

## HUMAN SERVICES COMMITTEE MEETING MINUTES

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Date: Tuesday, June 30, 2020 @ 1:00 PM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67v1R8g-Ow>)

Present: **Grant, Ryan (1:06 PM)**, Brunner, King, Roberts, Roche, Granger

Absent: J. Cook/Budget Officer

Also Present in Person: C. Ketchum/Board Clerk; S. Mantelli/IT; J. Davis/Board Chair (left the meeting at 1:55 PM); A. D. Berwanger, T/Arcade (1:07 PM)

Department Agenda Item	Discussion	Decision	Action
<b>1:00 PM Veterans Services w/L. Harvey</b>			
<b>1. New York State Veterans Affairs Grant Update:</b> <ul style="list-style-type: none"> <li>• Provides funding for services to Veterans in our locality in a minimum amount of \$10,000.00; effective April 1, 2020 through March 31, 2021.</li> <li>• Daniel Schenkman and Paige Corning, Contract Management Specialist for the Office of General Services have emailed that, as of <del>today's date</del> June 25, 2020, they are still waiting on final numbers for the 2020 VSA funds. As soon as they have those numbers, they will send letters to each county advising on available funds.</li> <li>• NO CHANGE</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<i>At 1:06 PM Supervisor Ryan, T/Warsaw entered the meeting during the below agenda item.</i>			
<i>At 1:07 PM Supervisor Berwanger, T/Arcade entered the meeting during the below agenda item.</i>			
<b>2. COVID-19 Update on Workflow:</b> <ul style="list-style-type: none"> <li>• The office is open M-F from 9:00 am to 4:00 pm for phone and appointments</li> <li>• Have a hand sanitizer station</li> <li>• Handmade masks by Veteran wife Rita LeFort</li> <li>• Updated phone message on daily basis so Veterans know that I am in the office but with appointments or out taking a Veteran to an emergency doctor visit</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>3. Picnic Update:</b> <ul style="list-style-type: none"> <li>• August 29, 2020 from 12:00 - 2:30 pm                             <ul style="list-style-type: none"> <li>○ <i>Board of Supervisors are invited to attend</i></li> <li>○ <i>Reach out to local Boy Scouts for "runners"</i></li> </ul> </li> <li>• Will be at the Charcoal Corral on use of the drive-in, proposed cost has already been submitted to Mental Health</li> <li>• Car Show</li> <li>• Korean Veterans honored for 70<sup>th</sup> anniversary</li> <li>• Vietnam Veterans honored because we had to cancel in March                             <ul style="list-style-type: none"> <li>○ Supervisor Berwanger, T/Arcade questioned if Assemblyman DiPietro came through with funding for the Joint Veterans Council. He offered to help fund veterans in need for 2019/2020. The program has given out \$4,500 to veterans in need.</li> <li>○ <i>Will reach out to the Assemblmany again after the picnic</i></li> </ul> </li> <li>• <i>Coffee hours have resumed under big tree out front of their building.</i></li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: \_\_\_\_\_

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<b>4. Miscellaneous:</b> <ul style="list-style-type: none"> <li>• Employee DBL                             <ul style="list-style-type: none"> <li>○ Projected return to work date is end of July 2020</li> <li>○ Office for the Aging may have someone to assist with phones beginning July 6<sup>th</sup>. I have sent the dates for July when I will be out of the office</li> </ul> </li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>5. Monthly Update:</b> <ul style="list-style-type: none"> <li>• Office Volume</li> </ul>	<i>Reviewed and attached.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>1:15 PM Office for the Aging w/A. Aldinger</b>			
<i>Veteran Services – Due to this summer’s Youth Program being put on hold, L. Capedonia will be at Veteran Services 2 ½ days a week to help Director Harvey with answering the phones. This arrangement is scheduled through end of July. OFA and Veterans do go together. 1<sup>st</sup> question asked of seniors is “are you a veteran?”</i>			
<b>1. OFA Advisory Council Reports:</b> <ul style="list-style-type: none"> <li>• <b>EISEP</b> ~ 70 Participants / 62 Active                             <ul style="list-style-type: none"> <li>○ <i>Slowly getting back to helping all 62!</i></li> <li>○ <b>PCA I</b> ~ 32</li> <li>○ <b>PCA II</b> ~ 30</li> </ul> </li> <li>• <b>Respite</b> ~ 34                             <ul style="list-style-type: none"> <li>○ <b>Life Line</b> ~ 27                                     <ul style="list-style-type: none"> <li>▪ <b>Private Pay</b> ~ 25</li> </ul> </li> </ul> </li> <li>• <b>Adult Day Care</b> ~ 4 (<i>but not attending – not open</i>)                             <ul style="list-style-type: none"> <li>○ <b>PCA I</b> ~ 1</li> <li>○ <b>PCA II</b> ~ _____</li> </ul> </li> <li>• <b>Alzheimer Caregiver Grant</b> ~ 32 families served – <i>70 hrs. / yr.</i></li> <li>• <b>HDM (Home Delivered Meals)</b> ~ 308 active participants with 282 meals being served today <i>3 days per week; frozen meals are delivered for Tues &amp; Thurs</i> <ul style="list-style-type: none"> <li>○ <i>\$50K state / \$50K county</i></li> <li>○ <i>\$227K cost of the total program (\$34K yr. state / \$5K yr. county / \$20K in contributions)</i></li> <li>○ <i>Supervisor Berwanger – how many meals @ town?</i></li> </ul> </li> <li>• <b>Congregate Meal Sites</b> ~ Avg. 0/day</li> <li>• <b>Pine Lounge</b> ~ 40 per week takeout</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent: J. Cook/Budget Officer

Also Present in Person: C. Ketchum/Board Clerk; S. Mantelli/IT; J. Davis/Board Chair (left the meeting at 1:55 PM); A. D. Berwanger, T/Arcade (1:07 PM)

Department Agenda Item	Discussion	Decision	Action
2. <b>Grant Application and Acceptance Award:</b> Authorize Chairman to sign a grant acceptance award with <i>New York State Office for the Aging</i> , 2 Empire State Plaza, Albany, NY 12223-1251 for funding to continue the implementation of the expansion and enhancement of NY Connects in a <i>maximum</i> amount of \$175,982.00; effective April 1, 2020 through March 31, 2021.	<i>No match required...</i>	Motion: King Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
3. <b>Interdepartmental Contract (Expenditure) \$3,001 or greater:</b> Contract with <i>Wyoming County Community Hospital</i> for Registered Dietician services in an amount not to exceed \$34,278.40; effective May 1, 2020 through April 30, 2021.		Motion: Roche Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
<b>Youth Bureau</b>			
1. <b>Grant Application and Acceptance:</b> Authorize Chairman to sign a grant application and acceptance award with <i>Community Foundation for Greater Buffalo</i> , 726 Exchange St., Suite 525, Buffalo, NY 14210 to fund a Youth Leaders of Wyoming event in a minimum amount of \$1,275.00; effective July 1, 2020 through June 30, 2021.	<b>Supporting documentation outstanding.</b>	Motion: Ryan Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
2. <b>EI/PS Updates:</b> <ul style="list-style-type: none"> <li>• 65 – EI                             <ul style="list-style-type: none"> <li>○ 16 being evaluated</li> </ul> </li> <li>• 113 – PS</li> </ul>	<i>Youth Bureau, about \$120K potential savings for 2020</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <b>Professional Service Contract \$5,001 or greater:</b> Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <i>Double Talk, LLC</i> , 240 Redtail Rd., Orchard Park, NY 14127 for the provision of PS related services for speech in an amount not to exceed 2020 – 2021 budget; effective July 1, 2020 through June 30, 2021.		Motion: Granger Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

*Dir. Aldinger spoke about putting 175 activity boxes together. History scavenger hunt, etc...*

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Department Agenda Item	Discussion	Decision	Action
<b>1:30 PM Department of Social Services w/K. Barber</b>			
1. <i><b>FYI - Contract (\$3,000 and under):</b></i>		Motion:	Carried:
<ul style="list-style-type: none"> <li><i>Jan Marie Montanye (Corporate Name - Castillo Languages), 43 North Center Street, Perry, NY 14530 to provide interpretation and translation services to fulfill NYS requirements and agency need in an amount not to exceed \$2,000.00; effective 7/1/20 through 6/30/21.</i></li> </ul>		Ayes:	Defeated:
		Noes:	Referred to:
		Absent:	
2. <i><b>FYI ~ Referred to 07-07-20 Finance Committee from 06-30-20 Human Resources</b></i>	<i>In adult protective services</i>	Motion:	Carried:
<p style="text-align: center;"><i>Position Abolish/Create/Fill: Social Services</i></p> <p>Create one (1) position of <u>Caseworker Trainee</u> (FT -1.0 FTE) on CSEA Schedule A, Job Grade 12 at \$20.20/hr.-\$23.14/hr. Position Available: July 30, 2020.</p> <p>Abolish one (1) position of <i>Caseworker</i> (position #040.042) (FT-1.0 FTE); effective July 30, 2020.</p>	<i>L. Lawless retiring...</i>	Ayes:	Defeated:
	<i>About 55 open cases...</i>	Noes:	Referred to:
		Absent:	
3. <i><b>Position Fill:</b></i>	<i>This position was not on the Human Resource Committee Meeting Agenda and should be referred to the July 28, 2020 HR Comm. mtg.</i>	Motion:	Carried:
<p style="text-align: center;"><b>Social Services Dept.</b></p> <p>One (1) position of <i>Senior Account Clerk</i>, CSEA Agreement, Sch. A. Grade 6 (\$17.92 - \$19.98/hr.) to replace Andrew Maurer who was promoted on 6/22/20.</p>	<i>The appropriate paperwork has not been filed with the Board Clerk's office...</i>	Ayes:	Defeated:
		Noes:	Referred to:
		Absent:	
<i>1,700 support collection open cases...</i>			
4. <i><b>Position Fill:</b></i>	<i>This position was not on the Human Resource Committee Meeting Agenda and should be referred to the July 28, 2020 HR Comm. mtg.</i>	Motion:	Carried:
<p style="text-align: center;"><b>Social Services Dept.</b></p> <p>One (1) position of <i>Account Clerk</i>, CSEA Agreement, Sch. A. Grade 4 (\$17.10 - \$18.82/hr.) to replace Heather Sheehan who was promoted on 7/6/20.</p>	<i>The appropriate paperwork has not been filed with the Board Clerk's office...</i>	Ayes:	Defeated:
		Noes:	Referred to:
		Absent:	
5. <i><b>Monthly Report:</b></i>		Motion:	Carried:
		Ayes:	Defeated:
		Noes:	Referred to:
		Absent:	

*Supervisor Ryan, T/Warsaw shared a brief Buffalo Business First headline, "Business Next: Wyoming and Genesee counties earn WNY's highest marks for resilience"*

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Department Agenda Item	Discussion	Decision	Action
<b>Wyo. Co. Community Action w/R. Shader</b>			
1. <i>Unemployment Numbers as of May 30, 2020:</i> <ul style="list-style-type: none"> <li>• 4,205 UI claims in 10 weeks after COVID-19 crisis began                             <ul style="list-style-type: none"> <li>○ 480 UI claims during same period last year</li> </ul> </li> <li>• 10.10% current unemployment rate                             <ul style="list-style-type: none"> <li>○ 3.5% during same period last year</li> </ul> </li> </ul>	<u>See attached.</u>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <i>Receiving Funding for Job Employment / Job Training</i> <ul style="list-style-type: none"> <li>• Working with Chamber</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <i>Summer Youth Program Survey</i>	<i>Pretty confident will receive funding.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
4. <i>HUD Grant:</i> <ul style="list-style-type: none"> <li>• Help people with security deposits for Section 8 housing</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
5. <i>CARE Act Funding:</i> <ul style="list-style-type: none"> <li>• Help with rent utilities and car repairs</li> <li>• Starting to see an influx of calls</li> <li>• Food distribution through Foodlink                             <ul style="list-style-type: none"> <li>○ Good fresh food upping their game</li> </ul> </li> <li>• LCS – Continuing summer food program; opening up more to public</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
6. <i>In Early Stages of Helping w/ Daycare Expenses:</i> <ul style="list-style-type: none"> <li>• NYS received \$164 M from Feds to help with daycare - \$3 used.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
<b>Committee Chair's Agenda</b>			
1. <b><i>Housing Opportunities Made Equal (HOME)</i></b> <ul style="list-style-type: none"> <li>• <a href="#"><u><i>Housing Opportunities Made Equal</i></u></a></li> <li>• <a href="#"><u><i>Choosing Good Tenants</i></u></a> <ul style="list-style-type: none"> <li>○ A Practical Guide for Landlords</li> </ul> </li> <li>• <a href="#"><u><i>Housing Discrimination</i></u></a> <ul style="list-style-type: none"> <li>○ Know Your Rights</li> </ul> </li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/E. Grant (minutes prepared by C. Ketchum).

Next Human Services Committee Meeting scheduled for **Tuesday, July 28, 2020 @ 1:00 PM.**

Committee Chair Initials: \_\_\_\_\_