

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, May 1, 2019

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 Patty Barody Craig Patrick	Amy Dlugos Darlene Smith Jennifer Prossick	Lise Reynolds Gail Weschler Bill Caudill
LEGISLATORS:	Kelly H. Fitzpatrick Frederick G. Potter	John V. Malter Thomas J. Ryan	Aaron I. Mullen Scott J. Van Etten
OTHERS:	Alison Hunt 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 3, 2019, MEETING MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENT REQUESTS

A. Public Health

1. **Approval of Preschool/Early Intervention Contract Renewals** – Mrs. Smith presented the list of contracts for renewal for both Preschool and Early Intervention services. She is requesting a rate increase for Preschool from \$65.00 per visit to \$70.00 per visit for related services which include Occupational Therapy, Physical Therapy, Speech Therapy, Vision Therapy and Counseling. There has been no rate increase since 2006. She noted that Early Intervention raised their rates this year by 5 percent, but we should see no local cost with the increase.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO RENEW ALL EXISTING PRESCHOOL RELATED SERVICES CONTRACTS AT A RATE OF \$70.00 PER VISIT OR \$35.00 PER CHILD/GROUP SESSION; EXTENDING THE CURRENT TRANSPORTATION AGREEMENTS AND RENEWING THE CONTRACT FOR EARLY INTERVENTION SERVICE COORDINATION WITH HILLSIDE CHILDREN’S CENTER MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Health Priority’s Meeting** – Mrs. Smith announced the Health Priorities meeting will be held on Tuesday, May 7th in the Annex Building.

3. **Staff Recognition** – Mrs. Smith stated that she would like to recognize Gail Weschler who is the Public Health Coordinator and the Supervising Nurse in the office. Ms. Weschler was recently selected to receive the NYS Herman M. Briggs Lifetime Achievement Award which is given in recognition of outstanding

achievements in New York State. During Mrs. Weschler's almost 30 year career in Public Health, she has worked in every program our office has offered, with her greatest passion being for immunizations. Ms. Weschler will be retiring in January after 28 years in the field. She would like to congratulate her for this award in recognition of her lifetime achievements in New York State and Steuben County.

B. Department of Social Services

1. **Child Advocacy Center** – Mrs. Reynolds informed the committee that they looked at the stationary site at the Ira Davenport campus and we will need to do some repairs/remodeling as well as purchase equipment. She requested authorization to transfer \$29,349 from Preventive Services and appropriate \$23,349 to Minor Equipment and \$6,000 to Major Equipment in order to purchase the necessary equipment. Additionally, in order to pay for the repairs and remodeling, she requested authorization to transfer \$32,000 from Preventive Services to Maintenance. Mrs. Reynolds stated another component to the Child Advocacy Center is the need for a Medical Director. We have been contracting with the Office of Community Services for that service, however, this year, given the recent death of one of their physicians who provided those services, we will need to look outside for those services. We are anticipating the possibility of contracting with a physician that could provide Medical Director services to both the Child Advocacy Center and our department. In anticipation of that, she is requesting authorization to transfer \$25,000 from the Community Services line item to the Preventive Services line item.

Mrs. Reynolds stated another component is that we will need to enter into a contract with Ira Davenport to rent the space that the stationary Child Advocacy Center will occupy, which will be 1,056 square feet. The fair market value is \$14,784 per year. We will also need to enter into a contract for a Child Advocacy Center Coordinator and we are anticipating that may be with the Institute for Human Services, but we are still looking into things. We have set aside \$55,000 in the budget for this. Additionally, we have \$10,000 set aside for assistance for a forensic investigator. This funding can also help to pay for the nurses.

Mr. Wheeler commented previously there was a lot of discussion about the mobile CAC (Child Advocacy Center), but the other piece of that is the stationary home base. The stationary center will be located in the Ira Davenport complex. He stated Arnot is a really good partner and has been very supportive. Mrs. Reynolds stated we have \$150,000 in State funds for the first year.

Mr. Hanna asked what type of renovation will be occurring? Mr. Wheeler replied it is not a lot. They will be moving a door, changing the reception area, new flooring and some paint. Mrs. Lando asked how long before the center will be up and running? Mrs. Reynolds replied it depends on the renovations, but we anticipate by the end of summer.

Mr. Maio asked since we have a mobile unit, do we really need a stationary center? Mrs. Reynolds replied we have never had either. Mr. Wheeler explained the State is paying for both. We had talked about trying it out and seeing how it goes. There is currently no central place in the County to bring the children and this will provide us with options we can evaluate.

Mr. Weaver asked is this a three year grant? Mrs. Reynolds replied yes. Mr. Wheeler stated as the money comes to an end, you will be at a decision point to determine whether or not to continue the program.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO TRANSFER \$29,349 FROM THE PREVENTIVE SERVICES LINE ITEM AND APPROPRIATE \$23,349 TO MINOR EQUIPMENT AND \$6,000 TO MAJOR EQUIPMENT TO PURCHASE EQUIPMENT FOR THE STATIONARY CHILD ADVOCACY CENTER MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO TRANSFER \$32,000 FROM THE PREVENTIVE SERVICES LINE ITEM TO THE MAINTENANCE LINE ITEM TO PAY FOR REPAIRS AND RENOVATIONS FOR THE CHILD ADVOCACY CENTER MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO PAY AN ANNUAL LEASE FOR THE CHILD ADVOCACY CENTER LOCATED AT THE IRA DAVENPORT COMPLEX IN THE AMOUNT OF \$14,784 MADE BY MR. WEAVER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Secretary's Note: The items relative to the Child Advocacy Center Coordinator, Medical Director and Forensic contracts will be brought back to committee for action at a later date.

2. **HEAP RFP** – Mrs. Reynolds requested authorization to issue the RFP for HEAP.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE THE RFP FOR HEAP MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mrs. Lando asked do you do the HEAP RFP in conjunction with ProAction? Mrs. Reynolds replied we do the RFP and that is what ProAction uses.

3. **Quarterly Report** – Mrs. Ferratella asked what caused the increase of 163 walk-ins for the first quarter of the year? Mrs. Reynolds replied we have seen an increase in the number of homeless that we are serving. A large part of the increase is due to Code Blue, but she feels that even with that, the numbers will still be up. She stated they did have to submit a homeless plan last month. Mr. Wheeler commented the lobby has been much busier over the past six months.

IV. OTHER BUSINESS

- A. *Tyrle Beach* – Mr. Caudill stated that they have raised just over \$35,000, but money is still coming in.

- B. *OFA Monthly Report* – Mrs. Ferratella noted on OFA's monthly report that the Compass Survey is doubling the workload of the case managers. Mrs. Baroodly stated yes, the Compass Survey is impacting our caseload. The survey is a 40-page document and her feeling is that we are asking a lot more questions, but do not do anything with the answers.

- C. *ProAction Report*

- *Grant* - Mrs. Lando stated at the last ProAction meeting they discussed how they were applying to receive a five-year, \$600,000 grant to work with children and parents in the Head Start and Early Head Start programs. They had asked Community Services to participate, and they said that they could not participate. As a result, they are partnering with Family Services to work with them on this grant. She stated that she was surprised to hear that Community Services was unwilling to participate.

Ms. Lattimer explained the purpose of this grant is to provide fill-in counselors for mental health issues with Head Start and Early Head Start. ProAction stated they sought out Community Services first to partner with, and that was declined.

- *Audit* – Mrs. Lando stated ProAction recently went through an audit with Bonadio and everything went well.
- *Strategic Plan* – Mrs. Lando stated they are starting work on their strategic plan and are hoping that will go through 2022.

MOTION: TO ADJOURN MADE BY MR. MAIO. SECONDED BY MR. HANNA. 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 5, 2019
Legislative Committee Room
9:00 a.m.

Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Wednesday, May 29, 2019