

HUMAN SERVICES COMMITTEE
MARTINI, FRAZIER, BASILE, BROCKWAY, OLIVER
January 19, 2021 @ 1:00 pm

This meeting was streamed on Facebook Live and recorded.

Please note the meeting attendance as follows:

Present in person at the Otsego County Office Building Board Chambers,
197 Main Street, Cooperstown, NY 13326:

Samantha Augur, Secretary to the Commissioner

Present remotely via video conference:

Representative Adrienne Martini, Chair

Representative Edwin Frazier

Representative Richard Brockway

Representative Jill Basile

Commissioner Eve Bouboulis

Director Lisa Grampp

Director Mary Jane Waters

Director Janet Elliott

PT Principal Social Welfare Examiner Deborah Finger

Fiscal Supervisor Cheryl Sparks

Personnel Officer Penney Gentile

Representative Clark Oliver was unable to attend.

RESOLUTIONS

Resolution accepting RFP bid for Preventive Service from Integrated Community Alternatives Network (ICAN) and renewing contract for up to three (3) Family Service Coordinators (FSC) annually at a cost not to exceed \$82,159 per worker for term January 1, 2021 through December 31, 2025 was presented for approval. Representative Frazier motioned to approve. Representative Basile seconded the motion. Total: 2,036; Ayes: 1,688, abs-Clark: 348; motion carried. The department shall notify the committee in advance of expanding from our current one FSC to two or three.

Resolution to renew contract with Otsego County Office for the Aging to provide Medicaid Long Term Care services January 1, 2021 through December 31, 2021 not to exceed \$170,680 was presented. Representative Frazier motioned to approve. Representative Brockway seconded the motion. Total: 2,036; Ayes: 1,688, abs-Clark: 348; motion carried.

FISCAL

The following budget transfer was presented for approval:

- From A6010.540400 DSS training \$18,000.00
- To A6010.541000 DSS Telephone \$18,000.00

This is being requested so the department can purchase 40 iPhones. Also presented for approval were additional costs associated with these iPhones that include: estimated \$5,000 for mobile iron technology that will be included in the 2021 IT interdepartmental contract and \$1,700 for otter box covers and screen protectors. Representative Brockway motioned to approve all. Representative Basile seconded the motion. Total: 2,036; Ayes: 1,688, abs-Clark: 348; motion carried.

The following annual Blanket Purchase Agreements were presented for approval:

- Enterprise FM Trust for 21 vehicle leases not to exceed \$108,785.00
- Hummel's Office Plus for office supplies not to exceed \$10,000.00
- Associated Services for service of papers not to exceed \$18,000.00

Representative Frazier motioned to approve all. Representative Brockway seconded the motion. Total: 2,036; Ayes: 1,688, abs-Clark: 348; motion carried.

PERSONNEL

Trainings

Request permission for 15 DSS staff to attend virtual NYPWA Winter Conferences 1/19/2021 – 1/29/2021 at a cost not to exceed \$1,900 was presented for approval. Representative Brockway motioned to approve. Representative Basile seconded the motion. Total: 2,036; Ayes: 1,688, abs-Clark: 348; motion carried.

Vacancies

The following vacancies were presented for approval with results as follows:

- Fill Account Clerk Typist #4 Grade 7A \$28,681 – \$33,766 [1017] (66/16/18)
- Fill Caseworkers #20 & #18 – Grade 14X \$38959 – 46114 [1431] (62/24/14)
- Fill TE Caseworker Grade 14X \$21.8503 per hr up to 6 mo (3/8/21 – 9/7/21)
- Extend TE Caseworker Grade 14X \$21.8503 per hr. additional 6 mo 3/12/21 – 9/11/21
- Fund & fill Clerk #1 Grade 5C \$26,332 – \$30,977 [929] (62/24/14)
- Fill Clerk #21 - Grade 5C \$26,332 – \$30,977 [929] (62/24/14)
- Fill Paralegal #1 – Grade 11R \$34,129 - \$40,304 [1235] (62/24/14)
- Fill Social Welfare Examiner #15 – Grade 8K \$29,941 – \$35,286 [1069]

Representative Basile motioned to approve all. Representative Frazier seconded the motion. Total: 2,036; Ayes: 1,688, abs-Clark: 348; motion carried.

OTHER

Unatego Central Schools ended their contact for an in-house Caseworker for preventive services at the end of December 2020. They will reconsider in the future when budget constrictions and COVID-19 are resolved.

The Department currently has an Employment and Training waiver through March 31, 2021. Therefore the department will not be filing our approved Employment and Training Assistant vacancy at this time.

Medicaid training for committee members has been rescheduled for February 1, 2021 at 10:00 am. Commissioner Bouboulis will send all members a zoom link.

2021 Department Goals for HSC

1. Personnel – vacancies, turnover, telework, training & retention
2. Housing
3. Child Welfare
4. Burials

With no further business to discuss Representative Basile motioned to adjourn the meeting at 1:30 pm. Representative Brockway seconded the motion. Total: 2,036; Ayes: 1,688, abs-Clark: 348; motion carried.