

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

*Wednesday, February 5, 2020*

*9:00 a.m.*

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

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

**COMMITTEE:** Carol A. Ferratella, Chair  
Paul E. Van Caeselele  
K. Michael Hanna  
Steven P. Maio

**STAFF:** Jack K. Wheeler  
Darlene Smith  
Bill Caudill  
Christine Towner  
Christopher Brewer  
Lise Reynolds  
Jennifer Prossick  
Nate Alderman  
Hank Chapman  
Kathy Muller  
Cathy Baker  
Jennifer DeMonstoy

**LEGISLATORS:** Scott J. Van Etten  
John V. Malter  
Thomas J. Ryan  
Kelly H. Fitzpatrick  
Robert V. Nichols  
Jeffrey P. Horton  
Frederick G. Potter

**ABSENT:** Hilda T. Lando, Vice Chair

**OTHERS:** Mary Perham

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE JANUARY 8, 2020, MEETING MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**III. OFFICE OF COMMUNITY SERVICES**

A. *Psychiatric Nurse Practitioner Contract* – Dr. Chapman explained with the resignation of Dr. Touchstone, we are in need of another prescriber. He stated Sonya Sariego is a Psychiatric Nurse Practitioner who works with both adults and children. He requested authorization to contract with her at a rate of \$125.00 per hour, not to exceed \$104,000 annually.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH SONYA SORREGA FOR PSYCHIATRIC NURSE PRACTITIONER SERVICES AT A RATE OF \$125.00 PER HOUR, NOT TO EXCEED \$104,000 ANNUALLY MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. *Budget Adjustment* – Dr. Chapman requested authorization to transfer a total of \$220,000 from 2019 contracted services lines into the 2019 line item for the Mental Hygiene Law to cover 2019 expenses. He explained when an individual is arrested on felony charges and is deemed incompetent to stand trial, they are sent to the Rochester Psychiatric Center (RPC) for treatment. The cost for that is \$20,000 per month. At this point in time we have an individual who has been on that unit the entirety of 2019 and continues to be there. We also had an adolescent that needed to be evaluated at the Elmira Psychiatric Center (EPC). The total bill for 2019 was \$270,000, and we typically only budget \$20,000 in this line item.

Mr. Maio asked what is the outlook for 2020? Dr. Chapman replied we continue to keep in contact with RPC and at this point it appears that the individual will continue to need treatment services. Mr. Maio asked if there were no criminal charges, would this still be a County expense? Ms. Prossick replied no. She stated in these two cases due to the magnitude of the charges, we were unable to attempt to reduce the charges down. We have been working diligently to manage these types of cases.

Mr. Malter asked what did you budget for this line item for 2020? Dr. Chapman replied typically we only budget \$20,000. Historically, we have been lucky that we have not had many of these instances. Mr. Maio commented you are already over budget right now for 2020. Dr. Chapman replied that is correct.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO TRANSFER \$160,000 FROM THE CONTRACTS FOR SERVICES LINE ITEM IN THE MENTAL HEALTH CLINIC COST CENTER AND \$60,000 FROM THE CONTRACTS FOR SERVICES LINE ITEM IN THE EMERGENCY OUTREACH COST CENTER IN THE 2019 BUDGET AND APPROPRIATING \$220,000 INTO THE MENTAL HYGIENE LAW LINE ITEM WITHIN THE MENTAL HEALTH ADMINISTRATION COST CENTER IN THE 2019 BUDGET TO COVER THE 2019 MENTAL HYGIENE BILL COSTS MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. Office for the Aging

1. **Accept and Appropriate Additional EISEP Funds** – Ms. Towner requested authorization to accept \$102,000 in additional EISEP funds and appropriate it into various line items and contracts in the 2019 and 2020 budgets.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ACCEPT AN ADDITIONAL \$102,000 IN EISEP FUNDS INTO THE 2019 AND 2020 BUDGETS AND APPROPRIATE TO VARIOUS EQUIPMENT AND CONTRACT LINE ITEMS WITHIN THE 2019 AND 2020 BUDGETS MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

C. Department of Social Services

1. **Budget Appropriation** – Ms. Muller stated they had appropriated \$438,000 in the 2019 Foster Care budget in anticipation of the Raise the Age expenditures. We have anticipated that the 2019 expenditures will be close to \$800,000. The State has indicated that they will provide 100 percent reimbursement to counties under the tax cap, which we are, for the incremental costs associated with implementing Raise the Age. She requested authorization to accept \$347,081 in State revenue and appropriate the same to the 2019 Foster Care budget.

**MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO ACCEPT AND APPROPRIATE STATE REVENUE IN THE AMOUNT OF \$347,081 INTO THE 2019 BUDGET REVENUE LINE AND APPROPRIATING \$347,081 INTO THE 2019 BUDGET FOSTER CARE EXPENSE LINE ITEM MADE BY MR. HANNA. SECONDED BY MR. VAN CAESELEE. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

D. Public Health

1. **Diabetes Coalition** – Mrs. Smith informed the committee that the Diabetes Coalition had been formed on October 15, 2010 and this coalition served Steuben, Chemung and Schuyler counties. This coalition was later disbanded on July 17, 2019. Over the years the coalition had raised \$4,559.29 and the group decided to set these funds aside for children, in the three-county area, with a diabetes diagnosis to be able to attend the American Diabetes Association's Camp Aspire. She requested authorization to transfer these funds from the Diabetes Coalition to the S2AY Rural Health Network, who has agreed to accept and distribute these scholarships for Camp Aspire.

**MOTION: AUTHORIZING THE TRANSFER OF \$4,559.29 FROM THE DIABETES COALITION TO THE S2AY RURAL HEALTH NETWORK FOR THE PURPOSE OF DISTRIBUTING SCHOLARSHIPS FOR CAMP ASPIRE MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

2. **Coronavirus Update** – Mrs. Smith stated the Coronavirus continues to be a very large problem internationally and that is expected to continue. Over the weekend we were informed by the CDC to expect 10,000 passengers per day to be flying back to the United States. It looks as though that number was inflated, but nevertheless, citizens are returning. Those individuals that are returning will be quarantined for 14 days at two military bases located in California. Mrs. Smith stated she had been concerned for Steuben County because of the companies within the county who have plants in China and thousands of employees. Corning, Inc. has locked down travel to China and that is really good news for us. Having said that, if this goes on for months, there will be occasions where they will need to allow employees to travel back and forth to China to work. We have met with various county officials to review our isolation/quarantine plan. Mr. Wheeler stated Mrs. Smith and her team has done a great job.

3. **Accreditation** – Mrs. Ferratella asked have you received any updates? Mrs. Smith stated we, and the other counties, will be submitting all of our documents this month. These are all of the outstanding documents that needed to be revised and that were worked on in 2019. Sometime in March is when PHAB will have their board meeting where they will review all of the documents. She expects that they will know in about eight weeks.

E. **Personnel**

1. **Reclassification – Office of Community Services** – Mr. Alderman stated Dr. Chapman is requesting the reclassification of one vacant Recreation Therapist position, Grade XII to a Social Work Assistant position, Grade XII. Dr. Chapman explained about twenty years ago the Recreation Therapist position was created. That individual has recently left employment and we really do not have a need for that position. However, we do have a need for case management services and a Social Work Assistant position would be able to provide that. The cost is the same and we have money in our 2020 budget to cover this. Mr. Maio asked how long has this position been vacant? Dr. Chapman replied since November.

**MOTION: AUTHORIZING THE RECLASSIFICATION OF ONE (1) VACANT RECREATION THERAPIST POSITION, GRADE XII TO A SOCIAL WORK ASSISTANT POSITION, GRADE XII IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. HANNA. SECONDED BY MR. VAN CAESELE. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Reclassification – Office of Community Services** – Mr. Alderman stated Dr. Chapman is requesting authorization to reclassify one (1) zero-based Staff Psychologist position, Grade XIX to an Assistant Director of Community Services position, Management Grade I. Dr. Chapman explained for the past eight years he has been working without a deputy and prior to him taking this position there had always been one. With managed care and the different projects the department is involved with now, he needs to have a person to help him oversee the programs and make decisions. This would really be in our best interest to start a succession plan. The salary is similar and there would be a bit of a savings.

Mr. Wheeler stated you do have an individual that you are considering; what is the plan for that position? Dr. Chapman replied the plan with that individual is to modify her current responsibilities and carve out some time to be able to do some deputy responsibilities. He is not replacing that position 100 percent of the time at this time. The plan is to delegate some of her current duties to other staff. Mr. Wheeler stated he is not backfilling the position at this time.

**MOTION: AUTHORIZING THE RECLASSIFICATION OF ONE (1) ZERO-BASED STAFF PSYCHOLOGIST POSITION, GRADE XIX TO AN ASSISTANT DIRECTOR OF COMMUNITY SERVICES POSITION, MANAGEMENT GRADE I MADE BY MR. HANNA. SECONDED BY MR. VAN CAESELE FOR DISCUSSION.**

Mr. Van Etten asked is it worthwhile to you to do it this way? Dr. Chapman replied in an ideal world it would be best to have the position focused 100 percent on deputy responsibilities. He is trying to keep the budget in mind and keep expenses contained. Mr. Wheeler stated if it looks like the workload is going to be too much, we could authorize filling the position so that we have flexibility. We will leave it vacant for a little bit and see how it all transitions. Mr. Maio commented he is not seeing this position being vacant for a long period of time.

**VOTE ON PREVIOUS MOTION. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

F. County Manager

1. **United Way Contract** – Mr. Wheeler stated the United Way had requested \$20,000 to help support the implementation of their COMET Program. This is the tracking software for the Kids On Track Program. We have included this in the 2020 budget. He requested authorization to enter into a contract with the United Way to provide this funding.

**MOTION: AUTHORIZING THE COUNTY MANAGER TO ENTER INTO A CONTRACT WITH THE UNITED WAY TO PROVIDE FUNDING IN THE AMOUNT OF \$20,000 FOR THE COMET SOFTWARE PROGRAM MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ADJOURN MADE BY MR. HANNA. SECONDED BY MR. MAIO. 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 4, 2020  
Legislative Committee Room  
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON  
Wednesday, February 26, 2020**