I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 7, 2021, AND JULY 26, 2021, MEETINGS MADE BY MR. VAN CAESEELE. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Youth Bureau
   1. Youth Development Program (YDP) Contracts – Mr. Caudill presented the Youth Development Funding contracts for 2021. The requested funding for 2021 is $86,546 and that amount has remained consistent over the last several years. Last year with COVID, the State had reduced the allocations 20 percent. Most of the contracts have now been reinstated to their 2019 levels.

MOTION: APPROVING THE FOLLOWING YOUTH DEVELOPMENT FUNDING CONTRACTS FOR 2021: CATHOLIC CHARITIES OF STEUBEN COUNTY - $10,496; FAMILY SERVICE SOCIETY, INC. - $13,991; HORNELL AREA CONCERN FOR YOUTH - $24,365; PROACTION OF STEUBEN & YATES, INC. - $5,000; THE FRIENDS OF THE ADDISON YOUTH CENTER - $9,352 AND THE YOUTH BUREAU - $19,787 MADE BY MR. VAN CAESEELE. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Social Services
   1. Adult Protective Grant – Ms. Muller requested authorization to accept a Federal Adult Protective Services Grant in the amount of $49,069. This funding is for improving and supporting remote work, paying for extended hours and assisting Adult Protective Services clients with housing. She noted with regard to supporting and improving remote work, they will be doing a pilot project for docking stations for iPads and
updating the equipment that goes along with that. With the housing component, this funding will help us work with clients to keep them from becoming homeless.

**MOTION: ACCEPTING THE FEDERAL ADULT PROTECTIVE SERVICES GRANT IN THE AMOUNT OF $49,069 MADE BY MR. VAN CAESEELE. SECONDED BY MR. ROUSH FOR DISCUSSION.**

Mrs. Ferratella asked with the additional computer equipment and software, do you have any inventory check? Ms. Muller replied yes, we do inventory each year. Mr. Van Etten commented the docking systems for the iPads seems high. Ms. Muller stated I believe these are more sophisticated stations and we worked with IT to get all of the pricing.

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

C. Community Services
   1. Capital Equipment Change – Dr. Chapman requested authorization to amend his capital equipment to include four laptops with cameras and associated software and to remove the Corning Office carpet, a desk and task chairs. Mr. Van Etten asked the laptops cost $2,900 each? Dr. Chapman replied yes. We received the pricing through IT. Mr. Wheeler commented the laptop costs also include the docking station, monitor and camera.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO AMEND THE CAPITAL EQUIPMENT TO INCLUDE THE PURCHASE OF FOUR LAPTOPS WITH CAMERAS AND ASSOCIATED SOFTWARE AND TO REMOVE THE CORNING OFFICE CARPET, A DESK AND TASK CHAIRS MADE BY MR. HANNA. SECONDED BY MR. VAN CAESEELE. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. Prattsburgh School Contract – Dr. Chapman requested authorization to renew and amend the contract with Prattsburgh School. The school is requesting a staff person to provide counseling four days per week. With the additional day, the increase will be $13,333 bringing the contract total to $53,333.

**MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO RENEW AND AMEND THE CONTRACT WITH PRATTSBURGH SCHOOL FOR FOUR DAYS OF COUNSELING FOR A TOTAL CONTRACT AMOUNT OF $53,333 MADE BY MR. HANNA. SECONDED BY MR. VAN CAESEELE FOR DISCUSSION.**

Mrs. Lando asked do you have the staff to do this? Dr. Chapman replied yes. We have provided a staff person to the school for the last 20 – 25 years and they provided services for three days a week. This year the school is asking if we can increase it to four days a week.

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

D. Public Health
   1. Preschool Contract – Mrs. Congdon requested authorization to enter into a contract with Keshequa Central School for a preschool center-based classroom at State approved rates.

**MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO ENTER INTO A CONTRACT WITH KESHEQUA CENTRAL SCHOOL FOR PRESCHOOL CENTER-BASED CLASSROOM AT STATE APPROVED RATES MADE BY MR. VAN CAESEELE. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. Preschool Transportation – Mrs. Congdon explained the last time we bid, we did not get acceptable bids for Contract D (Hornell Program) and Contract E (GST BOCES Program) and we rebid. We received one bid from Transpo Bus Services, LLC. She recommended awarding the bid for both the 10-month
program and summer program. The rates are $485.00 for the first child and $10.00 for each additional child on the route.

Mrs. Lando asked why was there only one bidder? Mrs. Congdon replied there are not very many providers out there. She noted that Durham did fold during COVID because they did not get paid if they were not providing transportation. Mr. Wheeler stated Mrs. Smith is working with the school districts to see if they would be willing to provide transportation, although the districts are having a difficult time recruiting bus drivers. This is a better price; at least if there are multiple children on a route we are saving a little. Mrs. Congdon commented usually the schools will transport children within their district.

Mr. Malter asked can you project the total annual cost for this? Mrs. Congdon replied we do not know how many children there will be yet. We have $1 million in the budget and 59 percent is reimbursed by the State.

MOTION: AWARDING THE PRESCHOOL TRANSPORTATION BID FOR CONTRACT D (HORNELL PROGRAM) AND CONTRACT E (GST BOCES PROGRAM) TO THE SOLE BIDDER, TRANSPR BUS SERVICES, LLC FOR $485.00 FOR THE FIRST CHILDREN AND $10.00 FOR EACH ADDITIONAL CHILDREN FOR BOTH THE 10-MONTH PROGRAM AND THE SUMMER PROGRAM MADE BY MR. VAN CAESEELE. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. ELC School Grant - Mrs. Congdon requested authorization to accept the NYSDOT ELC Schools Grant. These funds will be used for COVID screening at the schools. We do not have a lot of details yet. We anticipate having $1.678 million for the entire school year. We have to put the money into contracts and give each school money so they can do testing and then pay for the tests.

Mr. Wheeler stated we have had a lot of conversations about this. This is part of the ARPA CDC pot of money that goes to the State and is then dispersed to the counties. There are two counties that have rejected the funds. In our view, we do not know what will be required from the State and we are pushing for guidance. We are not sure if some level of testing will be required. Our recommendation is to accept the funds, and if we don’t spend them, then we will give them back. There are a number of other options for testing. If it is not mandated, then it will be up to the schools to determine how to handle that. We may be able to increase testing in the community using these funds.

Mr. Malter asked why did other counties reject the funding? Mr. Wheeler replied I don’t know. Mr. Van Etten asked is this part of the $18 million ARPA funds? Mr. Wheeler replied no, this is separate. Mr. Van Etten asked is this just pass through or do we have a say in it? Mr. Wheeler replied we will have more of an advisory function on behalf of the schools. We are making connections with suppliers, vendors, etc. We will be presenting options to the school superintendents next week. Mr. Van Etten asked if we are in an advisory capacity with any of this and we are still testing, will we be on the hook for any commitment? Mr. Wheeler replied no. If this extends into next school year too, we could do a lot of testing with that much money.

MOTION: ACCEPTING THE NEW YORK STATE DEPARTMENT OF HEALTH ELC SCHOOLS GRANT IN THE AMOUNT OF $2,796,830.00 AND APPROPRIATING $1,678,098.00 INTO 2022 PUBLIC HEALTH & NURSING SERVICES COVID-19 PROJECT BUDGET AND $1,118,732.00 INTO THE 2021 PUBLIC HEALTH & NURSING SERVICES COVID-19 PROJECT BUDGET MADE BY MR. VAN CAESEELE. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. ROUSH ABSENT FOR VOTE) Resolution Required.

E. Office for the Aging

1. Vehicle Purchase for Senior Nutrition Program – Mrs. Baroody requested authorization to purchase up to two vehicles for the Senior Nutrition Program for a total cost of $67,000. She explained an extension has been granted by NYSOFA to allow us to spend 2020-2021 State funds. Since we are unable to spend them in the traditional ways, she is now seeking approval to purchase up to two vehicles for the senior nutrition program.
MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO PURCHASE UP TO TWO VEHICLES FOR THE SENIOR NUTRITION PROGRAM IN AN AMOUNT NOT TO EXCEED $67,000 MADE BY MR. VAN CAESEELE. SECONDED BY MR. HANNA FOR DISCUSSION.

Mr. Roush asked why are we buying the vehicles instead of leasing? Mrs. Baroody replied we did look at that and Purchasing said buying the vehicles was the best way to go. We need to expend the funds before they expire and if we leased, that would be an ongoing cost. Mr. Wheeler stated we have been approached by these agencies before about giving them money to purchase vehicles. We have this money and they have a need and could use these funds for that. Mrs. Baroody stated we have been working with the Law Department and the title for the vehicles will remain with the County, but the agencies will pay for gas, insurance, etc.

Mr. Malter asked once the vehicles are no longer usable, how will you fund the replacement? Mrs. Baroody replied we have made it clear that these are unprecedented times and we have never had issues with the expiration of funds. Mr. Wheeler stated it will go back to being their issue. This is a one-time shot since we have the money.

Ms. Fitzpatrick asked will these be delivery vehicles for ProAction and Corning Meals on Wheels? Mrs. Baroody replied yes. She stated that Corning Meals on Wheels is in a different situation and they use volunteers exclusively and told us they could not manage a vehicle. We are looking at a minivan with stow and go seating.

Mrs. Lando asked if you didn’t do this, is this funding specifically for vehicles? Mrs. Baroody replied it is Homecare funding that can be used for the disaster. Mrs. Lando asked if we didn’t spend it on a vehicle, could we spend it on meal preparation and special containers? Mrs. Baroody replied right now we are looking at purchasing one vehicle. We will try not to set a precedent that we are continuing to provide that level of funding. To use it for operations costs, it can be done. There is a new mandate that will eliminate the Styrofoam containers.

Mr. Van Etten asked when does the funding expire? Mrs. Baroody replied March 31, 2022. Mr. Malter asked you will purchase one vehicle and come back to committee to allocate the balance? Mrs. Baroody replied yes.

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

2. Contracts
   
a. Institute for Human Services – Medicare Contract – Mrs. Baroody stated we have had unanticipated additional costs and she requested authorization to increase the contract $5,237 to cover those costs. She noted she has funds in her budget to cover this.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO AMEND THE MEDICARE CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES TO REFLECT AN INCREASE OF $5,237 MADE BY MR. ROUSH. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

b. Institute for Human Services – Employment Contract – Mrs. Baroody explained the costs of this contract increased with the additional work of COVID along with expansion of clerical and fiscal supports for the department. She requested authorization to amend the contract to reflect an increase of $11,066. She noted she will be using Unmet Needs Funds that have been extended for this purpose.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO AMEND THE EMPLOYMENT CONTRACT WITH THE INSTITUTE FOR HUMAN SERVICES TO REFLECT AN INCREASE OF $11,066 MADE BY MR. HANNA. SECONDED BY MR. VAN CAESEELE. ALL BEING IN FAVOR. MOTION CARRIES 4-0.
IV. OTHER BUSINESS

A. Goals – Mrs. Ferratella stated as a follow-up to the status of our 2021 goals, she wanted to include the Youth Bureau’s update. Mr. Caudill requested IT to redesign the Tyrtle Beach website to add online donations which will be key to future fund raising efforts for Tyrtle Beach. Additionally, Mr. Caudill also worked with Purchasing and the Mailroom to create and produce brochures.

MOTION: TO ADJOURN MADE BY MR. VAN CAESEELE. SECONDED BY MR. HANNA. 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 1, 2021
9:00 a.m.

Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Wednesday, August 25, 2021