

HUMAN SERVICES COMMITTEE
MARTINI, FRAZIER, BASILE, BROCKWAY, OLIVER
June 9, 2020 @ 11:00 am

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:

Representative Margaret Kennedy
Samantha Augur, Secretary to the Commissioner
Jocelyn Harris, Deputy Clerk of the Board

Present remotely via video conference:

Representative Adrienne Martini, Chair
Representative Edwin Frazier Jr.
Representative Jill Basile
Representative Richard Brockway
Representative Clark Oliver
Commissioner Eve Bouboulis
Director Lisa Grampp
Director Janet Elliott
County Treasurer Allen Ruffles
Personnel Officer Penny Gentile

PERSONNEL

Request to fill the following positions were presented for approval with results as follows:

- Fill TEMPORARY – CASE SUPERVISOR GRADE B – GRADE 18P \$25.6354 per hr. (62/24/14) EFFECTIVE 7/7/20 – 1/6/21 (6 months)
- Fill CASEWORK AIDE #3 – Grade 5D - \$25,815 – \$30,365 [910] (62/24/14) EFFECTIVE 07/01/20

Representative Basile motioned to approve both positions. Representative Oliver seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Request to create, fund and fill PT – SOCIAL SERVICES ATTORNEY #1 - M&C Grade 25E-1p \$36,414 (62/24/14) effective 06/15/20 was presented for approval. Representative Brockway motioned to approve. Representative Frazier seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Request to create, fund and fill the following temporary HEAP staff positions were presented for approval with results as follows:

- TE – Social Welfare Examiners (HEAP 1 & HEAP 2) Grade 8K \$16.4697 per hr. for up to 9 months upon hire.
- TE – Community Services Workers (HEAP 1, HEAP 2, & HEAP 3) Grade 4A \$13.88 per hr. for up to 9 months upon hire

Representative Oliver motioned to approve all. Representative Brockway seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Penny Gentile exited the meeting at 11:15 am

FISCAL

The Department presented additional 2020 Budget Cuts. After adjustments to Federal and State revenues the bottom line local cost savings was \$92,582.29.

Commissioner Bouboulis updated committee members regarding upcoming fiscal training for them. Our IT Department is working on getting Zoom longer than 30 minute intervals for this training. Commissioner Bouboulis is trying to have all set up for Tuesday, June 16, 2020 and will email committee members accordingly.

Commissioner Bouboulis requested approval for exemptions to the Spending Freeze Resolution 209-20200603 (a). The Department of Social Services has several budget lines that they will need to spend funds for mandated programs including: personal mileage of staff; mandated trainings to include related travel, lodging, meals and mileage expenses; travel, lodging, meals, and other for emergencies on cases; and mandated acquisition of documents. Representative Frazier motioned to approve exemptions for the Department of Social Services. Representative Oliver seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Treasurer Ruffles informed the committee that on Resolution 201-2020605, Transferring Funds for Various Departments, there needs to be corrections made to which particular budget revenue lines funding is being transferred to with no change to the total dollar amount itself. Originally 0000.3610 – Social Services Admin was to receive \$82,880.00. This amount now needs to be split as follows:

\$48,030.00 to 0000.1820 Repay Committee on Special Education-DSS

\$12,350.00 to 0000.3610 Social Services Admin

\$22,500.00 to 0000.3619 Foster Care

Representative Brockway motioned to approve. Representative Frazier seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Commissioner Bouboulis informed the committee that DSS has received 15 laptops for DSS. However, they did not come with cases. Commissioner Bouboulis requested permission to purchase laptop cases at a cost not to exceed \$250.00, plus tax if necessary, for 15 cases. This maximum will only be spent if IT cannot acquire them at a lower cost. Representative Basile motioned to approve. Representative Oliver seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

OTHER

Commissioner Bouboulis updated the committee regarding 242 Main St., Oneonta. With DMV no longer occupying space in the building, the site has been reevaluated for a new renovation plan after their most recent walk through. Currently Office for the Aging will be set up on the Main St. entrance level as originally planned. DSS will continue to work on the level as well. Once the South Main entrance is available and renovations are complete staff will be moving to the lower level. This may include some Income Maintenance Staff also as reduced requirements for Temporary Assistance will make colocation easier. Commissioner Bouboulis reminded committee members that there was originally a plan for Special Patrol Officers to provide security at both 242 Main and the Meadows. This has been put on hold due to the current pandemic. However, we only have until the end of November to continue with a contractor or use Special Patrol Officers for security. Board input will be sought regarding decisions with future security plan.

The New York State Office of Temporary and Disability Assistance will continue mostly web based trainings through September 2020.

Commissioner Bouboulis informed the committee that each department head has been asked to make their own reopening plan. Representative Wilber, along with Kim Firenze from the Building Maintenance Department, did a site visit at 197 Main St. to evaluate the lobby area for sneeze-guard barriers at front desk and potential renovation of lobby window to a service window. Commissioner Bouboulis has been utilizing other counties plans researching ideas to include outdoor tents for visitors to wait under outside while waiting for their appointment(s) while being protected from weather elements.

Commissioner Bouboulis reiterated her concerns about the rehiring process when program waivers expire and regulations return with no staff to process them. More than one Board meeting a month is crucial for pertinent approval processing. It was relayed that there will be a Board meeting next Monday June 15, 2020. Verification was not officially made prior to adjournment.

The next meeting of the Human Services Committee will be determined at a later date.

With no further business to discuss, Representative Oliver motioned to adjourn. Representative Basile seconded the motion. Total: 2,036; Ayes: 2,036; meeting adjourned at 11:40am.