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ALLEGANY COUNTY
DEPARTMENT OF SOCIAL SERVICES
County Office Building • Belmont, New York 14813
Telephone 716 268-7661

JOAN D. SINCLAIR
Commissioner

APPROVED

SOCIAL SERVICES COMMITTEE

MEETING MINUTES

JANUARY 10, 1991

RECEIVED
FEB - 2 1991
FEB 14, '91

PRESENT: Leonard Watson, Delores Cross, Arnold Loucks, Maynard Boyce, Ruth Faulkner, Keith Palmiter and Joan Sinclair

Chairman Watson called the meeting to order at approximately 7:10 p.m.

The minutes of the December 20, 1990 meeting were approved as written on a motion to approve by Arnold Loucks, supported by Maynard Boyce, and passed unanimously.

Committee members were provided with an overview of Departmental divisions, descriptions of services, staffing, and organizational structure. There was considerable discussion related to functions and clientele.

Commissioner Sinclair highlighted end of year, 1990, budget outcomes projecting Medicaid and Child Welfare deficits and a Home Relief surplus.

The Committee was provided with the Memorandum of Explanation related to the resolution for additional staffing in Income Maintenance and it was discussed in relation to any additional information which Committee members felt could be useful to the Board as a whole in making its decision.

A request for approval of stands and chairs for recently purchased computer equipment was made. The request was unanimously approved on a motion by Keith Palmiter, supported by Arnold Loucks.

Commissioner Sinclair requested permission to attend a NYATEP (New York Association of Training and Employment Professionals)/DOL sponsored Welfare to Work Training as the representative of County Social Service Departments, on January 15 and 16, 1991, at no County cost. Ruth Faulkner moved that permission be granted. The motion was supported by Maynard Boyce and unanimously approved.

There being no further business the meeting was adjourned by Chairman Watson at approximately 8:40 p.m.

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JOAN D. SINCLAIR
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FEB 26 1991

SOCIAL SERVICES COMMITTEE

MINUTES

FEBRUARY 14, 1991

MEMBERS PRESENT: Leonard Watson, Arnold Loucks, Maynard Boyce, Ruth Faulkner, Keith Palmiter and Joan Sinclair

The meeting was called to order by Chairman Watson at 7:10 p.m.

The minutes of the January 10, 1991 meeting were approved unanimously, as written, on a motion to approve by Keith Palmiter, supported by Maynard Boyce.

Commissioner Sinclair provided a synopsis of year end results of the 1990 budget, as well as a review of expected positioning related to the administrative cost cap. The local share budget was a fraction of a percent in deficit ($14,440) and for the second year Social Services expenditures were under the administrative cost cap. The 1991-1992 State budget proposal would, if passed, penalize counties such as Allegany which are under the cap, by lowering the reimbursable level to that expended in 1990.

Mrs. Sinclair also highlighted State legislative proposals related to Children and Family Services (which would eliminate the State share and potentially result in a $50,000 increase in local share); Income Maintenance, which are predominately fragmented cost containment measures and not sweeping changes; and in Medicaid, which address utilization, co-payment and rates of services but not eligibility levels. There was some discussion of whether as a Committee, or by bringing resolutions to the Board floor, there should be official stances taken. The Commissioner will review items and make recommendations.

The Committee was asked to approve the filling of Account Clerk Typist and Mail Clerk positions, the first which is vacant due to an interdepartmental promotion to a position in the Office for the Aging, and the second of which is to fill the part-time position recently established. A motion to approve filling these vacancies was made by Maynard Boyce, seconded by Keith Palmiter and passed unanimously.

The Commissioner provided additional data related to the necessity of creating the Senior Examiner and two Examiner positions budgeted for 1991. She indicated that the Department had gained another one hundred plus cases in January alone and provided information on lawsuits in other counties, including St. Lawrence which is currently under Court order for a specific staff to caseload ratio, as well as two Commissioners being sued personally as well as professionally.

Discussion was held related to alternatives, Mr.Watson asking if less staff could be requested than budgeted or a position could be traded. Mrs. Sinclair indicated that, if anything, trends are such that even more staff than three is needed and cutting a non-Income Maintenance position or shifting duties would only result in eliminating non-mandatory but highly cost effective, revenue generating staff such as quality control, fraud or child support enforcement.

The issues of whether we are likely to see mandate or program reduction during this State legislative session was discussed. This is not safely predictable , but Mrs. Sinclair recommended to the Committee that a second resolution to create and fill these positions until the end of the year was an acceptable alterative in that State legislative impact could be assessed during the County's 1992 budget preparation time and a decision made then whether or not to reauthorize these positions in 1992, rather than leaving them open ended. Mr. Boyce asked if it were likely that these would be essential in 1992 and Commissioner Sinclair said that it was likely that they would, but would be amenable to a close-ended authorization in order to have a chance of fulfilling the Department's obligations this year.

Mr. Loucks suggested that the staff, through the Union might want to have the issue of a forty-hour work week pursued.

A motion was made by Keith Palmiter to have a resolution drawn to create and fill the three budgeted positions for the balance of 1991. The motion was passed four to one, with Mr. Loucks opposing.

A request was made for three Child Protective Services staff to attend Legal Issues training in Auburn, New York in March. The request was unanimously approved on a motion by Keith Palmiter, seconded by Maynard Boyce.

Mrs. Sinclair requested permission to attend lobbying sessions, NYPWA Board of Directors, and various Committee meetings in Albany, February 27 and 28, 1991. The request was unanimously approved on a motion by Keith Palmiter, supported by Maynard Boyce.

There being no further business the meeting was adjourned by Chairman Watson at approximately 9:00 p.m.

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JOAN D. SINCLAIR
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RECEIVED
MAR 15 1991

SOCIAL SERVICES COMMITTEE

MARCH 14, 1991

MINUTES

Members Present: Leonard Watson, Delores Cross, Arnold Loucks, Maynard Boyce, Ruth Faulkner, and Joan Sinclair

Guests Present: Student Interns from Scio and Whitesville; Kathryn Ross, Wellsville Daily Reporter

The meeting was called to order at 7:10 p.m. by Chairman Watson.

The minutes of the February 14, 1991 meeting were unanimously approved as submitted, on a motion by Arnold Loucks, supported by Maynard Boyce.

A request was made for a .4 subaccount transfer in the Child Assistance Program to correct an error of omission. The transfer from 6011.413 to 6011.412 of $1,800 was unanimously approved after a motion to approve by Maynard Boyce, supported by Ruth Faulkner.

Mrs. Sinclair presented caseload histories for benefit programs (Public Assistance, Medicaid and Food Stamps) and Child Protective Services (attached). General discussion centered on factors related to increased child protective (abuse, neglect, and maltreatment) reporting, and the increases in the extent of family violence and youth criminal and uncontrollable behaviors.

History on non-secure detention contracting was discussed. Mr. Loucks asked about pursuing alternatives and Commissioner Sinclair advised that a joint rural county diagnostic group home project is near completion and that, although the per diem expense is similar to detention, diagnosis and treatment services beyond 'holding' youths would be provided. Also, Ontario County has approached the Department for a contract, but the rate is slightly higher and it is a more distant facility. The Committee was advised that these were sporadic and short term placements of youths with behaviors which cannot be handled in emergency foster care.

A motion was made by Arnold Loucks to have a resolution drawn to approve the contract. The motion was seconded by Ruth Faulkner and approved unanimously.

On a motion by Maynard Boyce, supported by Ruth Faulkner, two file cabinets at an approximate $185.00 cost per file, were approved unanimously for the HEAP Program, at no county cost.

Commissioner Sinclair provided information on reasons for current need to purchase a lap top computer for the Child Support Enforcement Unit. This purchase (an upgraded version) was approved in the summer of 1990, but the Department had reason to believe one would be provided by the Office of Court Administration. This, however, did not come to pass. This would be bid and would be 85% reimbursable. A motion was made by Maynard Boyce and supported by Arnold Loucks to refer to Central Services Committee with recommendation for approval. The motion passed unanimously.

Commissioner Sinclair advised that she was informed by Mr. Rosell that a temporary authorization through December 31, 1991, of a Senior Examiner and two Social Welfare Examiners did not meet Civil Service requirements in that a temporary position may only be authorized for six months. She advised that she had indicated that she wished to return the matter to Committee, in that case, and is unaware as to how the Memorandum of Explanation with revised or a Resolution was included on the March 13, 1991 Board of Legislator's agenda.

Discussion was held related to the extent of value to the Department of a six month authorization. Mrs. Sinclair advised that, given training time and the fact that the time period would not extend into the high workload months of October through December, during which time full caseload revisions for fuel reconciliations and January 1 changes must be accomplished there would be minimal benefit.

Mr. Boyce pointed out that it was likely that these positions would be needed on a more extended basis. Commissioner Sinclair agreed, but also indicated that economic changes and/or legislative changes may provide some relief.

Mr. Watson moved that the original resolution to create these positions be resubmitted. Maynard Boyce supported the motion. Mr. Loucks indicated that he perceived the approach of temporary authorization as simply a means of obtaining sufficient votes for passage. Mr. Watson commented that all positions should be carefully reviewed each year during budget discussions related to need in the upcoming fiscal year. The motion was passed three to one, with one absent and Mr. Loucks opposing.

A request was made to have one Senior Investigator and two Fraud Investigators attend the New York Welfare Fraud Investigator's Association Annual Training Conference in Corning, advising that for one Investigator who is Vice President of the Association there would be no charge and that she (Commissioner) would be speaking Tuesday morning and JIm Euken and Amo Houghton would also be speaking. Total cost was estimated at $375.00 ($112.50 County share). Maynard Boyce made a motion to approve attendance. Ruth Faulkner supported and the motion was passed unanimously.

Commissioner Sinclair requested permission to travel to Albany, March 27-28, 1991 for NYPWA Committee Day and Board of Director's meeting at a gross expense of approximately $108.00 ($32.0 County share). The request was approved unanimously on a motion to approve by Ruth Faulkner, supported by Arnold Loucks.

Mrs. Sinclair advised Committee members that she had received a tape of approximately two hours in length of the Social Services budget briefing, if Legislators were interested in hearing it.

Mr. Watson addressed student interns and offered time for questions.

There being no further business, the meeting was adjourned at approximately 8:20 p.m. by Chairman Watson.

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MAY 8 1991

SOCIAL SERVICES COMMITTEE

APRIL 11, 1991

MINUTES

MEMBERS PRESENT: Leonard Watson, Delores Cross, Arnold Loucks, Maynard Boyce, Ruth Faulkner, Keith Palmiter and Joan Sinclair

The meeting was called to order by Chairman Watson at 7:00 p.m.

The minutes of the March 14, 1991 meeting were unanimously approved as written, on a motion to approved by Maynard Boyce, supported by Keith Palmiter.

Commissioner Sinclair requested approval to pursue the purchase and installation of three new regular telephones for new workers and a move of an existing telephone now in the conference room to the data entry room. The latter move is requested on the basis that rearrangements were required for the four work stations such that Public Works has advised that the lines of the one telephone in the room are hazardous. The second phone would allow for sharing between two workstations and would alleviate the problem. The conference room phone is rarely used and therefore can be moved.

A request was made for the purchase of two (2) desks, three (3) chairs and three (3) file cabinets for a total cost of between $900-$1000. Only two desks are required for new workers because the Department had one to spare.

A motion was made by Maynard Boyce, supported by Keith Palmiter and passed unanimously that a referral be made to Central Services Committee, and an estimate obtained from RONCO, in order to install and move telephones as requested; and that Public Works be contacted regarding surplus equipment and, if none were available, equipment as requested is approved.

Commissioner Sinclair provided to, and reviewed with, Committee members, data from the 1990 Report to the Governor on Employment Programs for Public Assistance recipients and the Comptroller's Report on Administrative Costs, all of which was favorable comparing Allegany County with other counties in the State.

Issues related to home care management, including impending revisions in the local CASA program, and the expectation that legislation would be passed at the State level requiring County Social Services Departments to contract for Medicaid Case Management Services, were discussed. A provider contract matter arose. Keith Palmiter moved that an Executive Session be held related to legal issues. This motion was supported by Ruth Faulkner, and passed unanimously.

Subsequent to the Executive Session, Chairman Watson called the meeting adjourned.

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RECEIVED
MAY 21 1991

APPROVED

SOCIAL SERVICES COMMITTEE

MAY 9, 1991 MEETING

MINUTES

MEMBERS PRESENT: Leonard Watson, Arnold Loucks, Maynard Boyce, Ruth Faulkner, Keith Palmiter and Joan Sinclair

The meeting was called to order by Chairman Watson at 7:00 p.m.

The minutes of the April 11, 1991 Committee meeting were unanimously approved, on a motion to approve by Maynard Boyce, supported by Keith Palmiter.

Commissioner Sinclair brought to the Committee's attention the provisions of the Federal Drug Free Work Place Act and the fact that this was more universal than the Social Services setting. Advisement was sought as to steps for implementation. After some discussion of the content, including an awareness program and taking action in the instance of criminal drug statute conviction, Mrs. Sinclair was asked to refer the matter to the County Attorney.

Current State legislation; particularly that related to residency requirements and temporary Home Relief benefits was reviewed. A motion was made by Keith Palmiter, supported by Ruth Faulkner, that a draft resolution in support of these restrictions be prepared for Committee review; a Committee meeting to be called for 11:00 a.m. on May 28, 1991 for this purpose. The motion was passed unanimously.

A motion was made by Maynard Boyce, supported by Arnold Loucks, that a two-month medical leave of a Senior Examiner be filled (July 27, 1991 through September 4, 1991). The motion was unanimously approved.

Appropriation of State grant-in-aid funds for two purposes was requested. One would provide $5,070 to ARC to establish an alternative for respite care for DSS children. The second amount, $31,409.40, would be to appropriate the County's share of EDGE (Education for Gainful Employment) funds, to be subcontracted to BOCES, Traveling Teacher, and Literacy Volunteers.

A motion was made by Keith Palmiter, seconded by Ruth Faulkner, and passed unanimously, that a resolution be drawn to appropriate the $5,070 Respite funds. Arnold Loucks made the motion to have a resolution drawn to appropriate EDGE funds. Keith Palmiter supported and it was passed unanimously.

The Commissioner advised that the lease for the check-signer was completed and that $380.00 for buy-out of the equipment was recommended. A motion to approve the purchase was made by Ruth Faulkner, seconded by Arnold Loucks, and passed unanimously.

Commissioner Sinclair advised the Committee that she had been notified that she was one of four persons selected by the National Association of Counties (NACo) for nomination to the Secretary of Agriculture to be appointed to a Federal Committee on Welfare Simplification. Mrs. Sinclair sought Committee response regarding this potential involvement. No schedule had been set, and it is at this point not a surety that any of NACo's nominations would be accepted. If there were an appointment, however, all expense would be paid. Chairman Watson questioned extent of time to be devoted. There was some discussion of the advantages of being involved in policy making. No vote was taken, but there was consensus that participation would be supported, insolong as Commissioner Sinclair was convinced that the venture was worth the time to be expended.

There being no further business, Chairman Watson called the meeting adjourned at 8:15 p.m.

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J. Morgeson

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JUL 11 1991

SOCIAL SERVICES COMMITTEE

JUNE 20, 1991

MINUTES

NOT APPROVED

PRESENT: Leonard Watson, Arnold Loucks, Maynard Boyce, Ruth Faulkner, Keith Palmiter and Joan Sinclair

The meeting was called to order by Chairman Watson at 7:10 p.m.

The minutes of the May 9, 1991, meeting were unanimously approved as written on a motion to approve by Keith Palmiter, seconded by Arnold Loucks.

Committee members were provided with a synopsis of the June 19, 1991 budget briefing on State budget items effecting Social Services programs, which information was highlighted by Commissioner Sinclair.

Commissioner Sinclair discussed meetings held related to the preparation of the 1992 local budget and sought concurrence, which was given to address administrative accounts in July and program accounts in August in Committee.

Mrs. Sinclair advised the Committee members of a computer system link which is being made available by the State, which would provide on-line access to information, as well as allow for interactive communication. However, departmental discussions resulted in a decision not to request local implementation at this time due to telephone line and time costs, as well as insufficient equipment to gain adequate benefit to justify these costs.

Mrs. Sinclair advised Committee members of a request for rate increases by the Funeral Director's Association and provided information from a Statewide survey for rates and fees showing Allegany County to currently be in line with regional rates. After some discussion it was agreed that no rate increase would be considered at this time.

A request was made for attendance of Gloria Lundberg and Commissioner Sinclair (Dan Guiney also to attend) at the NYPWA Summer Conference, both persons being association officers and involved in workshop activities. Members were advised that one day would be set aside for Local Commissioner's Management Training, as a cost savings measure in lieu of the annual management training retreat. Approval was unanimously given on a motion to approve by Keith Palmiter, supported by Arnold Loucks.

The meeting was called adjourned at approximately 8:30 p.m. by Chairman Watson.

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NOT APPROVED

SOCIAL SERVICES COMMITTEE
JULY 11, 1991
MINUTES

J. Margeson
RECEIVED
AUG 5 1991

PRESENT: Leonard Watson, Arnold Loucks, Ruth Faulkner, Keith Palmiter, and Joan Sinclair

The meeting was called to order by Chairman Watson at approximately 7:10 p.m.

The minutes of the June 20, 1991 meeting were unanimously approved as written, on a motion to approve by Arnold Loucks which was supported by Ruth Faulkner.

Requests for approvals were made for one Child Protective Service Senior Caseworker to attend two of four day's training in working with perpetrators, and for three Income Maintenance staff at line, supervisory and managerial levels to attend JOBS training with the understanding that there are two Employment Center staff would form a workgroup to revise orientation and referral processes subsequent to training. Both were unanimously approved on a motion to approve, by Arnold Loucks, supported by Keith Palmiter.

Commissioner Sinclair presented a proposed resolution and contract with the Ontario County Youth Care Facility which had been provided to her by the County Attorney's Office. Mrs. Sinclair advised the Committee that although she had not pursued this option to temporary care of juvenile delinquents and PINS (Persons in Need of Supervision) she was in agreement with contracting as a back up for traditionally used facilities, in light of the dramatic increases in this population.

Mr. Loucks commented upon the fact that this should have been Departmentally (Social Services) decided, and upon his concern that this process had not been followed. Mr. Watson pointed out that this would expand options and costs would not be incurred unless the Department made an actual child placement.

Keith Palmiter moved to approve the presentation of the resolution and contract to the full Board of Legislators. The motion was supported by Ruth Faulkner and was passed with three votes in favor and Mr. Loucks opposing.

Chairman Watson called an Executive Session to discuss personnel matters related to a Departmental restructuring proposal, subsequent to a motion by Ruth Faulkner supported by Keith Palmiter.

Subsequent to Executive Session the .1, .2, and .4 accounts of the 1992 proposed budget were revised by the Committee.

Chairman Watson called the meeting to a close at approximately 9:00 p.m.

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AUG 12 1991

SOCIAL SERVICES COMMITTEE

MINUTES

AUGUST 8, 1991

MEMBERS PRESENT: Leonard Watson, Delores Cross, Arnold Loucks, Maynard Boyce, Keith Palmiter, and Joan Sinclair

GUESTS PRESENT: Three of six bidders for Parcel 8821.

The meeting was called to order by Chairman Watson at 7:00 p.m.

The minutes of the July 11, 1991 meeting were unanimously approved as written, on a motion to approve by Arnold Loucks which was supported by Keith Palmiter.

Chairman Watson opened sealed bids for purchase of Lot 8821, known as the Bump Road, Cuba, property, owned by the Department of Social Services.

The following bids are recorded in the order of opening:

- Daniel Sheverett -	$17,200.	Deposit - $1,725.
- Richard Church -	$15,825.	Deposit - $1,582.50
- Walter Steroka -	$10,750.	Deposit - $1,075.
- Brian Graham -	$18,900.75	Deposit - $1,890.08
- Stuart Freeman -	$15,200.	Deposit - $1,520.
- Forestlands, Inc.	$15,000.	Deposit - $1,500.

Chairman Watson indicated that final action would be taken at a later date. A meeting was scheduled for 11:00 a.m. on Monday, August 26, 1991, for the decision and announcement, with a target date of September 9, 1991 for resolution of the Board of Legislators.

Mr. Graham, one of the bidders present requested tax information and an estimate of the length of time for finalization of purchase and deed transfer. He was asked to call the Social Services Department for more specific information.

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RECEIVED
AUG 26 1991

NOT APPROVED

SOCIAL SERVICES COMMITTEE

MINUTES

AUGUST 26, 1991

J. Margeson

MEMBERS PRESENT: Leonard Watson, Keith Palmiter, Maynard Boyce, and Joan Sinclair

Chairman Watson called this special meeting of the Social Services Committee to order at 12:25 p.m.

The Committee discussed acceptance of the high bid on the "Bump Road Property", by Brian S. Graham, in the amount of $18,900. Two matters were to be checked with the County Attorney's Office. One, brought up by Keith Palmiter related to status of mineral rights. The second, relating to release of the deposits of other bidders, was posed by Chairman Watson. On a motion to accept the bid of $18,900 by Brian S. Graham (and to have a resolution drawn to that effect) by Keith Palmiter, supported by Maynard Boyce, the Committee voted unanimously in favor.

Mrs. Sinclair advised the Committee that there was an error of omission in the 1992 6010.103 account, as presented and approved previously, in that salaries of two Senior Examiner positions, currently authorized, were not included in the original total. This error was discovered when completing the detail personnel sheets. The 6010.103 account amount should be $1,888,921 as opposed to $1,853,709. The total of 6010.1 would then be $2,243,614 as opposed to $2,208,402; and the total 6010 account should be $2,843,537 rather than $2,808,325. Consensus was that this should be so noted in these minutes, and corrections made to budget work sheets and computer sheets.

Commissioner Sinclair provided a handout showing gross and net expenditures in each budget category, and provided brief explanations of these figures.

There being no further business the meeting was adjourned at 12:40 p.m. by Chairman Watson.

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NOT APPROVED

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SEP 16 1991

SOCIAL SERVICES COMMITTEE

SEPTEMBER 12, 1991

MINUTES

MEMBERS PRESENT: Leonard Watson, Arnold Loucks, Ruth Faulkner, Keith Palmiter and Joan Sinclair

Chairman Watson called the meeting to order at 7:05 p.m.

The minutes of the August 8 and August 26, 1991 meetings were unanimously approved as written, on a motion to approve by Keith Palmiter, supported by Arnold Loucks.

Commissioner Sinclair requested an additional appropriation of $285,000 in the Child Welfare account A6119.4 with Federal Revenue (4619) of $71,250; State revenue of $114,000 (3619), and local revenue of $8,000 (1819) on that amount. Chairman Watson asked if shifts could be done from other DSS accounts rather than contingency and was advised that, other than an anticipated ADC to CAP shift, major accounts were on balance with no leaway for shifts. Mr. Loucks questioned sufficiency of the 1992 proposed appropriation in relation to an expected lower level in contingency, and Mrs. Sinclair indicated that she was comfortable with the projection in Child Welfare for 1992.

An exceptional case foster care rate was requested for a specific infant who has been returned to foster care after surgery to fuse her skull and spinal cord. The Commissioner requested that it be the same as the emergency care rate of $15/day for the time that the child met the State definition for exceptional care, and advised that the foster parent is an RN, saving the County need of providing home care nursing service. A motion was made by Keith Palmiter, supported by Arnold Loucks, that the exceptional care rate be established at $15/day. The motion was passed unanimously.

Personal care contracts and rate setting were discussed in relation to State changes anticipated, local universal policy between Health and Social Services, and provider selection. It was consensus that, subsequent to final information on State DSS action a joint Health and Social Services Committee meeting be set up to discuss the issues.

A request was made for Commissioner Sinclair to attend NYPWA Committee meetings and the Task Force on Mandate Review on September 26, 1991 in Albany for the cost of hotel room and registration of $57; $15 local share. Ruth Faulkner made a motion to approve, which was supported by Keith Palmiter, and passed unanimously.

The purchase of a telefax machine was discussed. Mrs. Sinclair is to review options and return to the Committee with a recommendation, based on Committee consensus that this would be an approvable purchase in that there has been a problem with confidentiality of materials telefaxed to the general county machine, and because the next potential time for purchase would be 1993.

Commissioner Sinclair asked if the rationale and criteria for variations in Department head raises could be provided, and also whether there would be an opportunity for issues of equity to be discussed. Some information was shared in relation to salary determinations; however, it was not at this time apparent whether further discussion would take place.

The meeting was called adjourned by Chairman Watson at approximately 8:15 p.m.

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SOCIAL SERVICES COMMITTEE

MINUTES

DECEMBER 12, 1991

RECEIVED
DEC 19 1991

Members Present: Leonard Watson, Arnold Loucks, Maynard Boyce, Ruth Faulkner, Keith Palmiter and Joan Sinclair

The meeting was called to order by Chairman Watson at 7:00 p.m.

The minutes of the November 21, 1991 meeting were unanimously approved as written on a motion to approve by Keith Palmiter, supported by Maynard Boyce.

Commissioner Sinclair advised Committee members that an EDGE II (Education for Gainful Employment) application had been made for the purposes of allocation of $124,000 in funds available to Allegany County via a combination of State Education and JOBS Program funds with an approximate breakdown of $75,000 to BOCES; $22,500 to the Employment and Training Center; $15,000 to Traveling Teacher, Inc.; and $12,000 to Literacy Volunteers of America. BOCES, as the generator of State Education funds will provide additional vocational education slots plus remedial education and supports such as life skills training; the Employment and Training Center will provide comprehensive assessment, testing, and referral of those who meet EDGE II criteria and will handle monitoring of the other three programs and tracking of client performance. LVA and Traveling Teacher, Inc. will provide literacy, basic skills and GED preparation educational services to additional clients through service expansion. Billing and payment is handled directly with the State Education Department, and is not a County budget appropriation. These anticipated funds, however, did allow for reduced contract expenses for 1992.

Second year Homelessness Prevention Program funds have been awarded to Southern Tier Legal Services for Allegany, Steuben and Cattaraugus Counties. Once State contracts are signed, an appropriation will be requested. There is no local share.

Managed care development was discussed, including a listing of individuals who would be invited to serve on an Advisory Board to develop recommendations as to how to proceed. Commissioner Sinclair was requested to consult with the County Attorney's Office related to actions to be taken such as resolution for appointments and managed care development method options.

Mrs. Sinclair advised Committee members of agreements which had been reached between DSS and Public Health related to review and imposition of low cost alternatives for home care cases, expanding on criteria set up at the State level under Chapter 165 of the Laws of 1991.

A request was made for approval of attendance of Dan Guiney and Gloria Lundberg, at no local cost, and Joan Sinclair, at the NYPWA Legislative Conference scheduled for January 26-29, 1992 in Albany. Unanimous approval was given, on a motion to approve by Keith Palmiter, supported by Maynard Boyce.

There being no other business, Chairman Watson called the meeting adjourned at 8:15 p.m.