

**HUMAN SERVICES COMMITTEE
KOUTNIK, KENNEDY, CLARK, LAPIN, MARTINI
JANUARY 12, 2018**

The meeting began at 9:05 a.m. on Friday, January 12, 2018, in the 2nd floor conference room located at 197 Main Street, Cooperstown. Those present were: Representative Gary Koutnik, Committee Chairman; Representatives Margaret Kennedy, Kathleen Clark and Adrienne Martini, committee members; Eve Bouboulis, Commissioner; Lisa Grampp, Deputy Commissioner and Director of Administrative Services; Deborah Finger, Director of Income Maintenance; and Mary Jane Waters, Director of Services. Also in attendance were Lizabeth Shannon, District 14 Representative; Cheryl Sparks, Principal Account Clerk Typist and Jeanie Schneider, Claims Specialist. Representative Danny Lapin was behind schedule.

The meeting began with introductions of all in attendance.

Discussion was had about latest updates for the agency housing grant. All were invited to attend meeting at the Meadows Office Complex at noon to walk through proposed project site and meet Andrew Lunetta, Executive Director from the nonprofit agency *A Tiny Home for Good*.

PERSONNEL

Penny Gentile, Personnel Officer, entered the meeting at 9:10am, to discuss the staff turnover crisis within the Department of Social Services. The caseworker series salary grades need to be more applicably in line with the job duties and requirements of these positions. Ms. Gentile explained grading of positions is civil service only and not a union issue. Proposed new grades were as follows: Caseworker to become a Grade 14; Senior Caseworker to become a Grade 16 and Case Supervisor Grade B to become a Grade 18. Civil Service formal process will be followed and will take time to complete. There was also discussion of making Staff Development Coordinator an M&C position. Other counties have this position as managerial. Ms. Gentile stated she will be working with Matt Ryan, Labor Attorney, to start the re-class petition and conference. Finalization will require all levels of local legislative approval.

Discussion about M&C current salaries being further out of line as changes to certain salaries over others is still county practice. Suggested solutions included salary grades for M&C as a future consideration to fix this problem.

Penny Gentile exited the meeting at 9:35am.

Non-Mandated Trainings: the following trainings were presented with explanation that while the State does not mandate these particular trainings, the local department does mandate them due to our Child Advocacy Center (CAC). In the future these trainings will not require prior committee approval and will be treated like all other mandated trainings.

Bryar-Lyn Ciampo, Barbara Gross, Samantha Holbert and Brittany Martin Bond to attend *Sexual Abuse Dynamics and Intervention* in Troy January 24th – 26th (estimated total cost: \$1,210.75) ; Bryar-Lynn Ciampo, Lauren dyer and Samantha Holbert to attend *Child Forensic Interviewing Training* in Albany February 5th – 9th (total estimated cost: \$2,122.54); and Samantha Brown, Linda Cox, Barbara Gross and Brittany Martin-Bond to attend *Child Forensic Interviewing Training* in Utica February 12th – 16th (total estimated cost: \$2,581.34). Representative Kennedy motioned to approve all. Representative Martini seconded the motion. Total: 2,233; Ayes: 1,885; absent Lapin-348; motion carried.

Request to fill the following vacancies were presented with results at follows:

Caseworker # 46 (Oneonta Middle/High School) – Grade 12C \$32,782 – \$38,742 [\$1,192] (62%-Fed/ 24% -State / 14% - school district). Representative Kennedy motioned to approve. Representative Clark seconded the motion. Total: 2,233; Ayes: 1,885; absent Lapin-348; motion carried.

Senior Social Welfare Examiner #2 Grade 10E \$30,025 – \$35,410 [1,077] (66%-Fed/16%-State/18%-local). Representative Martini motioned to approve. Representative Kennedy seconded the motion. Total: 2,233; Ayes: 1,885; absent Lapin-348; motion carried.

There are currently three funded positions, Social Worker, Case Supervisor Grade B and Senior Caseworker, without position numbers in the approved 2018 Budget. These positions still need approval to create and fill. Two of these positions will result in refunding vacant unfunded position numbers in the titles of Case Supervisor Grade B and Senior Caseworker to keep the Personnel Office in order. Permission to create/refund and fill the following positions were presented with results as follows: Social Worker #1 – Grade 20B - \$46,927 – \$55,717 [\$1,758]; Case Supervisor Grade B #9 – Grade 16A - \$39,167 – \$46,377 [\$1,442]; and Senior Caseworker #9 – Grade 14F - \$35,815 - \$42,380 [\$1,313]. All positions currently estimated reimbursement of 62% Federal, 24% State and 14% local costs. However, the Senior Caseworker #9 has the future potential of partial reimbursement through agency housing. Representative Kennedy motioned to approve all. Representative Martini seconded the motion. Total: 2,233; Ayes: 1,885; absent Lapin-348; motion carried.

Permission to unfund Caseworker #33 Richfield Springs School was presented. Kennedy motioned to approve pending a letter from Richfield Springs School District.. Representative Clark seconded the motion. Total: 2,233; Ayes: 1,885; absent Lapin-348; motion carried.

FISCAL

Approval requests for a 2018 Blanket Purchase Order with City of Oneonta for bus passes not to exceed \$15,000 annually and a 2018 Blanket Purchase Order with

Hummel Office Supply for office supplies not to exceed \$16,000 annually were presented. Representative Kennedy motioned to approve all. Representative Martini seconded the motion. Total: 2,233; Ayes: 1,885; absent Lapin-348; motion carried.

The department's November 2017 Expenditure Reports were presented as follows: Welfare Administration 72.32%; Records Management 89.95% and Programs 82.55%.

Representative Lapin entered the meeting at 10:30a.m.

The following budget modification was presented for approval:

Increase revenue 0000.3610 Social Serv. Admin \$ 3,388.00

Increase revenue 0000.4610 Social Serv. Admin \$ 8,753.00

Increase appropriation 6010.1000 Personal Serv. \$12,141.00

Representative Kennedy motioned to approve. Representative Lapin seconded the motion. Total: 2,233; Ayes: 2,233; motion carried.

RESOLUTION

Renew contract with Empowerment for Families for a term of 5 years, 2018 – 2022, with 2018 not to exceed \$102,510.00; 2019 and 2020 not to exceed \$104,950.00 for each year; and possibility for annual extensions for 2021 and 2022 was presented. Representative Martini motioned to approve. Representative Kennedy seconded the motion. Total: 2,233; Ayes: 2,233; motion carried.

OTHER

Eve Bouboulis informed the committee Opportunities for Otsego is submitting a proposal for co-location of the Violence Intervention Program services within the family court area. Commissioner Bouboulis has forwarded a letter of support for Chairman Bliss to sign if the Board will support VIP's grant application for Improving Criminal Justice Responses Program.

Indigent burials were questioned by last year's committee as there was concern these rates had not been updated since the mid 1990s. The most current resolution from 2007 setting burials rates, along with the number of indigent burials paid for in 2016, was emailed to the previous committee. New committee members will receive this information via email after today's meeting. In 2017 the department assisted with 4 traditional burials and 28 cremations. Discussion about future ways to save the county money included purchasing burials plots now at various locations throughout the county for future use.

The Clark Foundation has annually donated funding to assist families in the community. This is known as the Clark Fund. In the department's last proposed request we asked for additional funding to help assist with our homeless population. The department received a generous grant of \$20,000 this year.

Family First Prevention Services Act (FFPSA) of 2016 – the New York Public Welfare Association (NYPWA) emailed letter to US Senate recommending essential amendments necessary for New York State to retain funding that supports vulnerable children. Without these amendments, New York stands to lose funding for existing services that are keeping children safe. More detailed information will be emailed to the committee after the meeting.

Preventive Audit– 30 cases were reviewed across the State and only 4 cases passed inspection. The State is working on a Corrective Action Plan. Monthly conference calls with County Teams will take place as part of the plan.

The committee members received documents and information as part of the introduction to the department. Each document was reviewed briefly with members.

The next meeting of the Human Services Committee has been scheduled for February 12, 2018 at 1:00 pm in the 3rd floor conference room located at 197 Main St., Cooperstown.