

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

*Wednesday, November 7, 2018*

*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    Andy Morse                                      Kathy Muller  
Jennifer Prossick                                         Darlene Smith                                     Lise Reynolds  
Bill Caudill

**LEGISLATORS:** Joseph J. Hauryski                                      Kelly H. Fitzpatrick                                      Robin K. Lattimer  
John V. Malter    Robert V. Nichols                                      Frederick G. Potter  
Gary D. Swackhamer                                      Scott J. Van Etten

**ABSENT:** Randolph J. Weaver

**OTHERS:** 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 OCTOBER 3, 2018, 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. **Budget Adjustments** – Dr. Chapman stated that under Mental Hygiene Law, if an individual is deemed incompetent to stand trial due to mental illness, we have to send them to a psychiatric hospital to attempt to restore their competency. When that happens, the cost is \$574.00 per day and \$17,794.00 for the month. He requested authorization to transfer \$95,000 from the Contract Labor line item to the Mental Hygiene line item. This is to cover the costs for one individual this year. The State does pay half of the cost. This amount is to cover bills already incurred and those that we anticipate for the remainder of 2018.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO TRANSFER \$95,000 FROM THE CONTRACT LABOR LINE ITEM TO THE MENTAL HYGIENE LINE TO COVER COSTS RELATED TO THE MENTAL HYGIENE BILL MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Dr. Chapman requested authorization to increase the contract amounts for Hornell Concern, Family Services and Catholic Charities to reflect the NYS Office of Alcohol and Substance Abuse Services 2018 COLA adjustments for providers. These are the providers that are providing alcohol and substance abuse services in the schools. The amounts of the increases are \$1,615.00 for Hornell Concern, \$814.00 for Family Services and \$7,986.00 for Catholic Charities.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO INCREASE THE FOLLOWING CONTRACTS TO REFLECT THE 2018 COLA ADJUSTMENT: HORNELL CONCERN - \$1,615.00; FAMILY SERVICES - \$814.00; AND CATHOLIC CHARITIES - \$7,986.00 MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Dr. Chapman requested authorization to accept \$14,404.00 in State Aid from the NYS Office of Alcohol and Substance Abuse Services for the Weider House. This is pass-through funding that will go to Catholic Charities.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$14,404.00 IN STATE AID FROM THE NYS OFFICE OF ALCOHOL AND SUBSTANCE ABUSE SERVICES AND INCREASING THE CONTRACT WITH CATHOLIC CHARITIES BY SAME AMOUNT MADE BY MR. MAIO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Transcription Contract** – Dr. Chapman informed the committee that Social Workers and Psychologists type their own notes, however, we do allow our prescribers and nurse practitioners to dictate their notes. We had three vendors who submitted proposals for transcription services. The proposal from Transcription 360 was the lowest and the best fit with our software. He requested authorization to contract with Transcription 360 at a rate of \$0.10 per line based on 65 characters per line. The turnaround time is within 24 hours. The contract will not exceed \$6,000.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH TRANSCRIPTION 360 FOR TRANSCRIPTION SERVICES AT A RATE OF \$0.10 PER LINE, BASED ON 65 CHARACTERS PER LINE, NOT TO EXCEED \$6,000.00 ANNUALLY MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

3. **OMH Resolution – COLA Allocation** – Dr. Chapman stated the Office of Mental Health is requiring the adoption of a resolution to accept the 2018 cost of living allocation (COLA) in the amount of \$11,295.00. This resolution will state that this funding is only to be used to support salary and salary-related fringe benefit increases.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT THE 2018 OFFICE OF MENTAL HEALTH COST OF LIVING ADJUSTMENT (COLA) IN THE AMOUNT OF \$11,295.00 MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

B. Office for the Aging

1. **Approval of Increased Home Care Rates** – Mrs. Baroody stated our EISEP provider, Home and Health Care Services, Inc. has requested rate increases of \$.50 per hour for Personal Care I, Personal Care II and Respite II workers. She commented we deduct \$.36 per hour from all rates for required supervision that our staff provides.

**MOTION: AUTHORIZING THE FOLLOWING RATE INCREASES FOR HOME AND HEALTH CARE SERVICES, INC.: PERSONAL CARE I FROM \$25.50 PER HOUR TO \$26.00 PER HOUR; PERSONAL CARE II FROM \$26.50 PER HOUR TO \$27.00 PER HOUR; AND RESPITE II FROM \$26.50 PER HOUR TO \$27.00 PER HOUR MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Approval to Award Registered Dietician Contract** – Mrs. Baroody stated we had issued a request for quotes for Registered Dietician Services for the operation of the Senior Nutrition Program, which includes the home-delivered meals and congregate meals. They received two quotes and she requested authorization to enter into a contract with Leslie Elliott at a rate of \$43.00 per hour, not to exceed \$21,518 annually, effective January 2, 2019. Additionally, she requested authorization to extend the contract with the current Dietician, Wilma Stewart, through January 2019 to aid with the transition to the new dietician.

**MOTION: AUTHORIZING THE DIRECTOR FOR THE OFFICE FOR THE AGING TO EXTEND THE CONTRACT WITH REGISTERED DIETICIAN, WILMA STEWART, THROUGH JANUARY 2019 AND AUTHORIZING A NEW CONTRACT WITH REGISTERED DIETICIAN LESLIE ELLIOTT, EFFECTIVE JANUARY 2, 2019, AT A RATE OF \$43.00 PER HOUR, NOT TO EXCEED \$21,518 ANNUALLY MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

C. Department of Social Services

1. **Accepting HEAP Bids** – Ms. Muller announced HEAP opens November 13, 2018 and the heating component opens November 5, 2018.

Mr. Morse stated we received bids from Vine City Supply and Blevins. He recommended awarding on a line item basis to both bidders.

**MOTION: AWARDING THE BIDS FOR REPLACEMENT OF RESIDENTIAL HEATING SYSTEMS TO VINE CITY SUPPLY AND BLEVINS ON A LINE ITEM BASIS MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Adoption Day** – Ms. Muller announced Adoption Day will be held on November 30, 2018 at 11 am. They have six pending adoptions.

3. **Mobile Work Program** – Mr. Hauryski stated he has heard of requests from non-profits that want to utilize our mobile work crew and it seems like as of late, every time they ask, they are told they are booked up or there is no help, etc. He asked Mr. Spagnoletti to get a monthly report from June Murray that shows the work crew leader, number of clients and where they have been for the month. He commented that he thinks that is striking as those reports over the last year have shown declines in the number of clients. There is also a work crew assigned to Buildings & Grounds to work here which surprises him as we didn't used to have that.

Ms. Muller commented we have had a work crew here, but not exclusively. Mr. Hauryski commented as an observation, when he pulled in this morning, he sees five people working on a flower bed that is not bigger than the table in this room. That is not an efficient operation. He has asked Ms. Murray why they are not getting clients. Apparently there are a lot of people stating they have bad backs, not feeling good, etc. When we first started this program we had four crews that were full and vans of clients were going out to do jobs. Now, we have one crew with only one client, which is crazy. Why are we not getting the clients?

Ms. Muller replied there are two things that factor into this. The first is we have seen a reduction in the safety net caseload and the biggest number of work crew clientele came from this group. The second is that the clients are getting medical excuses from their physicians saying that they are unable to work. She explained the safety net clients are single adults and the TANF clients are family cases, which contains a smaller pool of clients.

Mr. Van Etten commented it sounds like we need to re-educate the clients. Mr. Wheeler commented the unemployment rate is down, which could be a positive way to look at this. The safety net numbers being lower is a good thing. He stated with regard to seeing one crew leader with one client here, we talked about what to do and decided that instead of laying off the crew leader, it was better to keep him and the client here and active.

Ms. Muller commented we have instituted that clients with medical excuses still do have to come in and show up to the department. Mr. Wheeler stated we have four crews, with three going out and one staying here. Mrs. Ferratella asked can we adjust where they go and what they are doing? Ms. Muller replied yes. Mrs. Ferratella asked who monitors where they are going? Ms. Muller replied Ms. Murray. The Bath crew is the one that has one or two clients working.

Ms. Lattimer asked how long are the medical excuses for? Ms. Muller replied they have to reapply for a medical excuse every six months. Mr. Hauryski asked can the Legislature institute certain requirements, for example drug testing? Ms. Muller replied yes. We do drug testing and make it part of their independent living plan.

Mrs. Ferratella asked how is the Fraud Unit doing? Ms. Muller replied they are very aggressive. Mr. Wheeler stated as of September they had 76 investigations. There were 49 disqualifications year-to-date in TANF. Our department is one of the most aggressive in the State. Ms. Muller stated we have realized \$3.7 million year-to-date in cost avoidance. Mr. Maio asked what is the fraud staff costing us? Ms. Muller replied the front end detection is done with the fraud investigators. The investigators check those people who are lying on their application.

Mr. Van Etten asked with the mobile work program, are there any clients that are doing work for us when they become injured and if so, is that frequently an issue? Ms. Muller replied no. We have only had one that was injured while working and that was a number of years ago.

D. Public Health

1. **Contracts** – Mrs. Smith requested authorization to enter into contracts with Taylor Brownell, Occupational Therapist; Gwendolyn Tschorke Rowley, Speech Language Pathologist; and Johnston Speech-Language Pathology to provide preschool related services. The rate is \$65.00 per individual session and \$32.50 per group session.

**MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO ENTER INTO THE FOLLOWING CONTRACTS FOR PRESCHOOL RELATED SERVICES AT A RATE OF \$65.00 PER INDIVIDUAL SESSION AND \$32.50 PER GROUP SESSION: TAYLOR BROWNELL, OCCUPATIONAL THERAPIST; GWENDOLYN TSCHORKE ROWLEY, SPEECH LANGUAGE PATHOLOGIST; AND JOHNSTON SPEECH LANGUAGE PATHOLOGY MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **2019 Contract Renewals** – Mrs. Smith presented the 2019 contract renewals for review and approval. She noted there is a 3 percent increase anticipated for the contract with Complia Health and a \$500 increase for their S2AY Rural Network membership.

**MOTION: APPROVING THE FOLLOWING 2019 CONTRACT RENEWALS FOR PUBLIC HEALTH: COMMON GROUND HEALTH (REGIONAL HEALTH PLANNING SERVICES) - \$1,000; ARNOT MEDICAL SERVICES (TB SERVICES) – MEDICAID RATE; NOYES HOSPITAL (QUANTIFERON TB TEST) - \$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) - \$178.81 PER MONTH; S2AY NETWORK (REGIONAL S2AY NETWORK) - \$18,500; S2AY NETWORK (REGIONAL EMERGENCY PLANNING COOPERATIVE EFFORT) - \$2,000; BIOSERVE, INC. (MEDICAL WASTE DISPOSAL) - \$75.00 PER BOX; NICOLE STUMPF (EMPLOYEE WELLNESS – YOGA) - \$70.00 PER CLASS; LEAD SCREENING GRANT - \$41,994; IMMUNIZATION GRANT - \$48,470; 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, PLATTSBURG, SUNY EMPIRE, CORNING COMMUNITY COLLEGE, SUNY BINGHAMTON, ROBERTS WESLEYAN COLLEGE, ST. JOHN FISHER AND CORNELL UNIVERSITY MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

3. **Nursing & Administrative Services** – Mrs. Smith stated they did a request for quotes for nursing and administrative services. For nursing services they received two responses from Jan & Bev's Home Care and Pathways for both RN's and LPN's, full and part-time. She requested approval to award contracts to both so that we can have options and back up. The administrative rate for Jan & Bev's is 15 percent and for Pathways it is 10 percent. Historically we have used Jan & Bev's and they are very responsive to our needs.

Mrs. Smith stated for Administrative support staff, they received quotes from InSync out of California, and Pathways. The administrative fee for Pathways is 10 percent. The administrative fee for InSync is 13.2 percent,

but only on salary, not on the benefits. She requested approval to contract with both. Mr. Morse stated we are recommending contracting with both as one option may be better and InSync's estimated cost for the year was lower at \$16,077.76 compared to Pathway's cost at \$16,367.45.

**MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO CONTRACT WITH THE FOLLOWING FOR NURSING SERVICES: JAN & BEV'S HOME CARE – REGISTERED NURSES AND LICENSED PROFESSIONAL NURSES – FULL TIME AT A COST OF \$76,535 PER YEAR, PER NURSE; PATHWAYS – REGISTERED NURSES AND LICENSED PROFESSIONAL NURSES – FULL TIME AT A COST OF \$101,608.49 PER YEAR, PER NURSE AND INCLUDES INSURANCE AND RETIREMENT; JAN & BEV'S HOME CARE – REGISTERED NURSES AND LICENSED PROFESSIONAL NURSES – PART-TIME AT A COST OF \$15,734 PER YEAR, PER PART-TIME NURSE; PATHWAYS – REGISTERED NURSES AND LICENSED PROFESSIONAL NURSES – PART-TIME AT A COST OF \$16,466.50 PER YEAR, PER PART-TIME NURSE AND INCLUDES RETIREMENT; INSYNC FOR ADMINISTRATIVE SUPPORT STAFF AT A COST OF \$16,077.76 PER YEAR, PER PART-TIME EMPLOYEE; AND PATHWAYS FOR ADMINISTRATIVE SUPPORT STAFF AT A COST OF \$16,367.45 PER YEAR, PER PART-TIME EMPLOYEE AND INCLUDES RETIREMENT MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

4. **Accreditation Update** – Mrs. Smith reported we are on the Public Health Accreditation Board's (PHAB) November 20, 2018, agenda and that is when they will tell us whether we are approved. They looked at over 100 measures. Our consortium either fully met or largely met 95.3 percent. There were only 4.5 percent that were slightly met and one measure that did not get met by one of the counties and Steuben was not the county. We hope that one unmet measure is not a deal breaker. Overall, it looks good on paper. Within two weeks of the November 20, 2018 meeting they will tell us yes or no. We are the first multi-jurisdictional application to be considered. Because of that, it will be all of us, or none of us.

#### **IV. OTHER BUSINESS**

A. *Jeff Yalden* - Mrs. Ferratella stated that she attended a presentation given by national speaker Jeff Yalden, at the Corning-Painted Post High School on children and mental health. His point was that mental illness is the greatest health problem which is leading to teen suicide, drug issues, etc.

B. *Vulnerable Youth Summit* - Mrs. Ferratella stated she and Mrs. Lando attended the Vulnerable Youth Summit. Mr. Caudill stated they had 115 – 120 people in attendance, with 12 school districts represented. Mrs. Ferratella commented it was an excellent program.

Mr. Caudill stated this was sponsored by Potter's Hands which is a facility for abducted women and they target women who are out of the area. The initiative for the summit was for local youth, runaways, homelessness, sex trafficking and labor trafficking. Youth homelessness looks different in Steuben County as opposed to other areas. The schools last year reported 300 youth as being homeless, however, some youth are "couch surfing" and others are staying with another relative. Mr. Hanna asked how do we identify homeless youth? Mr. Caudill replied the schools have guidelines that they follow. The Department of Social Services keeps track using a point in time study. A point in time study is done annually on one night and that is done typically in January.

C. *Addison Youth Center* - Mrs. Lando commented she and Mrs. Ferratella toured the afterschool program at the Addison Youth Center. They are doing the Lights on for After School Program which is a great program. Mr. Caudill commented the Addison Youth Center operates with 50 kids per day.

**MOTION: TO ADJOURN MADE BY MR. MAIO. 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, December 5, 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, November 28, 2018**