

STEBEN 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.**