZATION (RHIO) FOR THE FOLLOWING DEPARTMENTS: PUBLIC HEALTH, OFFICE OF COMMUNITY SERVICES AND DEPARTMENT OF SOCIAL SERVICES MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Correction to Minutes** – Mrs. Smith stated that the December and January minutes state that the rates for the Preschool contracts are set by the State. That is incorrect as each individual and each agency set their own rate, although they are largely standardized.

Secretary's Note: The minutes of the December and January meetings have been corrected.

3. **Steuben County Health Profile** – Mrs. Smith stated the Finger Lakes Health Service Agency gathered data for the counties within their network and she will forward copies to all Legislators. The profile shows health behavior, life expectancy by zip code, leading causes of death, population health measures, etc. Research shows the biggest driver of life expectancy is socio-economic status. Those who are poorer typically do not lead a very healthy lifestyle. The leading causes of death in Steuben County are heart disease and cancer. All of the information in this profile is for point of reference.

Mrs. Ferratella commented that smoking is a big issue, however, we cannot get people to sign up for the smoking cessation program. Mrs. Smith stated that program does not work unless the individual wants to quit. Mrs. Ferratella stated that now there are about 50 percent of the counties in the State in favor of T21 which is a proposal that individuals must be 21 or older to purchase tobacco. Mr. Wheeler commented the State will be looking at that this year and it has already been passed by the Assembly.

E. County Manager

1. **Yoga Program** – Mr. Wheeler informed the committee that the County has been offering a yoga program for employees, and if space allows, for family members. The instructor is Nicole Stumpf. She charges \$60 per six or eight week session. The participants pay \$30 per session and a minimum of 15 individuals need to sign up. In the rare case when there are not the minimal number of participants, the County makes up the difference using wellness funds. Over the past year we have paid Ms. Stumpf \$5,600, however, the only cost to the County has been \$610 as the remainder is paid by the participants. We are looking to change the methodology of this system and have the participants directly pay Ms. Stumpf. Until we put that new methodology into practice, he requested authorization to contract with Ms. Stumpf to provide yoga instruction at a cost of \$60 per session, not to exceed \$5,600 annually. The next session will begin in two weeks. Essentially the committee is ratifying what is already being done and formalizing with a contract and waiving the procurement policy for this. Once we change our methodology, we will no longer need the contract. Mr. Wheeler commented that all employees who participate in this program sign a liability waiver.

MOTION: WAIVING THE PROCUREMENT PROCESS AND AUTHORIZING THE COUNTY MANAGER TO CONTRACT WITH NICOLE STUMPF TO PROVIDE YOGA INSTRUCTION TO COUNTY EMPLOYEES AT A RATE OF \$60.00 PER SESSION, NOT TO EXCEED \$5,600 ANNUALLY MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Drug Forum** – Mr. Wheeler reminded the committee that the Drug Forum will be held tomorrow evening, February 9th at the Bath Haverling Auditorium. We will begin with an informational session at 5:30 pm with the actual forum taking place from 6:00 pm – 7:30 pm. Mrs. Lando stated she read in a recent newsletter that Erie County has 50 confirmed opioid deaths in January.

IV. **OTHER BUSINESS**

A. *2017 Goals* – Mrs. Ferratella stated that Mrs. Lando recommended the following ideas:

- Work with Public Health on their Comprehensive Plan
- Work with County Manager, Department Heads and Legislature to address Opioid issues
- Affordable Care Act
- Spend more time learning about the departments under this committee
- Work with County Manager and Department Heads to determine what services could be shared and/or consolidated

Mrs. Ferratella stated Mr. Wheeler has done a good job of communicating utilizing Mary Perham and Facebook. One of her thoughts is that we almost need to go out and touch people as it doesn't seem that we get a lot of participation in various programs that are going on. The committee needs to think about ways to do that.

Mr. Maio commented his two thoughts were similar to what Mrs. Lando proposed. We will need to keep the Affordable Care Act on the radar as that may pose some challenges going forward, depending on what changes are made. His other thought is that we need to make it easier for people to find what programs they are looking for as similar programs fall under the same umbrella. We also need to encourage more participation and interest in programs.

Mrs. Ferratella commented she thinks it is helpful when the Sheriff and the District Attorney have taken the time to attend some of the Town Board meetings and present programs. Maybe that is something we could look at having the departments under this committee do. She stated that she would also like to look into the voids in the reporting from the schools and come up with a mechanism to make that better. Mr. Wheeler commented the schools are working on that.

B. *2016 Goals* – Mr. Wheeler stated that he will be sending out the 2016 Annual Report later this month. Mrs. Ferratella reviewed the committee's 2016 goals which were attending more department functions, working with the Nutrition Task Force, continue to work with Public Health on their Strategic Plan, working with Public Health to raise awareness of the drug issue, focus on reducing wait times in Mental Health and monitoring the Veterans Service Agency VIMS software package.

Mr. Hanna stated that he would like to hear from the departments heads on how the committee is doing. Mr. Wheeler stated the department heads do a great job of identifying needs and the committee has done a great job supporting them.

V. SUBCOMMITTEE REPORTS

A. *Nutrition Task Force* – Mrs. Ferratella reported there is no new information. The cook-chill program is going well. Corning Meals on Wheels is now in the black. Mrs. Lando stated there was a discussion regarding the Compass forms at NYSAC. She reminded the committee these are the 30-page forms that are very intrusive. Corning Meals on Wheels believes it is against their non-profit status to ask these questions. Mrs. Lando stated that she will continue to pursue this.

B. *S2AY Rural Network* – Mrs. Ferratella stated they have received a \$2.5 million grant for community-based organizations that do not use Medicaid, that have a budget of \$5 million or less, and provide human services programs.

C. *Tall Cop Forum* – Mrs. Ferratella announced that a Tall Cop Forum will be held on March 29th at the Bath Haverling School. This forum will also be discussing drug use.

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****

Wednesday, March 1, 2017

9:00 a.m.

Please send your agenda items to the Clerk of the Legislature's Office

NO LATER THAN NOON

Wednesday, February 22, 2017.

STEUBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, March 1, 2017

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MEETING CANCELLED****

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, April 5, 2017

9:00 a.m.

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

****MINUTES****

COMMITTEE:	Carol A. Ferratella, Chair Steven Maio	Hilda T. Lando, Vice Chair Randolph J. Weaver	K. Michael Hanna
STAFF:	Jack K. Wheeler Cathy Baker Lise Reynolds Nate Alderman	Mitchell Alger Hank Chapman Darlene Smith Jennifer Demonstoy	Patty Baroody Kathy Muller Jennifer Prossick Alan Reed
LEGISLATORS:	Joseph J. Hauryski	Steven Maio	John V. Malter
OTHERS:	Jeff Smith, <i>The Leader</i> Mary Perham		

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 1, 2017, MEETING MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Office of Community Services

1. **Canisteo Valley Lease Agreement** – Dr. Chapman requested authorization to enter into a lease agreement with Canisteo Valley Family Practitioners. Under the State DSRIP project, we have agreed to provide services within a primary care physician’s location. The lease is \$1,000 per month, which includes a fully furnished office, waiting area, conference room to hold group meetings, internet, phone and front office support.

Mr. Weaver asked will this be separate from your office location in North Hornell? Dr. Chapman replied it will be in addition to. We will still have our Seneca Street location. Two staff, one from mental health and the second from substance abuse, will share this office. Each individual will work 2 ½ days per week. When they are not at Canisteo Valley Family Practitioners, they will be working out of the Seneca Street location.

Mrs. Ferratella asked will this be by appointment? Dr. Chapman replied yes. We will have the ability to receive referrals directly from the physician, and we will also be able to refer clients directly to this physician.

Mrs. Lando asked what is the difference between this and the North Hornell location? Dr. Chapman replied the location in North Hornell is one of our satellite clinics. This would be a new location. Mr. Wheeler stated this is part of the Medicaid Redesign; DSRIP. Funding is attached and we would be reimbursed. One of the projects that we attested to was co-locating with a primary care physician and the goal is to improve access.

Mr. Maio asked should we be looking at consolidating at one location? Mr. Wheeler replied he does not think the space would be adequate. Dr. Chapman stated it is to our advantage to have locations throughout the County.

Mrs. Ferratella asked have you communicated this to the public? Dr. Chapman replied not yet. We need to get the contract in place first and also need to complete an application to State OMH and OASAS as they will need to approve this as a satellite location. Once everything is in place, we will advertise through the County website, have Ms. Perham do an article, and publicize through our office as well as Canisteo Valley Family Practitioners. Ms. Prossick asked what is the term of the lease? Dr. Chapman replied it is one year.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO ENTER INTO A LEASE AGREEMENT FOR ONE YEAR WITH CANISTEO VALLEY FAMILY PRACTITIONERS FOR OFFICE SPACE TO PROVIDE MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES FOR \$1,000 PER MONTH MADE BY MR. HANNA. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Office for the Aging

1. **RSVP Volunteer Recognition Event** – Mrs. Barody requested authorization to spend \$1,500 for the annual RSVP Volunteer Recognition event. This will be held on May 18, 2017 at the Curtiss Museum.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO SPEND UP TO \$1,500 ON THE ANNUAL RSVP VOLUNTEER RECOGNITION EVENT TO BE HELD ON MAY 18, 2017, AT THE CURTISS MUSEUM MADE BY MR. WEAVER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Donation Acceptance** – Mrs. Barody informed the committee that they received another installment from the estate of a former client in the Hornell area. She requested authorization to accept a donation of \$12,139.69. She stated these funds will be used to reprint their services directory and to purchase webcams to provide better communication between their three office locations.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ACCEPT A DONATION OF \$12,139.69 FROM THE ESTATE OF A FORMER CLIENT IN THE HORNELL AREA MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Institute for Human Services Contract** – Mrs. Barody stated the 2017 budget includes a revenue line item for \$27,063 for the operation of the BIPP expansion of the NYCONNECTS Program; however, it does not include a corresponding expense line item. She requested authorization for an expense line item to be created.

MOTION: AUTHORIZING THE CREATION OF AN EXPENSE LINE ITEM IN THE AMOUNT OF \$27,063 IN THE OFFICE FOR THE AGING'S 2017 BUDGET TO CORRESPOND WITH THE REVENUE LINE ITEM FOR THE INSTITUTE FOR HUMAN SERVICES FOR THE OPERATION OF THE BIPP EXPANSION OF THE NYCONNECTS PROGRAM MADE BY MR. WEAVER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **ProAction Contract** – Mrs. Barody stated when ProAction transitioned to the Cook-Chill Program in 2016, they ended up spending less and there was some carryover of Federal funds of \$10,000. She requested authorization to increase the 2017 contract by \$10,000. These Federal carryover funds can only be used for the meals program.

MOTION: AUTHORIZING THE DIRECTOR FOR THE OFFICE FOR THE AGING TO INCREASE THE 2017 PROACTION CONTRACT BY \$10,000 MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **Nutrition Task Force** – Mrs. Baroody stated the next meeting will be May 11th at 2pm. The satisfaction surveys for the next Cook-Chill program are starting to trickle in. So far, of the surveys received, there is a 93 percent satisfaction rate.

Mrs. Lando asked where do we stand with the kitchen? Mrs. Baroody replied that project has been put on hold for a while. They are still looking at options. ProAction has found that their situation is not so urgent since Lakeview made the plumbing upgrades.

C. Public Health

1. **Approval to Bid Preschool Transportation Services** – Mrs. Smith requested authorization to solicit bids for Preschool Transportation Services.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO SOLICIT BIDS FOR PRESCHOOL TRANSPORTATION SERVICES MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Monthly Report** – Mrs. Smith informed the committee that along with the monthly report on the portal, she also submitted the results of the HPV and Chlamydia QI Projects and both were recently completed.

3. **Drug Forum** – Mr. Hauryski stated at the Drug Forum that was held at Haverling School, you were one of the departments not called upon. What area of public health are we involved in with regard to the opioid problem? Mrs. Smith replied we are more in the area of supporting other departments and providing education for residents in the County. There are no direct services that we can, or do, provide related to this. We could expend a little into offering training and disbursement of Narcan. Now there is a medication drop-box out in front of the County Office Building. Mr. Hauryski asked where is the outreach being done? Mrs. Smith replied through social media. Mr. Hauryski asked what about the schools? Mrs. Smith replied not really, as we are limited as to what we can speak about in the schools and that is not State aid reimbursable.

Mr. Wheeler commented there are other initiatives through the Finger Lakes Health Systems Agency. Public Health is a key player in this. Mrs. Smith commented there are new grants coming out and we are keeping an eye out to see if there is anything appropriate for our local health department to apply for.

Mrs. Lando stated she attended a Tall Cop session last week and it was amazing and very enlightening. Mr. Wheeler stated we had a number of County staff who attended and he heard that it was excellent.

D. Department of Social Services

1. **Personnel** – Ms. Muller requested authorization to reclassify a Social Services Attorney to a Senior Social Services Attorney. Mr. Alderman stated that Personnel reviewed the request and this is an appropriate title. This moves the position from a Management Grade E to a Management Grade G. Ms. Muller stated this position will have more supervisory duties and the local share cost will be \$5,500. Mr. Wheeler stated it is a good idea to have another Senior Social Services Attorney and it may help with retention. Mr. Weaver asked how many attorneys are in the department? Ms. Muller replied we have six and one vacancy.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A SOCIAL SERVICES ATTORNEY, MANAGEMENT GRADE E, TO A SENIOR SOCIAL SERVICES ATTORNEY, MANAGEMENT GRADE G MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.
Resolution Required.

2. **Foster Parent Banquet** – Ms. Muller announced the Foster Parent Banquet will be held May 18th 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 BANQUET WHICH WILL BE HELD MAY 18TH AT THE BATH VFW MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Budget Adjustment** – Ms. Muller requested authorization to transfer \$87,000 from the Personal Services line item to the Maintenance line item to help support Buildings & Grounds as they are upgrading the swipe card system. We are maximizing State revenue to allow us to support the cost of that project. Mr. Wheeler stated we have a capital project for that. This will help the overall effort as we will need to do the Jail as well.

Mrs. Lando asked is this what allows people to get in or to record time? Ms. Muller replied it is a security device for recording who is where. Mr. Wheeler stated within the next couple of months we will bring a proposal to the AIP Committee to authorize the project. Mrs. Ferratella asked is there the potential to use this for payroll to record time? Ms. Muller replied no, this is all for security purposes.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO TRANSFER \$87,000 FROM THE PERSONAL SERVICES LINE ITEM TO THE MAINTENANCE LINE ITEM FOR THE UPGRADE TO THE SWIPE CARD SYSTEM MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. OTHER BUSINESS

A. *Goals* – Mrs. Ferratella reviewed the proposed 2017 committee goals that were presented last month. We need to come up with one strong goal that will benefit the committee and the departments that report to us.

- **Public Health Plan** – Mrs. Lando asked does everyone know what the plan is? We need to understand the plan and be supportive of it.
- **Opioid Issue** – Mrs. Lando stated we have had a drug forum and will be holding another. We need to do whatever we can to help make this happen in Corning and Hornell. We also need to ensure that there is adequate communication so that people are made aware.

Mr. Weaver stated along that same line, he would like to see more medication drop boxes. They are currently all in Bath at the Public Safety Building and County Office Building. He would like to see them in other locations. Mr. Maio asked would it make sense to have them at pharmacy's? How much are they utilized? Mr. Wheeler replied the drop box at the Sheriff's Office is well utilized. Mr. Maio asked are they getting the drugs that are of concern? Mr. Wheeler replied he does not know if they get that information. Mr. Weaver stated at the pharmacy, he gets a lot of non-controlled substances, but there are also a significant amount of controlled substances. Mrs. Ferratella asked who controls the box and the location? Mr. Wheeler replied for our boxes, the Sheriff does. Mr. Weaver stated there is a Federal Law that only allows Law Enforcement to collect. We could go to different communities and talk with law enforcement to see if they are willing to do this. Mr. Maio commented it makes sense to put them where medical personnel are. Mr. Wheeler stated we could do some outreach with the medical providers. The Sheriff has worked with Chief Mullen to have a drop box in the Village of Bath. Mrs. Smith commented other local health departments have the drop boxes in their offices.

- **Affordable Care Act** – Mr. Maio and Mrs. Lando both agreed that this item could be removed at this time.
- **Learning Agendas and Consolidation** – Mrs. Lando commented that for her, personally, there are a lot of things going on that she does not know about. It would be good for us to understand what the departments are doing. We could have the departments come in and talk about what they do. That may also help us understand what could possibly be consolidated.

Mr. Hauryski stated he is still doing this at the monthly Chairmen's Meeting. His goal was to get the departments in to provide updates. Mr. Maio commented he is still trying to figure out all of the acronyms. It would be

helpful to have an organizational chart with an explanation of what they do and all of their programs. Mr. Wheeler stated we have that and can redistribute. Mrs. Ferratella commented this is something we could do during committee meetings each month.

- **Community Outreach** – Mrs. Ferratella stated she added this as a potential goal as she is not sure that people are getting the message. She had asked if we could bring Carol Wood in from the Institute of Human Services to provide a presentation on 2-1-1. Mr. Hauryski stated she is scheduled to attend the Chairmen’s Meeting in April.

Mrs. Ferratella stated in her view, she thinks the committee should focus on the Opioid issue along with working with the departments to better understand what they do and communicate that to the residents. Mrs. Lando asked do we just have to have one goal? Mr. Hauryski replied his thinking is just get what you feel you can achieve. Mr. Wheeler suggested combining the Opioid issue, learning about the departments and community outreach into one goal. Mr. Hauryski stated the Opioid issue is an epidemic in the County. We need to concentrate on getting the word out and getting Public Health involved with the public relations aspect.

Mrs. Ferratella also distributed a copy of Chairman Hauryski’s 2017 goals.

B. *Raising the Age for Tobacco Purchases* – Mr. Weaver stated neighboring counties have proposed raising the age to purchase tobacco from 18 to 21. He thinks this is a great idea. Mr. Wheeler stated we have talked about this. We have done some research and outreach and most of the counties have had pretty successful implementation. We are still unsure where the State is at on this. He would suggest holding off until we find out what the State is planning to do. Mrs. Ferratella commented it is still unknown whether the State will take that over.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Wednesday, May 3, 2017
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Wednesday, April 26, 2017.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, May 3, 2017

9:00 a.m.

Legislative Committee Room
Steuben County Office Building
Bath, New York

****MINUTES****

COMMITTEE:	Carol A. Ferratella, Chair Steven P. Maio	Hilda T. Lando, Vice Chair Randolph J. Weaver	K. Michael Hanna
STAFF:	Jack K. Wheeler Hank Chapman Jennifer Prossick	Mitchell Alger Kathy Muller Bill Caudill	Darlene Smith Lise Reynolds
LEGISLATORS:	Joseph J. Hauryski	Kelly H. Fitzpatrick	John V. Malter
OTHERS:	Mary Perham		

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 5, 2017, MEETING MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS

A. Office of Community Services

1. **Contract Approvals**

a. *Fire Alarm Service Technology* – Dr. Chapman informed the committee that Buildings & Grounds has a contract with Fire Alarm Service Technology to perform inspections and service on fire extinguishers. He requested authorization to add the Mental Health locations to the existing contract. The cost is \$70.00 for Hornell and Bath, and \$100.00 for Corning. This does not include replacement of extinguishers as that is based on size and can range from \$28.50 to \$87.50. This is an annual contract. Mrs. Lando asked who do you have now? Dr. Chapman replied it has been Fire Alarm Service Technology, but we did not realize that we were not listed on the current contract.

MOTION: AUTHORIZING THE ADDITION OF THE COMMUNITY SERVICES LOCATIONS TO THE EXISTING CONTRACT WITH FIRE ALARM SERVICE TECHNOLOGY FOR THE INSPECTION AND SERVICE OF FIRE EXTINGUISHERS AT THE BATH LOCATION FOR \$70.00, THE HORNELL LOCATION FOR \$70.00 AND THE CORNING LOCATION FOR \$100.00 MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

b. *Pathways* – Dr. Chapman informed the committee that he has two nurses who will be retiring. He requested authorization to amend the existing contract with Pathways to add \$175,000 to cover RN services. Mr. Hanna asked do you feel comfortable doing this through a contract versus having our own employees? Dr. Chapman replied yes.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO AMEND THE EXISTING CONTRACT WITH PATHWAYS TO INCLUDE AN ADDITIONAL \$175,000 FOR RN SERVICES MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

c. *Ira Davenport* – Dr. Chapman informed the committee that the hospital has recently opened a new detox unit with six beds. They have asked us to partner with them to perform substance abuse evaluations. He requested authorization to enter into a contract to provide substance abuse evaluations as needed, at a rate of \$54.00 per hour. This covers the total hourly position cost and includes a 15 percent administrative fee.

Mrs. Lando asked do we have the staff available to do this? Dr. Chapman replied yes, but it will not be easy. The community absolutely needs this and from a treatment perspective this will better meet the needs. From a financial perspective, this is a win for our department. In many cases, people will continue with ongoing treatment from us. There will also be a benefit to Loyola. Mr. Wheeler stated it makes sense for us to be providing this service. Our primary concerns is as a service provider to the community, but realistically, we are also concerned about the revenue stream. If this is successful, he would be inclined to fund a vacant position to do this. It is better for us rather than having a private provider. Mrs. Lando commented that she thinks this is a great idea.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO ENTER INTO AN AGREEMENT WITH IRA DAVENPORT HOSPITAL TO PROVIDE, ON AN AS NEEDED BASIS, SUBSTANCE ABUSE EVALUATIONS AT A RATE OF \$54.00 PER HOUR MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mrs. Lando asked when will this contract start? Dr. Chapman replied the hospital has already started taking patients. For us, with your approval today, we will move ahead with getting the contract out within the next couple of weeks. Mr. Hanna asked will these patients be private pay or Medicaid? Dr. Chapman replied it is a mixed bag. He suspects it will be similar to our client mix which is 65 percent Medicaid and the remainder being broken down into private pay and no insurance. We will do the evaluations during normal business hours.

B. Public Health

1. **2017 Preschool Contract Renewals** – Mrs. Smith requested authorization to renew the Preschool contracts for 2017. The rates remain the same.

MOTION: RENEWING THE ANNUAL CONTRACTS FOR THE PRESCHOOL EDUCATION SERVICE PROVIDERS MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Preschool Transportation Bid Award** – Mrs. Smith informed the committee they received bids from Durham, Birnie and ARC of Livingston and Wyoming. The bids were significantly higher than last year with Durham being 7.5 percent higher, Birnie 30 percent higher and ARC 24 percent higher. She commented that they did not budget for that type of an increase. Based on our current enrollment, with these increases, we will have a deficit of approximately \$112,000. Mr. Weaver asked what is your total expenditure for transportation? Mrs. Smith replied 1.3 million.

Mr. Maio asked do you have a sense of what drove the cost up? Mrs. Smith replied that she believes they have come to learn that they are the only providers in our area. Mr. Malter asked do they use special vehicles? Mrs. Smith replied she does not believe so. They would need to have a handicap accessible vehicle for students with wheelchairs, but generally no, they do not have a specialty vehicle.

Mrs. Ferratella asked what will happen if we reject the bids? Mr. Wheeler replied we would be up against a timeline. Mrs. Smith stated we have two months until the start of the school year and we are mandated to provide transportation. Ms. Fitzpatrick asked would it make sense to contact the vendors to ask about the increase and see if we could negotiate a better price? Mr. Wheeler replied we could call and ask about the increase, however, because this was a sealed bid, we could not negotiate prices.

MOTION: AWARDING THE BID FOR PRESCHOOL TRANSPORTATION AS FOLLOWS: CONTRACT A (KIDSTART) – ARC OF LIVINGSTON/WYOMING AT A RATE OF \$112.00 PER CHILD, PER DAY FOR THE 10-MONTH PROGRAM AND THE SUMMER PROGRAM; CONTRACT B (CORNING-PAINTED POST) – BIRNIE AT A RATE OF \$64.50 PER CHILD PER DAY FOR THE 10-MONTH PROGRAM; CONTRACT C (PATHWAYS, INC. – AVOCA) – BIRNIE AT A RATE OF \$133.80 PER CHILD PER DAY FOR THE 10-MONTH PROGRAM AND \$125.50 PER CHILD PER DAY FOR THE SUMMER PROGRAM; AND CONTRACT D (YATES ARC/KEUKA LAKE SCHOOL) – DURHAM AT A RATE OF \$135.43 PER CHILD PER DAY FOR THE 10-MONTH PROGRAM AND THE SUMMER PROGRAM MADE BY MR. MAIO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. SUBCOMMITTEE REPORTS

A. **Nutrition Task Force** – Mrs. Ferratella stated that Mrs. Baroody was unable to attend today’s meeting, however, she provided an update noting that the Task Force has not met since the last HSH&E meeting. Satisfaction surveys continue to show a fairly high rate of satisfaction with the cook/chill meals. Additionally, the cost savings of this new system have helped ProAction direct funds toward updating their vehicles. The next Nutrition Task Force meeting is scheduled for Thursday, May 11, 2017, at 2:00 p.m. in the South Conference Room.

Mrs. Lando commented that Corning Meals on Wheels received a \$24,000 grant from Subaru.

V. OTHER BUSINESS

A. **Drug Forum** – Mr. Wheeler announced the next drug forum will be held on Tuesday, May 23, 2017 in Hornell. They are finalizing arrangements, but believe it will be held in the Hornell High School Cafeteria and will begin at 5:30 p.m. Mrs. Lando commented that it would be nice to see some Legislators attend.

B. **SAY2 Rural Health Network** – Mrs. Ferratella stated that at their recent meeting they discussed the T-21 initiative which is moving the age to purchase tobacco to 21. There are 10 counties in the state that have passed local laws. They are still waiting for State support.

Mrs. Ferratella stated they had a meeting with Dr. Zucker from the NYS Department of Health. He indicated they have seen a 20 percent increase across the board in Opioid use. We are focusing on the Opioid epidemic with no funding.

C. **Hunger Coalition** – Mrs. Ferratella stated she received a copy of the Steuben County Hunger Coalition 2016 Annual Report. The number of people served was 96,749 with approximately 30,000 of those being children. Mrs. Lando commented they provide a huge service to the community and it is run almost entirely by volunteers. The Corning Food Pantry is the top three in the region and is the only one run by volunteers. It is very significant what they do.

D. **Goals** – Mrs. Ferratella stated that she will work on summarizing the goals for next month’s meeting.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

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

Wednesday, June 7, 2017

9:00 a.m.

Please send your agenda items to the Clerk of the Legislature's Office

NO LATER THAN NOON

Wednesday, May 31, 2017.

STEUBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, June 7, 2017

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 Randolph J. Weaver

STAFF: Jack K. Wheeler Mitchell Alger Lise Reynolds
 Cathy Baker Darlene Smith Bill Caudill
 Jennifer Prossick

LEGISLATORS: Joseph J. Hauryski Dan C. Farrand Kelly H. Fitzpatrick
 Robin K. Lattimer John V. Malter

OTHERS: Mary Perham

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order and asked Mrs. Lando to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 3, 2017, MEETING MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Youth Bureau

1. **2017 Youth Development Allocations** – Mr. Caudill reviewed the proposed 2017 Youth Development Fund allocations. Total funding is \$87,661 which is about \$1,000 less than what we received last year. This funding is used for youth centers, summer recreation programs, substance/alcohol prevention and youth leadership. He noted they will not be renewing their contracts with the Center for Dispute Settlement for youth mediation, or with the Institute for Human services for the runaway/homeless youth outreach.

MOTION: APPROVING THE FOLLOWING 2017 YOUTH DEVELOPMENT FUNDING CONTRACTS: CATHOLIC CHARITIES OF STEUBEN COUNTY - \$11,435; CITY OF CORNING - \$2,459; CITY OF HORNELL - \$2,193; FAMILY SERVICE SOCIETY, INC. - \$16,520; HORNELL AREA CONCERN FOR YOUTH - \$20,663; PROACTION OF STEUBEN & YATES, INC. - \$5,195; THE FRIENDS OF THE ADDISON YOUTH CENTER - \$8,964; TOWN OF CAMPBELL - \$1,052; AND YOUTH BUREAU SERVICES - \$18,060 MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Tyrtle Beach** – Mrs. Lando commented that she attended the Trytle Beach festivities this year. It was very well done and raised a lot of money. Mr. Caudill stated this year they raised \$38,249. With that funding, we will be funding the largest number of programs ever done to date.

3. **Sexually Exploited Youth (SEY) Funding** – Mr. Caudill informed the committee of the availability of SEY funding in 2018 through Safe Harbour NY. There is a big push from the State to provide

programming to raise awareness of sexually exploited youth. There will be \$20,000 - \$25,000 available to counties. He stated in his current model for the Youth Bureau, this is not something that he could take on. However, we could work with the Department of Social Services and Schuyler County Department of Social Services to create a regional approach. The Department of Social Services already shares a Staff Development Coordinator position with Schuyler County. The goal would be to launch an awareness campaign and promote wraparound services available in the community.

Mrs. Ferratella asked would you also work with the schools? Mr. Caudill replied he would think we would want to talk with the schools and other agencies that work with youth to raise awareness of the issue. The 2018 funding will be available January 1, 2018.

B. Office for the Aging

1. **RSVP Recognition Event** – Ms. Baker informed the committee that they recently hosted the RSVP Volunteer Recognition Event on May 18th. They had anticipated 130 attendees and the committee had approved spending up to \$1,500. We actually ended up with 150 attendees and the actual cost of the event was \$2,139. She requested authorization to pay the invoice with money they have available in that line item.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO PAY AN INVOICE IN THE AMOUNT OF \$2,139 REPRESENTING THE ACTUAL COST OF THE MAY 18, 2017, RSVP VOLUNTEER RECOGNITION EVENT MADE BY MR. HANNA. SECONDED BY MR. WHEELER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Nutrition Task Force** – Ms. Baker distributed a handout showing the results of the survey that was done regarding the new Cook-Chill program for home-delivered meals. There were 113 respondents and of those, 34.55 percent ranked their satisfaction as very good. About 50 percent of clients responding have opted for the weekend frozen meals and 49 percent of those receiving weekend frozen meals were satisfied.

C. Department of Social Services

1. **RFP – Cost Allocation Plan** – Ms. Reynolds requested authorization to issue an RFP for the cost allocation plan. This plan will establish the chargebacks for maintenance in lieu of rent and will also include Public Health.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO SOLICIT REQUESTS FOR PROPOSALS FOR THE COST ALLOCATION PLAN MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Public Health

1. **Contracts** – Mrs. Smith requested authorization to contract with Deanna McManus and Jessica Wenck, Speech-Language Pathologist, to provide Preschool related services at a rate of \$65.00 per individual session and \$32.50 per group session.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO ENTER INTO CONTRACTS WITH DEANNA MCMANUS AND JESSICA WENCK TO PROVIDE SPEECH-LANGUAGE PATHOLOGY SERVICES TO HE PRESCHOOL PROGRAM AT A RATE OF \$65.00 PER INDIVIDUAL SESSION AND \$32.50 PER GROUP SESSION MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Preschool Transportation Bid Update** – Mrs. Smith informed the committee that she contacted the vendors and all of them said that for the most part the increase in price was due to the increase in minimum wage. We have sent letters to all of the CPSE Chairs asking them to remind parents that they can transport their children and be reimbursed for the mileage in both directions. Mrs. Ferratella asked will that reduce our cost?

Mrs. Smith replied our reimbursement rate is still less than what we are paying the vendors. One of the other factors the vendors mentioned was that sometimes when they go to pick up a child, they are a no-show. They still have to charge for that. We are also reminding parents to call if their child is unable to attend.

IV. OTHER BUSINESS

A. **Steuben County Nursing Scholarship Proposal** – Mr. Creath stated he is not here today as a representative of Corning Community College, but as a private citizen. He would like to propose the creation of a full scholarship at Corning Community College initially dedicated to the nursing program. This will help fulfill a need for more nurses in our County. In our tri-County area of Steuben, Chemung and Schuyler counties, there are an estimated 200 vacant nursing positions in hospitals, nursing homes, assisted living facilities and doctors' offices. This proposal would cap the County's obligation at \$10,000. The total cost for a student to complete one year of nursing school at Corning Community College is \$14,500. The estimated cost of tuition that would be paid for by TAP, the Pell Grant and the NYS Excelsior fund is \$4,500. Approximately 75 – 80 percent of our students get some type of financial aid. Mr. Creath commented the problem with most of our students is the other expenses that are involved with attending college. Room and board at Perry Hall is \$8,200 per year, college fees, nursing fees and uniforms are estimated at \$560 per year, books are estimated at \$900 per year and other miscellaneous expenses are estimated at \$320 per year.

Mr. Creath stated this proposed \$10,000 scholarship would be needed more for a non-traditional students. For those students who are single parents and not staying in Perry Hall, he would suggest giving them the \$10,000 to cover expenses such as child care, transportation and other living expenses. Students that qualified for the scholarship would be low to moderate income or middle class. The dropout rate for single mothers is due to the above-mentioned costs. If they received this, they would have to claim this income against their welfare payments. He is proposing this scholarship for one year and if it is successful, then it could be continued for additional years. The selection of a candidate would be based on the need and their promise/abilities.

Mr. Creath stated recipients of this scholarship would be known as a Steuben Scholar. His intent is to also make this request of Chemung and Schuyler counties. The recipients in those counties would be known as a Chemung Scholar and a Schuyler Scholar. He would like to see Steuben County take the lead on this. He will also be going to Guthrie and Arnot to make the same proposal.

Mrs. Lando asked will there be multiple awards? Mr. Creath replied he is suggesting that we do this for two years. We would initially award to a first-year student. If that student is successful, you could award for the second year. After that point, you could start one student every year and have two scholarships.

Mr. Weaver asked would this be for one student per County? Mr. Creath replied yes.

Mr. Hanna asked who would be overseeing the scholarship? Mr. Creath replied he would think Corning Community College would. The Nursing Department could make the recommendation and send a name to the Legislature for endorsement. Additionally, he would think that the Department of Social Services would have a better handle on who would have more promise and ability to successfully complete the program.

Mr. Weaver asked would there be a built-in mechanism that the student maintain a certain grade point average? Mr. Creath replied it would follow the guidelines of the Excelsior Program.

Mr. Hanna asked would it be better to split the \$10,000 and support two students with \$5,000 each? Mr. Creath stated the student will be awarded \$5,000 per semester and will be billed per semester.

Mrs. Lando asked have we done anything like this before? Mr. Wheeler replied we had a medical scholarship that was not very successful. Certain requirements had to be met such as a predetermined GPA and a residency requirement following graduation. That program was discontinued as the County spent a lot of time collecting reimbursement. Mr. Weaver asked wasn't that geared more towards physicians? Mr. Wheeler replied yes.

Mr. Maio asked has this request been run through the Law Department? Mr. Wheeler replied no.

Mrs. Ferratella asked how many students are currently enrolled in the Nursing Program? Mr. Creath replied we have 120 seats in the first year class. Mr. Malter asked upon graduation, will they be required to fulfill a time limit in which they will work in Steuben County? Mr. Creath replied we will follow the State's guidelines. If they receive assistance through the Excelsior Program for two years, they are required to work in the State for two years. He would suggest you follow that requirement.

Mrs. Ferratella asked how will you recoup the money if the student does not fulfill their obligation? Mr. Creath replied you could get a statement from the student and the employer. It is not worth chasing someone down for \$5,000.

Mr. Weaver commented for the scope of this, it is not a lot of money, however, he is in favor of the proposal. Mr. Creath stated 90 percent of our nursing students stay in the County.

Mr. Hanna asked where would the money come from? Mr. Wheeler replied you already give the college \$3 million. It would likely be another budget item. He stated he thinks we need a little time as we need to discuss this with the Law Department and work out the details for the committee's review. Mrs. Lando commented she doesn't think we know enough about this. We could take it under advisement and do more research. She has a lot of questions.

Mr. Hauryski commented another point is the fact that Mr. Creath is coming to the committee as a citizen and not as a member of the Board of Trustees for the college, but that places this proposal in a gray area. You say you are making this request as a citizen, but you sit on the Board of Trustees for Corning Community College. Personally, we need to take this under advisement. There is a major conflict of interest with you making this proposal. Mr. Creath replied he cannot speak for the Board of Trustees and that is why he is here today as a private citizen. Mrs. Ferratella stated we will take this under advisement and look into it further.

V. GOALS

Mrs. Ferratella distributed the final version of the committee's 2017 goals. They are:

- Continue to learn about the activities of each of the agencies that report to our committee. Understand what they do, what our committee can do to help with the barriers they face. Develop a list and prioritize the agencies to review.
- Investigate how the agencies that report to our committee communicate support and resources that are available to our residents.

MOTION: FORWARDING THE HSH&E COMMITTEE'S 2017 GOALS AS PRESENTED, TO THE CHAIRMAN OF THE LEGISLATURE MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mrs. Lando asked what about the goals for the other committees? Mr. Hauryski replied a lot of them dovetail with the Chairman's Goals. Mrs. Lando asked do we have something that says what the goals are for all of the committees? Mr. Hauryski stated he would get a copy of that.

VI. OTHER BUSINESS

1. **Recognition** – Mr. Hauryski stated that he would like to congratulate Mrs. Lando who recently received some formal recognition from the United Way for her outstanding volunteer service. *Congratulations!*

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
****PLEASE NOTE CHANGE****Wednesday, July 12, 2017****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, June 28, 2017.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, July 12, 2017

9:30 a.m.

Legislative Committee Room

Legislative Office Building

Bath, New York

****MINUTES****

COMMITTEE: Carol A. Ferratella, Chair Hilda T. Lando, Vice Chair K. Michael Hanna

STAFF: Jack K. Wheeler Mitchell Alger Patty Baroody
Darlene Smith Kathy Muller Jennifer Prossick

LEGISLATORS: Joseph J. Hauryski Dan C. Farrand Kelly H. Fitzpatrick
Robin K. Lattimer John V. Malter Robert V. Nichols

ABSENT: Steve Maio Randy Weaver

OTHERS: Jim Bassage, Steuben Prevention Coalition
Norm McCumiskey, Steuben Prevention Coalition
Colleen Banick, Steuben Prevention Coalition
Mary Perham

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:30 a.m. and asked Mrs. Baroody to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JUNE 7, 2017, MEETING MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENT REQUESTS

A. Office for the Aging

1. **Contract Amendment** – Mrs. Baroody informed the committee that they have a Receptionist who is retiring. They have a contract with ProAction for support help and she requested authorization to include a Receptionist in the contract, with no change in the dollar amount of the contract.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO AMEND THE CONTRACT WITH PROACTION TO INCLUDE A RECEPTIONIST POSITION AT NO ADDITIONAL COST MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

IV. OTHER BUSINESS

A. Steuben Council on Addictions

1. **Legalization of Recreational Marijuana** – Mr. Bassage stated thank you for giving us time to speak to you. He stated he represents the Prevention Coalition and as part of our work, we attempt to raise and increase awareness about substance abuse use. He stated he is here today to review our effort against the legalization of recreational marijuana in New York State. Mr. Bassage stated that he submitted for review their position paper and he asked that the County support this paper and forward this to the Legislature to take a stance against it. We have three Legislators who have spoken in favor of this paper; Legislators Ferratella, Lando and Schu.

Mrs. Ferratella asked what happens if we support this paper? Mr. Bassage replied if you support this, we will provide the names and addresses of individuals this should be sent to at the State. This should go to our Senator and Assemblyman as well as other individuals in Albany. Mr. Wheeler commented if you choose to, this would be a memorializing resolution.

Mrs. Lando commented that she has asked several people and every one of them has said they are against the legalization of marijuana. She stated that she is in favor of a memorializing resolution. Mr. McCumiskey stated people are not knowledgeable about impacts that legalization has on states. If you are interested in receiving more information, he will send it to the members. This is about quality of life and safety. He encouraged the Legislators to really look into it. Mr. Bassage commented every other year we do a needs assessment in the schools and the two issues that come up the most are alcohol and marijuana. Every year we also conduct an adult survey and there is strong support for not legalizing marijuana.

Mr. Wheeler commented his perspective is that we need to draw a line between recreational and medical marijuana. Recreational use is separate from medical use. Mrs. Lando commented we have been gearing up to deal with the opioid issue and this would make that problem even more so. Ms. Muller commented about 70 percent of our cases have drugs involved. This is a huge problem across the State and it is continuing to grow. Mr. Wheeler stated one of the legal impacts is if there is a Federal ban on controlled substances and the State legalizes it, then how do you handle things. Discussion followed.

MOTION: MEMORIALIZING THE GOVERNOR AND STATE LEGISLATURE IN OPPOSITION OF THE LEGALIZATION OF RECREATIONAL MARIJUANA MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

Mr. Hauryski stated recently there was an article on welfare and the proposed Federal cuts. How many people in our County are generational welfare? Ms. Muller replied she does not have the answer, but she will look into it. She would say that there is a high percentage of generational welfare overall. Mr. Hauryski asked how will State and Federal budget cuts impact you? Ms. Muller replied the biggest impact will be the raise the age and foster care block grant reductions. Mr. Wheeler commented the impact on Medicaid is that we will either be paying more or paying nothing. Mrs. Ferratella asked what is the percentage of cases that are sanctioned due to drugs and/or alcohol abuse? Ms. Muller replied between 15 – 20 percent.

MOTION: TO ADJOURN MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Wednesday, August 2, 2017
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, July 26, 2017.**

STEUBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, August 2, 2017

9:00 a.m.

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

****MINUTES****

COMMITTEE: Hilda T. Lando, Vice Chair Steven P. Maio Randolph J. Weaver

STAFF: Jack K. Wheeler Mitchell Alger Hank Chapman
Patty Baroody Nate Alderman Jennifer Demonstoy
Jennifer Prossick Alan Reed Darlene Smith
Kathy Muller Lise Reynolds Andy Morse

LEGISLATORS: Joseph J. Hauryski Kelly H. Fitzpatrick Robin K. Lattimer
John V. Malter

ABSENT: Carol A. Ferratella, Chair K. Michael Hanna

OTHERS: Mary Perham

I. CALL TO ORDER

Mrs. Lando 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 JULY 12, 2017, MEETING MADE BY MR. WEAVER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REQUESTS

A. Office of Community Services

1. **Budget Adjustment** – Dr. Chapman requested authorization to accept \$8,552 in NYS OMH funding as part of the minimum wage increase, and pass through to Catholic Charities.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT AND PASS THROUGH TO CATHOLIC CHARITIES, \$8,552.00 IN FUNDING FROM NYS OMH REPRESENTING THE MINIMUM WAGE INCREASE MADE BY MR. MAIO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Law Enforcement Training Contract** – Dr. Chapman requested authorization to contract with Eric Weaver, d/b/a Overcoming the Darkness, to provide training to law enforcement on how to work with individuals experiencing a mental health crisis. The contract is not to exceed \$600 and we have State OMH funding that covers the expense.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH ERIC WEAVER, D/B/A OVERCOMING THE DARKNESS, TO PROVIDE TRAINING TO LAW ENFORCEMENT ON HOW TO WORK WITH INDIVIDUALS EXPERIENCING A MENTAL HEALTH CRISIS IN AN AMOUNT NOT TO EXCEED \$600.00 MADE BY MR. WEAVER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Personnel

1. **Reclassification – Office of Community Services** – Mr. Alderman stated at the request of Dr. Chapman, they looked at the duties of one receptionist position and it appears that the duties of this particular position have greatly morphed over the past year. He commented it would be appropriate to reclassify this position from a Grade V Receptionist to a Grade X Senior Account Clerk Typist position. Dr. Chapman explained this is a reaction to the State changing their care management program to a health home management program. There are more reporting requirements and data collection that need to be done before we can submit billing for services rendered. This position plays an integral role in overseeing documentation and other requirements.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A GRADE V RECEPTIONIST POSITION TO A GRADE X SENIOR ACCOUNT CLERK TYPIST POSITION IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. WEAVER. SECONDED BY MR. MAIO FOR DISCUSSION.

Mrs. Lando asked will the Receptionist position be backfilled or eliminated? Mr. Wheeler replied the Receptionist position will be eliminated. Dr. Chapman stated that he will be trying to get Receptionist services through his contract with ProAction.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

C. Department of Social Services

1. **Furnace Bids** – Ms. Muller requested authorization to issue an RFP for furnace repairs/replacement for this 2017-2018 HEAP season.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO SOLICIT REQUESTS FOR PROPOSALS FOR FURNACE REPAIRS/REPLACEMENTS FOR THE 2017-2018 HEAP SEASON MADE BY MR. MAIO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Award Bid for Cost Allocation Plan** – Ms. Muller requested authorization to award the bid for the Cost Allocation Plan. This is a three-year contract to do a cost allocation plan for the Department of Social Services and Public Health. Three bids were received. She commented that TAG (Technical Analysts for Government, Inc.) was the low bidder at \$4,700; however, they did not meet the bid specifications. She recommended awarding to the next low bidder, Maximus for a cost of \$10,500.

MOTION: DECLARING TAG (TECHNICAL ANALYSTS FOR GOVERNMENT) A NON-RESPONSIVE BIDDER, AND AWARDING THE BID FOR COST ALLOCATION PLAN TO MAXIMUS FOR A TOTAL COST OF \$10,500.00 MADE BY MR. MAIO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Malter asked what is the cost allocation plan for? Ms. Muller replied we do a cost allocation for administration, overhead and maintenance in lieu of rent. This is a way for us to draw down additional State/Federal funding.

D. Office for the Aging

1. **Transforming Elder Care: One Home At A Time** – Mrs. Baroody informed the committee that Assemblyman Palmesano has asked us to co-host a community education event for seniors. This year we will be highlighting the Full Circle America Project. Greg Olsen, the Acting Director for the New York State Office for the Aging, will be presenting. The event is scheduled for Tuesday, September 12, 2017, from 10 am until 2pm at the Bath Presbyterian Church. This event will feature “superfoods” refreshments. We anticipate 100 guests. She requested authorization to spend up to \$450.00 on this event.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO SPEND UP TO \$450.00 ON A COMMUNITY EDUCATION EVENT ENTITLED TRANSFORMING ELDER CARE: ONE HOME AT A TIME, TO BE HELD ON SEPTEMBER 12, 2017, AT THE BATH PRESBYTERIAN CHURCH MADE BY MR. WEAVER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mrs. Lando asked Mrs. Baroody to explain the Full Circle America Program. Mrs. Baroody stated Mr. Olsen will set the tone of the event by talking about why the Full Circle America Program is needed, and why people prematurely are going into nursing homes. The Full Circle America Program allows participants to be monitored by family members using technology.

Mrs. Lando commented you received a grant to get people enrolled; however, no people are joining. Mrs. Baroody stated the Steuben Senior Services Fund Board of Directors have opted to pay the first year fee for the first ten clients to get enrolled. The clients will be enrolled for free; the only cost for the first year that they will incur will be the internet connection. This will allow us to get data from the program and problem solve any issues that may arise. Internet connections have been a problem. Our county is rural and if you do not have a good internet connection, the system will not work well. The program works well in the population centers. We currently have eight clients who have agreed to enroll. In exchange, those clients have agreed to give us feedback. Part of the plan is to have Cornell University conduct a study and research on the program.

Mr. Hauryski commented that he would like to point out the issue with internet access. He has charged Mr. Wheeler for the last two years to get hi-speed internet access for Steuben County. We have a fiber ring around the county, but there is a large portion of residents who have terrible internet access. Mr. Wheeler commented the State has made this very difficult as they make promises about rural expansion and then tell us we are not eligible for funding.

2. **Corning Senior Center Open House** – Mrs. Baroody stated the City of Corning has asked us to partner with them to host a BBQ for the Corning Senior Center Open House. We have been asked to provide two side dishes. She requested authorization to spend up to \$300.00 on this.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO SPEND UP TO \$300.00 TO PROVIDE TWO SIDE DISHES FOR THE CORNING SENIOR CENTER OPEN HOUSE BBQ MADE BY MR. MAIO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **OFA Public Hearing/Senior Forum** – Mrs. Baroody requested authorization to spend up to \$850.00 on the Public Hearing/Senior Forum. This is our mandated annual hearing that includes an informative day with six workshops followed by a luncheon. The event will be held on September 21, 2017 at the Bath Presbyterian Church.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO SPEND UP TO \$850.00 ON THE OFA PUBLIC HEARING/SENIOR FORUM TO BE HELD ON SEPTEMBER 21, 2017, AT THE BATH PRESBYTERIAN CHURCH MADE BY MR. WEAVER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Aging Mastery Funding** – Mrs. Baroody requested authorization to accept \$5,100.00 in Aging Mastery Funding from the New York State Office for the Aging. This funding will be used to launch the Aging Mastery Program in Steuben County. This program is a workshop series for community education to empower older persons to age successfully. The budget breakdown is \$2,700 for memberships and dues (licensing fees), \$1,820 for volunteer training (participant fees and incentives) and \$580 for printing.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ACCEPT \$5,100.00 IN AGING MASTERY FUNDING FROM THE NEW YORK STATE OFFICE FOR THE AGING AND AUTHORIZING A CONTRACT WITH THE NEW YORK STATE OFFICE FOR THE AGING TO PROVIDE THIS PROGRAM IN STEUBEN COUNTY MADE BY MR. MAIO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Wednesday, September 6, 2017
9:00 a.m.**

**Please send your agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, August 30, 2017.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, September 6, 2017

9:00 a.m.

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

****MINUTES****

COMMITTEE:	Carol A. Ferratella, Chair Steven P. Maio	Hilda T. Lando, Vice Chair Randolph J. Weaver	K. Michael Hanna
STAFF:	Jack K. Wheeler Alan Reed Kathy Muller	Mitchell Alger Jennifer Prossick Nate Alderman	Hank Chapman Darlene Smith Jennifer DeMonstoy
LEGISLATORS:	Joseph J. Hauryski John V. Malter	Dan C. Farrand	Kelly H. Fitzpatrick

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE AUGUST 2, 2017, MEETING MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Office of Community Services

1. **Pathways Contract** – Dr. Chapman informed the committee that he had a Social Work Assistant retire, and within the next three weeks, a Child Psychologist will be retiring. He requested authorization to amend the contract with Pathways to include Case Manager and Social Work Counselor services. This will result in an increase of \$150,000 to the current contract.

Mr. Maio asked other than cost savings, are there any advantages or disadvantages to doing this? Mr. Wheeler replied the advantage is operational efficiencies. Mr. Maio asked how will this affect services? Dr. Chapman replied this will ensure that we have services available to families and will also reduce our overall cost to the County. Mr. Maio asked why will this work better than filling the positions? Mr. Wheeler replied it will work equally well.

Mr. Farrand asked how long is the contract? Dr. Chapman replied it is an annual contract. Mr. Farrand asked in the past, have you had experience with a substantial increase where it puts you in a position where it is not doable the following year? Mr. Wheeler replied no, we have not experienced that. If that were to happen, you could always cancel the contract.

Mr. Reed commented there are exemptions under State statute that certain services in Community Services can be provided outside of the County. Going through Civil Service, they have had a hard time selecting individuals from a qualified pool to fill positions. The statute allows for this.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO AMEND THE CONTRACT WITH PROACTION TO INCLUDE THE ADDITION OF CASE MANAGER AND SOCIAL WORK COUNSELOR SERVICES FOR AN ADDITIONAL \$150,000 MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mrs. Lando asked when will this take effect? Dr. Chapman replied it should take effect within the next four to eight weeks.

2. **Budget Adjustment** – Dr. Chapman informed the committee it looks like State Office of Mental Health and Office of Alcohol and Substance Abuse will approve our application to provide services at Canisteo Valley Family Practice. This will be a satellite office for us and we will need some equipment. He requested authorization to purchase a copier/scanner/fax machine and a Breathalyzer for \$800 and to transfer \$800 from the Contracts for Services line item and appropriate \$350.00 to the Computer Equipment less than \$5,000 line item and \$450 to the Miscellaneous Equipment line item.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO PURCHASE A COPIER/SCANNER/FAX MACHINE AND BREATHALYZER FOR THE CANISTEO VALLEY FAMILY PRACTICE LOCATION; TRANSFERRING \$800 FROM THE CONTRACTS FOR SERVICES LINE ITEM, APPROPRIATING \$350.00 TO THE COMPUTER EQUIPMENT LESS THAN \$5,000 LINE ITEM AND \$450 TO MISCELLANEOUS EQUIPMENT LINE AND AMENDING THE SMALL EQUIPMENT LIST TO REFLECT THIS CHANGE MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Cash Drawer for Canisteo Valley Family Practice Location** – Dr. Chapman requested authorization to establish a cash drawer in the new satellite location at Canisteo Valley Family Practice. This is necessary as we have clients who will pay cash for services. Mr. Wheeler asked how much are you asking for? Dr. Chapman stated he will need to check on that.

Mrs. Lando asked when will you being providing services there? Dr. Chapman replied October 1, 2017 or shortly thereafter.

MOTION: ESTABLISHING A PETTY CASH ACCOUNT FOR THE OFFICE OF COMMUNITY SERVICES SATELLITE LOCATION AT THE CANISTEO VALLEY FAMILY PRACTICE LOCATION MADE BY MR. HANNA. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Public Health

1. **Contract** – Mrs. Smith requested authorization to contract with Children’s Health Homes of Upstate New York, LLC (CHHUNY) to provide Early Intervention Service Coordination to Health Home clients who are dually enrolled in the health home and our Early Intervention program. They will reimburse us at the Medicaid rate which is currently \$14.00 per 15 minutes.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO ENTER INTO A CONTRACT WITH CHILDREN’S HEALTH HOMES OF UPSTATE NEW YORK, LLC (CHHUNY) TO PROVIDE EARLY INTERVENTION SERVICE COORDINATION SERVICES MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Department of Social Services

1. **Personnel** – Ms. Muller requested authorization to reclassify a vacant Senior Social Welfare Examiner position, Grade X to a Senior Account Clerk Typist, Grade X. Mr. Wheeler explained this is a lateral reclassification. Ms. Muller stated this is a vacant position that she will be filling with an existing employee and she will not be backfilling.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A VACANT SENIOR SOCIAL WELFARE EXAMINER POSITION, GRADE X TO A SENIOR ACCOUNT CLERK TYPIST, GRADE X WITHIN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Wednesday, October 4, 2017
Legislative Committee Room
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, September 27, 2017.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, October 4, 2017

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 Steven P. Maio
 Randolph J. Weaver

STAFF: Jack K. Wheeler Mitchell Alger Lise Reynolds
 Darlene Smith Jennifer Prossick

LEGISLATORS: Joseph J. Hauryski Kelly H. Fitzpatrick John V. Malter

ABSENT: K. Michael Hanna

OTHER: Brooke Clark

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 6, 2017, MEETING MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Department of Social Services

1. **Adoption Day** – Mrs. Reynolds stated that they currently have 7 children to-date and may also have some private adoptions. They are still trying to set a date with the courts, but tentatively looking at Tuesday, November 14th. Once the final arrangements have been made, invitations will be sent.

2. **Residential Heating Bid** – Mrs. Reynolds recommended awarding to the lowest bidder on a line item basis.

MOTION: AWARDING THE BID FOR RESIDENTIAL HEATING TO THE FOLLOWING BIDDERS ON A LINE ITEM BASIS: I.D. BOOTH, VINE CITY SUPPLY AND BLEVINS MADE BY MR. WEAVER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Food Pantry Tours** – Mrs. Ferratella stated that she and Mrs. Lando took a tour of the food pantries at Turning Point, Corning Painted-Post High School, Addison Youth Center and the Amish farm. She stated they gained a lot of information and would like to thank Randi Quackenbush for hosting the tours. Mrs. Lando commented it was pretty amazing. She would like to see all the Legislators working together on a backpack program before Christmas.

B. Public Health

1. **Contracts**

a. *Preschool* – Mrs. Smith requested authorization to contract with Jackie Bosworth, Speech Language Pathologist to provide individual and group sessions and to amend the contract with Durham School Services to include one on one aide services.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO ENTER INTO CONTRACTS FOR PRESCHOOL SERVICES WITH JACKIE BOSWORTH, SPEECH LANGUAGE PATHOLOGIST AT A RATE OF \$65.00/INDIVIDUAL SESSION AND \$32.50/GROUP SESSION; AND TO AMEND THE CONTRACT WITH DURHAM SCHOOL SERVICES TO INCLUDE THE PROVISION OF ONE TO ONE AIDE SERVICES AT A RATE OF \$18.00/SERVICE MADE BY MR. WEAVER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

b. *Lead Poisoning Prevention Video* – Mrs. Lando asked about the price of the contract at \$1,561.00. Mrs. Smith replied this will not cost the County anything as we will use funds from the Lead Grant. The total cost to produce and distribute the video is \$10,000 - \$13,000. The hope is this video will be created to reach parents, families and service providers. She noted that a Steuben County resident, whose animals had high lead levels from something they ate, will be featured.

Mrs. Ferratella asked what is the total received from the Lead Grant? Mrs. Smith replied it is quite a bit, but she cannot remember offhand. The grant pays for the salary of a staff member that works the Lead Program part-time, as well as supplies and other materials.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO CONTRACT WITH CORNELL COOPERATIVE EXTENSION OF ONEIDA COUNTY FOR THE PRODUCTION AND DISTRIBUTION OF A LEAD POISONING PREVENTION VIDEO FOR A TOTAL COST OF \$1,561.00; SAID COST TO BE COVERED BY THE LEAD GRANT MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

c. *Clerical Support* – Mrs. Smith requested authorization to contract with ProAction for part-time clerical support services. She stated that an individual from their department was promoted internally within the County and she would like to try to contract with ProAction to provide services for answering the phone and basic clerical functions.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO CONTRACT WITH PROACTION TO PROVIDE PART-TIME CLERICAL SUPPORT SERVICES AT A RATE NOT TO EXCEED \$16,000 PER YEAR MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

d. *LPN* – Mrs. Smith stated historically Public Health, since the home care portion closed a few years back, has not employed LPN's. We are currently down two RN positions and recruitment has been difficult. She requested authorization to contract with Jan & Bev's Home Care for an LPN. This individual would help to fill some of the gaps; specifically, they could assist with Biometric Screenings, immunization clinics and rabies clinics.

Mr. Maio asked do you still need RN's? Mrs. Smith replied yes. We are very short-staffed right now. We have interviewed four individuals, but the issue is mostly salary. Mr. Wheeler informed the committee that they are currently in negotiations with the CSEA Main Unit and we have let them know that we are having issues with the recruitment of nurses and are hopeful that we may be able to increase the salary for the RN positions.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO CONTRACT WITH JAN & BEV'S HOME CARE FOR LPN SERVICES AT A RATE OF \$27.00 - \$29.00 PER HOUR MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Public Health Educator** – Mrs. Ferratella commented that she saw Lorelei Wagner's public service announcement on WENY and she did an excellent job.

C. County Manager

1. **Drug/Opioid Forum** – Mr. Wheeler announced the next drug/Opioid forum will be held at the Corning Painted-Post School on Tuesday, October 24th at 6:00 pm. The response so far has been tremendous. We will change the format up a little so that it will be more of a question and answer structure.

Mrs. Ferratella stated the time is from 6:00 pm – 7:30 pm. Could we ever do these during the school day to get more attendance from students? Mr. Wheeler replied we have never done anything like that. We could talk about it, but it will be more difficult due to the school schedules. He stated one of their thoughts is to only hold the forums once a year and then target different areas, rather than holding them every couple of months. We could talk to the schools to see if we could do an assembly or make a presentation to the health education classes.

IV. OTHER BUSINESS

A. *Baby Café Anniversary Event* – Mrs. Lando stated she attended the anniversary event at the Dormann Library and it was so nice. They did a really nice job.

B. *Corning Food Pantry* – Mrs. Lando stated she sent out an email showing that they received another 103 pounds of donated produce from the Jail. She also mentioned the food pantry will be moving this week to their new location in East Corning.

C. *DSS Visit* – Mrs. Ferratella reminded the committee that the Commissioner of the NYS Office of Temporary and Disability Assistance will be coming to Steuben County on Wednesday, October 25th at 10:00 am to meet with the Commissioner of DSS and to tour the office.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Wednesday, October 4, 2017
Legislative Committee Room
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, September 27, 2017.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Special Meeting

Monday, October 23, 2017

9:45 a.m.

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

****MINUTES****

COMMITTEE:	Carol A. Ferratella, Chair Steven P. Maio	Hilda T. Lando, Vice Chair Randolph J. Weaver	K. Michael Hanna
STAFF:	Jack K. Wheeler Alan Reed	Mitchell Alger Jennifer Prossick	Hank Chapman
LEGISLATORS:	Joseph J. Hauryski Robin K. Lattimer Robert V. Nichols	Dan C. Farrand John V. Malter Gary D. Swackhamer	Kelly H. Fitzpatrick Aaron I. Mullen Scott J. Van Etten
OTHERS:	Brooke Clark		

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:45 a.m.

II. GENERAL BUSINESS

A. Office of Community Services

1. **Behavioral Health Care Collaborative** – Dr. Chapman explained under Medicaid, they have transferred from a fee for service system to a value payment system. The providers need to collaborate with other providers to form a network. Integrity Partners is a group of county-based providers. In an effort to promote networks, the State has offered funding. Part of the application requires all counties involved in the network to receive approval from their respective Legislatures/Boards of Supervisors to work together and apply for the State funding. Dr. Chapman requested authorization to contract with Integrity Partners to submit an application for State funding. He explained this funding will be used to develop infrastructure within the collaborative network. This includes data collection, reporting; and because the system is value based, we have to show if the service was effective.

Mr. Wheeler stated Dr. Chapman has done a good job of prepping everyone. We need to make a choice and there are a few networks out there. This is the only county-based coalition, rather than going with a network consisting of private providers.

Mr. Maio asked who is in the network? Dr. Chapman replied this network consists of counties in Western New York and the Finger Lakes that continue to provide direct service and do not contract everything out. The counties include Orleans, Genesee, Livingston, Cattaraugus, Chautauqua, Seneca, Ontario, Wayne and Tompkins.

Mr. Weaver asked is there a fee associated with this funding? Dr. Chapman replied there is no fee associated with the application process. He stated that he is working with Mr. Wheeler and the Law Department, as there were six counties that originally formed an IPA (Independent Practice Association). We need to look at that because if we formally join, then each county pays \$17,000 annually.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH INTEGRITY PARTNERS TO SUBMIT AN APPLICATION FOR STATE FUNDING TO FORM A BEHAVIORAL HEALTH CARE COLLABORATIVE MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. County Manager

1. **Drug Forum** – Mr. Wheeler reminded everyone of the drug forum taking place tomorrow evening at 6pm in Corning.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEUBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, November 1, 2017

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 Mitchell Alger Patty Baroody
Kathy Muller Darlene Smith Lise Reynolds
Jennifer Prossick

LEGISLATORS: Joseph J. Hauryski Kelly H. Fitzpatrick Robin K. Lattimer
John V. Malter

ABSENT: Steven P. Maio

OTHERS: Dick Russell, Executive Director, Faith-In-Action
Mary Perham

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE OCTOBER 4, 2017, AND OCTOBER 23, 2017, MEETINGS MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. PRESENTATIONS

A. Faith-In-Action

1. **Organization Overview** – Mr. Russell stated our organization helps the older adults of the County continue to live independently. That is our mission. Faith-In-Action was started in Hornell in 1995 and we have grown to serve 25 towns and villages. We are the primary provider of transportation for non-medical clients and the elderly. Two-thirds of what we do is transportation. We also do friendly visits and this year started a respite care program that we are looking to expand.

Mr. Russell stated the reason he is here today, is to provide you with more details about the programs that the Legislators are approving. With Faith-In-Action, all of our numbers represent people that do not have any other way to get the help we give them. We have 178 volunteers throughout the County that provide 120 different services each week.

Mr. Russell stated he sent a letter to Mrs. Ferratella and spoke to Mr. Wheeler about his request for an increase in funding as financially we have reached our capacity. We really have reached our saturation point. The need continues to grow and we sincerely want to meet that need. He is asking for the committee's consideration of his request. We are a tremendous bargain for the County.

Mrs. Ferratella commented that she noticed that they are serving clients outside of Steuben County. Are you getting funding from other counties? Mr. Russell replied they receive funding from United Way and some of the churches in the area. They do receive funding from Allegany County, but he believes it is commensurate with the amount of work we do in those areas.

Mrs. Ferratella asked what about grants? Mr. Russell replied we have 10 grants. One-third of our funding is internal fundraising. For example, we do a direct mail appeal, and a holiday gift-wrapping fundraiser. One-third of our funding is from the United Way and the County. The final one-third comes from grants such as from the Community Foundation and Sisters of St. Joseph's Ministry. Usually those grants range from \$500 to \$5,000. Additionally, we have one church that gives us \$5,000 per year.

Mrs. Lando asked do you have paid staff? Mr. Russell replied including himself, there are three paid staff.

Mr. Weaver commented it is amazing what they do with the limited amount of funding, staff and space that they have.

Mrs. Lando asked do you provide mileage? Mr. Russell replied we do offer \$.40 per mile. We had 112 volunteers drive last year, and only 32 of them asked for reimbursement. We have one volunteer who drive 12,000 miles.

Mr. Wheeler stated that he would like to mention that he did have a conversation with Mr. Russell about his request. Mrs. Baroody has done a good job advocating on Mr. Russell's behalf for increasing funding. They received \$26,000 for 2017 and in the 2018 budget we are proposing \$30,000. Again, during the budget process you can review this and changing the allocation if you would like.

Ms. Fitzpatrick asked are you a 501 C-3 entity? Mr. Russell replied yes. Mrs. Lando asked do you inform the Legislators of your fundraising events? Mr. Russell replied no. Mrs. Lando suggested he may want to consider that.

Mr. Hanna asked do we designate how the funding is to be used? Mr. Wheeler replied we have contracts for scope of work, however, they could be pretty general. We do require annual reports.

Mr. Malter asked on the graph you provided, County funding for Agency 1, Agency 2 and Faith-In-Action is \$95,000. We are only talking \$20,000 - \$30,000; what is the difference? Mr. Wheeler explained the funding for the other two agencies are funded through this program. Discussion followed.

IV. DEPARTMENTAL REQUESTS

A. Office for the Aging

1. **OFA Volunteer Recognition Event** – Mrs. Baroody requested authorization to spend up to \$500 for the Annual Volunteer Recognition Event , which will be held in December. There will be about 27 people, including 4 staff.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO SPEND UP TO \$500 ON THE ANNUAL VOLUNTEER RECOGNITION EVENT MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. County Manager

1. **Drug Forum** – Mr. Wheeler informed the committee that the drug forum held in Corning on October 24th was fantastic. There were 100 people in attendance and there was good conversation. The next phase is to look at getting into the schools to present to teachers, students and staff. We would like to try to reach a different audience. Mrs. Lando commented when this first started, there was difficulty getting into the schools,

but now they are seeing the benefit. Mr. Wheeler commented that the Superintendents of the Bath and Corning school districts are supportive.

V. OTHER BUSINESS

A. *NYS Office of Temporary and Disability Services* – Mrs. Ferratella informed the committee that on October 23rd, Commissioner Roberts from the NYS Office of Temporary and Disability Services visited Steuben County. Ms. Muller stated we tried to encourage the State to look at the Safety Net and TANF programs and we also pushed to get the funding back to 50 percent state, 50 percent local. Additionally we talked about homelessness, emergency housing and child support changes. She commented that in Steuben County we are still feeling the loss with the TANF and Safety Net program revamp. Some counties are losing and some counties are winning. Our Safety Net and TANF spread is growing and our caseloads are shifting.

Mr. Hauryski stated during the meeting, one of the numbers Ms. Muller provided was with regard to homelessness, and he was shocked at the number of people in the county that are homeless. Ms. Lattimer asked is that number the result of the new way the State is tracking homelessness? Ms. Muller replied no. The State Education Department changed how they are counting homelessness. Our numbers reflect the actual people that are coming into the department homeless.

B. *RSVP Volunteers* – Mrs. Lando stated that RSVP has been working with the Salvation Army in Corning to raise money for Puerto Rico. She thought that was an interesting way to use the volunteers

C. *Adoption Day* – Ms. Muller announced Adoption Day will be held on November 14th at 11:00 a.m.

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. FERRATELLA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR**
Wednesday, December 6, 2017
Legislative Committee Room
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Wednesday, November 29, 2017**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, December 6, 2017

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 K. Wheeler Mitchell Alger Hank Chapman
 Patty Baroody Cathy Baker Lise Reynolds
 Bill Caudill Darlene Smith Jennifer Prossick

LEGISLATORS: Joseph J. Hauryski Kelly H. Fitzpatrick Robin K. Lattimer
 John V. Malter Robert V. Nichols

ABSENT: Randolph J. Weaver

OTHERS: Kate Hollis, Representative from Assemblyman Giglio’s Office
 Mary Perham

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 1, 2017, MEETING MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Office of Community Services

1. **2018 Contracts** – Dr. Chapman presented his 2018 contracts for approval. He commented that the Pathways contract has increased \$175,000 due to our involvement in Managed Care and DSRIP projects. We are also looking to increase our mental health and substance abuse clinic services.

Mr. Hauryski asked what about the lease for the buildings? Dr. Chapman replied we renew those every three years and they are not due for renewal until 2019.

Mrs. Lando asked how many hours does Dr. Khan work? Dr. Chapman replied Dr. Khan works for us six months out of the year. He comes on-site every other month and works 37.5 – 40 hours per week. During the months that he is not on-site, he is available by phone for consults and also has access to computer records to assist when necessary. Mrs. Ferratella asked is it a requirement for us to have a Psychiatrist? Dr. Chapman replied yes, it is part of our licensing requirement. The Psychiatrist has to approve all treatment plans.

Mr. Malter asked do you have an estimate of the reimbursements you receive? Dr. Chapman replied on average, in most instances, we are bringing in \$35,000 - \$50,000 over the position cost in terms of the insurance revenue that we bill for. That varies by position and the services offered.

MOTION: APPROVING THE FOLLOWING 2018 CONTRACTS FOR THE OFFICE OF COMMUNITY SERVICES: ARBOR DEVELOPMENT – OMH - \$487,080; CATHOLIC CHARITIES (TURNING POINT) – OMH - \$22,960; FINGER LAKES PARENT NETWORK – OMH - \$518,929; STEUBEN ARC – OMH - \$146,452; ARA – OMH - \$250,500; CATHOLIC CHARITIES – OASAS - \$328,743; CATHOLIC CHARITIES (OASAS PREVENTION) – OASAS - \$244,961; FAMILY SERVICE SOCIETY – OASAS - \$78,791; HORNELL CONCERN FOR YOUTH – OASAS - \$114,687; STEUBEN ARC (SHELTERED WORKSHOP) – OPWDD - \$124,398; BATH POLICE DEPARTMENT (MENTAL HEALTH TRANSPORTS) - \$68.00/HOUR; CORNING HOSPITAL (ANSWERING SERVICES) - \$50.00/MONTH; FIRE ALARM SERVICE TECHNOLOGY (FIRE ALARM MAINTENANCE) - \$1,927 ANNUALLY; LANGUAGE LINE SOLUTIONS (TELEPHONE INTERPRETERS) - \$0.75/MINUTE; MEDLAB, INC. (DRUG SCREENS) - \$15.00/SIX-PANEL SCREEN; SCHINDLER ELEVATOR (ELEVATOR MAINTENANCE) - \$195.96/MONTH; SIGN LANGUAGE SOLUTIONS (SIGN LANGUAGE SUPPORT) - \$50.00/SERVICE; YOUTH BUREAU (RENTAL CONTRACT) - \$6,700 ANNUALLY; CARR’S TRUCKING (SNOW REMOVAL – CORNING OFFICE) - \$55.00/PLOW; TP’S CONCRETE (SNOW REMOVAL – HORNELL OFFICE) - \$75.00/PLOW; CAPABILITIES (PROS-ORS PROGRAM – 1 FT) - \$60,040 ANNUALLY; CATHOLIC CHARITIES (5FT/4PT CONTRACTED LABOR) - \$425,000 ANNUALLY; NANCY HOUY (PSYCHIATRIC NURSE PRACTITIONER) - \$153,000 ANNUALLY; FAMILY SERVICES (1 FT SOCIAL WORKER) - \$88,000 ANNUALLY; INSTITUTE FOR HUMAN SERVICES (1 FT BILT CASE MANAGER) - \$60,000 ANNUALLY; DR. LOWRY (JAIL COORDINATOR) - \$61,500 ANNUALLY; DR. KHAN – (PSYCHIATRIST – PT) - \$180,000 ANNUALLY; PATHWAYS (15 FT CONTRACTED LABOR) - \$1,040,000 ANNUALLY; PATHWAYS – MOBILE CRISIS UNIT (4 FT SOCIAL WORKERS) - \$305,000 ANNUALLY; PRATTSBURGH CENTRAL SCHOOL (SOCIAL WORKER) - \$24,000 ANNUALLY; PROACTION (4FT/3PT ADMIN CONTRACTED LABOR) - \$180,000 ANNUALLY; DR. VERKLEEREN (PT OASAS CORNING MEDICAL DIRECTOR) - \$30,000 ANNUALLY; AND CANISTEO VALLEY FAMILY PRACTICE (LEASE OF OFFICE SPACE) - \$19,000 ANNUALLY MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Department of Social Services

1. **Mobile Technology RFP** – Mrs. Reynolds informed the committee they received three proposals. The State is looking at changing the environment for their systems and they have until July to make that determination. One of the requirements from the State under the new environment would be that we cannot have data stored in two different areas. She requested authorization to reject the RFP’s until we receive notification from the State on their decision. In the meantime, we will be rolling out our tablets. Mrs. Reynolds stated our staff needs to be able to respond to reports electronically. The tablets will also allow them to do their notes in the field. We will also be able to utilize the virtual desktop with the State.

Mr. Hauryski asked will the tablets be able to communicate with the data here? Mrs. Reynolds replied yes.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO REJECT THE MOBILE TECHNOLOGY RFP’S MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **2018 Contracts** – Mrs. Reynolds presented the 2018 contracts for approval.

MOTION: APPROVING THE FOLLOWING 2018 CONTRACTS FOR THE DEPARTMENT OF SOCIAL SERVICES: FIRE ALARM TECHNOLOGIES (DETENTION CENTER ALARM SERVICES) - \$1,280; VIRDEE MEDICAL GROUP (DETENTION CENTER PHYSICALS) - \$65.00 PER EXAM; BONADIO GROUP (ELIGIBILITY REVIEWS) - \$162.00 PER HOUR; LABCORP. (PATERNITY TESTING) - \$43.00 PER PERSON; AND SHI INTERNATIONAL (KCHECKS) - \$3,500 MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Budget Adjustment** – Mrs. Reynolds explained there is a SAN server that IT will be purchasing as we need a bigger system to support DSS and they are also adding the Sheriff to that. We thought we could

help support that purchase and leverage State funds. We are not sure of the final amount, but are transferring anticipated revenue of \$300,000 for the purchase of two servers. Additionally, she requested authorization to transfer \$18,000 from the personal services line item to the overtime line item. She explained they have had a lot of vacancies in the Services area.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO TRANSFER ANTICIPATED REVENUE FROM THE STATE IN THE AMOUNT OF \$300,000 TO THE INFORMATION TECHNOLOGY DEPARTMENT FOR THE PURCHASE OF TWO SERVERS; AND TRANSFERRING \$18,000 FROM THE PERSONAL SERVICES LINE ITEM TO THE OVERTIME LINE ITEM MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Public Health

1. **Contract** – Mrs. Smith requested authorization to enter into a contract with Mary Cariola Children’s Center for preschool center based services. The rate is set by the State.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO ENTER INTO A CONTRACT FOR PRESCHOOL CENTER BASED SERVICES WITH MARY CARIOLA CHILDREN’S CENTER MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **2018 Contracts** – Mrs. Smith presented the 2018 contracts for approval. Mrs. Smith commented that Finger Lakes Health Systems Association is now known as Common Ground Health.

MOTION: APPROVING THE FOLLOWING 2018 CONTRACTS FOR PUBLIC HEALTH: COMMON GROUND HEALTH (REGIONAL HEALTH PLANNING SERVICES) - \$1,000; ARNOT MEDICAL SERVICES (TB SERVICES) – MEDICAID RATE; NOYES HOSPITAL (TB SERVICES) - \$50.00; FINGER LAKES MIGRANT HEALTH CARE PROJECT (STD TESTING) – MEDICAID RATE; PLANNED PARENTHOOD OF THE SOUTHERN FINGER LAKES, INC. (STD TESTING) – MEDICAID RATE; COMPLIA HEALTH (SOFTWARE SUPPORT) - \$173.60/MONTH; JAN & BEV’S (CONTRACTUAL NURSING SERVICE); S2AY NETWORK (CONSULTANT – REGIONAL S2AY NETWORK) - \$18,000; S2AY NETWORK (REGIONAL EMERGENCY PLANNING COOPERATIVE EFFORT) - \$2,000; HUMAN SERVICE DEVELOPMENT (PH EMERGENCY COORDINATOR) - \$53.80/HOUR, \$25.00/NIGHT PHONE DUTY AND MILEAGE AT IRS RATE; CORNELL COOPERATIVE EXTENSION OF ONEIDA COUNTY (LEAD POISONING PREVENTION VIDEO) - \$1,561; NICOLE STUMPF (EMPLOYEE WELLNESS) - \$70.00/CLASS; LEAD SCREENING GRANT – \$41,994; IMMUNIZATION GRANT - \$49,050; RABIES GRANT - \$20,210; EMERGENCY PREPAREDNESS GRANT - \$86,473; CSHCN GRANT - \$21,888; EARLY INTERVENTION GRANT - \$39,884; AND STUDENT FIELD EXPERIENCE AT NO COUNTY COST WITH THE FOLLOWING: SUNY ALFRED, ELMIRA COLLEGE, SUNY BROCKPORT, KEUKA COLLEGE, SUNY EMPIRE, CORNING COMMUNITY COLLEGE, SUNY BINGHAMTON, ROBERTS WESLEYAN COLLEGE AND ST. JOHN FISHER MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **RFP for Nursing and Administrative Support Services** – Mrs. Smith requested authorization to put out an RFP for Nursing and Administrative Support Services upon the recommendation of the Purchasing Director.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE A REQUEST FOR PROPOSALS FOR NURSING AND ADMINISTRATIVE SUPPORT SERVICES MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **School** – Mr. Hauryski asked Mrs. Smith to talk about her schooling. Mrs. Smith stated in order for her to take the position of Director of Public Health, she had to complete her graduate level public health

certification. This has been a two-year process and she has taken the courses through the University of Albany. She announced that she is ten days away from finishing this certification. *Congratulations!*

D. Office for the Aging

1. **2018 Contracts** – Mrs. Baroody presented the 2018 contracts for approval.

MOTION: APPROVING THE FOLLOWING 2018 CONTRACTS FOR THE OFFICE FOR THE AGING: CORNING MEALS ON WHEELS (HOME-DELIVERED MEALS) - \$9,000; FAITH IN ACTION (TRANSPORTATION) - \$30,000; HOME AND HEALTH CARE (III-E RESPITE) - \$10,000; CORNING OFFICE SPACE - \$2,400; INSTITUTE FOR HUMAN SERVICES (MEDICARE/EPIC PROGRAM) - \$66,925; INSTITUTE FOR HUMAN SERVICES (PROJECT CARE) - \$21,331; INSTITUTE FOR HUMAN SERVICES (TITLE V TRANSITION) - \$81,495; INSTITUTE FOR HUMAN SERVICES (TRANSPORTATION MANAGEMENT) - \$58,617; INSTITUTE FOR HUMAN SERVICES (BALANCED INCENTIVE PAYMENT PLAN) - \$27,473; MCCARTHY (LEGAL SERVICES) - \$14,191; PROACTION (SUPPORT SERVICES) - \$146,536; PROACTION (HEAP) - \$4,685; PROACTION – SNAP (HOME-DELIVERED MEALS) - \$155,555; PROACTION – TITLE III-CI & 2 (CONGREGATE AND HOME-DELIVERED MEALS) - \$379,601; PROACTION (WELLNESS) - \$12,400; PERSONAL EMERGENCY RESPONSE SERVICES - \$13,500; SSSF (EXECUTIVE DIRECTOR SERVICES) - \$54,510; STEWART (CONSULTING DIETICIAN - \$21,518; CENTENARY UNITED METHODIST CHURCH - \$3,226; HOME AND HEALTH CARE (EISEP) - \$216,048; PROACTION (EISEP ASSISTANT) - \$50,808; AIM (CONSUMER DIRECTED) - \$25,000; INSITUTE FOR HUMAN SERVICES (SPECIAL PROJECTS) - \$21,331; AND INSTITUTE FOR HUMAN SERVICES (RSVP VOLUNTEER COORDINATOR) - \$43,981 MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Monthly Report** – Mrs. Ferratella asked for an explanation of item six on her monthly report pertaining to Independent Living Centers. Mrs. Baroody explained the plan is to bring in the disability component. This is the second wave of the NY Connects expansion. An RFP was issued for those agencies interested in becoming a NY Connects hub. AIM was awarded the contract for Steuben and Allegany counties. The AIM office in Corning will be serving Chemung, Schuyler, Steuben and Livingston counties. They will perform similar work with regard to referrals and will specialize in disabilities as AIM has that expertise. The needs of the disabled are very similar to the needs of the elderly.

IV. OTHER BUSINESS

- A. *Subcommittee Reports* – Mrs. Lando announced that ProAction recently lost 10 of their 24 teachers in the HeadStart and Early HeadStart programs. This is a real problem for them and one of the issues is most likely salary. She stated that WIC checks are being returned. They have a 14 percent no-show rate; meaning that clients are not coming in and picking up their checks. This is not just a lack of transportation issue. Mrs. Lando stated they are also re-evaluating their goals for school readiness.

Mrs. Lando stated she attended the Public Health meeting last week and updated them on our opioid forums and lead poisoning video. She also reminded the committee that the Food Bank event to fill backpacks is coming up and she encouraged all Legislators to attend.

- B. *Assemblyman Giglio* – Mrs. Ferratella introduced Kate Hollis who is the representative for Assemblyman Giglio's Office. She is here today as a visitor. Ms. Hollis commented that she has learned so much attending meetings and wishes that the public would attend.

- C. *Youth-In-Government* – Mr. Caudill announced the Youth-In-Government program will be holding their simulated session in the Chambers this morning at 11:00 a.m. and will be honoring Mr. McCandless at that time.

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. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

MOTION: AUTHORIZING AN AMENDMENT TO ALL OFA CONTRACTS RELATIVE TO THE ADDITION OF A LATE FEE FOR BILLS AND ACTIVITY REPORTS NOT RECEIVED OR POSTMARKED BY THE 12TH DAY OF THE MONTH; SUCH PENALTY TO BE AS FOLLOWS: PAPERWORK POSTMARKED PRIOR TO THE 12TH DAY OF MONTH – NO PENALTY; PAPERWORK POSTMARKED THE 13TH – 19TH (1 WEEK LATE) - \$50.00 LATE FEE; PAPERWORK POSTMARKED THE 20TH – 26TH (2 WEEKS LATE) - \$75.00 LATE FEE; AND PAPERWORK POSTMARKED THE 27TH – 31ST (3 WEEKS LATE) - \$100.00 LATE FEE MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AMENDING THE CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES FOR TRANSPORTATION SERVICES, UNDER CONSIDERATION TO INCLUDE “PLUS DONATIONS FOR THIS PURPOSE” AND ADDING MOBILITY MANAGEMENT TO THE SCOPE OF WORK MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: ADDING AN ADDENDUM 1 TO ALL OFA CONTRACTS WHICH SHALL INCLUDE THE FOLLOWING AS REQUIRED BY THE NEW YORK STATE OFFICE FOR THE AGING: TITLE VI OF THE CIVIL RIGHTS ACT OF 1965 (CRA TITLE VI); FEDERAL EXECUTIVE ORDER 13166; SECTION 504 OF THE REHABILITATION ACT OF 1973; TITLES II AND III OF THE AMERICANS WITH DISABILITIES ACT (ADA); THE NEW YORK STATE HUMAN RIGHTS LAW; AND TARGETING AND LANGUAGE ACCESS REQUIREMENTS MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AMENDING THE RAMPS CONTRACT WITH THE CENTENARY UNITED METHODIST CHURCH TO INCLUDE THE FOLLOWING WORDING UNDER CONSIDERATION “PLUS DONATIONS” AND RECOGNIZING THE NEW VENDOR AS THE AVOCA UNITED METHODIST CHURCH MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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****

**Wednesday, January 3, 2018
Legislative Committee Room
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, December 27, 2017**