

HUMAN SERVICES COMMITTEE MEETING MINUTES

Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.

Thank you!

Date: Tuesday, June 27, 2023 @ 11:00 AM

Location: *Supervisors' Chambers, 2nd floor of the government center.*

Present: *Grant, Davis, Roche, Granger, Roberts, McCormick, King*

Absent:

Also Present: C. Ketchum/Board Clerk; B. Ryan/Board Chair; A. D. Berwanger, T/Arcade

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
1. HAND IN HAND IN COMFORT (<i>Gateway Home Attica</i>) <ul style="list-style-type: none"> • Vol 13 – Summer 2023 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
11:00 AM Veterans Services w/A. Solina			
1. Dwyer Report: <ul style="list-style-type: none"> • Please see attached • Annual Picnic scheduled for last Sunday in August (26th) in the Warsaw Village park 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. This Day in History/ Veteran of the Month		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Pavilion Update: <ul style="list-style-type: none"> • Pictures attached 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
4. Voice of Democracy		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to: 07/11/23 BOS mtg.
5. Tombstone Cemetery Review <ul style="list-style-type: none"> • Dedication ceremony took place this past weekend • 50-60 people in attendance 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
6. Fishing Day <ul style="list-style-type: none"> • Scheduled for July 12th. • Veterans fish for free, compliments of the NYS DEC 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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Department Agenda Item	Discussion	Decision	Action
11:15 AM Office for the Aging w/A. Aldinger			
<p>1. OFA Advisory Council Reports:</p> <ul style="list-style-type: none"> • EISEP ~ 40 Participants / 40 Active <ul style="list-style-type: none"> ○ PCA I ~ 21 ○ PCA II ~ 8 ○ Personal Response buttons 11 • Respite ~ 23 Participants / 23 Active <ul style="list-style-type: none"> ○ Adult Day Care ~ 2 Cloisters ○ PCA I ~ 1 ○ PCA II ~ 1 ○ Overnight ~ 1 ○ Personal Response Buttons ~ 18 <ul style="list-style-type: none"> ▪ Private Pay ~ 53 • Alzheimer Caregiver Services ~ 74 families served <ul style="list-style-type: none"> ○ 49 are getting home delivered meals • HDM (Home Delivered Meals) ~ 341 active participants with 290 meals being served today • Congregate Meal Sites ~ <ul style="list-style-type: none"> ○ Arcade ~ Avg. 15 /day ○ Pine Lounge ~ Avg. 50 /week ○ Breezeway Barn, Perry NY ~ Avg. 65 /week 		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p><i>Director Aldinger explained that items #2 - #4 are the start of her succession plan. She is reviewing position duties and making sure they are reflective of work actually performed.</i></p>			
<p>2. Position Create/Fill:</p> <p style="text-align: center;"><i>Office for the Aging</i></p> <p>One (1) position of Senior Case Manager (1.00 FTE) on Salary Schedule A Grade 16, (\$24.59 - \$28.70/hr); position available date is January 1, 2024. Benefit package consistent with current CSEA Bargaining Agreement.</p>	<p><i>As a promotional opportunity for Case Manager (position code # ____)</i></p>	<p>Motion: Davis</p> <p>Ayes: 7</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried: XXX</p> <p>Defeated:</p> <p>Referred to:</p> <p style="text-align: center;">FINANCE</p>

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Department Agenda Item	Discussion	Decision	Action
<p>3. Position Create/Fill: <i>Office for the Aging</i> One (1) position of Health Insurance Coordinator (1.00 FTE) on Salary Schedule A Grade 12, (\$21.86 - \$25.04/hr); position available date is January 1, 2024. Benefit package consistent with current CSEA Bargaining Agreement.</p>	<p><i>As a promotional opportunity for an Aging Services Specialist (position code # _____)</i></p>	<p>Motion: Davis Ayes: 7 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to: FINANCE</p>
<p>4. Position Create/Fill: <i>Office for the Aging</i> One (1) position of Account Clerk, (1.00 FTE) on Salary Schedule A Grade 4, (\$18.50 - \$20.37/hr); position available date is January 1, 2024. Benefit package consistent with current CSEA Bargaining Agreement.</p>	<p><i>As a promotional opportunity for an Aging Services Aide, FT (position code # _____)</i></p>	<p>Motion: Davis Ayes: 7 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to: FINANCE</p>
<p>5. Rescind and Replace that portion of Resolution No. 23-304 that appoints Arnie Kelley as a Community Member on the Office for the Aging Advisory Council to a Town Representative. All else remains the same.</p>		<p>Motion: Granger Ayes: 7 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>
<p>6. Amend Resolution 23-259 as previously amended by 23-305 to reflect correct effective dates as follows:</p> <ul style="list-style-type: none"> • EISEP, CSE, CSI, WIN, Unmet Need, HIICAP, Trans., in an amount of \$532,577.00 effective April 1, 2023 through March 31, 2024. (MUNIS CONTRACT #1509) No CO started; workflow issue <p>All else remains the same</p>		<p>Motion: Roberts Ayes: 7 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>
<p>7. Misc.</p> <ul style="list-style-type: none"> • Senator Borrello will be sponsoring a fraud/scams workshop for Wyoming County Seniors on July 13 at the Perry High School from 9 AM to 11 AM • Change in Date – Public Hearing will be held on August 31, 2023 at Breezeway Barns in Perry. Lunch to follow. 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
Youth Bureau			
<p>7. Program Updates:</p> <ul style="list-style-type: none"> • Early Intervention (ages 0-3) <ul style="list-style-type: none"> ○ Active: <u>56</u> / <u>24</u> waiting for evaluation • Pre-School (ages 3-5) <ul style="list-style-type: none"> ○ Active: <u>151</u> / Center based: <u>23</u> ; <u>5</u> on waiting list 		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>8. Professional Service Contract (\$5,001 or greater): Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with Chelsie Callan, 31 Woodcrest Drive, Batavia, NY 14020 for related services for the PS Program - OT in an amount not to exceed budget; effective July 1, 2023 through June 30, 2024. MUNIS CONTRACT #1567 Entered w/\$0.00 not \$99999</p>		<p>Motion: Roche</p> <p>Ayes: 7</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried: XXX</p> <p>Defeated:</p> <p>Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>
11:30 AM Department of Social Services w/K. Barber			
<p>1. Overnight Travel Authorization: J. Gardner and M. Bramer will travel to Albany to attend the OTDA & NYWFIA Program Integrity Regional Training at The Desmond Hotel, 660 Albany-Shaker Road, Albany NY 12211 on 10/10/23 to 10/11/23. Total cost \$22.00; budgeted, county car, EZ pass and gas will be used.</p>		<p>Motion: King</p> <p>Ayes: 7</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried: XXX</p> <p>Defeated:</p> <p>Referred to:</p> <p style="text-align: center;">APPROVED</p>
<p>2. Overnight Travel Authorization: J. Gardner and M. Bramer will travel to Tarrytown to Attend the OTDA & NYWFIA Program Integrity Regional Training at Marriott Hotel-Westchester/Tarrytown, 670 White Plains Road, Tarrytown, NY 10591 on 9/26/23 to 9/28/23. Total cost \$44.00; budgeted, county car, EZ pass and gas will be used.</p>	<p>There are two separate trainings under the same title and at the same location on consecutive days</p>	<p>Motion: King</p> <p>Ayes: 7</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried: XXX</p> <p>Defeated:</p> <p>Referred to:</p> <p style="text-align: center;">APPROVED</p>

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Department Agenda Item	Discussion	Decision	Action
<p>3. <u>Overnight Travel Authorization:</u> V. Forrester and S. Weatherbee will travel to Utica to attend the Support Collection Unit Special Topics Regional Meeting at Oneida County DSS, 800 Park Avenue, Utica, NY 13501 on 8/9/23 to 8/11/23. Total cost \$32.00; budgeted, county car, EZ pass and gas will be used.</p>		<p>Motion: King Ayes: 7 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to: APPROVED</p>
<p>4. <u>Position Creation/Fill:</u> Social Services Dept. One (1) position of <u>Caseworker Trainee</u> (1.00 FTE) CSEA Agreement, Sch. A. Grade 12 (\$21.22-24.31); Position available date: 7/12/23. Benefit package consistent with current CSEA Bargaining Agreement.</p>		<p>Motion: Roberts Ayes: 7 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to: FINANCE</p>
<p>5. <u>Position Fill:</u> Social Services Dept. One (1) position of <u>Administrative Assistant (Fiscal Operations)</u> (1.00 FTE) (position code 165.459), on Salary Schedule S at an annual salary of \$41,532.00 to replace J. Fisher who resigned effective; 7/5/23. Position available date is 7/6/23.</p>		<p>Motion: Roberts Ayes: 7 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to: FINANCE</p>
<p>6. <u>Professional Service Contract (\$5,001 or greater):</u> Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with Homeless Alliance of WNY, 960 Main Street, Buffalo, NY 14202 for the provision of providing two HMIS licenses and quarterly reports in an amount not to exceed \$7,500.00; effective October 1, 2024 through September 30, 2029. (MUNIS CONTRACT #1576) ✓✓</p>	<p>Grant funding allows DSS to pay in advance for the fees and services</p>	<p>Motion: Granger Ayes: 7 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>
<p>7. <u>Monthly Report:</u></p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
Wyo. Co. Community Action w/C. Johnson			
	~Nothing to Report~	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 25, 2023 @ 11:00 AM at the Ag. Center for Veteran Services Pavilion Ribbon Cutting.**

Committee Chair Initials: _____