**MINUTES**

**COMMITTEE:** Carol A. Ferratella, Chair  
K. Michael Hanna, Vice Chair  
Gary B. Roush  
Robert V. Nichols  
Paul E. Van Caeseele

**STAFF:**  
Jack K. Wheeler  
Christopher Brewer  
Jennifer Prossick  
Patty Baroody  
Hank Chapman  
Bill Caudill  
Jennifer DeMonstoy  
Kathy Muller  
Darlene Smith  
Lise Reynolds  
Tammy Hurd-Harvey  
Nathan Alderman

**LEGISLATORS:**  
Scott J. Van Etten  
Robin K. Lattimer  
Kelly H. Fitzpatrick  
Hilda T. Lando  
Steven P. Maio  
John V. Malter  
Frederick G. Potter  
Mary Perham

**OTHERS:**

I. **CALL TO ORDER**

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

Mrs. Ferratella wished everyone a Happy New Year. She welcomed new committee members Mr. Nichols and Mr. Roush and thanked Mr. Hanna for being Vice Chair.

II. **APPROVAL OF MINUTES**

**MOTION:** APPROVING THE MINUTES OF THE DECEMBER 2, 2021, MEETING MADE BY MR. HANNA. SECONDED BY MR. VAN CAESEELE. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. **DEPARTMENTAL REQUESTS**

A. **Department of Community Services**

1. **Budget Adjustments** – Dr. Chapman requested approval of a budget adjustment in the amount of $112,722.00. Back in November you approved reclassifying a Staff Psychologist position to create a DSS Program Supervisor position. This budget adjustment shows the $112,722 position cost in the budget and also the revenue to cover the expense. This position does not increase our department cost to the County.

**MOTION:** APPROVING A BUDGET TRANSFER IN THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF $112,722.00 REPRESENTING THE POSITION COSTS FOR THE DSS PROGRAM SUPERVISOR POSITION AND THE REVENUES TO COVER SAID COST MADE BY MR. ROUSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Dr. Chapman requested a budget adjustment relative to the Mental Hygiene Law. To give you some background, anytime an individual is criminally charged and deemed incompetent to stand trial, they are sent to the Rochester Psychiatric Center, which is a secure psychiatric facility, for treatment. In the past, the State paid half of that cost so the County only paid $20,000 per month. However, this past Spring the Governor changed it to 100 percent county cost so now it is $40,000 per month. We have $150,000 in expenses still to be paid from last year. He requested authorization to transfer $150,000 from the Contracts for Services line item to cover that expense.
MOTION: AUTHORIZING A TRANSFER FROM THE 2020 BUDGET OF $150,000 FROM THE CONTRACTS FOR SERVICES LINE ITEM TO THE MENTAL HYGIENE LINE ITEM TO COVER COSTS FROM 2020 MADE BY MR. NICHOLS, SECONDED BY MR. VAN CAESEELE FOR DISCUSSION.

Mr. Van Caeseele asked do we have to do this? Dr. Chapman replied my State Directors’ Conference and the counties had advocated against the Governor making this decision. We have no choice as it is part of Mental Health Law.

Mr. Hanna asked who runs it? Dr. Chapman replied Rochester Psychiatric Center; they are the only secure facility in the area.

Mrs. Lando asked do we have a patient there now? Dr. Chapman replied at this very moment we do not. However the challenge is we have no way of predicting if someone will have to go to the facility until it happens, although we have a pretty good track record prior to this past year in terms of preventing someone from having to go there. We work very well with the District Attorney’s Office. When it is appropriate and there is an opportunity, the District Attorney will change the felony charge to a misdemeanor so that we can avoid the hospitalization at Rochester Psychiatric Center. In those cases they are released from Jail and go in for treatment at Elmira Psychiatric Center and Medicaid will cover the cost. However, this all depends on the criminal charge and the circumstance.

Mr. Hanna asked how long is the stay? Dr. Chapman replied it is case specific, but on average six months, if not longer. Last year we had an individual who was hospitalized for one year.

Mr. Malter asked so if you didn’t have unexpended funds in your Contracts for Services line item, the County would have had to pick up this additional $150,000? Dr. Chapman replied yes. Historically we had $20,000 budgeted for this expense, however when I presented my budget for this year we did increase that to $120,000 for this year. He stated he looked at several previous years cases and this is an average of what we thought it might cost us.

Mr. Van Etten asked does the District Attorney know that this cost has doubled? Dr. Chapman replied yes. Ms. Prossick stated we do our best on the County level to review these cases when they happen. There are a lot of conversations between the departments to prevent this from happening and we have been pretty successful in mitigating this cost. Sometimes a misdemeanor plea is not appropriate because the person is truly dangerous.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Public Health

1. Contract – Mrs. Smith requested authorization to enter into a contract with Arkport Central School for preschool evaluations on an as needed basis. The rate is set by the State.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO ENTER INTO A CONTRACT WITH ARKPORT CENTRAL SCHOOL FOR PRESCHOOL EVALUATIONS ON AN AS NEEDED BASIS WITH THE RATE SET BY THE STATE MADE BY MR. VAN CAESEELE. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. COVID Vaccine – Mr. Malter asked what is the status with the roll-out of the vaccine? Mrs. Smith replied this continues to be a confusing issue because of the way in which the State has chosen to roll out vaccine distribution. We have not been included in communications on planning. The State has set up priority groups and dictates who gets the vaccine and when. We currently are not in possession of any vaccine. She stated she had pre-booked a vaccine order and she has not received the approval. Hopefully that will occur soon. In the meantime we are working with entities that we know have the vaccine which includes Guthrie Corning Hospital, Ira Davenport Hospital, Oak Orchard in Hornell and Tri-County in Wayland. We are actively accepting pre-registrations from the priority groups to get them vaccinated.
Mrs. Smith stated whoever has vaccines need to use them by the end of this week and any new shipments have to be used within seven days or they will be fined a hefty amount by the State. We are actively working with St. James as they have some extra vaccines. There is a mechanism for the redistribution and a formal process to be approved by the Department of Health in order to redistribute to another vaccinator. We are interested in receiving this from St. James and if approved we would be able to get our Public Health staff and the MRC volunteers vaccinated. If there is any left over, we will be looking at getting the school nurses vaccinated. This is all tentative at this point.

Mr. Hanna asked are you using the Pfizer vaccine? Mrs. Smith replied no, we will be getting the Moderna vaccine from St. James and in my pre-booked order it was Moderna as it does not require dry ice and can be kept refrigerated.

Mr. Hanna asked if a person has had COVID, can they get the vaccine? Mrs. Smith replied from everything that I have seen, once they are no longer in quarantine or isolation, they can receive the vaccine.

Mr. Potter asked are nursing home staff and residents being vaccinated? Mrs. Smith replied we are actively doing that; some are pretty near completion. The State set that process up and it is being accomplished through CVS and Walgreens pharmacies, or if a nursing home has a contract with another pharmacy. They are making very good progress.

C. Personnel

1. **Reclassification – Public Health** – Mr. Alderman stated they are looking to reclassify a Registered Professional Nurse down to an Accountant. Mrs. Smith explained this is to cover the pending retirement of our Chief Fiscal Officer and that position is being downgraded to an Accountant. Mr. Van Etten asked are there any candidates available? Mrs. Smith replied not to her knowledge. Mr. Alderman commented this is a title that is difficult to fill. We are doing this now to get an individual in and trained before this individual retires.

**MOTION:** APPROVING THE RECLASSIFICATION OF A VACANT, FUNDED REGISTERED PROFESSIONAL NURSE, GRADE XV TO AN ACCOUNTANT, GRADE XIV IN THE PUBLIC HEALTH & NURSING SERVICES MADE BY MR. VAN CAESEELE. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Office for the Aging

1. **Contract Extension** – Mrs. Baroody requested authorization to extend the contract with Doyle Security through January 31, 2021. This is the contract for the personal emergency response system. With COVID there has been trouble transitioning everyone over to Life Station. We have a handful of transitions and expect those to be completed by the end of January.

**MOTION:** AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO EXTEND THE CONTRACT WITH DOYLE SECURITIES FOR THE PERSONAL EMERGENCY RESPONSE SYSTEM THROUGH JANUARY 31, 2021 MADE BY MR. ROUSH. SECONDED BY MR. VAN CAESEELE FOR DISCUSSION.

Mr. Van Caeseele asked will this increase the cost? Mrs. Baroody replied no. The technician from Life Station, the new vendor, goes in and disconnects the Doyle system and connects the new system. The County is only paying one vendor. There is no double payment for any client. It is a very seamless process.

**VOTE ON PREVIOUS MOTION:** ALL BEING IN FAVOR. MOTION CARRIES 5-0.
IV. OTHER BUSINESS

A. DSS Adoption Day – Mrs. Ferratella stated that the Department of Social Services did a nice job of acknowledging Adoption Month and did such a great job. Hopefully we will get back to doing that in-person. Thank you for that. Mr. Van Etten commented the video was exceptional.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Wednesday, February 3, 2021
9:00 a.m.

Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Wednesday, January 27, 2021