**MINUTES**

COMMITTEE: Carol A. Ferratella, Chair  Hilda T. Lando, Vice Chair  K. Michael Hanna
Steven P. Maio

STAFF: Jack K. Wheeler  Henry Chapman  Patty Baroody
Christine Towner  Kathy Muller  Darlene Smith
Andy Morse  Jennifer Prossick  Bill Caudill

LEGISLATORS: Joseph J. Hauryski  Kelly H. Fitzpatrick  Robin K. Lattimer
John V. Malter  Frederick G. Potter  Thomas J. Ryan
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 Mr. Van Etten to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 5, 2018, MEETING MADE BY MRS. LANDO, SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Office of Community Services

1. Psychiatric Nurse Practitioner Contract – Dr. Chapman stated that with the retirement of Dr. Khan, we are down to one psychiatrist, Dr. Nobilski, that can work with children and that is not feasible as we have upwards of 250 children being treated with medication. He requested authorization to contract with Diane Scagliola, a psychiatric nurse practitioner, to work one day per week, and to also provide coverage when Dr. Nobilski is out. The annual contract will not exceed $62,500 and he has money in the budget.

Mr. Hanna asked so we have ended up with only one psychiatrist on staff? Dr. Chapman replied no, we have two part-time psychiatrists; Dr. Neerukonda and Dr. Touchstone, who work part time. Dr. Nobilski only works with children.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH DIANE SCAGLIOLA, PSYCHIATRIC NURSE PRACTITIONER, TO PROVIDE SERVICES ONE DAY PER WEEK AND ALSO TO PROVIDE COVERAGE IN DR. NOBILSKI’S ABSENCE, AT AN ANNUAL RATE NOT TO EXCEED $62,500 MADE BY MRS. LANDO. SECONDED BY MR. MAIO FOR DISCUSSION.
Mrs. Lando asked we have 250 children on medication? Dr. Chapman replied yes, and we have upwards of 900 children who are seen for services. Mrs. Lando asked is that number normal or higher than normal? Dr. Chapman replied that has been our normal for several years now.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Office for the Aging


MOTION: APPROVING THE FOLLOWING 2019 RSVP CONTRACTS: INSTITUTE FOR HUMAN SERVICES – SPECIAL PROJECTS - $21,795; AND INSTITUTE FOR HUMAN SERVICES – RSVP VOLUNTEER COORDINATOR - $44,961 MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. Award Legal Services Contract – Mrs. Baroody informed the committee that John McCarthy, Esq., who they contract with for legal services for the elderly, is retiring. They put out a request for quotes and there was a tie for the lowest quote. She recommended splitting the contract between William B. Joint, Esq. of Bath, and Center for Elder Law and Justice of Buffalo at a rate of $75.00 per hour. The maximum for each contract would be $7,095.

Mr. Hanna commented he will be abstaining due to a relationship with Mr. Joint.

MOTION: AWARDING THE LEGAL SERVICES FOR THE ELDERLY CONTRACT TO WILLIAM B. JOINT, ESQ. OF BATH, NY AND THE CENTER FOR ELDER LAW AND JUSTICE OF BUFFALO, NY AT A RATE OF $75.00/HOUR NOT TO EXCEED $7,095 ANNUALLY FOR EACH CONTRACT MADE BY MRS. LANDO. SECONDED BY MR. MAIO. MOTION CARRIES 3-0-1. (MR. HANNA ABSTAINED)

3. Full Circle America – Mrs. Ferratella stated there have been challenges with internet connections; is that because the clients do not have access or because there is no internet service? Mrs. Baroody replied it is both. The challenges with some of the clients have to do with equipment, connectivity and the ability to pay for the internet. There is also an issue with the provision of internet services and there are areas of the County that may not have any service. With each case, it takes us hours and hours to figure out the issues.

Mrs. Lando asked do we have paying clients? Mrs. Baroody replied yes. We have eight households that are currently enrolled. Three of the current members have transitioned from the Pioneer Club and are self-paying on an income-based sliding scale fee. Mrs. Lando asked was there an issue with the physician being licensed? Mrs. Baroody replied Dr. Teel is not currently licensed in New York State, however the plan was for him to collaborate with a local physician and that has worked out well.

IV. OTHER BUSINESS

A. Public Health Monthly Report – Mrs. Ferratella asked Mrs. Smith for an explanation about the support letter regarding lead line replacements. Mrs. Smith replied NYSACHO (New York State Association of County Health Officials) sent out a support letter on the behalf of all of the Health Departments in the State to urge the replacement of all water lines that have lead in them. Mrs. Ferratella commented in your report you note that you are monitoring 15 – 18 children with lead? Mrs. Smith replied yes. That number is a little higher than usual. We do have a lead map of the County which shows all of the older homes and where they are located throughout the County. She commented she will email that to the Legislators for their information.

Mrs. Lando asked Mrs. Smith to send them the list of issues that were found during their accreditation review. Mrs. Smith replied she will send that out as well.
B. **Food Bank** – Mrs. Lando announced the Food Bank Backpack event was held in December. She commented she was the only County representative in attendance, other than Assemblyman Palmesano. We had a challenge with Broome County and they packed 1,000 backpacks and we packed 1,080. This was a good event for us.

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, February 6, 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, January 30, 2019**
I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Ms. Towner to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 2, 2019, MEETING MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Youth Bureau

1. Contracts – Mr. Caudill requested authorization to renew contracts with Lisa Baker for the Vulnerable Youth Initiative and James Gallagher for the administration of Youth in Government/Youth Leadership.

   Mr. Wheeler stated he would also recommend the committee waive the insurance requirements for both as has been past practice. He also stated that in full disclosure, James Gallagher is his father-in-law.

   MOTION: AUTHORIZING THE YOUTH BUREAU PROGRAM COORDINATOR TO RENEW THE CONTRACT WITH LISA BAKER FOR THE VULNERABLE YOUTH INITIATIVE ($1,800) AND JAMES GALLAGHER FOR THE ADMINISTRATION OF YOUTH IN GOVERNMENT/YOUTH LEADERSHIP ($15,600) AND WAIVING THE INSURANCE REQUIREMENTS FOR BOTH MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. Youth Board Dinner – Mr. Caudill announced the annual Youth Board Dinner will be held on March 4, 2019 at the Bath Country Club.
B. Office for the Aging
   1. Augmented Funding for Background Checks – Ms. Towner informed the committee that CNCS (Corporation for National and Community Service) has amended their procedures for the criminal history background check requirements for all personnel in covered positions. For RSVP, this now includes the coordinator and two contracted workers. CNCS has provided augmented funds in the amount of $675.00 to offset the expenses accrued for these required checks. She requested authorization to accept these additional federal funds and appropriate to their line item for background check fees.

   MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ACCEPT $675.00 IN ADDITIONAL FEDERAL FUNDING TO AUGMENT THE COST OF ADDITIONAL BACKGROUND CHECK REQUIREMENTS AND APPROPRIATE TO THEIR LINE ITEM FOR BACKGROUND CHECK FEES MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Office of Community Services
   1. Ira Davenport Hospital Contract Renewal – Dr. Chapman requested authorization to renew the contract with Ira Davenport Hospital to provide substance abuse evaluations on individuals in the hospital’s detox program. The rate is $54.00 per hour.

   Mr. Maio asked what is the caseload? Dr. Chapman replied it varies, but they average about one to two per week. Mrs. Lando asked how many beds do they have? Dr. Chapman replied they have six beds. They are not always filled, but generally have three to four filled. Mrs. Ferratella asked has there been an increase or decrease in the numbers? Dr. Chapman replied the numbers have stayed about the same since we started doing the evaluations. It is interesting to note that quite a few individuals are coming in from surrounding counties, which highlights the need in general. Mrs. Lando asked are Steuben County residents given preference? Dr. Chapman replied yes, Steuben County residents are given preference, but the beds are open to anyone.

   Mr. Hanna asked is this a 30-day program? Dr. Chapman replied no, this is only a one to two week detox program. From there the individual can go for further inpatient treatment or is released to an outpatient program. Mrs. Ferratella asked have you tracked the success rate? Dr. Chapman replied our program can specifically track the outcomes for those individuals that continue their treatment in our outpatient program. For folks that go elsewhere, we are unable to track those numbers.

   MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO RENEW THE CONTRACT WITH IRA DAVENPORT FOR THE PROVISION OF ALCOHOL AND SUBSTANCE ABUSE EVALUATIONS ON INDIVIDUALS IN THE HOSPITAL’S DETOX PROGRAM AT A RATE OF $54.00 PER HOUR MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Public Health
   1. Contracts – Mrs. Smith requested authorization to enter into contracts with Livingston-Wyoming ARC – Kidstart for preschool evaluation services at the State approved rate, and with Genesee Valley Central School District to provide a preschool 1:1 aide at a rate of $18.00 per hour.

   MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO ENTER INTO CONTRACTS WITH LIVINGSTON-WYOMING ARC – KIDSTART FOR PRESCHOOL EVALUATION SERVICES AT THE STATE APPROVED RATE AND WITH GENESEE VALLEY CENTRAL SCHOOL DISTRICT TO PROVIDE A PRESCHOOL 1:1 AIDE AT A RATE OF $18.00 PER HOUR MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

IV. OTHER BUSINESS
A. Committee Goals – Mr. Hauryski stated he has been trying to look back at what each committee has done over the past year and he has been pleased with what he sees each of the committees doing. This year he is asking that you assess your departments with regard to what they are doing and if they are being more effective and efficient in their
work; and if you think they have the tools they need. With Raise the Age and Indigent Defense, the State promises to pay, but he thinks you are dreaming if you think they will pay. The State needs to rework their budget and we will be left holding the bag. Mr. Haursky stated that he would like to commend the departments. When he first came on the Legislature, we had over 1,000 employees and now we are down to 853. In the horizon, he doesn’t see things getting any easier. This committee does a great job; keep it up.

B. **Smart Steuben** – Mrs. Lando informed the committee that she attended the Smart Steuben meeting yesterday and they will be scheduling a priority setting meeting in April. Mrs. Smith explained we are in a three-year cycle and we need to complete our CHIP (Community Health Improvement Plan) and our CHA (Community Health Assessment). In April, we will take all of the data that we have collected from our 21 focus groups through a survey. The results of that will determine where they believe the priorities for the County should be. Based on that feedback, it will be scored and assigned a priority.

C. **Smoking Legislation** – Mrs. Ferratella commented that she sees that three Conifer Properties in the County will be going smoke-free. With regard to proposed T-21 legislation, she doesn’t see any immediate movement there, but she is still hopeful.

D. **Steuben Prevention Coalition** – Mrs. Lando stated the County and Catholic Charities have provided the Prevention Coalition with some funding. The Coalition is working on grants to resubmit. They did receive a grant from the Bath Elks in the amount of $1,500 to do a youth retreat. She stated the Coalition does not have the funds to provide the TIPS training or the Drug Impairment training program. The board members are going out and asking for additional funds.

E. **Senior Nutrition Program** – Mrs. Lando reported she attended the senior nutrition meeting. Corning Meals on Wheels is now in the black. They served 59,302 meals in 2018. ProAction served a total of 78,000 meals, and 33,000 congregate meals in Steuben and Yates counties. Mrs. Ferratella commented ProAction is continuing to have issues with kitchen units in Bath and are trying to work through that. Mrs. Lando stated the results of a ProAction survey showed that people are pretty satisfied with 61 percent who thought the quality of the meals were excellent or great.

F. **Hunger Coalition** – Mrs. Lando stated the EBT cards for WIC started at the end of January. Hopefully this will be easier for individuals to use to receive their benefits. She stated that the Food Bank has been reorganized and she believes this will be good for the coalition and the food pantries.

G. **Sex Trafficking** – Mrs. Lando informed the committee she attended one of the training sessions and it was interesting. Mr. Caudill commented they have trained 70 people so far in January.

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mr. Maio was excused.

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. MAIO ABSENT FOR VOTE)**
MOTION: TO ADJOURN MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. MAIO ABSENT FOR VOTE)

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Wednesday, March 6, 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, February 27, 2019
CALL TO ORDER
Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Mrs. Congdon to lead the Pledge of Allegiance.

APPROVAL OF MINUTES
MOTION: APPROVING THE MINUTES OF THE FEBRUARY 6, 2019, MEETING MADE BY MRS. LANDO, SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

DEPARTMENTAL REQUESTS
A. Public Health
   1. Contracts – Mrs. Congdon requested authorization to enter into contracts with Dansville Central School to provide Preschool related services and with Laurie Harrian to provide Preschool speech therapy services. Both are at a rate of $65.00 per session.

   MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO ENTER INTO CONTRACTS WITH THE FOLLOWING PROVIDERS: DANSVILLE CENTRAL SCHOOL TO PROVIDE PRESCHOOL RELATED SERVICES AT A RATE OF $65.00 PER SESSION AND LAURIE HARRIAN TO PROVIDE PRESCHOOL SPEECH THERAPY SERVICES AT A RATE OF $65.00 PER SESSION MADE BY MRS. LANDO, SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Department of Social Services
   1. Community First Choice Option – Ms. Muller requested authorization to enter into a contract with Public Health for $87,000 to provide nurses to the Department of Social Services. There is an option under Medicaid that allows for this cost to be 100 percent covered by Medicaid in the budget. Essentially, this is the creation of another program, by the State, to keep people at home, rather than in a long-term care facility. This program goes into effect April 1, 2019. Our department will provide day-to-day supervision of the cases and will ensure there are backup providers. This program will include an emergency response system for individuals, we will assist in skill acquisition relative to speech and occupational therapy, we will provide assistance with
activities of daily living including self-care, grocery shopping, and laundry. If we are unable to provide that service, we will find a provider that can. Additionally, we will be assisting individuals with assistive adoptive technology or mechanical aides, such as chair lifts. Ms. Muller explained this is a community transition service to help individuals transition from nursing homes into the community with the ability to live independently within their own home or with a relative. We have to provide and enrollment assessment and vehicle assessment. Additionally, we have to procure bids to do the assessments and to provide modifications.

Mrs. Ferratella asked is there an age requirement? Ms. Muller replied no, this is for individuals who are in nursing homes or are compromised where they could not live independently. Mr. Maio asked don’t we already have a program for this? Ms. Muller replied we have a similar program, but this is more comprehensive. Mr. Maio asked how will individuals be referred? Ms. Muller replied the nursing homes can make direct referrals and the State will provide us with a list. Mrs. Baroody explained she believes the list the State has is generated from nursing home questions that ask about an individual’s interest in returning to the community. Ms. Muller stated we have potentially 60 people now that would be eligible for this program and she is looking at needing to hire one staff person.

Mr. Maio commented it sounds like you will need a Home Health Aide. Ms. Muller stated we will be reaching out to other community resources. She commented that individuals under this program will have to be Medicaid eligible. She does not believe they are the appropriate department to do this. She stated that we do not yet know how the billing system for this program will work.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO ENTER INTO A CONTRACT WITH PUBLIC HEALTH FOR $87,000 FOR THE PROVISION OF NURSES FOR THE COMMUNITY FIRST CHOICE OPTION PROGRAM MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. Homeless Statistics – Ms. Muller distributed a handout showing statistics relative to the number of homeless in the County for the last quarter of 2018 and January of 2019. The numbers are staggering. In January we spent $175,000 which is almost half of what we spent in the last quarter of 2018. Typically, when they get to us they have used all of their other resources. Mrs. Ferratella asked do we utilize the shelter in Chemung County? Ms. Muller replied no, that is only open to residents of Chemung County.

Ms. Muller stated during January we saw 1,095 individuals and of those, 1,071 were walk-ins. It is the not the caseloads that are killing us, it is the emergencies, which are mostly homeless. We have seen a 43 percent increase in these numbers, although our caseload numbers have actually gone down. Mr. Maio asked do we have a homeless shelter in Steuben County? Ms. Muller replied no. Mr. Maio asked has there been any discussion about that? Ms. Muller replied we have had discussions with Arbor Development, but there has been no movement.

Mr. Malter asked where do you see the budget in relation to this? Ms. Muller replied she thinks we will make it through this year. This has been a hard winter and that has driven some of the costs. We are spending $2,000 per night gross costs when we house homeless individuals. Mr. Malter asked if an individual is homeless, how do they apply for services? Ms. Muller replied if it is after-hours, we house them in a hotel and then they come into the office the next morning. If they are in need of shelter, they can call 2-1-1. Mr. Wheeler commented sometimes they go to the police department and are referred. We do publicize 2-1-1. Ms. Muller stated when they call 2-1-1, they then contact our on-call worker and we set the hotel up.

3. Mobile Work Program – Ms. Muller stated our program numbers are on the rise. We had 125 individuals enrolled in January and 133 in February. Our show rate is 89 – 95 percent. We have done some reorganization in that unit and the clients are now becoming more engaged and involved.
C. Office of Community Services
   1. Budget Adjustment – OASAS State Aid – Dr. Chapman informed the committee that they received an OASAS (Office of Alcohol & Substance Abuse) State Aid budget adjustment for 2019. He requested authorization to pass through amounts to the following line items: $271.00 for Hornell Concern for Youth; $538.00 for Family Services; $60,279.00 for Catholic Charities and $60,617.00 for Contracts for Services.

   Dr. Chapman explained for the allocation to Catholic Charities of the $60,279, $2,662 is for COLA and the remaining $57,617 is money to allow them to add another prevention counselor to work in the schools. The $60,617 for our Contracts for Services line: $617 is COLA and the remaining $60,000 will help us to fund the Substance Abuse Counselor position at the Jail. He explained they are looking to have 1.5 counselors at the Jail and these funds will help to offset some of that cost.

   **MOTION:** AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT A 2019 OASAS STATE AID BUDGET ADJUSTMENT AND ALLOCATING TO THE FOLLOWING LINE ITEMS: $271.00 FOR HORNEILL CONCERN FOR YOUTH; $538.00 FOR FAMILY SERVICES; $60,279.00 FOR CATHOLIC CHARITIES AND $60,617.00 FOR CONTRACTS FOR SERVICES MADE BY MRS. LANDO. SECONDED BY MR. MAIO FOR DISCUSSION.

   Mr. Maio asked what is the issue for recruitment of Alcohol & Substance Abuse counselors? Dr. Chapman replied there is a shortage in general, in the area. We are looking at April as a start date. We currently have an individual working part-time in the Jail and we hope to hire additional staff.

   **VOTE ON PREVIOUS MOTION:** ALL BEING IN FAVOR. MOTION CARRIES 3-0.

   2. Budget Adjustment – OPWDD 2019 State Aid – Dr. Chapman requested authorization to accept and pass through additional OPWDD 2019 State aid in the amount of $3,324.00 to Steuben ARC.

   **MOTION:** AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT AND PASS THROUGH $3,324.00 IN OPWDD 2019 STATE AID TO STEUBEN ARC MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

   3. Budget Adjustment – OPWDD 2018 State Aid – Dr. Chapman requested authorization to accept and pass through additional OPWDD 2018 State Aid in the amount of $3,324.00 to Steuben ARC.

   **MOTION:** AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT AND PASS THROUGH $3,324.00 IN OPWDD 2018 STATE AID TO STEUBEN ARC MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

   4. Alfred State Training Contract – Dr. Chapman requested authorization to enter into a contract with Alfred State College to provide motivational interviewing training to staff at a cost of $1,050. This training will be for fifteen staff and will be held at the Public Safety Building. He explained motivational interviewing is a technique to help individuals identify things that are important for them to work on. We do have money available in the budget.

   **MOTION:** AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH ALFRED STATE COLLEGE TO PROVIDE MOTIVATIONAL INTERVIEWING TRAINING TO FIFTEEN (15) STAFF AT A COST OF $1,050.00 MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

   5. Informational – Dr. Chapman informed the committee that he has been working with Catholic Charities on a proposal to the State to attach peer support services to the Jail. He is pleased to announce that the State has accepted their proposal. Catholic Charities is in the process of finalizing the contract with the State. The State will provide them with $88,000 which will allow them to expand their Peer Support Program and
Dr. Chapman explained with this program, just prior to or after release from Jail, we would provide informal case management to link them to treatment services, etc. This is a component of COPE. The funding from the State is one-time only, but will help us to get things up and running. In the future, these services are all billable and it looks as though with the numbers anticipated, that should support the program. Mrs. Lando asked Dr. Chapman to provide a report on how things are going with this.

D. Office for the Aging

1. RSVP Volunteer Recognition Event – Mrs. Baroody informed the committee that this year’s event is scheduled for Friday, May 10, 2019 at the Main Place in Hornell. She requested authorization to spend up to $2,800 on this event.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO SPEND UP TO $2,800.00 ON RSVP VOLUNTEER RECOGNITION EVENT TO BE HELD ON MAY 10, 2019, AT THE MAIN PLACE IN HORNELL MADE BY MR. MAIO. SECONDED BY MRS. LANDO FOR DISCUSSION.

Mr. Van Etten asked why is this coming to committee? Mr. Wheeler replied the Administrative Code requires that anything over $500.00 being spent on meals needs committee approval.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. Tai Chi for Arthritis Training – Mrs. Baroody informed the committee that RSVP is planning for the training of five (5) new volunteers and the re-certification of five (5) current volunteers. The NYS Department of Health will cover the main costs of the certifications. This workshop will be attended by about 30 people total. She requested authorization to spend $750.00 on refreshments for the three days.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO SPEND UP TO $750.00 ON REFRESHMENTS FOR THE THREE-DAY TAI CHI FOR ARTHRITIS TRAINING MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. Home Care Request for Proposals – Mrs. Baroody informed the committee that the Governor’s proposed 2019 budget includes an additional $15 million to address the waiting lists in all counties, specifically for homecare. We currently have a contract with only one agency to provide EISEP (Expanded In-Home Services for Elderly). She requested authorization to issue an RFP to expand our ability to provide home care services.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE AN RFP FOR EISEP SERVICES MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

E. Personnel

1. Office of Community Services – Reclassification – Mr. Alderman requested authorization to reclassify one zero-based Staff Social Worker Position, Grade XV, to an Alcohol & Substance Abuse Counselor Position, Grade XIII. Dr. Chapman commented this will be the full-time Substance Abuse Counselor for the Jail.

MOTION: AUTHORIZING THE PERSONNEL OFFICE TO RECLASSIFY ONE ZERO-BASED STAFF SOCIAL WORKER POSITION, GRADE XV, TO AN ALCOHOL & SUBSTANCE ABUSE COUNSELOR POSITION, GRADE XIII IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

IV. OTHER BUSINESS

A. Youth Board Dinner – Mrs. Lando stated she and Mrs. Ferratella attended the annual Youth Board Dinner. It was very nice and was well attended.
B. **ProAction** – Mrs. Lando announced that ProAction is trying to get funding for internet access in the building.

C. **Prevention Coalition** – Mrs. Lando informed the committee that the Prevention Coalition did not have enough funding to do their TIPS training, but they did receive money from the Bath Elks to do the Youth Retreat. We still continue to look for funds to continue our work.

D. **Annual Report** – Mrs. Ferratella stated that Chairman Hauryski has asked each committee to talk about the effectiveness and efficiency of the departments under each committee. She would like the members of this committee to review the annual report for our departments and come up with questions or suggestions for our departments. She would like to review those questions and suggestions at next month’s meeting.

**MOTION: TO ADJOURN MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Wednesday, April 3, 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, March 27, 2019
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 MARCH 6, 2019, MEETING MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. MAIO ABSENT FOR VOTE)

III. DEPARTMENTAL REQUESTS

A. Public Health
   1. Approval to Bid Preschool Transportation – Mrs. Smith requested authorization to solicit bids for Preschool Transportation.

   MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO SOLICIT BIDS FOR PRESCHOOL TRANSPORTATION MADE BY MR. WEAVER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. MAIO ABSENT FOR VOTE)

   2. Cornell University Intern – Mrs. Smith informed the committee that they will be having an intern this summer from Cornell University. They will be working with messaging and surveillance related to emergency preparedness.

   3. Recognition – Mrs. Smith stated she would like to recognize her Communicable Disease staff members; Kim Cady, Krystal Potter, Joanne Taylor and Gail Wechsler. Two of the staff, Ms. Cady and Ms. Potter, are here today. She would like to recognize the great work that this team did with a tuberculosis case involving a resident and his family. The husband was hospitalized and the wife and newborn were able to remain at home. The newborn tested positive for TB and mom was latent. The nurses continued to do case management services for the family, along with daily observational treatment. The father is still infectious. The NYS
Department of Health told us that because of the work our nurses did, they saved the newborn’s life. Mrs. Smith stated, at the same time, they were dealing with a Pertussis outbreak in a private school.

Mrs. Ferratella asked relative to the tuberculosis, was there any exposure to others? Mrs. Smith replied yes, one employee in the Hornell office tested positive. A nephew of the client also tested positive.

B. **Department of Social Services**

1. **Foster Parent Banquet** – Ms. Muller informed the committee the Annual Foster Parent Banquet will be held on Thursday, May 23, 2019, at the Bath VFW. She requested authorization to spend up to $3,500 on the event.

**MOTION:** AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO SPEND UP TO $3,500 ON THE ANNUAL FOSTER PARENT BANQUET WHICH WILL BE HELD ON THURSDAY, MAY 23, 2019, AT THE BATH VFW MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. MAIO ABSENT FOR VOTE)

C. **Office of Community Services**

1. **Budget Adjustment** – Ms. Monroe requested authorization to transfer $85,000 from contract services into the line item for Mental Hygiene. We currently have a patient who had been remanded to the Rochester Psychiatric Center for one year and will be there through May. She informed the committee that they do have two vacancies in their contracted services and she doesn’t expect to come up short, but if the stay is longer, then we will have to come back to request funding from the Contingent Fund.

**MOTION:** AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO TRANSFER $85,000 FROM CONTRACTED SERVICES LINE ITEMS TO THE MENTAL HYGIENE LINE ITEM MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. MAIO ABSENT FOR VOTE)

2. **Pathways Contract** – Ms. Monroe informed the committee that Pathways received a grant from the NYS Office of Mental Health to hire a peer to help with people coming out of Jail or a hospital to reintegrate into the community. Clients will be working with a case manager. She requested authorization to enter into a contract with Pathways to provide them with office space and a supervisor to work with our Bridger Case Manager. The amount of the contract will be $10,000.

Mrs. Lando asked when will this contract be effective? Ms. Monroe replied the contract will go into effect as soon as Pathways hires an individual.

**MOTION:** AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH PATHWAYS FOR $10,000 TO PROVIDE OFFICE SPACE AND SUPERVISION TO THEIR PEER THAT WILL BE WORKING WITH THE COUNTY’S BRIDGER CASE MANAGER MADE BY MR. WEAVER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. MAIO ABSENT FOR VOTE)

D. **Office for the Aging**

1. **Lifespan Grant** – Mrs. Baroody informed the committee that this week she received notification that they will be awarded a Lifespan Grant in the amount of $7,500 to bolster activities to prevent elder abuse. She stated the funding comes through Monroe County. She requested authorization to accept the funding and enter into a contract with Lifespan. The grant started March 1st and goes through September. We have mapped out a work plan and there will be community events and promotion materials.

Mrs. Lando asked do we have a lot of reported cases? Mrs. Baroody replied yes; they go through Adult Protective. Financial abuse is a big one.
MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ACCEPT A LIFESPAN GRANT IN THE AMOUNT OF $7,500 AND TO ENTER INTO A CONTRACT WITH LIFESPAN TO RECEIVE THOSE FUNDS MADE BY MR. HANNA. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. MAIO ABSENT FOR VOTE)

2. Monthly Report – Mrs. Ferratella commented she noticed on the monthly report that NYS Office for the Aging is updating the Compass assessment. Mrs. Baroody explained the State gets direction from the Federal Government on the assessment. The assessment has been expanded and is more detailed.

IV. OTHER BUSINESS

A. Goals – Mrs. Ferratella stated she had sent an email to the committee asking for ideas for looking at ways to be more efficient and effective. She received one response and put together a list of things to look at, which she distributed to the committee. Originally, we had talked about meeting with each department, however, she thinks it would be more effective to send out this list in a different format and see if the departments would be able to answer these questions. She asked if the committee was agreeable to sending this out to the department heads? The committee was in agreement.

Mr. Hanna asked how does this list correlate to their current goals? Mrs. Ferratella stated we could ask the departments how they come up with the goals. Mr. Wheeler suggested for added information you could ask how or what support is needed to better achieve their goals. Mr. Hanna asked how do we determine the goals? Mr. Wheeler replied we let the department heads take the lead. Other than statutory challenges, we ask them what other things they are working on. This gives us a way to know what is going on. Mrs. Ferratella commented she does not want this to be a big project for the department heads.

B. Youth Summit – Mrs. Lando stated she attended the Youth Summit which was held a week ago Saturday. This is a Prevention Coalition sponsored event. The speakers were amazing and it was very interesting.

C. National Speaker at Corning-Painted Post School – Mrs. Lando stated on March 25, 2019, Lynn Reimer, a national speaker from Colorado, came to Corning-Painted Post Schools to talk about vaping, what kids do and how they are doing it. Mrs. Lando stated Corning-Painted Post Schools are putting up sensors in the bathrooms and are starting to crack down on this. Additionally, Ms. Reimer spoke about CBD and noted that even though they may advertise no THC, almost all of the CBD products have some form of THC in them. She also spoke to the group about the evils of Marijuana. Mrs. Lando asked Ms. Reimer if she would be willing to send a letter to our State representatives opposing this, and she indicated she would.

D. Youth Drug Court – Mrs. Lando informed the committee that the Youth Drug Court is up and running in the City of Hornell. They have had two cases already.

E. Corning City Health Department – Mrs. Lando stated the City of Corning is interested in exploring a merge of their health department with the County. She volunteered Mrs. Smith to assist, although this is just early discussions.

F. Pinwheels Kickoff – Mr. Caudill informed the committee that this morning at 11am they will be kicking off the Pinwheels for Promises campaign. The kickoff will be held in the conference area of the Annex Building.
MOTION: TO ADJOURN MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Wednesday, May 1, 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, April 24, 2019
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. Tyrtle 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. Baroody 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
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 MAY 1, 2019, MEETING MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. County Manager

1. Introduction of Deputy County Manager – Mr. Wheeler introduced Christopher Brewer, the new Deputy County Manager.

B. Department of Social Services

1. Budget Transfer – Ms. Muller informed the committee they have seen more of an increase in emergency assistance for adults than they had anticipated. We have already spent, in the first quarter, what we had budgeted for the entire year, which is $60,000. She requested authorization to transfer $130,000 from the IV-E Foster Care line to cover costs through the end of the year, as well as the associated revenue.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO TRANSFER $130,000 FROM THE IV-E FOSTER CARE LINE ITEM, ALONG WITH ASSOCIATED REVENUES, TO COVER COSTS FOR THE EMERGENCY ASSISTANCE FOR ADULTS PROGRAM MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Van Etten asked what has caused the increase in the number of homeless? Ms. Muller replied some of the increase is associated with the Code Blue Program; individuals are learning that they can be housed, regardless of income. Additionally, there is a lack of affordable housing in the County. Arbor Development is submitting a grant for homeless housing, and if they are successful, they will be building a new 50-unit building which will greatly help.
Public Health

1. **Preschool Transportation Bid Award** – Mrs. Smith requested authorization to award the bids for Preschool Transportation. They received three bids and she recommended awarding to Birnie and ARC of Livingston/Wyoming on a line item basis. She noted the cost is higher than last year. Birnie’s cost increased 20 percent, and ARC increased 30 percent for the 10-month program and 52 percent for the summer program.

   **MOTION:** AWARDING THE BID FOR PRESCHOOL TRANSPORTATION SERVICES AS FOLLOWS:

   **CONTRACT A** – KIDSTART TO ARC OF LIVINGSTON/WYOMING AT A RATE OF $150.00 PER CHILD PER DAY FOR THE 10-MONTH PROGRAM AND $175.00 PER CHILD PER DAY FOR THE SUMMER PROGRAM AND **CONTRACT B** – CORNING-PAINTED POST TO BIRNIE AT A RATE OF $89.71 PER CHILD PER DAY FOR THE 10-MONTH PROGRAM MADE BY MR. HANNA. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Implications of Legalized Recreational Marijuana** – Mrs. Smith presented a PowerPoint presentation regarding the potential implications if New York State legalizes recreational marijuana. At this point, we still do not know what will happen at the State level. She noted that the information she is presenting is a compilation of information from various sources such as NYSACHO, Nassau County Department of Health Task Force, Colorado Department of Health and Environment, and Colorado Division of Criminal Justice.

   Mrs. Smith stated that the use of E-Cigarettes and Vaping is rising rapidly and has grown 900 percent among high school students from 2011 to 2015. In 2018 there was a 78 percent increase in e-cigarette use among high school students. One of the concerns is that Cannabis and other substances can be used in electronic devices and that the Cannabis concentrates have a potency ranging between 50 – 80 percent. Mrs. Ferratella asked is there any information regarding middle school students? Mrs. Smith replied this data seemed to focus more on high school students, although e-cigarette use is starting in middle school. Vaping is the number one problem in middle and high schools. Mrs. Lando commented it has become such a problem at the Corning-Painted Post School District that they are going to be installing vaping sensors.

   Mr. Maio asked wouldn’t the dramatic increase in the use of e-cigarettes be due to not existing in the past? Mrs. Smith replied e-cigarettes are new in the last few years. Overall tobacco use is on the decline. There is a perception that e-cigarettes and vaping are safer.

   Mrs. Smith reviewed the slides that outline the lessons that have been learned from Colorado and other states that have legalized marijuana. These lessons are the unintentional exposure in children, increased emergency room visits, increase in homelessness, increase in crime, increase in suicide, increased risk of addiction, increased traffic fatalities, possible role as a gateway drug, cognitive/academic effects, relationship to mental health, adverse cardiac/respiratory effects. She stated that Denver was just voted to become the first city in history to decriminalize the use of “magic mushrooms”.

   Mrs. Smith reviewed a list of regulatory recommendations that would be important to put in place prior to legalization. These recommendations are to put an infrastructure in place before sales begin; the addition of Marijuana to the NYS Clean Indoor Act, include warning labels on all marijuana products, formulate edible safety regulations including child-resistant packaging, fully fund enforcement and oversight, standardize and test packaging and potency, set a blood level operating limit for THC and fund surveillance and research efforts.

   Mr. Maio stated these recommendations are all really good ideas, but we have to get past the point of just being annoyed with the possibility and get to the point of dealing with it. We need to concentrate on the recommendations. Mr. Wheeler stated we are taking a detailed look at what the additional local impacts may be. The New York State Association of Counties (NSYAC) has asked the State to fully fund the counties for additional costs as a result of legalizing. As examples, we will need more Drug Recognition Experts (DRE), there will be issues with the K-9’s as they are trained to target on marijuana. There will be additional impacts to Public Health.
Mr. Maio stated his point is that it’s a conversation we need to have. What are the things that we need to do? Mr. Wheeler replied the question is what will the bills be as there are multiple bills, but we don’t know what will be happening. Mrs. Lando stated her approach is that it is not a done deal and that we should be fighting it.

Mrs. Ferratella commented that at a recent public hearing, Mrs. Smith was the only one that was opposed to legalization. Mrs. Smith stated yes, a few months ago she had attended a public hearing in Binghamton. She had attended on behalf of NYSACHO (New York State Association of County Health Officials) and she was the only one opposed. There were probably about 200 in attendance. Everyone else that spoke was in favor and many were medicinal users. There were a variety of people that strongly expressed favor.

Mr. Weaver stated personally, there are a number of people already using the product. Just because they legalize it does not mean that people are going to jump on board and start using, although he understands there will be increase in accessibility. Mr. Maio commented history shows that prohibition has not worked.

3. **CHIP (Community Health Improvement Plan)** – Mrs. Smith reported last month they held a priority setting meeting and selected three priority areas. The first priority is to focus on promoting healthy infants, women and children, with a focus on children. The second priority is tobacco cessation and the third priority is mental health and substance use prevention. We are only required by the State to choose two areas, however, this group agreed, that based on the close scoring results and feedback, along with the vast amount of work needed to combat the opioid and heroin problem, that they chose a third priority. She stated in August they will finalize which intervention they will choose to implement these priorities. The State gives us a list and then we, as a group choose which intervention is most realistic. This group is to be commended for taking on the extra priority.

4. **Accreditation** – Mrs. Smith informed the committee that the State has accepted our action plan which we submitted in March. Now we have the remainder of 2019 to demonstrate that we have implemented the changes in the action plan. This plan applies to all six of the counties that applied. Mr. Maio asked is the end of 2019 the State’s time limit? Mrs. Smith replied the State says they would like you to demonstrate changes within a year. We feel very confident that all of the counties can accomplish this within a nine-month time frame.

IV. **OTHER BUSINESS**

A. **Technology/Efficiencies** – Mr. Haurski stated Mrs. Ferratella had sent out a list of questions for the departments under this committee to complete to provide the committee with some guidance on goals for this year. He found the answers to be very interesting. One of the things that struck him is that of all the departments in this room, all of you are going out into the field and meeting with clients. He has been curious as to the use of tablets for this purpose. He talked with Mrs. Baroody who has satellite offices in Hornell and Corning and they have issues with their telephones and computers in those offices. Public Health also goes into the field. How do you record your data?

Mrs. Smith replied the nurses do not record the data when they are in the field. They have a cell phone so they can call if they have a question or need something. When they come back to the office, that is when they record their visits in the field. Mrs. Baroody replied that she is gradually adding laptops for everyone that goes into the homes and that is working well. They use air cards for the laptops. Ms. Muller replied staff has I-pads that they take out into the field.

Mr. Wheeler stated with regard to Social Services, the tablets were budgeted for two years ago. Their tablets have to coordinate with the State software, which is currently up for bid. Ms. Muller commented they have seen efficiencies so far, but we need to look at software that will allow us to drop information directly into the State system.

Mr. Haurski commented in this era and age, we should not be dealing with going out into the field and then coming back and doing data entry. Going forward we need to budget for that. Mr. Wheeler stated he emailed the departments regarding the upcoming budget to assess their technology needs. Some will be big asks, but he is in the process of getting a comprehensive list. Mr. Haurski stated he asked Mr. Wolverton to attend today as he has to be on board with what will be required.
Mr. Wheeler asked if there is a State interface that is required for Public Health. Mrs. Smith replied no. They work more with Word documents to generate progress notes.

Mr. Wheeler commented we would have to come back for authorization to use capital project money to look at purchasing tablets and laptops. Mr. Wolverton stated when we talk about this during budget season, he wants to make you aware that these have an initial cost to purchase, but there is also going to be ongoing costs. Anything with Verizon or AT&T air cards will cost about an additional $40.00 per month, per device. This is not just an expenditure out of the capital project, there will be an ongoing cost. Mr. Wheeler stated yes, and for those departments that need to interface with the State, there will be additional costs. We typically budget for computer equipment for a life of about five years.

Mr. Van Etten asked do all field service people need to type when they are in the field? Mrs. Smith replied when her staff go out, they take notes and then come back to the office and do the data entry. Mrs. Van Etten commented it may not be a good use of time to have them typing when they are out in the field.

B. Goals – Mrs. Ferratella stated when she was looking through the department questionnaire, she found at least three departments that talked about doing cross training within their departments. That is something that other departments would be able to build off. Also there was an indication that we could utilize volunteers more. She asked the members of the committee to go back through the summary she sent and we will work on this at next month’s meeting.

C. Other Updates – Mrs. Lando informed the committee that she was asked to speak at a panel discussion at Canandaigua Finger Lakes Project Center, which was sponsored by the NYS Office of Alcohol and Substance Abuse Services. We talked about opiates and marijuana; it was very interesting and well attended.

Mrs. Lando stated she attended an Opioid Task Force meeting for the Prevention Coalition. They have started to put together their thoughts on the actions they will take. She also attended the Crisis Intervention Training on May 17th, which was sponsored by the Sheriff and well attended.

D. Mental Health First Aid Grant – Mrs. Ferratella commented that Cooperative Extension has applied for a grant to provide Mental Health First Aid for schools and parents. Mrs. Smith stated they have asked for a letter of support to pursue that.

E. OD Mapping – Mrs. Lando asked for an update. Mrs. Smith stated they had a meeting two weeks ago and discussed bringing this to Steuben County. OD Mapping provides real-time data related to overdoses. We do not have real-time data from New York State. When first responders respond to a call and it is an overdose, they, or 911, enter that into the OD Map system, including the address and the suspected drug. Then, follow-up would occur within 24 hours where an individual will go to the address to offer the individual a link to services. Data shows that they have had a decrease in the amount of overdoses following that kind of follow-up. We are checking on the legality of it.

F. Volunteers – Mr. Maio asked with regard to the utilization of volunteers, is there an adequate number of volunteers available? Mrs. Smith replied no, we do not have an adequate number, especially in the medical area. Our Emergency Preparedness Coordinator has been working on this.

MOTION: TO ADJOURN MADE BY MR. HANNA. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by Amanda L. Chapman, Deputy Clerk, Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**

Wednesday, July 3, 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, June 26, 2019.
I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Mr. Alderman to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JUNE 5, 2019, MEETING MADE BY MR. HANNA, SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Youth Bureau

1. 2019 Youth Development Program Allocations – Mr. Caudill stated we have not yet received the allocations from the State. Once he has received the information from the State, he will present them to the committee.

2. Grant Opportunity – Mr. Caudill informed the committee there is an opportunity, in conjunction with Workforce NY and Corning Community College, to apply for a Workforce Opportunity for Rural Communities Initiative Grant funding. The U.S. Department of Labor has set aside money targeting the Appalachian and Delta regions. Regional applications are going in targeting adults and Mr. Caudill stated he has asked to include a youth component to take summer youth employment participants and try to give them year round support and opportunities.

Mrs. Ferratella asked what age group would be targeted? Mr. Caudill replied he would be targeting 17 years old and up. The point of the federal opportunity is to take those folks who are not in the labor force and latch them into the labor force. At the end of this, there would be an opportunity for apprenticeships with a union or advanced manufacturing through Corning Community College or BOCES.

Mrs. Lando asked would this cover BOCES training? Mr. Caudill replied he believes it can. Other funding streams would be available as well. This will be a trial. The application is due in ten days. Mrs. Ferratella asked
what is the amount of the funding? Mr. Caudill replied the total is $2.5 million over three years. We are hoping for $150,000 across each county.

Mr. Wheeler explained youth is a component of the overall application. Workforce NY and Corning Community College are partnering with the County as well. He stated Workforce NY, Corning Community College and BOCES have other initiatives to the application; Mr. Caudill’s component is a part of the overall grant.

MOTION: AUTHORIZING THE YOUTH BUREAU COORDINATOR TO SUBMIT AN APPLICATION FOR A WORKFORCE OPPORTUNITY IN RURAL COMMUNITIES INITIATIVE GRANT FUNDS MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Office for the Aging
   1. Contract Amendment – Mrs. Baroody informed the committee they currently contract with William Joint to provide legal services for the elderly. Mr. Joint will be operating as a new entity effective July 1, 2019. She requested authorization to amend the contract to reflect the new entity of Joint & von Hagn, LLP.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO AMEND THE CONTRACT FOR LEGAL SERVICES FOR THE ELDERLY TO REFLECT THE NEW ENTITY OF JOINT & VON HAGN, LLP, EFFECTIVE JULY 1, 2019 MADE BY MR. HANNA. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

   2. Recognition – Mrs. Ferratella asked about Ms. Walker and Ms. Hodges being presenters at an annual conference. Mrs. Baroody stated Nicole Walker, the NYCONNECTS coordinator, and Abigail Hodges, AIM ILC NYCONNECTS coordinator were presenters at the annual Aging Concerns Unite Us conference in Albany in June. Our program was chosen for this honor because of the successful collaboration that exists in Steuben County.

C. Public Health
   1. Biometric Data Collection & Reporting Contract – Ms. Smith requested authorization to renew the contract with Wellness Programs with Value (WPV) to do the biometric screening data collection and reporting for an estimated total cost of $2,000. Mr. Wheeler commented the aggregation of this data is anonymous.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO RENEW THE CONTRACT WITH WELLNESS PROGRAMS WITH VALUE TO DO THE BIOMETRIC SCREENING DATA COLLECTION AND REPORTING FOR AN ESTIMATED TOTAL COST OF $2,000 MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Department of Social Services
   1. Updates on Child Advocacy Center – Ms. Muller requested authorization to finalize the contract with the Institute for Human Services for the coordination of the Child Advocacy Center (CAC). The individual who will be coordinating the CAC is David Pelicheck and he comes with great experience operating CAC’s in Broome County and Sayre, PA. Additionally, he is forensic interviewer. The contract will be up to $30,000 for 2019 and there is funding available in the budget.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO ENTER INTO A CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES FOR COORDINATION SERVICES FOR THE CHILD ADVOCACY CENTER FOR UP TO $30,000 FOR 2019 MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mrs. Lando asked when will the CAC be up and running? Ms. Muller replied July 9, 2019. Mr. Van Etten asked when does the mobile unit arrive? Ms. Muller replied September.
2. **Homeless** – Mr. Haurski asked for an update on the homeless numbers. Ms. Muller replied the numbers for April and May have gone down. She stated Arbor is working on a grant application for new housing in Bath behind the Village Pharmacy. There has been some community resistance. Mr. Haurski asked is the decline in numbers due to the weather? Ms. Muller replied yes, most of the decline is attributed to the weather. The numbers are only down since this quarter; they are still up from last year. Mr. Haurski asked how many are showing up homeless? Ms. Muller replied we had a total of 225 individuals for April and May, with 92 in May. There were 1,600 bed nights in April and 1,200 bed nights in May. For the period January – March, we had a total of 450. Mr. Hanna asked do you have a breakdown by age? Ms. Muller replied no, we can break it down by single or family. Mrs. Lando asked is there a limit on how long a person can be in temporary housing? Ms. Muller replied they stay in temporary housing until we find them permanent housing.

E. **Personnel**

1. **Reclassification – Department of Social Services** – Mr. Alderman stated that Ms. Muller has asked for the reclassification of Computer Systems Analyst to a Network Administrator. He stated there is currently an individual in the Computer Systems Analyst position. Ms. Muller explained many years ago their Staff Development Coordinator was also in charge of all of their computers. When that individual retired, we had the position reclassified to a Computer Systems Analyst and filled the position thinking it would be appropriate to manage all of our systems. It turns out it is a much bigger job and more reflective of the work of a Network Administrator. She stated she worked with Mr. Alderman to appropriately title the position so the individual currently in the position will stay.

Mr. Weaver asked does that individual work together with Information Technology? Ms. Muller replied yes. We have our own IT staff since we have so many State applications that are outside of what the county has. Mrs. Lando asked will you fill the Computer System Analyst position? Ms. Muller replied no, we are just changing the title to Network Administrator.

**MOTION:** RECLASSIFYING ONE COMPUTER SYSTEMS ANALYST POSITION, GRADE XV TO A NETWORK ADMINISTRATOR, GRADE XVI WITHIN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

IV. **OTHER BUSINESS**

A. **Steuben Prevention Coalition - Opioid Initiative** – Mrs. Lando stated the Steuben Prevention Coalition will be printing two brochures regarding the safe disposal of medication. The first brochure will be going out to funeral parlors. The second brochure will be targeting realtors to encourage home owners to clean out their medicine cabinets during open houses. The Coalition is also distributing packets of charcoal which you put into your pill bottle with a little water and it jellifies and reduces the effectiveness of medication.

Mrs. Lando stated the Coalition will also be submitting their DFC grant on Monday.

B. **Goals** – Mrs. Ferratella stated she recently sent out an email to the committee regarding goals. Last month we had talked about areas of opportunity to increase visibility to other departments including systems upgrades, cross training and space needs. Two of the areas we can work on are system updates and cross training. Mr. Wheeler stated he has been meeting with the departments on system upgrade needs.

Mrs. Lando commented the lack of succession plans; that always scares her and that is not the same as cross training. In the information we received back from the departments, Mental Health has an issue with personnel. Mr. Wheeler replied it is an issue and there are a couple of larger departments that definitely should have a succession plan. Some of the smaller departments do not have mid-level management positions. Mrs. Lando commented the Department of Social Services has 11 vacancies.

Mr. Maio asked how many of the positions in Social Services are subject to Civil Service? Mr. Wheeler replied most. Mr. Maio asked is there an issue with the frequency of testing? Mr. Wheeler replied there is for some titles. He stated
there are some lists that are used frequently and tested for frequently such as Account Clerk. Some of the vacancies in Social Services are planned budgeted vacancies.

Ms. Muller commented it really is a workforce issue. Across the state the caseworker turnover is incredible. Mr. Wheeler commented Ms. Muller has been pretty successful transitioning staff to positions where they are better suited. Ms. Muller stated anytime a vacancy in another unit is open, we post it internally. Many of our positions have huge learning curves.

Mrs. Ferratella stated with regard to technology issues, Mr. Wolverton had mentioned that some areas are very expensive? Mr. Wheeler stated we are looking at that. It is true that system upgrades are the expensive ones. We have some internal upgrades we need to do with licenses running out. For the smaller departments, we can find a way to do things more efficiently. He stated when he met with Office for the Aging and Public Health, one of the things they talked about was mobile technology. We think we can accomplish that through the use of laptops. Instead of desktops, we will issue laptops they can take into the field and then put into a docking station when they are back at the office. New orders for laptops will not be made until September. Mr. Wheeler stated for other things, as budget time approaches, the departments can submit capital requests for their IT needs.

Mrs. Ferratella commented she was surprised with the Veteran’s software. Mr. Wheeler stated they are going with a traditional system that is more user-friendly.

Mrs. Lando stated with regard to succession planning, in Dr. Chapman’s report he stated he does not have anyone in line for succession and that it is a difficult position to hire. He also talked about the need for a deputy to help. If he were to leave, we would have a problem since mental health is becoming so much more important. Mr. Wheeler stated Dr. Chapman has some good senior management people, but they are not ready to transition; that is something that we can work on.

C. Service Dog – Mrs. Lando stated she was talking with Amanda Chaffee, Brooks Baker and Sheriff Allard about a service dog for the special victims group. Maybe a dog from the SPCA to be a comfort care animal for that group. There is the potential for the victim advocate to use this animal. Mr. Baker has submitted a grant for a Victim Advocate and if we get that, then we could get a comfort dog. She stated they were just talking about this and the Sheriff had suggested a dog from the SPCA. Mr. Mullen asked is there a plan for an employee to take care of the dog? Mrs. Lando replied it would be the victim advocate. Mr. Wheeler commented it would be better for an exempt employee to take care of a service animal.

MOTION: TO ADJOURN MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Wednesday, August 7, 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, July 31, 2019.
I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Mr. Weaver to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 3, 2019, MINUTES MADE BY MRS. LANDO, SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Youth Bureau

1. 2019 Youth Development Program Allocations – Mr. Caudill presented the 2019 Youth Development Program allocations for approval. The total allocation remained the same from last year. He noted that the City of Corning and the City of Hornell did not apply for funding in 2019. Mr. Caudill stated there were increases for some of the youth center contracts. We were also able to bring back the Urbana Summer Rec Program.

Mrs. Lando asked do you know why the cities did not apply for funding? Mr. Caudill replied Hornell decided they did not want to have to come up with the tracking data that the State requires. Corning just did not apply; last year they did not submit an application. Mr. Wheeler commented back about five or six years ago, some of these programs were only receiving a few hundred dollars and there is a lot of paperwork that goes along with that. Mr. Caudill stated we hate to lose them, but we still maintain contact with those programs.

MOTION: APPROVING THE FOLLOWING 2019 YOUTH DEVELOPMENT FUNDING CONTRACTS: CATHOLIC CHARITIES OF STEUBEN COUNTY - $10,496; FAMILY SERVICE SOCIETY, INC. - $17,010; HORNELL AREA CONCERN FOR YOUTH - $23,752; PROACTION OF STEUBEN & YATES, INC. - $6,186; THE FRIENDS OF THE ADDISON YOUTH CENTER - $9,311; TOWN OF CAMPBELL - $1,052; AND THE YOUTH BUREAU - $18,739 MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.
B. Office of Community Services

1. **Budget Adjustment** - Dr. Chapman requested authorization to accept and pass through to Catholic Charities, additional State OASAS funding in the amount of $18,146 for their prevention program. He also requested authorization to transfer Federal OASAS block grant funding in the amount of $244,045 to State OASAS funding to support Catholic Charities residence house program.

**MOTION:** AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT AND PASS THROUGH TO CATHOLIC CHARITIES, ADDITIONAL STATE OASAS FUNDING IN THE AMOUNT OF $18,146 FOR THEIR PREVENTION PROGRAM AND TO TRANSFER $244,045 IN REVENUE FROM THE FEDERAL OASAS BLOCK GRANT TO STATE OASAS TO SUPPORT CATHOLIC CHARITIES RESIDENCE HOUSE PROGRAM MADE BY MR. MAIO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Contracts**

   a. **ProAction** – Dr. Chapman requested authorization to amend the contract with ProAction to add additional business office services and increase the amount of the contract by $44,000. The service provider will meet with clients and work with insurance companies. This is all part of his restructuring plan and there is money available in the budget.

   **MOTION:** AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO AMEND THE CONTRACT WITH PROACTION TO INCLUDE AN ADDITIONAL POSITION TO THE BUSINESS OFFICE AND INCREASE THE CONTRACT BY $44,000 MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

   b. **Ellen Stephens – Psychiatric Nurse Practitioner** – Dr. Chapman stated Ms. Stephens will be retiring September 6, 2019. She has formed a PLLC and would be available to work part-time via contract up to three days per week. He requested authorization to contract with Ellen Stephens for psychiatric nurse practitioner services up to three days per week at a rate of $85.00 per hour, not to exceed $102,000 annually.

   **MOTION:** AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH ELLEN STEPHENS, PLLC, TO PROVIDE PSYCHIATRIC NURSE PRACTITIONER SERVICES ON A PART-TIME BASIS, UP TO THREE DAYS PER WEEK AT A RATE OF $85.00 PER HOUR, NOT TO EXCEED $102,000 ANNUALLY MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

   c. **Ellen Stephens – Compeer** – Dr. Chapman requested authorization to contract with Ellen Stephens to serve as Coordinator of the Compeer Program. Ms. Stephens through the years has run this program. This will be a separate contract specific only to Compeer for $10,200 annually. Mrs. Ferratella asked how many hours will she work? Dr. Chapman replied it varies as it depends on the activities. On average each week she would work a few hours, up to a half day on Compeer. The money to pay her is money we receive from the State. Mr. Maio asked is her PLLC just her? Dr. Chapman replied yes.

   Mr. Malter asked with her retiring, how will you cover the remainder of what she was handling in terms of caseload? Dr. Chapman replied we will be splitting her caseload among our other practitioners. He is also looking at an opportunity to bring in another part-time person. Mr. Malter asked relative to what she was making and her fringe benefits, does the cost even out? Dr. Chapman replied it does overall. As an employee, with salary and fringe, she makes $130,000. Between these two contracts, she would be making $112,200.
MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH ELLEN STEPHENS, PLLC, TO SERVE AS COORDINATOR OF THE COMPEER PROGRAM FOR AN ANNUAL COST OF $10,200 MADE BY MR. MAIO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

d. Michele Lowry – Dr. Chapman informed the committee that Dr. Lowry is a psychologist who oversees the forensic program at the Jail. She also provides mental health training for Sheriff’s deputies. With the State making changes to the arraignment process, the Sheriff has needed additional training. We foresee this need for additional training continuing with additional hours. He requested authorization to increase Dr. Lowry’s contract $10,000 from $62,500 to $72,500 to compensate for the additional time. She provides training as well as risk assessment services at the Jail.

Mr. Weaver asked will this come out of your budget or the Sheriff’s? Dr. Chapman replied we budget for it and then bill the Sheriff. Mr. Wheeler commented we are shifting our own money. Dr. Chapman clarified in her current contract she is paid an hourly rate of $104.00, not to exceed $62,500 annually. We have estimated going over that and he is requesting $10,000 to cover the additional time required.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO AMEND THE CONTRACT WITH MICHELE LOWRY TO OVERSEE THE FORENSIC PROGRAM AT THE JAIL AND PROVIDE MENTAL HEALTH TRAINING FOR SHERIFF’S DEPUTIES AT A NEW RATE OF $72,500 ANNUALLY MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Department of Social Services

1. VOCA Grant Program – Ms. Muller informed the committee that they had put in an application for the VOCA (Victims of Crime Acts) Grant for the Child Advocacy Center and were recently notified that they have been awarded the three year grant totaling $432,138.59. They had applied for the grant jointly with the District Attorney’s Office. The grant runs from October 1, 2019 through September 30, 2022. She explained that for her office, they will be receiving a year total of $43,608.00. Ms. Muller stated she would like to appropriate $25,608 into the Preventive Services line. These funds will be used for a contract with Family Services to provide sexual abuse counseling services. We will also contract with Arnot for specially trained nurses and forensic examiners to conduct exams of children with alleged sexual abuse. These funds will also help us to pay for the mileage and fuel for the mobile Child Advocacy Center unit; gas cards; furniture purchases for Bath site; staff training; program support and transitional housing services. She would also like to appropriate $18,000 into Major Equipment to purchase a colposcope, which is a medical instrument used to conduct sexual abuse exams.

Ms. Muller stated the District Attorney will be using his allocation of $17,846.84 for salaries and wages to hire a part time Victim Advocate and Victim Advocate Aide. Additionally he will use the funds to purchase a closed-circuit TV for the mobile unit; books and subscriptions; office supplies and dictation equipment and related software.

MOTION: AUTHORIZING THE COMMISSIONER OF THE DEPARTMENT OF SOCIAL SERVICES TO ACCEPT A VOCA (VICTIMS OF CRIME ACTS) GRANT IN THE AMOUNT OF $432,138.59 OVER THREE YEARS AND APPROPRIATING $25,608 INTO THE PREVENTIVE SERVICES LINE ITEM AND $18,000 INTO MAJOR EQUIPMENT AND AMENDING THE MAJOR EQUIPMENT LIST TO INCLUDE THE PURCHASE OF A COLPOSCOPE MADE BY MR. WEAVER. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. Accept and Award HEAP Bid – Mr. Morse informed the committee they received three bids, but only one of the bidders was responsive. Blevins did not supply the Iranian Divestment form and Vine City would only hold the pricing until November 1, 2019. He recommended awarding to I.D. Booth.
MOTION: DECLARING BLEVINS AND VINE CITY AS UNRESPONSIVE BIDDERS AND AWARDING THE BID FOR REPLACEMENT OF RESIDENTIAL HEATING SYSTEMS TO I.D. BOOTH MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. Arbor’s Proposed Housing Units – Ms. Muller informed the committee that the Village of Bath will be holding a public meeting tomorrow, August 8, 2019, at 5:30 p.m. relative to Arbor’s proposed housing units. They are proposing building a new housing development with 64 units. She commented there will be some specialized units for mental health and cross over clients. Mr. Weaver commented there are a number of people in the community that are not in favor of this.

4. Mobile Work Crews – Mr. Hauryski asked have there been any changes relative to the Mobile Work Crews? Ms. Muller replied yes, we have a new supervisor in the Employment Unit. There is now more accountability and all four crews are full. They are doing a really good job.

D. Public Health
   1. Contract – Ms. Smith requested authorization to enter into a contract with Katrina Fellows to provide Preschool Occupational Therapy services. The rate is set by the State at $70.00 per session.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO ENTER INTO A CONTRACT WITH KATRINA FELLOWS TO PROVIDE PRESCHOOL OCCUPATIONAL THERAPY SERVICES AT THE STATE RATE OF $70.00 PER SESSION MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. OD Mapping – Mrs. Lando asked do you have any updates on OD Mapping? Ms. Smith replied we are in the process of getting it set up. She has successfully registered the County, but has been having a little trouble downloading the MOU’s. She has emailed the contact person at OD Mapping and is waiting for assistance on how she can do that. Mrs. Lando asked can you backfill previous information? Mr. Wheeler replied we cannot. We discussed that and a lot depends on the 911 call and we do not have the MOU’s in place to receive that information.

3. Accreditation – Mrs. Ferratella asked for an update. Ms. Smith stated we plan to have all of our documents ready to be scored and we plan to have all those in place by October 1st, with the exception of any that need to run through the end of the year. Mr. Maio asked how many are defined as subjective as opposed to objective? Ms. Smith replied we really felt like we fully met the intention of measures on those documents we submitted. It feels like some of it is subjective, but it is a little of both. She stated that PHAB (Public Health Accreditation Board) has indicated they will no longer entertain multi-jurisdictional accreditation applications of more than two counties. Our six-county application was a lot for them.

E. Office for the Aging
   1. RSVP Augmentation Funding for 2019 – Mrs. Baroody requested authorization to receive $7,500 in augmentation funding. This will permanently increase our county’s RSVP base funding from $65,268 to $72,768, which will in turn reduce County cost. There is no match required.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ACCEPT $7,500.00 IN RSVP AUGMENTATION FUNDING FOR 2019 MADE BY MR. MAIO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. Accept Unmet Need Funding – Mrs. Baroody informed the committee we are receiving $47,179 in Unmet Need Funding for 2019 and this will be used to ease the burden of our waiting lists for home care, respite and transportation. This funding is based on the waiting list we sent to the State in 2017. Our list has changed since 2017, but we have the flexibility to use the funding where we see the greatest need. She requested authorization to accept the funding and appropriate $5,732 for administrative costs, $1,000 to the contract for Institute for Human Services for transportation, $15,000 for traditional EISEP, $17,849 to the contract with AIM
for Consumer-Directed EISEP and $7,598 to the contract with Home and Health Care for Respite services. She also requested authorization to increase the contract with Home and Health Care for EISEP services by $5,000. We have received quotes for our EISEP home care program in anticipation of new unmet need funding and we are still researching the options under those proposals.

Mrs. Baroody commented we have until March 31, 2020 to spend these funds. She anticipates this funding will be renewed at the same level for next year. Mrs. Ferratella commented your monthly report referenced that you have 36 people on your waiting list. Mrs. Baroody stated that list is pretty fluid, but every day more people are inquiring about services. Ms. Fitzpatrick asked what things are included under administration? Mrs. Baroody replied salaries and fringe along with motor pool costs for us.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ACCEPT UNMET NEED FUNDING FOR 2019 IN THE AMOUNT OF $47,179; APPROPRIATING $5,732 FOR ADMINISTRATIVE COSTS; APPROPRIATING $1,000 TO THE CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES FOR TRANSPORTATION AND AMENDING THE CONTRACT TO REFLECT THE INCREASE; APPROPRIATING $15,000 FOR TRADITIONAL EISEP; APPROPRIATING $17,849 TO THE CONTRACT WITH AIM FOR CONSUMER-DIRECTED EISEP AND AMENDING THE CONTRACT TO REFLECT THE INCREASE; APPROPRIATING $7,598 TO THE CONTRACT WITH HOME AND HEALTH CARE FOR RESPITE AND AMENDING THE CONTRACT TO REFLECT THE INCREASE; INCREASING THE CONTRACT WITH HOME AND HEALTH CARE SERVICES $5,000 FOR EISEP SERVICES MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3.  Senior Forum – Mrs. Baroody requested authorization to spend up to $1,200 on food for the 2019 Annual Senior Forum which will be held on Thursday, September 19th. This is the annual public hearing where they will review the annual plan for 2020 and there will also be six breakout sessions. ProAction provides a continental breakfast and lunch. There are typically about 140 people who attend.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO SPEND UP TO $1,200 ON FOOD FOR THE 2019 ANNUAL SENIOR FORUM MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

IV.  OTHER BUSINESS
A.  Goals – Mrs. Ferratella asked for an update on goals. Mr. Wheeler replied he has met with Mr. Wolverton in Information Technology about mobile technology and connectivity for the Office for the Aging. Some of the laptops that we are looking at for individuals in the field would have a base station so that we would not be duplicating laptops and desktops. That process is moving along and will also be contemplated when the departments are doing their budget requests.

Mr. Hauryski asked the departments to be sure to tell Mr. Wheeler if IT is not working. The purpose is to make your jobs efficient and better. If IT is not fixing issues, we need to get them fixed.

MOTION: TO ADJOURN MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by Amanda L. Chapman, Deputy Clerk, Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Wednesday, September 4, 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, August 28, 2019
I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Dr. Chapman to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE AUGUST 7, 2019, MEETING MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Public Health

1. **Contract** – Mrs. Smith requested authorization to contract with Maria Staub to provide preschool occupational therapy services. The rate is set by the State at $70.00 per visit.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO ENTER INTO A CONTRACT WITH MARIA STAUB TO PROVIDE PRESCHOOL OCCUPATIONAL THERAPY SERVICES AT A RATE SET BY THE STATE AT $70.00 PER VISIT MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Hauryski asked with regard to occupational and other therapies, he thought we got out of the CHHA. Mr. Wheeler replied this is different as it is for preschool. Mr. Hauryski asked why are we doing this and not VNA? Mr. Wheeler replied this is a State mandate. We are not providing direct services. We no longer have a license to operate to provide direct service and we sold the license when we got out of the CHHA.
2. **OD Mapping** – Mrs. Lando asked for an update on OD Mapping. Mrs. Smith stated they are still in the MOU process and have a template that the Law Department is reviewing. Ms. Prossick commented we do have a draft MOU and we need to get that out to everyone for review. Mrs. Smith stated after looking at what other counties are doing, we have decided that rather than have an extra department that could slow things down, we have agreed that 911 will enter the data and run the necessary reports. We have a draft policy, a draft workflow and a draft MOU written. Ms. Prossick stated that 911 will be meeting with the police, fire and EMS departments to see who is willing to sign the MOU’s. Mrs. Lando asked when do you anticipate this up and running? Mr. Wheeler replied the end of this year, beginning of next year is a good target.

Mr. Maio asked are there any issues with HIPAA? Ms. Prossick replied the MOU is very vague in general. We are using the same template that the Federal government is using and it does not go into any specifics.

IV. **OTHER BUSINESS**

A. **United Way**

1. **2020 Funding Request** – Mr. Hughes stated last year when we came in, we had talked about a significant shift to focus on early childhood development. We have taken a total of $1.5 million and allocated it to the Southern Tier Kids on Track Program with $1 million dedicated for birth to 8 years and the remaining $500,000 dedicated for ages 9 to 21 years. He explained the goal of the Kids on Track Program is to increase the number of children who are proficient students by the third grade. Today, he would like to revisit one of the important elements of the Kids on Track program.

Mr. Hughes informed the committee that they have acquired the Comet Data Sharing Management database (Comet) and have built capacity in for Steuben and Chemung Counties. This database is a critical element to achieve our goals for the Kids on Track program. He explained this shared management platform will be the repository we need to prove that we are beginning to see the changes that we seek. He is requesting funding from the County to help fund this partnership. This will help us to support the ongoing costs of Comet. Ms. Hubbell explained Comet is in the second year of development in Steuben County and ProAction is the main user. This database is aligning the information that is collected in both Chemung and Steuben counties. ProAction has collected information through single point of entry. We have collaborated with Arnot and Corning-Guthrie hospitals so that when a child is born at those hospitals, the staff at ProAction or Public Health can go to the hospital to gather information and meet with the new mom, and if a release is signed, then they enter the information into the database. This is the beginning stages of an infant registry. They collect birth information about the child, but also over time do home visits, provide breastfeeding support, determine what, if any, kind of interventions are needed, perform screenings, provide questionnaires regarding age/stage development of the child along with family stability. She stated United Way will never use the individual child’s information.

Mrs. Ferratella commented she likes how this incorporates both the parents and the child. We need to make sure that the parents are involved. How are the parents included in this? Ms. Hubbell replied we are taking a two-generation approach and we work with the parents as well as the child. Ultimately, we are looking at the outcomes for the child and everything with regard to the family and stability; that is tracked in the system.

Mrs. Lando asked what about those parents who do not agree to sign a release? Ms. Hubbell replied this program is absolutely voluntary and the parents do not have to sign the release. This process can also be started at any point after birth. Mr. Hughes commented if we can expand these services to 300 families, it will significantly improve child school readiness. Right now we are at 60 percent and if we can expand to 300 families, then we will be at 75 percent. Although the number is not large, it will have a significant impact.

Mr. Ryan asked why was St. James left out? Ms. Hubbell replied we have had an agreement with Arnot for a number of years. We have negotiated a relationship with Corning-Guthrie and we are in the process of opening conversations with the western region which would include St. James in Hornell, Jones in Wellsville and Noyes in Dansville.
Dr. Chapman asked will you be tracking child information beyond preschool? Mr. Hughes replied we are beginning that work and have been looking at Binghamton University as well as others. It is expensive and we will need to find the resources to do that. This would be a multi-year project and there is the cost component.

Mrs. Ferratella asked how many home visitors are there? Ms. Hubbell replied we have an OCFS (NYS Office of Child and Family Services) grant to add 6 additional home visitors through ProAction. We also have added capacity in Chemung County. ProAction is also working with children over the age of five that have been referred for services by juvenile justice of Child Protective Services.

Mr. Van Etten asked how much funding are you requesting? Mr. Hughes replied we are requesting $20,000. Mr. Van Etten commented we did not fund last year because at that time it was a pilot project. Mr. Wheeler replied correct; last year was the first year of using Comet in Steuben County and the Legislature had discussions regarding that. Mr. Van Etten asked is the $20,000 a recurring annual amount or will it increase? Mr. Hughes replied it will be a recurring cost. This request is for $20,000 for the upcoming year. We would not want to leave the impression that we are encumbering for future years. He would expect that we would come back each year to request funding and provide you with statistical information. Mr. Wheeler commented this would be a flat request and you would just renew it each year. Mr. Hughes commented we are all strained with resources to do the work we need to do. We will not come back to look for additional resources beyond what we have asked for. He stated Chemung County operates the Comet database themselves. We are hosting Steuben County. Chemung County’s expenses are a little more as they have the broader scope of birth to 21 years.

Mrs. Lando asked are we duplicating effort and are you working with the Department of Social Services? Mr. Hughes replied there is overlap with the data collection as it is a shared management platform. Ms. Hubbell commented with the early childhood development, we are making sure that both counties are looking at this regionally. Chemung County is expanding into Social Services, but we are not doing that in Steuben County.

Mr. Wheeler explained the primary user is ProAction, not county government. This is supplemental funding to help pay for the shared platform. Public Health would have access to the aggregate information, however, the primary user is ProAction.

Mr. Hanna asked does this interface with the schools? Mr. Hughes replied we have been working with the schools, but they are not in the data sharing phase yet.

Mr. Maio asked is there any lag time between the gathering of information and the time that it becomes useful to you? Ms. Hubbell replied if a delay is identified by the home visitor with a child, the intervention is immediate. With regard to the information in the database, there will be some lag time. The reports that are coming out now have been helpful to Public Health as they can see immediately the referral process that happens.

Ms. Fitzpatrick asked will this program move forward if we choose not to fund it? Mr. Hughes replied yes. Ms. Fitzpatrick asked if we choose to fund you $20,000, what is the intention for use of the not-designated funding you do receive? Mr. Hughes replied if you choose to fund the $20,000, that funding comes out of the operating budget and will not affect the other allocations.

Mr. Malter stated that he would like to have Ms. Muller and Mrs. Smith give their input. Mrs. Ferratella commented Mrs. Smith provided them with a letter of support. Ms. Muller stated she has questions, but she does not have enough information to speak on it; however, one of her staff has been involved in the process. Mrs. Smith stated she had met with Ms. Hubbell previously about this and she did provide the United Way with a letter of support. In the long term, she sees the benefits of this program. It will take a while for the data to be gathered and tracked before we will see any trending. Years down the road, she does think there will be valuable data and we will be able to see what interventions may or may not be working.

Mrs. Ferratella asked is there a window for determining if the program is successful? Mr. Hughes replied this shift for us is a general shift and will not take away from early childhood readiness. We are talking about
workforce development and if we don’t get after this aggressively, we will see a very different region 20 years from now. We are in this for the long haul. The cost of early intervention is less expensive than the interventions that happen later on in life.

Mr. Van Etten stated in the letter you emailed to us, you are inviting all other agencies to use Comet through your license. Will there be an increase in cost to accommodate more software licenses? Mr. Hughes replied no.

B. CASA-Trinity

1. Funding Request – Ms. Domingos stated she is the Chief Executive Officer of CASA-Trinity. We are a community-based, not-for-profit substance abuse treatment organization. She stated they have provided prevention, education, treatment, referral and recovery services to individuals, families and communities affected by alcohol, tobacco and drugs in various counties since 1974.

Ms. Domingos stated on July 8, 2019, the NYS Office of Alcohol and Substance Abuse Services (OASAS) approached us to see if we would take over Loyola. We have agreed to do this through a temporary operating agreement. Essentially, this gives us all of the power to run the services and manage the finances. Loyola is the shell and CASA-Trinity has taken up the space. We have been running the center for 7 weeks now. The State has asked us to take this over as Loyola is financially bankrupt. This is a 27-bed unit. All of the services provided are in the continuum of care and these beds are very important and we are working hard to try to keep them. She stated they have finished their assessment of the program and have some projections for the coming year. We believe that eventually this will be sustainable on just revenues, however, it will take a lot of beginning investment. She stated she believes these services are critical and currently there are no other similar services in this pocket of the southern tier.

Ms. Domingos stated their program in Chemung County currently has 600 patients. We were awarded a NYS Department of Health capital grant to build another residential facility in Chemung County. On May 6, 2019, we opened the new residential facility in Dansville. That is a 25-bed unit and those beds have been filled consistently; the need is great.

Mrs. Ferratella asked what is the length of stay? Ms. Domingos replied the average length of stay for detox is 3 days and then they are moved into the inpatient level of care. Inpatient stays are 21 – 28 days and residential stays can be up to 3 – 4 months.

Mr. Hanna asked what is the cost per person for a residential stay? Ms. Domingos replied there are two funding components. The first is the housing component which we receive from Social Services. The second portion is the treatment, which insurance pays. She stated she does not really have a good number, but the payment per day would be about $300.

Ms. Domingos stated the temporary operating agreement they have can be renewed for whatever time we need. That is the legal piece of this. The second piece is that the inpatient services are currently housed on the 3rd floor of St. James Hospital and the outpatient services are housed in another building. As you aware, St. James is moving to a new medical campus. They have not invited these services to move with them. The hospital will close March 2020 and she has been tasked with finding new space to move the beds and to retrofit to fit our needs. There are currently two units on the new medical campus that have not been rented and they would have enough space for this program. She has asked the hospital to consider renting that space to us. They have agreed to allow me to submit a letter of request and a proposed design. They have also asked that this be separate from the hospital. She stated the next step is to go and look at the space. She believes she will be able to work with the landlord of these units, which is not the hospital.

Ms. Lattimer asked how many existing beds are there? Ms. Domingos replied 27. Ms. Lattimer asked if you are successful, what is your projection for the number of beds? Ms. Domingos replied at least 27. She stated OASAS will allow her to increase the number of beds to what she feels is necessary, but they are not funding the beds. The more beds you have, the more revenue you generate.
Mr. Maio asked do you have a Plan B if St. James declines? Ms. Domingos replied she has looked at several sites in Hornell.

Mrs. Ferratella asked what is your request? Ms. Domingos replied she is requesting $80,000 for rent. The rent amount will change and there are a couple of things that can happen. There may be a one-time payment from the State for capital funding to modify the space. She has also gone to FLPPS to ask for additional money. If she cannot get that, the landlord has indicated that it can be rolled into the long-term lease. She anticipates the rent will be $8,000 - $10,000 per month.

Mrs. Ferratella asked have you requested funding from the other counties? Ms. Domingos replied no, this was her first stop. She will make a presentation to the other counties to request funding if we deem it necessary. She does have a meeting scheduled with Chemung County. From February – July 2019, our inpatient/detox unit had 14 referrals from Allegany County, 42 referrals from Steuben County and 13 referrals from Livingston County. We did not have any referrals from Chemung County.

Mr. Maio asked you are asking for $80,000 for rent for a Steuben County facility that would take in people from surrounding counties? Ms. Domingos replied she feels that the beds need to be regionally sustained. If we do not need the funding, she will not take it. The first two years will be critical. She would plan to come back to the County with projections and financial documents. There are several things that go into moving a program.

Mr. Wheeler commented the detox and short-term rehab program at the VA Hospital was also run by Loyola and was shut down. Mr. Maio asked if we end up being the only County to fund, is there any way to give preference to County residents for the beds? Ms. Domingos replied yes. Dr. Chapman commented there is a regional need, but most of the referrals have been from Steuben County.

Mr. Van Etten asked would the $80,000 be an incremental add to the budget? Mr. Wheeler replied Dr. Chapman had passed through State funding to Loyola, but no County funds. This would be an $80,000 add.

Mr. Malter asked has there been any interest in Allegany County to put a facility in? Ms. Domingos replied not that she is aware of. Mr. Van Etten asked are the referrals coming from Social Services or Mental Health? Ms. Muller replied both. Mr. Van Etten asked if this facility closed where would they be referred to? Dr. Chapman replied they would be referred to Chemung County. Ms. Muller stated they would also be referred to Pennsylvania. She stated she doesn’t know if that would increase the County’s cost, but it would put us in a bind as to where to send people for treatment. Mr. Van Etten stated he is trying to think of a way to justify the $80,000. Mr. Wheeler replied the justification would be on the back end. There may be more people in crisis and more interventions without a facility nearby. Ms. Domingos stated your crisis teams would be overworked. Ms. Muller stated it would also impact the Jail. It would create a huge bottleneck.

Dr. Chapman asked what is the percentage of patients that are addicted to opioids? Ms. Domingos stated she would say about half of the patients that go into detox and inpatient are addicted to opioids. There is a high need and this is a tough population. If we don’t have a facility, people will be on the streets, law enforcement will be burdened, etc.

C. Opioid Prevention – Mrs. Lando informed the committee the Steuben Prevention Coalition has produced new postcards with information about Narcan and where to find help. They also have bookmarks which list the locations of the medication drop-off boxes. They have asked the pharmacies to distribute the bookmarks in the prescription bags. Mr. Wheeler commented we can also place this information on the County website.
MOTION: TO ADJOURN MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Wednesday, October 2, 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, September 25, 2019
I. CALL TO ORDER
Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Mr. Weaver to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 4, 2019, MEETING MADE BY MR. HANNA, SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Department of Social Services

1. Steuben County Vulnerable Youth Summit – Mrs. Reynolds requested authorization to spend up to $625.00 for the annual Steuben County Vulnerable Youth Summit that will be held on October 23, 2019. She stated they have a Safe Harbors Grant in the amount of $35,000 to pay for this.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO SPEND UP TO $625.00 FOR THE ANNUAL STEUBEN COUNTY VULNERABLE YOUTH SUMMIT BEING HELD ON OCTOBER 23, 2019 MADE BY MR. HANNA. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. RFP Award for Mobile Technology – Mrs. Reynolds informed the committee they solicited requests for proposals to procure a mobile technology app which will allow for electronic document imaging including a document repository. They received three proposals; Diona for $454,800 for the first year and then $20,790 annually, New Fields Technologies for $606,440 for the first year and then $50,000 annually, Northwoods’ Saas Solution for $261,000 for first year and then $129,000 year 1 and $129,000 year 2; and Northwoods’ On-Premises Solution for $774,815 for the first year and $96,477 annually. She recommended awarding to Diona. Mr. Wheeler commented we did account for funding for this project in the 2018 budget and have a capital project.
MOTION: AWARDING THE RFP FOR MOBILE TECHNOLOGY TO DIONA FOR A FIRST YEAR COST OF $454,800 AND THEN $20,790 ANNUALLY MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. Child Advocacy Center Bids – Mrs. Reynolds stated the committee had previously authorized them to purchase a colposcope for the Child Advocacy Center using VOCA funds, however, that was not available on State bid. She requested authorization to obtain three quotes for the purchase of this equipment.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO OBTAIN THREE QUOTES FOR THE PURCHASE OF A COLPOSCOPE FOR THE CHILD ADVOCACY CENTER MADE BY MR. WEAVER. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.


MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE BIDS FOR COMPUTER EQUIPMENT MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Office of Community Services

1. Contract – 360 Transcription – Dr. Chapman stated earlier this year the committee authorized a contract with 360 Transcription for the transcription of subscriber notes. The original contract is not to exceed $6,000. So far this year, we have already reached the $6,000 limit. They had underestimated the volume of notes. He requested authorization to amend the contract to increase the not to exceed amount to $12,000.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO AMEND THE CONTRACT WITH 360 TRANSCRIPTION TO INCREASE THE NOT TO EXCEED AMOUNT TO $12,000 MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. Contract – Psychiatrist – Dr. Chapman requested authorization to contract with Dr. Osmond Waheed to work two evenings per week at a rate of $110.00 per hour, not to exceed $33,000. He stated Dr. Waheed works with both adults and adolescents.

Mr. Maio asked does Dr. Waheed have a private practice? Dr. Chapman replied no, Dr. Waheed is a licensed psychiatrist who is completing his residency at Arnot Ogden Medical Center. Mr. Maio asked is there any indication that he will stay after his residency? Dr. Chapman replied that is always subject to change, but Dr. Waheed has indicated that he will most likely relocate back to California. However, he had also indicated that there are others in the residency program and that he may be able to steer them in our direction. Mr. Wheeler stated they have had meetings with Arnot about this and there is a federal program for rural physician placements. It will be beneficial to us if we can keep this going.

Mr. Weaver asked what psychiatrists do we currently have? Dr. Chapman replied we have one full-time psychiatrist, Dr. Nobilski and two part-time psychiatrists, Dr. Neerukonda and Dr. Touchstone.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH DR. OSMOND WAHEED, PSYCHIATRIST, TO WORK TWO EVENINGS PER WEEK AT A RATE OF $110.00 PER HOUR, NOT TO EXCEED $33,000 MADE BY MR. MAIO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.
C. Public Health

1. Contract – Preschool Related Services – Mrs. Smith requested authorization to contract with Jasper-Troupsburg School District to provide occupational, speech and physical therapy services to preschool children at a rate of $70.00 per visit.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO CONTRACT WITH JASPER-TROUPSBURG SCHOOL DISTRICT TO PROVIDE PRESCHOOL RELATED SERVICES AT A RATE OF $70.00 PER VISIT MADE BY MR. HANNA. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. Contract – Preschool Speech Therapy – Mrs. Smith requested authorization to contract with McKayla Mortimer to provide preschool speech therapy services. Ms. Mortimer was seeing a child of ours through an agency, but now will be an independent contractor and we would like to continue services without any lapses.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO CONTRACT WITH MCKAYLA MORTIMER TO PROVIDE PRESCHOOL THERAPY SERVICES AT A RATE SET BY THE STATE MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. OTHER BUSINESS

A. Steuben Prevention Coalition

1. Funding Request – Ms. Banik informed the committee that they have submitted an application for the 2019-2020 Drug Free Communities Grant in the amount of $125,000 per year, for five years. If they do not receive this grant, she is requesting County funds in the amount of $42,910. Catholic Charities has already committed to providing $25,000 and are also proposing an additional $20,000 for staffing for the opioid committee. Ms. Banik stated they continue to look for funding from other organizations. If we are unable to have a sustainable budget, the losses to the community are great. These include the loss of the administration of current surveys such as prevention needs assessment and adult percent survey; coalition trainings including TIPS (training to alcohol beverage sales establishments), opioid crisis educational awareness, alcohol and marijuana educational awareness, community partnerships and collaborations and community service for students, to name a few.

Ms. Banik reviewed their 2019-2020 action plan which includes many different activities including, the Prevention Needs Assessment Survey, Youth Action Leadership Forum, Compliance Checks, Sticker Shock Program, Annual School and Community Events, Youth Led Café Conversations, Internship Program and Prom and Graduation Safety Awareness events. She also reviewed their successes and accomplishments which include the 2015 Social Host Law, annual compliance checks, annual prom and graduation safety awareness events, the coalition website, annual PSA media contest TIPS and DITEP trainings.

Mr. Bassage stated one of our biggest accomplishments has been our ability to reach out and connect and collaborate with so many different people and organizations. We have done more in the last year with the grant than we have in the last couple of years with the grant and he contributes that to the efforts of Ms. Banik. Discussion followed.

IV. OTHER BUSINESS

A. Hunger Coalition - Mrs. Lando reported at the most recent Hunger Coalition meeting, Trillium Health Care came and provided Narcan training. Each participant received a free Narcan kit and this will be great for the food pantries.

B. Smart Steuben – Mrs. Lando stated that the CHIP is finished. Mrs. Smith stated this year we did things a little different and we should have the final version of the CHA (Community Health Assessment) back this month. This year we did it from a regional approach. The six counties of the S2AY network did a regional overview with county specific chapters.
C. **Tobacco Awareness** – Mrs. Lando stated the Tobacco Awareness Group is working with the Gaffer District to make Market Street tobacco free.

D. **Blood Pressure** – Mrs. Smith announced that 86 percent of county residents have blood pressure that is now controlled, while the Statewide goal is 35 percent. She stated it has been a three to four year project getting the providers into the blood pressure registry and training the providers on how to properly take blood pressure. A year ago, we were at 75 percent of the county with controlled blood pressure.

E. **Appalachian Leadership Institute** – Mr. Hauryski stated he would like to congratulate Mr. Caudill on being accepted into the Appalachian Leadership Institute; that is quite an honor. Mr. Caudill stated he would like to thank Mr. Hauryski and Mr. Wheeler for supporting his application and he is looking forward to attending and seeing what he can bring back.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO AMEND THE CONTRACT WITH JOHN TREAHY TO INCLUDE COSTS FOR ALL LEGAL WORK FROM SEPTEMBER 1, 2018 THROUGH MARCH 31, 2020 MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Wednesday, November 6, 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, October 30, 2019

Human Services, Health & Education Committee
Wednesday, October 2, 2019
I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Mr. Swackhamer to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE OCTOBER 2, 2019, MEETING MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REQUESTS

A. Office of Community Services
   1. Contract – Dr. Chapman requested authorization to contract with a Psychiatric Nurse Practitioner, Pierre Ngili. This comes about as a result of the Jail’s new contract with PrimeCare as they are only focusing on medical treatment and not prescribing psychotropic medications. Additionally, PrimeCare requires someone to be onsite at least one time per week. He stated we are not able to meet that demand without increasing our number of prescribers. Mr. Ngili has forensic experience and has worked in county jails in the past. An additional bonus is that he also treats children. Dr. Chapman requested authorization to contract with Mr. Ngili for twelve hours per week in which he will go to the Jail and when he is not at the Jail, he will be at the Bath clinic meeting with children and adults. The rate is $125.00 per hour not to exceed $85,000 for the year. The contract will be effective December 1, 2019 and will go through December 31, 2020.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH PIERRE NGILI, PNP TO WORK 12 HOURS PER WEEK AT BOTH THE JAIL AND THE BATH CLINIC AT A RATE OF $125.00 PER HOUR, NOT TO EXCEED $85,000 FOR THE ONE YEAR CONTRACT MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Office for the Aging
   1. Contract Amendments for Reallocation of Unmet Needs Funding – Mrs. Baroody explained they had received unmet needs funding to help with their waiting lists for home health care. In anticipation of
receiving that funding, they had put out an RFP for a second home health care provider and one of the potential vendors rescinded their quote, so we need to reallocate the $10,000 of Unmet Needs Fund that had previously been assigned to them. This funding is really important and if we do not spend it, it is likely we would receive less next year. She requested authorization to increase the contract with IHS for transportation by $3,450, increase the Faith In Action contract $3,000, increase the SSSF contract $2,050 and the Joint von Hagn legal contract $1,500.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO REALLOCATE UNMET NEEDS FUNDING AS FOLLOWS: INCREASE IHS TRANSPORTATION CONTRACT $3,450; INCREASE FAITH IN ACTION CONTRACT $3,000; INCREASE SSSF CONTRACT $2,050 AND INCREASE JOINT VON HAGN LEGAL CONTRACT $1,500 MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

2. **Contract Amendments**
   - **Home and Health Care – Respite** – Mrs. Baroody requested authorization to accept an anonymous donation in the amount of $1,000 and amend the contract with Home and Health Care to expand caregiver respite services.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ACCEPT AN ANONYMOUS DONATION OF $1,000 TO EXPAND CAREGIVER RESPITE SERVICES AND AMENDING THE CONTRACT WITH HOME AND HEALTH CARE – RESPITE TO REFLECT THE DONATION MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

   - **IHS NYCONNECTS** – Mrs. Baroody requested authorization to increase the contract with IHS NYCONNECTS by $6,562. She stated this is necessary to cover the increased consumer demand during the Medicare open enrollment period at a time when they are short one contract. Additionally, this will allow for continued cross training to strengthen the Benefits Access team for the future.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO INCREASE THE IHS NYCONNECTS CONTRACT $6,562 TO COVER INCREASED CONSUMER DEMAND DURING THE MEDICARE OPEN ENROLLMENT PERIOD AND TO CONTINUE CROSS TRAINING THE BENEFITS ACCESS TEAM MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

3. **Volunteer Recognition** – Mrs. Baroody explained each year they honor their OFA Advisory Council members for their dedication to this volunteer opportunity. This year’s event, for 3 staff and 27 volunteers, will be catered at Wildflower Hills Clubhouse in Bath. She requested authorization to spend up to $600 on this event and there is money available in the budget.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO SPEND UP TO $600 ON THE 2019 VOLUNTEER RECOGNITION EVENT TO BE HELD AT WILDFLOWER HILLS CLUBHOUSE IN BATH MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

4. **Accept Donation for Ramps** – Mrs. Baroody requested authorization to accept a donation of $1,200 from the Canisteo Legion for the ramps program.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ACCEPT A $1,200 DONATION FROM THE CANISTEO LEGION FOR THE RAMPS PROGRAM MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**
5. **Nutrition Task Force** – Mrs. Lando asked Mrs. Baroody to provide an update on the focus group that has been formed to look at the closing of a congregate meal site. Mrs. Baroody explained we have two congregate meals sites less than one mile apart in Hornell with each site having minimal attendance. We would like to look at combining the sites and have scheduled a focus group to see what the interest of the customers is. This is anticipated to happen in early December.

C. **Public Health**

1. **Contracts** – Mrs. Smith requested authorization to enter into contracts with Susanna Mason and Kearstin Derrenbacher, both Speech-Language Pathologists, to provide preschool related services. The rate is $70.00 per visit.

   **MOTION:** Authorizing the Director of Public Health to enter into contracts with Susanna Mason, Speech-Language Pathologist and Kearstin Derrenbacher, Speech-Language Pathologist to provide preschool related services at a rate of $70.00 per visit made by Mrs. Lando. Seconded by Mr. Maio. All being in favor. Motion carries 3-0.

2. **Fee Adjustment** – Mrs. Smith stated that they have a schedule of fees and the fees are only adjusted up when the manufacturer increases the cost to us. The cost for the Hepatitis A has been increased to $115. As a result of attending the resolution writing class in October, she became aware that the committee should be approving the fee schedule.

   **MOTION:** Authorizing the Adjustment of the Public Health Department’s Schedule of Fees as Presented Made by Mrs. Lando. Seconded by Mr. Maio. All being in favor. Motion carries 3-0. Resolution Required.

3. **Accreditation** – Mrs. Ferratella asked has there been any update on the accreditation? Mrs. Smith replied we have completed all of the documents that we needed to resubmit, except for those where we need to wait until the end of 2019 and those will prove that we were going to do what we said. A few of the measures are outstanding for a few of the counties that we need to wait until the end of the year. In January we will complete the filing of the documents. The intent is to get on the agenda for the PHAB Board meeting in March.

   Mr. Maio asked do all of the counties in this application rise and fall together? Mrs. Smith replied yes. Mr. Maio asked would it have been easier to do it by ourselves? Mrs. Smith replied she does not know if we could have done it alone at the time. The man hours have been astronomical along with all of the collaboration meetings, etc. If we get accredited, the State has indicated they will no longer allow multijurisdictional applications. Moving forward, we will have to go solo, but the accreditation will be valid for five years.

   Mr. Malter asked what does the accreditation do for the County? Mrs. Smith replied this is the gold standard for public health departments. This will increase our ability to get State and Federal grants. This most definitely improves the quality of everything and heightens the level of communication that we need to have. Mr. Malter asked that all happens through filing for accreditation through the department? Mrs. Smith replied yes, we submit the proof of that quality assurance.

   Mr. Swackhamer asked does this reach over to other departments? Mrs. Smith replied it really only reaches over to the Office of Emergency Management. We need to demonstrate that we are very much connected with regard to emergency planning and preparedness.

4. **OD Mapping** – Mrs. Ferratella asked for an update on OD Mapping. Mrs. Smith replied they have finalized the MOU (Memorandum of Understanding) and Mrs. Goodwin has been active meeting with first responders to explain OD Mapping. She stated from her perspective, we are on track for going live by the end of
the year. Mrs. Ferratella asked did we network with other counties to find out what they are doing? Ms. Prossick replied we set it up based on models from Broome and Erie counties.

IV. OTHER BUSINESS

A. Homeless Numbers – Mr. Hauryski asked are the homeless numbers leveling off or going up? He also asked about HEAP. Ms. Muller replied we are anticipating spending $70,000 on homelessness for the month of October, and we average approximately $800,000 for the year. We are currently taking early HEAP applications; the season opens November 12th. Mr. Hauryski asked what contributes to the numbers? Ms. Muller replied the lack of affordable housing, the economy and sub-standard housing are contributing factors for homelessness. Mr. Hauryski asked will you be able to handle the increases? Ms. Muller replied it is overwhelming with the stress on the system, but we have been maintaining. We are seeing more overtime in the department. Mr. Ryan asked do you see a lot of out of county or out of state applicants? Ms. Muller replied we have a small percentage of out of county or out of state applicants.

B. Bail Reform – Ms. Fitzpatrick asked how will the Department of Social Services be affected with the Bail Reform and release of inmates? Ms. Muller replied inmates are scheduled to be released in December and we are working with the Sheriff’s Office to plan for housing needs. Mrs. Ferratella asked will you be working with family members? Ms. Muller replied yes. She explained her staff are very thorough in assessing options for housing before they are placed.

C. Quarterly Report – Mrs. Ferratella asked why did the SNAP numbers go down from last quarter? Ms. Muller replied she can check into that. Ms. Reynolds stated those numbers fluctuate up and down. She is not sure if that is reflective of when they are doing the re-certifications. Ms. Muller stated there was a gap in the number of SNAP participants as they had to participate in employment search. Mrs. Lando asked will there be cuts in the SNAP program? Ms. Muller replied no, that will not happen.

D. Steuben Prevention Coalition – Mrs. Lando announced the Steuben Prevention Coalition received the five-year Drug Free Coalition Grant in the amount of $125,000 per year. This is great news as they have worked very hard for this grant.

Mr. Van Etten asked now that they have received their grant funding, will they still be using the funds that they requested from us? Mr. Wheeler replied right now that is unknown. At the time of their budget request, they had mentioned that if they were successful with the grant, they would like to have a dialogue with us to continue funding for enhanced services. The money is included in the 2020 budget, but it is up to you whether you keep it. The amount they requested was $37,000.

Dr. Chapman commented the grant funding only supports them focusing on substance abuse prevention. When they didn’t have the grant funding, it gave them more flexibility to broaden their scope to include opioid prevention. In the discussions he had with them, they were ideally hoping to get the grant funding, but had wanted to continue a dialogue for financial support from the County that would be separate to continue their prevention efforts.

Mr. Van Etten stated his opinion is that we funded them when they did not have the grant. They now have the grant. He would like if they could do a report showing what they are doing for the County with that additional $37,000 funding. Mr. Swackhamer commented it would be a second budget. Mrs. Lando stated she will bring that up to them at their next meeting.

E. CASA Trinity – Mrs. Ferratella asked have we heard anything about their request for funding? Mr. Wheeler replied we have not heard from Ms. Domingos. He asked Dr. Chapman to follow up with her.
MOTION: TO ADJOURN MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Wednesday, December 4, 2019
Legislative Committee Room
9:00 a.m.

Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON

**PLEASE NOTE CHANGE**
Monday, November 25, 2019

**PLEASE NOTE CHANGE**
I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Ms. Smith to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 6, 2019, MEETING MADE BY MR. MAIO, SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Office of Community Services

1. 2020 Contracts – Dr. Chapman presented his 2020 contracts for approval. He noted there are two contracts listed on the handout that he is requesting to hold until next month; CASA Trinity and Genesee County Inter-Municipal Consortium. With regard to the remaining contracts, there were no increases in the County share for contracts under OMH, OASAS or OPWDD which are listed on the top portion of the handout. Mrs. Lando asked what is AspireHopeNY, Inc.? Dr. Chapman replied that was previously known as Finger Lakes Parent Network.

Dr. Chapman stated with regard to the contracts listed on the bottom half of the handout, the contract with the most significant change is Pathways, which decreased $240,000 due to us filling three County positions to provide crisis services. He noted with the contracts with Prattsburgh Central School and the Youth Bureau, we are receiving funds from them for the provision of services.

Mr. Van Etten asked what is considered part-time for the contract with Dr. Touchstone for $180,000 annually? Dr. Chapman explained Dr. Touchstone works the equivalent to 2.5 – 3 days per week. Both Dr. Touchstone and Dr. Neerukonda are our attempt at filling the vacancy created by the retirement of Dr. Khan.
MOTION: APPROVING THE FOLLOWING 2020 CONTRACTS FOR THE OFFICE OF COMMUNITY SERVICES: ARBOR DEVELOPMENT - CARE COORDINATION - OMH ($33,496); ARBOR DEVELOPMENT - SUPPORTIVE HOUSING - OMH ($468,332); CLARITY WELLNESS COMMUNITY (ARA) – OMH ($250,500); CATHOLIC CHARITIES – TURNING POINT – OMH ($23,670); STEUBEN COUNTY CHAPTER OF NYSARC, INC. – OMH ($135,360); ASPIREHOPENY, INC. – OMH ($530,512); HORNELL CONCERN FOR YOUTH – OASAS ($116,992); FAMILY SERVICE SOCIETY – OASAS ($80,225); CATHOLIC CHARITIES – KINSHIP – OASAS ($403,738); CATHOLIC CHARITIES – OASAS PREVENTION – OASAS ($263,107); STEUBEN ARC – SHELTERED WORKSHOP – OPWDD ($71,250); MHL PSYCHIATRIC SERVICES, PLLC – DR. LOWERY, JAIL COORDINATOR – PT ($82,000); W. JOSEPH TOUCHSTONE, MD, PLLC – PSYCHIATRIST – PT ($180,000); ERICA VERKLEEREN, MD, PLLC – PT OASAS CORNING MEDICAL DIRECTOR ($32,000); WESTERN NY MED-PsyCH – DR. NEERUKONDA, PSYCHIATRIST – PT ($111,000); NANCY HOY, PLLC – PSYCHIATRIC NURSE PRACTITIONER ($170,000); DIANE M. SCAGLIO, LLC – PSYCHIATRIC NURSE PRACTITIONER – PT ($80,000); OSMOND WAHEED, MEDICINE, PLLC – PSYCHIATRIST – PT ($35,000); PIERRE NIGLEE, LLC – PSYCHIATRIC NURSE PRACTITIONER – PT ($85,000); ELLEN T. STEPHENS, PSYCHIATRIC N.P., PLLC – PSYCHIATRIC NURSE PRACTITIONER – PT ($106,000); ELLEN T. STIEPHEHNS, PSYCHIATRIC N.P., PLLC – COMPEER ($10,200); CAPABILITIES, INC. – PROS – ORS PROGRAM – 1 FT ($60,040); CATHOLIC CHARITIES OF THE DIOCESE OF ROCHESTER – 5 FT/5 PT CONTRACTED LABOR ($450,000); CATHOLIC CHARITIES OF THE DIOCESE OF ROCHESTER – PREVENTION COALITION ($37,724); FAMILY SERVICE SOCIETY – 1 FT SOCIAL WORKER ($90,000); PATHWAYS, INC. – 17 FT CONTRACTED LABOR ($1,125,000); PATHWAYS, INC. – 2 PT SOCIAL WORKERS – MOBILE CRISIS ($115,000); PRATTSBURGH CENTRAL SCHOOL – PROVIDE SOCIAL WORKER ($40,000); PROACTION OF STEUBEN AND YATES, INC. – 4 FT/5PT ADMIN CONTRACTED LABOR ($200,000); VILLAGE OF BATH – MH CLIENT TRANSPORTS ($73.00 PER HOUR); CORNING HOSPITAL – ANSWERING SERVICES ($50.00 PER MONTH); IRA DAVENPORT MEMORIAL HOSPITAL – ON-SITE ABUSE EVALUATIONS ($54.00 PER HOUR); LANGUAGE LINE SERVICES, INC. – TELEPHONE INTERPRETERS ($0.75 PER MINUTE); MEDLAB, INC. – DRUG SCREENS ($15.00 PER 6 PANEL TEST); SIGN LANGUAGE SOLUTIONS, LLC – SIGN LANGUAGE SUPPORT ($50.00 PER SERVICE HOUR); 360 TRANSCRIPTION CORP. – TRANSCRIPTION SERVICES ($9,000); FIRE ALARM SERVICE TECHNOLOGY, INC. – FIRE ALARM MAINTENANCE ($1,927); CARR’S TRUCKING AND SNOW REMOVAL, LLC – SNOW REMOVAL – CORNING OFFICE ($75.00 PER PLOW); TP’S CONCRETE AND CONTRACTING – SNOW REMOVAL – HORNELL OFFICE ($75.00 PER PLOW); BRUCE W. MACKELLAR, M.D., P.C. – CANISTEO VALLEY OFFICE SPACE LEASE ($12,000) AND STEUBEN COUNTY YOUTH BUREAU – RENTAL CONTRACT ($6,700) MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. CASA-Trinity Contract – Dr. Chapman informed the committee that he received a letter from NYS OASAS acknowledging their intent to award $500,000 in one-time funding to support expenditures for the new location for dependency and rehabilitation. They are also awarding an additional $182,485 of one-time only funding to assist in the transition to the new space. When Ms. Domingos presented to the committee, she explained how she was searching for a new location and he has not heard if she has found a spot yet. One option was to do a new build or potentially use the current space. She was also looking at the new hospital in Hornell to see if any space would be available there. Dr. Chapman stated this letter from the State also explained that these amounts are contingent upon OASAS approval and availability and also the County having a contract with CASA-Trinity. He is requesting approval to enter into a services contract with CASA-Trinity for these dollar amounts so that we will have the ability to pass through the funding directly to them.

Mrs. Ferratella asked are other counties participating with this? Dr. Chapman replied no. At this point in time the other counties are not willing or able to provide additional funding.

Mrs. Lando stated Ms. Domingos had asked the County for $80,000. Since the State is providing funding, do they still need that $80,000? Dr. Chapman replied his understanding is yes. Ms. Domingos had anticipated these dollar amounts from the State, so when they did their analysis, she had expected a shortfall of $80,000. Mr.
Wheeler stated Ms. Domingos was hoping to leverage funding, but is falling short with having enough revenue; it is really on the operating side where they were falling short.

Mrs. Ferratella asked will this be a one-time amount? Dr. Chapman replied the State funding will be one-time only. Mrs. Ferratella asked what about our funding? Mr. Wheeler replied if they do not need the funding, they will not take it. He would anticipate funding them for at least the first year, and potentially the second year before they are revenue positive. She has showed us models of their other facilities and he thinks they will be able to turn it around. In the 2020 budget, you approved $40,000 and he would not be surprised if the request comes back for the 2021 budget.

Mr. Maio asked why are the other counties reluctant to participate? Dr. Chapman replied Chemung and Livingston already provide local dollars for the programs in their counties.

Mrs. Lando asked if we give them the $40,000 and they still are short, what happens? Mr. Wheeler stated Dr. Chapman had asked her that and she had indicated that she would scrape were she can. Dr. Chapman stated she would have to find other ways to get additional funding. Mr. Wheeler stated Ms. Domingos was very grateful for the $40,000.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A SERVICES CONTRACT WITH CASA-TRINITY FOR THE PURPOSE OF PASSING THROUGH A TOTAL OF $682,485 IN STATE FUNDING MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. Contract Addendum – Michele Lowry – Dr. Chapman stated Dr. Lowry is the psychiatrist direct service provider at the Jail. With PrimeCare taking over the medical services, it has required Dr. Lowry to put in additional hours to train staff, develop policies and procedures with PrimeCare and teach staff PrimeCare’s software. This has resulted in a lot of additional work; about 11 – 11 ½ hours. He requested authorization to amend her 2019 contract from $72,500 to $82,000 to compensate for this additional work.

Mr. Maio asked when PrimeCare is up and running, will we still need to utilize this individual at the Jail? Dr. Chapman replied yes. PrimeCare will only manage the medical piece and our responsibility is to manage the psychiatric piece. Mrs. Lando asked going forward should we be looking at a stipend to compensate Dr. Lowry for the additional work? Dr. Chapman replied we have accounted for that in the 2020 budget and set her contract at $82,000 annually.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO AMEND THE CONTRACT WITH MICHELE LOWRY, M.D. TO INCREASE THE ANNUAL AMOUNT TO $82,000 THROUGH DECEMBER 31, 2019 MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Van Etten commented he thought the PrimeCare contract was to manage all the medical needs at the jail. Mr. Wheeler explained they take care of the pharmaceuticals, however, they will not prescribe psychotropics. All of the pharmacy spend is included, but someone else has to write the prescriptions. Dr. Chapman explained we have to have a staff person available on a 24/7 basis for consults.

B. Department of Social Services
1. Child Support Audit – Mrs. Reynolds informed the committee that they have been notified that the NYS Office of Temporary and Disability Assistance will be conducting an audit sometime this month or in January. In preparation for this audit, we had to complete a 140 page document. This audit will be focusing on the tax refund offsets we get for non-custodial parents. Mr. Maio asked what is a tax refund offset? Mrs. Reynolds explained if a non-custodial parent is eligible for a tax refund, we can take it.

2. 2020 Contracts – Mrs. Reynolds presented their 2020 contracts for approval.
MOTION: APPROVING THE FOLLOWING 2020 CONTRACTS FOR THE DEPARTMENT OF SOCIAL SERVICES: FIRE ALARM SERVICE TECHNOLOGY – DETENTION CENTER ALARM SERVICES ($1,305); VIRDEE MEDICAL GROUP – DETENTION CENTER PHYSICALS ($70.00 PER EXAM); BONADIO GROUP – ELIGIBILITY REVIEWS ($170.00 PER HOUR); LABCORP – PATERNITY TESTING ($43.00 PER PERSON); SHI INTERNATIONAL – KCHECKS ($3,500) AND DR. MICHAEL MORRONGIELLO – FORENSIC PSYCHOLOGICAL EVALUATIONS (NTE $130.00 PER BILLABLE HOUR) MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. Dionna – Mrs. Reynolds stated this is our mobile technology project and we have $707,000 in expenditures to spend. In October she had requested authorization to spend $454,800 for the first year cost, but it should be $528,950. She stated they do have the money in the budget.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO SPEND $528,950 ON THE FIRST YEAR COST FOR THE MOBILE TECHNOLOGY PROJECT MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Reynolds requested authorization to spend $18,000 from the Mobile Technology Capital Project to purchase servers and to amend the major equipment list to reflect this addition.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO SPEND $18,000 OUT OF THE MOBILE TECHNOLOGY CAPITAL PROJECT TO PURCHASE SERVICES AND TO AMEND THE MAJOR EQUIPMENT TO LIST TO ADD THE SERVERS MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. SNAP – Mrs. Reynolds stated last month there was a question regarding the drop in SNAP. This month it has gone back up. We went up 65 cases, but we have been seeing a steady decrease since 2014. In 2018 the numbers decreased 5 percent and in 2019 they decreased 6 percent.

5. Power Outage – Mr. Wheeler stated he would like to recognize Mrs. Reynolds and staff for their work during the power outage the other night. We utilized the Code Blue since it was under 32 degrees and housed a family of three from the Rathbone area that could not find adequate shelter. He noted that Corporal Day also assisted with carrying an elderly man to his vehicle to take him to housing. He noted that Mrs. Smith also had their Emergency Coordinator out at the EOC as well making calls.

6. Child Advocacy Center – Mrs. Lando asked for an update on the Child Advocacy Center. Mrs. Reynolds replied the walls are up, the computer equipment is in and the telephones are being hooked up. They are working on the carpet and doors and the coordinator is in place. The mobile unit is here and is parked at Ira Davenport Hospital. They are allowing us to use the parking area for the MRI during the week, then we move it out on Fridays and bring it back on Friday evenings.

C. Office for the Aging
1. 2020 Contracts – Mrs. Baroody presented her 2020 contracts for approval. She noted the biggest difference has been with the Unmet Needs Funding. We received $47,000 in 2019 and expect the same in 2020. The State will reallocate unspent funds throughout the State. She noted that she has spread out the Unmet Needs Funding for 2020.

MOTION: APPROVING THE FOLLOWING 2020 CONTRACTS FOR THE OFFICE FOR THE AGING: CORNING MEALS ON WHEELS – HOME DELIVERED MEALS ($0.74/MEAL); FAITH IN ACTION – TRANSPORTATION ($35,000); HOME AND HEALTH CARE – III-E RESPITE ($17,598); CORNING OFFICE SPACE ($2,400); INSTITUTE FOR HUMAN SERVICES – MEDICARE/EPIC PROGRAM ($69,673); INSTITUTE FOR HUMAN SERVICES – PROJECT CARE ($22,208); INSTITUTE FOR HUMAN SERVICES – TITLE V TRANSITION ($86,988); INSTITUTE FOR HUMAN SERVICES – TRANSPORTATION MANAGEMENT ($66,000); INSTITUTE FOR HUMAN SERVICES – BALANCED INCENTIVE PAYMENT
Resolicit Home Care Quotes – Mrs. Baroody informed the committee that when they solicited quotes last summer it did not yield a new contractor. We still have an urgent need for a second vendor, especially in light of the fact that we are anticipating more Unmet Needs Funding. She would like to reissue the request for quotes, allowing for the contractors to provide both Level I and Level II service, or only one level. She believes they may have more success with this strategy. Level I is the one with the greatest demand and with the Unmet Needs Funding, it requires the flexibility of having more than one vendor from which to choose.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING, IN CONJUNCTION WITH THE PURCHASING DIRECTOR TO SOLICIT REQUESTS FOR QUOTES FOR HOME CARE MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Congregate Meals Sites – Mrs. Ferratella asked for an update on the congregate meal sites. Mrs. Baroody replied they are holding two focus groups next week in Hornell to discuss the Hornell site and determine their needs.

IV. OTHER BUSINESS
A. Chairman Hauryski – Mr. Hauryski stated he would like to take this opportunity to thank this committee and the department heads. With this committee we did the most cutting of programs involving the Health Care Facility, Public Health and the CHHA. Over the course of his tenure, he has been amazed at the work the departments have done. We have cut staffing down and at the end of the day, everyone worked through it. He has been very proud to see the ability of the employees to pull together and get their jobs done. He is pleased to see that the departments are thinking outside of the box for a change and coming up with new ideas and approaches. To the committee members he gives you kudos as you have done a great job; thank you.

B. OD Mapping – Mrs. Lando asked for an update on OD Mapping. Mrs. Smith stated the MOU draft is complete and being distributed. Mrs. Goodwin is still educating the entities within the communities. We still feel the end of the year is realistic. She will touch base with Mrs. Goodwin to get the status of the MOU’s and will email the committee.

C. PH Accreditation – Mrs. Ferratella asked for an update on the accreditation. Mrs. Smith stated in January they will submit the documentation to demonstrate that they have implemented the changes we said we would back in March and April. Then we will have to wait for the PHAB meeting in March.

D. January Meeting – Mrs. Ferratella stated due to the New Year holiday, she is recommending holding the meeting on Wednesday, January 8, 2020 at 9:00 a.m.

MOTION: SETTING THE DATE FOR THE JANUARY HUMAN SERVICES, HEALTH & EDUCATION MEETING ON WEDNESDAY, JANUARY 8, 2020 AT 9:00 A.M. MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.
MOTION: TO ADJOURN MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
**PLEASE NOTE CHANGE** Wednesday, January 8, 2020 **PLEASE NOTE CHANGE**
Legislative Committee Room
9:00 a.m.

Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Monday, December 30, 2019