

**HUMAN SERVICES COMMITTEE**

**March 2, 2016**

**NOT APPROVED**

**Committee Members Present:** K. LaForge, D. Pullen, S. Burt, J. Hopkins, C. Jessup, T. O'Grady, D. Root, C. Crandall (Absent: D. Decker)

**Others Present:** L. Ballengee, H. Budinger, P. Curran, M. Gasdik, V. Grant, K. Graves, D. Healy, R. Hollis, K. Hooker, C. Knapp, J. Margeson, T. Miner, B. Riehle, R. Scott, T. Shaw, J. Tomasi

**Media Present:** No media present.

**Call to Order:** The meeting was called to order at 3:02 p.m. by Human Services Committee Chairman Kevin LaForge.

**Approval of Minutes**

A motion was made by Legislator Jessup, seconded by Legislator Root, and carried to approve the Human Services Committee minutes of February 4, 2016.

**Health Department**

**Corporate Compliance**

Health Director Lori Ballengee reported there were no complaints and no investigations last month.

**Accept and Re-Appropriate Women's Health Initiative Grant for Cancer Services**

Ms. Ballengee requested a resolution to re-appropriate a Women's Health Initiative Grant for the Cancer Services Program for the 2016 Budget year, Grant year of April 1, 2015, to March 31, 2016.

Appropriations:

A4071.206	Cancer Services Program – Health Equipment	\$ 5,500
A4071.401	Cancer Services Program – Postage	\$ 6,178
A4071.408	Cancer Services Program – General Supplies	\$ 2,127
A4071.424	Cancer Services Program – Legal Advertising	\$ 6,000
A4071.406	Cancer Services Program – Insurance	<u>\$ 290</u>
	Total:	\$20,095

Revenue:

A4071.3401.00	State Aid – Public Health	\$20,095
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The request was approved on a motion by Legislator Root, seconded by Legislator Hopkins, and carried. **Refer to Ways & Means**

**Request to Fill Public Health Sanitarian**

Ms. Ballengee requested permission to fill a Public Health Sanitarian (AFSCME, Grade 20, Step Base) position. This vacancy is the result of a retirement. This position is critical to operating the Environmental Health Programs. It is a high-level position responsible for complex testing, inspections, and investigations. The salary will be covered 100 percent by Article 6

funding and other grants. The fringe is non-Article 6 eligible, so 100 percent of the fringe will be a County expense. The request was approved on a motion by Legislator Pullen, seconded by Legislator Hopkins, and carried. **Refer to Ways & Means**

#### **Request to Fill Public Health Technician**

Ms. Ballengee requested permission to fill a Public Health Technician (AFSCME, Grade 13, Step Base) position. This position is critical to operating the Environmental Health Programs. It is a versatile position that can provide clerical support and perform basic environmental health functions. The salary will be covered 100 percent by Article 6 Funding and other grants. The fringe is non-Article 6 eligible, so 100 percent of the fringe will be a County expense. The request was approved on a motion by Legislator O'Grady, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

#### **Request to Fill Public Health Educator**

Ms. Ballengee requested permission to fill a Public Health Educator (AFSCME, Grade 17, Step Base) position. The specific duties for the Public Health Educator include education, outreach, and recruitment for the Allegany County Department of Health Family Planning Program. The funding for this position is from New York State Department of Health Family Planning Program and New York State Department of Health General Public Health Works/Article 6. Legislator Hopkins asked about the education requirement for this position. Ms. Ballengee stated a candidate needs to have a minimum of a Bachelor's Degree in Health Education or a health-related field. The request was approved on a motion by Legislator Root, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

#### **Monthly Report**

Ms. Ballengee said she will probably have a request to create and fill another Educator position at next month's meeting. She noted this position would be strictly for general public health education.

Ms. Ballengee also said she is in favor of all the New York State Association of Counties' (NYSAC) resolutions that are health related. Legislator Pullen asked about any health-related issues with the Zika virus. Ms. Ballengee noted there haven't been any cases in Allegany County. All testing for Zika has to be approved by the Health Department, and they have not had anyone ask to be tested.

#### **Office for the Aging**

#### **Monthly Report**

Director Madeleine Gasdik pre-filed her monthly report. Legislator Graves asked if there was anything to take note of, or if there were any trends developing. Ms. Gasdik replied no. Ms. Gasdik distributed the Senior Forum agenda and suggested questions to the Legislators. If anyone is interested in attending, please notify Ms. Gasdik. She noted the suggested questions will be reviewed by the Advisory Council tomorrow. If there are any changes to the questions, she will send them to the Legislators. Legislator Pullen talked about attending a previous Senior Forum where one of the largest concerns was the drug epidemic, and the danger the drug dealers were presenting to them. He said he was surprised. At the time, Sheriff Whitney was not aware of any incident involving a senior citizen and any drug problem. Legislator O'Grady stated the Wellsville Police Department has had two cases effecting seniors within the last six to eight months. Ms. Gasdik stated they had two cases, but not in Wellsville. Legislator Pullen said the forum was very informative, and he encouraged people to attend.

Ms. Gasdik distributed a poster for some Office for the Aging programs, including Tai Chi. She also stated New York State Office for the Aging has a certification process for staff providing health insurance counseling. All of her staff passed with flying colors the first time they took the test. She noted the staff has to take the test every year. Ms. Gasdik said now there is a certification process for Case Managers. They have to be certified by September 30, 2016.

Ms. Gasdik announced Friday is National Staff Appreciation Day. So, they have had Staff Appreciation Week at the Office for the Aging. They have had theme days including crazy hat day and crazy sock day. Every day there is a riddle, which takes about five to ten minutes to complete. Today, there was a dish to pass, and everyone received a stress kit that included bubble wrap, a medal, and a noise maker. Ms. Gasdik stated it is going over very well, and the staff are feeling appreciated.

### **Accept and Re-Appropriate Federal BIP Grant**

Ms. Gasdik requested a resolution to re-appropriate funding from the 2015 Budget. The Federal Balancing Incentive Program (BIP) Grants runs from April 1, 2014, to December 31, 2016. The total grant is for \$223,711. They have spent \$97,624 of the grant as of December 31, 2015, leaving \$126,087 remaining. She has budgeted \$113,000 in BIP funding for 2016. The difference between \$126,087 and \$113,000 is \$13,087. The Office for the Aging needs to re-appropriate the \$13,087. They will use the funding to cover salaries for existing Office for the Aging Staff through 2016, replace older computers, and buy iPads for staff members who go out on home visits. They will use the iPads for assessments.

#### Appropriations

A6790.101	OFA Balancing Incentive Program – Reg. Pay	\$ 7,000
A6790.201	OFA Balancing Incentive Program – Office Equipment	\$ 3,600
A6790.401	OFA Balancing Incentive Program – Postage	\$ 550
A6790.802	OFA Balancing Incentive Program – Retirement	\$ 1,120
A6790.803	OFA Balancing Incentive Program – F.I.C.A.	\$ 535
A6790.804	OFA Balancing Incentive Program – Worker's Comp	\$ 140
A6790.805	OFA Balancing Incentive Program – Disability	\$ 142
	Total:	\$13,087

#### Revenue:

A6790.4772.6790	Fed Aid -OFA Balancing Incentive Program	\$13,087
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The request was approved on a motion by Legislator Jessup, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

### **Request Permission to Apply for Direct Care Worker Program**

Ms. Gasdik requested permission to apply for a Direct Care Worker Program in the amount of \$35,265. It provides up to 2 percent salary and related fringe benefit increases to Luncheon Center Managers and HDM Drivers. Salary increases that took effect on or after January 1, 2015, are eligible to use as a basis for claiming reimbursement. The Board of Legislators must approve a resolution attesting that the funding received will be used solely to support salary-related fringe benefit increases for direct care staff. Ms. Gasdik noted this grant was approved in the past, but the resolution had specific dates. She said this year's resolution should only say Direct Care Worker Grant in case it is extended another year. The request was approved on a motion by Legislator Root, seconded by Legislator Pullen, and carried. **Prepare Resolution**

**Budget Transfer**

Ms. Gasdik requested a resolution to transfer funds in the amount of \$2,000 within the Medicare Improvements Patient/Providers Act (MIPPA) Grant. These transfers are needed to match the 2016 Federal MIPPA Grant.

From:	To:
A6774.101 OFA Medicare Improv. – Reg. Pay \$2,000	A6774.401 OFA Medicare Improv. – Postage \$ 300
	A6774.402 OFA Medicare Improv. – Mileage \$ 200
	A6774.416 OFA Medicare Improv. – Phone \$ 500
	A6774.424 OFA Medicare Improv. – Ads <u>\$1,000</u>
	Total: \$2,000

The request was approved on a motion by Legislator Burt, seconded by Legislator Root, and carried. **Prepare Resolution**

**Request Permission to Fill Nutrition Services Coordinator**

Ms. Gasdik requested permission to fill a Nutrition Services Coordinator (PEF, Grade 6, Step Base) position. This position is responsible for the planning and direction of the nutrition program for the elderly (Meals on Wheels) in Allegany County. New York State Office for the Aging (NYSOFA) regulations require that nutrition counseling, and administration of the meals program be done by a nutrition professional, defined as a Registered Dietician (RD), a Registered Dietician – Eligible (RDE), NYS Certified Dietician-Nutritionist (DCN), or a Dietetic Technician – Registered (DTR). This position will enable seniors to continue to receive a healthy, nutritious meal delivered to their home five-days a week or at a Luncheon Center. This position is a result of a retirement. Ms. Gasdik said there is money in the budget for overlap, so the new person can receive training from the person retiring. She noted there is a current list with only 3 individuals on the list. There was discussion about the difficulties of finding a person for this position because it is specialized, and the salary is not competitive with the private sector. Legislator Healy asked if they could contract with someone. Ms. Gasdik stated they have to work at least ten hours a week. Legislator Hopkins suggested contacting a Family and Consumer Science teacher who may be interested in working part-time. The request was approved on a motion by Legislator Hopkins, seconded by Legislator O’Grady, and carried.

**Refer to Ways & Means**

**Appointment to the Office for the Aging Citizens Advisory Council**

The Chairman of the Board plans to appoint Vicki Grant of Houghton as an Over 60 member of the Citizens Advisory Council to the Office for the Aging for a three-year term commencing immediately and expiring December 31, 2018, subject to confirmation by the Board of Legislators. The request was approved on a motion by Legislator Jessup, seconded by Legislator Hopkins, and carried. **Prepare Resolution**

**Department of Social Services****Monthly Report**

Commissioner Vicki Grant pre-filed her monthly report. Legislator O’Grady asked about PINS reform. Ms. Grant stated it is individuals that have been referred for PINS, and they try to work with Probation so they don’t go further into the system. She noted they pay for one and a half Probation Officers to work with the Caseworkers. Legislator Root asked how Code Blue

has impacted her department. Ms. Grant reported they have had an increase in calls, and people are taking advantage. She said she received an email from the Office for the State Comptroller stating they were going to inspect homeless shelters yesterday. She has not heard of the results.

Legislator LaForge asked if they have seen any decline in the people receiving Supplemental Nutrition Assistance Program (SNAP) because of the changes. She said the number of people affected by the change is about 240 people. Ms. Grant stated they probably won't see anything until after March.

Ms. Grant reported she was notified that they did not get the Family Treatment Program, and they were disappointed. She stated her Department recently passed a State audit that was very difficult to pass. Ms. Grant commented the staff did a great job.

### **Back-Fill Report for February 2016**

Ms. Grant pre-filed the back-fill report for February. She reported the following positions were appointed in the Department of Social Services as a result of a first step or a back-fill situation.

- Director of Temporary Assistance
- Child Support Coordinator
- Senior Support Investigator
- Three Support Investigators (three are back-fill)
- Grade B Supervisor – Foster Care
- Senior Caseworker (back-fill)
- Senior Typist (back-fill)
- Social Welfare Examiner (back-fill)

### **Request to Fill Senior Caseworker Position**

Ms. Grant requested permission to fill a Senior Caseworker (AFSCME, Grade 17, Step minimum – Step 7) position. This vacancy is the result of a retreat to former position. This position is in the Services Unit and is responsible for ensuring the health, welfare, and safety of children. This position is 36 percent Federal funds, and 14 percent State funding. Ms. Grant explained that a Senior Caseworker works in the Child Protective Services Unit. The request was approved on a motion by Legislator Root, seconded by Legislator Pullen, and carried.

**Refer to Ways & Means**

### **Request to Fill Caseworker Position**

Ms. Grant requested permission to fill a Caseworker (AFSCME, Grade 16, Step minimum) position. This vacancy is the result of a resignation. This position is in the Services Unit, and is responsible for ensuring the health, welfare, and safety of children. This position is 36 percent Federal funds, and 14 percent State funding. The request was approved on a motion by Legislator Hopkins, seconded by Legislator Root, and carried. **Refer to Ways & Means**

### **Request to Fill Social Welfare Examiner Position**

Ms. Grant requested permission to fill a Social Welfare Examiner (AFSCME, Grade 11, Step minimum - Step 3) position. This vacancy is the result of a termination. This position is in the Temporary Assistance Unit, and is responsible for interviewing clients, determining eligibility, and authorizing the appropriate benefits. This position is 50 percent Federal funds, and 6 percent State funding. The request was approved on a motion by Legislator Jessup, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

### **Executive Session**

Department of Social Services Commissioner Vicki Grant requested an Executive Session to discuss the employment history of a particular person. The Committee entered executive session at 3:35 p.m. on a motion by Legislator Root, seconded by Legislator Jessup, and carried. The Committee exited executive session at 4:28 p.m. on a motion by Legislator Root, seconded by Legislator Pullen, and carried.

### **Good of the Order**

Legislator Burt announced there is an eight-page article in tomorrow's *Men's Journal* about Bobby Gunn and Bare Knuckle Boxing. There will be a follow-up on the Bare Knuckle Boxing Hall of Fame in about a month. There will also be two stories about it in the *Rolling Stones* magazine. The articles help gain notoriety, and shows that it is not a barbaric sport. Legislator Burt noted it is actually safer than gloved boxing.

### **Adjournment**

There being no further business to come before the committee, the meeting was adjourned at 4:30 p.m. following a motion by Legislator Root, seconded by Legislator O'Grady, and carried.

Respectfully submitted,  
Rebecca Scott, Secretary to the Clerk of the Board  
Allegany County Board of Legislators