

## HUMAN SERVICES COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

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Thank you!

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Date: Tuesday, September 28, 2021 @ 1:00 PM

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

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

Absent:

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

Department Agenda Item	Discussion	Decision	Action
<b>1:00 PM Wyo. Co. Community Action w/R. Shader</b>			
<p><b>1. Discussion:</b></p> <ul style="list-style-type: none"> <li>• 2021 OCR Housing Resources – Notice of Funding Availability (NOFA)</li> <li>• 236 households were provided with some level of emergency assistance through CARES Act funding.</li> <li>• Section VIII experiencing longer than normal wait list</li> <li>• Recently notified of a \$250K funding award for rehabilitation                             <ul style="list-style-type: none"> <li>○ \$25K or less on owner occupied housing</li> <li>○ 125 – 150 on the waiting list</li> </ul> </li> <li>• Restore                             <ul style="list-style-type: none"> <li>○ Elderly</li> <li>○ Home for the veterans</li> <li>○ Home for the elderly</li> </ul> </li> <li>• Michael left 1 ½ years ago, replacement is great.</li> <li>• Employment/Training                             <ul style="list-style-type: none"> <li>○ CARES Act                                     <ul style="list-style-type: none"> <li>▪ Business mentor program / digital marketing</li> </ul> </li> <li>○ Fast Trak</li> <li>○ 51 individuals trained for CDL</li> <li>○ Workforce placement                                     <ul style="list-style-type: none"> <li>▪ 11 Youth</li> <li>▪ 32 Youth / 20 businesses around the county</li> </ul> </li> </ul> </li> <li>• 492 unemployed individuals with training skills, resume', etc.</li> <li>• Angel Action                             <ul style="list-style-type: none"> <li>○ Foodlink – good partner</li> <li>○ 2684 helped through other food pantries throughout the county</li> </ul> </li> <li>• 292 Prescriptions / Office visits testing</li> <li>• 866 Health Insurance navigation</li> </ul>	<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>	

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<ul style="list-style-type: none"> <li>○ Close to 500 enrolled</li> <li>○ Hired another PT Navigator</li> <li>● Transportation – CARES Act funding / volunteers delivering</li> <li>● RTS providing transportation from apartment complexes to food pantries, etc. (764 trips throughout the year).</li> <li>● Children's programs               <ul style="list-style-type: none"> <li>○ Snack pack program</li> <li>○ 310 children served</li> </ul> </li> <li>● Angel Action started by P. Standish, current Exec. Director is Carrie Johnson</li> <li>● P. Standish, NYS Community Action Angels Network transitioning out of the local level</li> <li>● At some point Exec. Director Shader would like to recognize Pat for her local efforts.</li> </ul> <p><b>Supervisor Berwanger questioned where Foodlink gets their food</b></p> <ul style="list-style-type: none"> <li>● Wegman's, Walmart, local dairy group working on sourcing farm to table</li> <li>● Donations and purchases</li> <li>● End of season produce was a donation.</li> <li>● Buy right</li> </ul>			
2. <a href="#"><u>Fall, 2021 Edition Newsletter</u></a>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>1:15 PM Veterans Services w/A. Solina</b>			
<b>Appointment:</b> Appoint Anthony Solina, 2307 Sullivan Road, Arcade NY 14009 to the position of Director of Veteran Services pursuant to County Law §800 for a term of two (2) years; effective 09/13/21 through 09/12/23.	<b>Offer of employment signed and dated 09/03/21 by Mr. Solina.</b>	Motion: Davis Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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Department Agenda Item	Discussion	Decision	Action
1. <u>Monthly Report</u> – Veterans' Service Office and Dwyer.	Attached	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <u>Dwyer Update</u> – <ul style="list-style-type: none"> <li>We held four coffee hours in July; detailed report of annual August picnic will be given next month.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <u>Pearl Harbor Ceremony</u> <ul style="list-style-type: none"> <li>Tuesday, December 7<sup>th</sup> 2021</li> <li>2021 marks 80<sup>th</sup> Anniversary</li> </ul>	Attached	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
4. <u>Veteran's Day activities:</u> <ul style="list-style-type: none"> <li>The Director and Asst. Director have plans to participate with activities at their own Legion Posts besides activities typically attended at the local school districts, Liberty Way and the Warsaw Monument.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
5. <u>Grant Application and Acceptance Award:</u> Authorize Chairman to sign a grant application and acceptance award with <b>New York State Division of Veterans' Affairs</b> , Matthew Courcelle OGS Division of Financial Administration, P.O. Box 2166, Empire State Plaza, Albany, NY 12220-0282, for annual funding to provide services to Veterans in our locality in a minimum amount of \$10,000.00; effective April 1, 2021 through March 31, 2022.	I would like to submit for the annual grant from NYS Office of General Services division of Financial Administration for \$10,000 to cover some of my department's payroll expenses.	Motion: Davis Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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Department Agenda Item	Discussion	Decision	Action
<p>6. <b>FYI ~ Referred to 10-05-21 Finance Committee from 09-28-21 Human Resources</b> <b>Amend Salary Schedule S</b> To provide a one-time stipend to the <b>Asst. Director of Veteran Services</b> (position code 004.369) for administrative services provided during the absence of a Director of Veteran Services; effective June 5, 2021 through September 12, 2021 in the amount of \$1,000.00/month.</p>	<p><i>Director Solina offered that the Directorship is too much for one person. It requires more than just filing claims. There is an expectation to attend events, etc. Director Solina thanked the committee for supporting the additional compensation, adding, "...she certainly deserves it..."</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<b>1:45 PM Office for the Aging w/A. Aldinger</b>			
<p>1. <b>OFA Advisory Council Reports:</b></p> <ul style="list-style-type: none"> <li>• <b>EISEP</b> ~ <u>63</u> Participants / <u>51</u> Active               <ul style="list-style-type: none"> <li>○ <b>PCA I</b> ~ <u>24</u></li> <li>○ <b>PCA II</b> ~ <u>24</u></li> <li>○ <b>Personal Response buttons</b> <u>3</u></li> </ul> </li> <li>• <b>Respite</b> ~ <u>35</u> Participants / <u>28</u> Active               <ul style="list-style-type: none"> <li>○ <b>Adult Day Care</b> ~ <u>1</u></li> <li>○ <b>PCA I</b> ~ <u>0</u></li> <li>○ <b>PCA II</b> ~ <u>4</u></li> <li>○ <b>Overnight</b> ~ <u>3</u></li> </ul> </li> <li>• <b>Life Line</b> ~ <u>20</u> <ul style="list-style-type: none"> <li>○ <b>Private Pay</b> ~ <u>46</u></li> </ul> </li> <li>• <b>Alzheimer Caregiver services</b> ~ <u>42</u> families served.               <ul style="list-style-type: none"> <li>○ \$3,200.00 received from pop can collection for the Alzheimer's Association walk last weekend.</li> </ul> </li> <li>• <b>HDM (Home Delivered Meals)</b> ~ <u>316</u> active participants with <u>278</u> meals being served today               <ul style="list-style-type: none"> <li>○ Each meal costs \$6.60 (\$4.00 suggested donation/\$2.60 levy)</li> </ul> </li> <li>• <b>Congregate Meal Sites</b> ~ Avg. <u>11</u> /day Arcade site only <b>Pine Lounge</b> ~ <u>40</u> /week</li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
<p>15. <b>FYI ~ Referred to 10-05-21 Finance Committee from 09-28-21 Human Resources</b>  <b>Reinstate/Fill Position: Office for the Aging</b>                      Reinstate and fill one (1) position of <b>Meal Site Manager, PT</b> (Position Code # 010.151) on Salary Schedule F. Salary is set at \$12.50/hr. per Res. #21-089, which states to remain competitive with NYS minimum wage indefinitely. This position was made vacant 06/01/2020 due to COVID-19 lay off. Position available 10/15/21.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Youth Bureau</b>			
<p>1. <b>Program Updates:</b></p> <ul style="list-style-type: none"> <li>• Early Intervention                         <ul style="list-style-type: none"> <li>○ Active: <u>  65  </u></li> <li>○ In Process: <u>  9  </u></li> </ul> </li> <li>• Pre-School                         <ul style="list-style-type: none"> <li>○ Active: <u>  85  </u></li> <li>○ Center based: <u>  27  </u></li> </ul> </li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>2. <b>Amend Resolution No. 21-262:</b>                      Authorize Chairman to sign an Amended Contract with <b>C &amp; F Transportation</b> 420 Commerce Way Warsaw, NY 14569, to reflect the following revisions:</p> <ul style="list-style-type: none"> <li>• Addition of a route for out of district students to Letchworth Little Learners.</li> </ul>		Motion: Roberts Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  *RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
<p>3. <b>FYI ~ Contract (\$3,000 and under):</b></p> <ul style="list-style-type: none"> <li>• <b>Dell Marketing , LP P.O. Box 676021 Dallas TX 75267-6021</b>– for purchase of a laptop with Microsoft office software for staff to use for conferences, trainings , programs etc not to exceed \$ 1,350.00; effective September 01, 2021.</li> <li>• <b>Dell Marketing , LP P.O. Box 676021 Dallas TX 75267-6021</b>– for purchase of a laptop with Microsoft office software for staff to use for conferences, trainings , programs etc not to exceed \$ 1,300.00; effective October 01, 2021.</li> <li>• <b>Crestline, Inc P.O. Box 2027 Lewiston, ME 04241</b> – for providing resources on Safe Harbour to the community not to exceed \$600.00; effective September 1, 2021</li> <li>• <b>A D Sutton &amp; Sons, Inc 10 West 33<sup>rd</sup> St, NY, NY 10001</b> – to pay for resources for survivors of human trafficking and CSES through the Safe Harbour Grant; Not to exceed \$1,200.00; effective September 1, 2021</li> <li>• <b>Walmart 2348 NY – 19, Warsaw, NY 14569</b>– to pay for resources for survivors of human trafficking and CSES through the Safe Harbour Grant; Not to exceed \$ 900.00; effective September 1, 2021</li> <li>• <b>AMDA Distributors Inc 4804 NW St. Miami Garden, FL 33014-</b> – to pay for resources for survivors of human trafficking and CSES through the Safe Harbour Grant; Not to exceed \$1,200.00; effective September 1, 2021</li> <li>• <b>Arcade &amp; Attica Railroad</b> – 278 Main St Arcade, NY 14009 – for STARS Program pending COVID restrictions; Not to exceed \$ 700.00 ; effective September 1, 2021.</li> <li>• <b>Tops Friendly Market 2382 NY</b> – 19 Warsaw, NY 14569- for food and beverages for the Safe Harbour November Summit; Not to exceed \$750.00; effective September 1, 2021</li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>6. <b>Continued Conversation on Youth Bureau -</b></p> <ul style="list-style-type: none"> <li>• Early Intervention Administration Grant and increasing Fiscal Officer Salary.</li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
<p><b><i>Amend Salary Schedule "S":</i></b> To provide an increase in salary for additional duties associated with additional workload in Medicaid billing; effective 01/01/2022 <b>YOUTH BUREAU</b></p> <ul style="list-style-type: none"> <li><b><i>Fiscal Officer I</i></b> (position # 008.282) - \$5,000.00 total annual salary of \$45,674.00 (eligible for COLA)</li> </ul>	<p><b><i>Fully reimbursed by the Early Intervention Administrative Grant, which hasn't seen a decrease in funding in over 30 years.</i></b></p>	<p>Motion: Brunner Ayes: 7 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>FINANCE</b></p>
<p><b>Misc.</b></p> <ul style="list-style-type: none"> <li>Leah Cappadonia organized a fun Town Park Treasure Hunt event. The event focused on getting youth and their parents or guardian out of the house and moving around the county. There were several winners! Each received a McDonald's gift certificate.</li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<b>2:00 PM Department of Social Services w/K. Barber</b>			
<p><b>1. FYI ~ Referred to 10-05-21 Finance Committee from 09-28-21 Human Resources</b> <b>Position Fill: Social Services</b> Fill one (1) position of <b>Account Clerk</b> (1.0 FTE) (position # 140.002), on CSEA Schedule A, Job Grade 4, at an hourly rate of \$17.10 – \$18.82. Person Vacating: Cassandra Reding, effective September 17, 2021. Position Available: October 6, 2021.</p>	<p><b>Emergency approval request has been submitted for this agenda item.</b></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
<p>2. <b>FYI ~ Referred to 10-05-21 Finance Committee from 09-28-21 Human Resources</b></p> <p style="text-align: center;"><b>Position Create/Fill: Social Services</b></p> <p>Create and fill one (1) position of <b><u>Social Services Program Specialist Trainee</u></b> (1.0 FTE) on CSEA Schedule A, Job Grade 8 at \$18.75/hr-\$21.69/hr. Person vacating the Social Services Program Specialist position: C. Purdy. Position Available: November 3, 2021.</p> <p><b>*Promoted to Social Services Program Specialist (position # 143.359) (Grade 10) after twelve months of satisfactory performance during the training period. Funded by current Social Services Program Specialist.</b></p>	<p><b>Emergency approval request has been submitted for this agenda item.</b></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>3. <b>FYI ~ Referred to 10-05-21 Finance Committee from 09-28-21 Human Resources</b></p> <p style="text-align: center;"><b>Position Create/Fill: Social Services</b></p> <p>Create and fill one (1) position of <b><u>Social Services Program Specialist Trainee</u></b> (1.0 FTE) on CSEA Schedule A, Job Grade 8 at \$18.75/hr-\$21.69/hr. Person vacating the Social Services Program Specialist position: C. Hinz Position Available: October 6, 2021.</p> <p><b>*Promoted to a Social Services Program Specialist (position # 119. 359) (Grade 10) after twelve months of satisfactory performance during the training period. Funded by current Social Services Program Specialist.</b></p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
<p>4. <b>FYI ~ Referred to 10-05-21 Finance Committee from 09-28-21 Human Resources</b> <b>Position Fill: Social Services</b> Fill one (1) position of <b>Data Entry Machine Operator</b> (1.0 FTE) (position # 109.073), on CSEA Schedule A, Job Grade 4, at an hourly rate of \$17.10 – \$18.82. Person Vacating: Marilyn Jordan, effective October 2, 2021. Position Available: October 6, 2021.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>5. <b>FYI ~ Referred to 10-05-21 Finance Committee from 09-28-21 Human Resources</b> <b>Position Fill: Social Services</b> Fill one (1) position of <b>Account Clerk</b> (1.0 FTE) (position # 009.002), on CSEA Schedule A, Job Grade 4, at an hourly rate of \$17.10 – \$18.82. Person Vacating: Elaine Beck, effective October 2, 2021. Position Available: October 6, 2021.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>6. <b>FYI – WMS Contract (\$3,000 and under):</b></p> <ul style="list-style-type: none"> <li><b>Kristian and Vanessa Rutenkroger</b>, 155 Werkley Road, Tonawanda, NY 14150 to provide foster care services. Effective 9/1/21 through 10/31/21. This is a renewal contract extending it for only two months until the adoption is complete.</li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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

## HUMAN SERVICES COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

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

*Thank you!*

\*The public may continue to observe meetings via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67v1R8g-Ow>)

Date: Tuesday, September 28, 2021 @ 1:00 PM

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

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

Absent:

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

Department Agenda Item	Discussion	Decision	Action
<b>7. Interdepartmental Contract (Expenditure) (\$3,001 or greater):</b> Contract with <b>Wyoming County Mental Health Department</b> , 460 North Main Street, Warsaw, NY 14569, for independent assessments of children in Foster Care to determine whether placement in a Qualified Residential Treatment Program (QRTP) is appropriate, in an amount not to exceed \$5,000.00; effective 9/29/21 through 9/30/22. This is an original new service contract.	<i>NY State asked for a 2 year delay in the Family First Prevention Services Act of 2018.</i>	Motion: King Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
<b>8. Proclamation:</b> <ul style="list-style-type: none"> <li>October is Domestic Violence Awareness Month.</li> </ul>	<i>RESTORE will be invited to attend the board meeting to share Domestic Violence statistics.</i>	Motion: Roberts Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>9. Monthly Report:</b>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Committee Chair's Agenda</b>			
<b>1. Fall NYSAC Conf. Resolution:</b> <ul style="list-style-type: none"> <li>Resolution Urging the Governor and State Legislature to Adjust the Early Intervention Rate Structure to Improve Access to these Services for Children Who Live in Poverty and/or in Rural Areas</li> </ul>		Motion: Granger Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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

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Absent:

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

Department Agenda Item	Discussion	Decision	Action
2. <b><u>Fall NYSAC Conf. Resolution:</u></b> <ul style="list-style-type: none"> <li><i>Resolution Urging the State to Prioritize the Distribution of Federal Emergency Rental Assistance, and Clarify Its Homelessness Prevention Goals by Making Permanent Housing the Central Focus</i></li> </ul>		Motion: Granger Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>
3. <b><u>Fall NYSAC Conf. Resolution:</u></b> <ul style="list-style-type: none"> <li><i>Resolution Urging New York State to Renew Its Commitment to Prevent and Protect Children from Abuse and Neglect by Restoring State Share Funding Levels to 65 Percent Under the Existing Open-Ended Child Welfare Financing Mechanism</i></li> </ul>		Motion: Granger Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>
4. <b><u>Fall NYSAC Conf. Resolution:</u></b> <ul style="list-style-type: none"> <li><i>Resolution in Support of a Statewide Program to Train School Resource Officers in Addressing the Safety and Security of Children with Special Needs</i></li> </ul>		Motion: Granger Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>

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

Next Human Services Committee Meeting scheduled for **Tuesday, October 26, 2021 @ 1:00 PM.**

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