

HUMAN SERVICES COMMITTEE MEETING

November 2, 2016

NOT APPROVED

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

Others Present: L. Ballengee, T. Boyde, B. Budinger, D. Fanton, M. Gasdik, K. Graves, M. Healy, K. Hollis, R. Hollis, B. Riehle, T. Ross, J. Tomasi, T. Shaw, M. Washer

Call to Order: The meeting was called to order by Human Services Committee Chairman Kevin LaForge at 3:00 p.m.

Approval of Minutes

A motion was made by Legislator Jessup, seconded by Legislator Burt, and carried to approve the Human Services Committee minutes of October 5, 2016.

OFFICE FOR THE AGING

Office for the Aging Director Madeleine Gasdik submitted her monthly report to the committee for review. Ms. Gasdik noted to the committee they are receiving an influx of new Meals-on-Wheels customers and estimates they received 30 new customers in October alone. Legislator Hopkins questioned why the sudden influx of Meals-on-Wheels customers. Ms. Gasdik stated the majority are referrals from professionals (i.e. doctors), and when a professional referral comes in, they have ten days to do an assessment to see if the individual is eligible and all have been. Ms. Gasdik stated with Insurance Counseling, Medicare Open Enrollment, and HEAP, this is their busiest time of year, and they have been inundated with Meals-on-Wheels referrals.

Aging Services Technician

Office for the Aging Director Madeleine Gasdik requested approval to fill one full-time Aging Services Technician (AFSCME, Grade 13; Step Base). This position is responsible for recruiting, vetting, training, and coordinating the 312 volunteers Office for the Aging has. This position also assists with Home Delivered meal assessments and six month follow-up calls. Ms. Gasdik gave a breakdown of the volunteers as stated below:

- 103 volunteers deliver 13 Home Delivered Meal routes in the villages of Allegany County, NY
- 100 volunteers help with the Luncheon Centers
- 25 volunteers (that have traveled 25,000 miles) offer rides for medical appointments, grocery shopping, banks, etc.
- 12 volunteers offer handyman services
- 7 volunteers offer tax counseling services
- 29 volunteers offer friendly visiting and/or telephone reassurance services
- 24 volunteers run exercise classes
- 60 volunteers work the Faith Booth
- 15-20 Wellsville High School student volunteers help assemble 450 blizzard boxes and also assist with the senior picnic

Legislator Graves asked if there are background checks done on these volunteers. Ms. Gasdik stated currently no, but she is working with Cornell Cooperative extensive and Jones Memorial Hospital to see what their process is for background checks done on volunteers, and noted an update to their policies and procedures needs to be made. This request was approved on a motion made by Legislator Root, seconded by Legislator Hopkins, and carried. **Refer to Ways and Means**

Meals-on-Wheels Driver

Office for the Aging Director Madeleine Gasdik requested approval to fill one part-time Meals-on-Wheels driver (non-union). Each driver has his/her own route and must deliver at the same time each day. Legislator Hopkins questioned with this position being a paid position are they taking the meals to the consumer's home or dropping them at a checkpoint where a volunteer then delivers the meal. Ms. Gasdik stated they do both, and they also drop meals to the Luncheon Centers if it is on their route. Legislator Burt asked for further clarification because he believed one of the reasons we don't do background checks on our Meals-on-Wheels drivers was because they all were volunteers. Ms. Gasdik stated there are 9 paid Meal-on-Wheels drivers that utilize vans purchased by the County, and they take the meals to the Luncheon Centers, as well as the volunteers, who then distribute the meals within their Village. The paid drivers also drive the tougher routes that a volunteer wouldn't necessarily want to do with their personal vehicle. Legislator Burt questioned if there is a background check done on these drivers since they are paid employees, and Ms. Gasdik stated yes, the paid drivers do have background checks completed. This request was approved on a motion made by Legislator Decker, seconded by Legislator O'Grady, and carried. **Refer to Ways and Means**

Budget Adjustment

Office for the Aging Director Madeleine Gasdik requested a resolution to accept and appropriate revenue received from Federal & State grants. The Office for the Aging budgeted \$234,700 in Federal and State funding for grants in 2016, but will be receiving \$246,092. Ms. Gasdik noted that Managed Long-Term Care (MLTC) funding is also underestimated in the 2016 Budget by \$16,000. The \$27,392 should be appropriated as follows:

Appropriations:

A6772.408 (OFA Nutrition – General Supplies)	\$ 1,444
A6772.474 (OFA Nutrition – Contractor)	<u>\$ 6,000</u>
Total:	\$ 7,444
A6776.401 (OFA Community Services for Elderly – Postage)	\$ 1,000
A6776.402 (OFA Community Services for Elderly – Mileage/Transportation)	\$ 1,022
A6776.409 (OFA Community Services for Elderly – Lifeline Fees)	\$ 4,000
A6776.419 (OFA Community Services for Elderly – Printing)	<u>\$ 2,000</u>
Total:	\$ 8,022
A6779.474 (OFA Wellness in Nutrition – Home Delivered Meals Contractor)	<u>\$ 11,926</u>
Total:	\$ 11,926

Revenues:

A6772.1972 (C2-MLTDC – Medicaid)	\$ 6,000
A6772.4772 (Title III-C1 – Medicaid)	\$ 1,444
A6776.3772 (CSE – State)	\$ 8,022
A6779.1972 (WIN-MLTC – Medicaid)	\$10,000
A6779.4772 (NSIP – Federal)	<u>\$ 1,926</u>
Total:	\$27,392

This request was approved on a motion made by Legislator Root, seconded by Legislator Jessup, and carried. **Refer to Ways and Means**

Substitute Luncheon Center Manager

Office for the Aging Director Madeleine Gasdik requested approval to fill one part-time Substitute Luncheon Center Manager (non-union). Each center has its own manager, and the substitute only works if the regular center manager is off. This request was approved on a motion made by Legislator Decker, seconded by Legislator Pullen, and carried. **Refer to Ways and Means**

NYSOFA (New York State Office for the Aging) Nutrition Assessment

Ms. Gasdik stated to the committee they received their nutrition assessment from NYSOFA in October, and they are now going to be getting an assessment every year. Ms. Gasdik went on to explain there is a rule that their routes cannot be more than two hours long, and because they have had the influx of new Meals-on-Wheels customers and not enough routes, some were lasting three and a half hours. Ms. Gasdik also stated they started their two hour timeframe from the time the meal left the kitchen, but their new NYSOFA Registered Dietician stated the time has to begin when the meal leaves the oven and Ms. Gasdik explained this means the packaging, preparing the meals, getting them in the coolers, and on the road all fall into that timeframe which makes it difficult because you also have to factor in your drive time and stops along the way to Luncheon Centers. Ms. Gasdik stated because of this they are going to be cited for having routes that are too long and were advised to add two to three new routes, which she hopes to fill with volunteers.

SOCIAL SERVICES

Social Services Deputy Commissioner Julie Tomasi attended the meeting and submitted their monthly report to the committee for review. Ms. Tomasi stated that they are seeing an increase in their Adult Protective cases from this time last year, and with some of the cases being more complex (i.e., financial exploitation), they have a new level of investigation and the caseworkers are doing great at getting involved. Ms. Tomasi also noted that they are seeing a decrease in Foster Care cases from this time last year. Ms. Tomasi let the committee know the Foster Care Christmas party will be on December 6, 2016, at 5:30 p.m. at the VFW in Cuba, New York. Legislator LaForge stated he's attended the last two parties and was very impressed to see our Social Services employees get involved. Legislator LaForge encouraged committee members to attend.

HEALTH DEPARTMENT

Corporate Compliance Update

Public Health Director Lori Ballengee stated the County recently had their State audit, and they did really well overall with the exception of some billing done during what is called a no billing hiatus, which occurs when there are issues at the State level, and because of this they had to pay back \$497.37. Ms. Ballengee stated the Health Department had no occurrences this quarter, and she is very grateful to all who sit on the Corporate Compliance committee, as it is growing rapidly with new regulations.

Performance Initiative Funds

Public Health Director Lori Ballengee requested a resolution to accept and appropriate Performance Incentive Initiative monies for the General Fund for the 2016 Budget year. This incentive was awarded by the NYS Department of Health for improvement in the areas of Environmental Health electronic E-Form submission, and Gonorrhea treatment and completeness of Syphilis Serology. The funds will be utilized to offset shredding costs in accordance with HIPAA regulations. The funds should be appropriated as follows:

A4010.409 (Health Department – Fees)	\$1,500
Revenue: A4010.3450.00 (Public Health-State Aid)	\$1,500

This request was approved on a motion made by Legislator Root, seconded by Legislator O’Grady, and carried. **Refer to Ways and Means**

COLA (Cost of Living Adjustment) for Family Planning

Public Health Director Lori Ballengee requested a resolution to accept and appropriate COLA money for the Family Planning Program for the 2016 Budget year, 2016–17 grant year (April 1, 2016-March 31, 2017). The COLA proceeds will be utilized to fund supply purchases on the Family Planning Program (4035). The funds should be appropriated as follows:

A4035.408 General Supplies	\$3,337
Revenue: A4035.3450.00	\$3,337

This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Jessup, and carried. (Opposed: S. Burt) **Refer to Ways and Means**

Board of Health Dinner

Ms. Ballengee stated the Board of Health dinner will be held at Moonwinks in Cuba, New York, on December 21, 2016, at 6:00 p.m., and invitations will be sent out soon.

Executive Session

A motion was made by Legislator Root, seconded by Legislator Burt, and carried to enter into executive session at 3:50 p.m. to discuss the employment and performance history of a particular employee in the Health Department. Immediately following discussion at 4:30 p.m., a motion was made by Legislator Root, seconded by Legislator Decker, and carried to end the executive session and return to the regular meeting.

Effective January 1, 2017, the Health Department Accountant will be moved to Grade 7, Step 10. This request was approved on a motion made by Legislator Root, seconded by Legislator Decker, and carried. (Opposed: S. Burt) **Notify Human Resources**

Effective January 1, 2017, the Environmental Health Director will be moved to Grade 9 Step 4. This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Jessup, and carried. (Opposed: S. Burt) **Notify Human Resources**

COMMUNITY SERVICES**Budget Adjustment for Mental Health**

Community Services Director Dr. Anderson requested a resolution to accept and appropriate additional funds received due to an increase in State Aid. The funds should be appropriated as follows:

Appropriations:

A4313.456 (Mental Health Contracts – SCAP)	\$ 9,124
A4313.457 (Mental Health Contracts – Fingerlakes)	\$ 1,942
A4313.460 (Mental Health Contracts – ARA)	\$ 80
A4313.459 (Mental Health Contracts – ARA)	\$ 48
A4313.461 (Mental Health Contracts – ARC)	\$ 123
A4313.462 (Mental Health Contracts – ARA)	\$ 2,882
A4313.463 (Mental Health Contracts – ARA)	\$ 923
A4313.464 (Mental Health Contracts – ARA)	\$12,551
A4314.456 (Mental Health CSS – ARA)	\$ 108
A4314.458 (Mental Health CSS – ARA)	\$ 257
A4314.460 (Mental Health CSS – LVA)	\$ 14
A4315.456 (Mental Health Reinvestment – ARA)	\$ 630
A4315.457 (Mental Health Reinvestment – ARC)	\$ 97
A4315.458 (Mental Health Reinvestment – SCAP)	\$ 21
A4315.460 (Mental Health Reinvestment – Accord)	\$ 468
A4315.461 (Mental Health Reinvestment – House Options)	\$ 16
A4315.464 (Mental Health Reinvestment – MHA)	\$ 50
Total:	\$29,334

Revenues:

A4313.3490.1075 (Mental Health Contracts)	\$ 9,124
A4313.3490.146L (Mental Health Contracts)	\$ 2,022
A4313.3490.139J (Mental Health Contracts)	\$ 45

A4313.3490.1400 (Mental Health Contracts)	\$ 3
A4313.3490.1037 (Mental Health Contracts)	\$ 123
A4313.3490.034K (Mental Health Contracts)	\$ 2,837
A4313.3490.570 (Mental Health Contracts)	\$ 45
A4313.3490.037P (Mental Health Contracts)	\$ 923
A4313.3490.039P (Mental Health Contracts)	\$ 5,898
A4313.3490.046A (Mental Health Contracts)	\$ 6,653
A4314.3490.1014 (Mental Health CSS)	\$ 108
A4314.3490.1014 (Mental Health CSS)	\$ 257
A4314.3490.1014 (Mental Health CSS)	\$ 14
A4315.3490.1200 (Mental Health Reinvestment)	\$ 630
A4315.3490.1200 (Mental Health Reinvestment)	\$ 97
A4315.3490.1200 (Mental Health Reinvestment)	\$ 21
A4315.3490.1200 (Mental Health Reinvestment)	\$ 468
A4315.3490.1200 (Mental Health Reinvestment)	\$ 16
A4315.3490.1200 (Mental Health Reinvestment)	<u>\$ 50</u>
Total:	\$29,334

This request was approved on a motion made by Legislator Root, seconded by Legislator Jessup, and carried. **Refer to Ways and Means**

Budget Adjustment for ACASA

Community Services Director Dr. Anderson requested a resolution to accept and appropriate additional funds received due to an increase in State Aid. The funds should be appropriated as follows:

Appropriations:

A4220.456 (Narcotic Addiction Control)	\$10,754
A4220.457 (Narcotic Addiction Control)	\$ 682
A4220.458 (Narcotic Addiction Control)	<u>\$12,114</u>
Total:	\$23,550

Revenue:

A4220.3486.00 (Narcotic Addiction Control – Council on Abuse)	\$23,550
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This request was approved on a motion made by Legislator Jessup, seconded by Legislator Hopkins, and carried. **Refer to Ways and Means**

ALLEGANY COUNTY HEROIN & OPIOID ABUSE

Allegheny County Heroin & Opioid Abuse Committee Chairman Judith Hopkins provided the Human Services Committee an update. Legislator Hopkins stated the next meeting will be held on Thursday, November 10, 2016, and encourages attendance as they will be receiving the report from Ardent Solutions and be developing solutions based on the findings.

Adjournment

There being no further business to come before the committee, a motion was made by Legislator Pullen, seconded by Legislator Decker, and carried to adjourn the meeting at 4:40 p.m.

Respectfully submitted,

Meghan Washer, Secretary to the Clerk of the Board
Allegany County Board of Legislators