

HUMAN SERVICES COMMITTEE
MARTINI, FRAZIER, BASILE, BROCKWAY, OLIVER
January 21, 2020

The meeting began at 9:30 a.m. on Tuesday, January 21, 2020, in the 2nd floor conference room located at 197 Main St., Cooperstown. Those present were: Representative Adrienne Martini, Chairperson; Edwin Frazier Jr., Jill Basile, Richard Brockway, and Clark Oliver, committee members; Eve Bouboulis, Commissioner; Lisa Grampp, Director of Administration; Deborah Finger, Director of Income Maintenance and Mary Jane Waters, Director of Services. Also present were Monica Carrascoso, Social Services Attorney; Wendy Fink, Staff Development Coordinator, Cheryl Sparks, Fiscal Supervisor and Jeanie Schneider, Principal Account Clerk Typist.

The meeting began with introductions and an overview of the Department of Social Services.

RESOLUTIONS

Resolution to Amend Resolution No. 326-20191216 contract with Opportunities for Otsego for Building Healthy Families Program to reflect \$35,000 budget for term January 1, 2020 – December 31, 2020 was presented. Representative Frazier motioned to approve. Representative Brockway seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Resolution to Amend Resolution No. 324-20191216 to be corrected as follows: “RESOLVED, that the funds for this contract are included in the 2020 Social Services Budget 6010.1000 Personal Service and is estimated at 62% Federal, 24% State and 14% school district funds” was presented. Representative Frazier motioned to approve. Representative Oliver seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Resolution to Amend Resolution No. 332-20191216 to authorize the Commissioner of Social Services to accept CAPTA grant funding and contract with Otsego County Health Department for one part-time Public Health Nurse not to exceed \$50,000 for term December 1, 2019 through November 30, 2020 was presented. Representative Frazier motioned to approve. Representative Basile seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Resolution to renew contract with Catholic Charities of Delaware and Otsego Counties for Child Day Care Registration and Inspection not to exceed \$76,313 for term January 1, 2020 through December 31, 2020 was presented. Representative Frazier motioned to approve. Representative Basile seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Resolution to contract with Oneonta City Schools for three (3) Caseworkers January 1, 2020 through June 30, 2021 not to exceed CSEA labor negotiated salaries and pending voter approval of the Oneonta City Schools 2020-2021 Budget was presented. Representative Frazier motioned to approve. Representative Oliver seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Resolution to renew contract with Otsego County Veteran's Service Agency not to exceed \$123,972 for term January 1, 2020 through December 31, 2020 was presented. Representative Brockway motioned to approve. Representative Frazier seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Resolution to extend contract with S&T Security for Meadow's Office Complex Security through June 30, 2020 not to exceed additional \$20,000 for four month extension was presented. Representative Oliver motioned to approve. Representative Basile seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

FISCAL

The following blanket purchase orders for the 2020 Fiscal Year were presented for approval with results as follows:

- Kevin's Royal Ford for maintenance, repairs, and tires not to exceed \$10,000
- Associated Services for service of papers not to exceed \$18,000
- Enterprise FM Trust for 28 vehicle leases not to exceed \$139,209
- Hummel's Office Supply for office supplies not to exceed \$11,000

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

A 2020 Budget Modification was presented for approval with results as follows:

Increase revenue line 0000.4610 Social Services Administration \$50,000
Increase Social Services Administration line 6010.4900 Contracts \$50,000

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

PERSONNEL – estimated reimbursements (Federal/State/Local)

Non-mandated Trainings

The following non-mandated trainings were presented for approval with results as follows: All Services titled staff to include-Case Supervisor Grade B, Caseworker Aide, Caseworker, Community Services Worker, Senior Caseworker, Director of Services and

Staff Development Coordinator to attend *Safety and Risk Training* at the Meadows, either March 17th and 18th or April 14th and 15th (total approximate cost for all: \$1,344). Representative Frazier motioned to approve. Representative Oliver seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Position Changes/Vacancies

Request to re-fund Caseworker #26 Grade 14X \$38,195 - \$45,205 [1402] (62/24/14) and fill was presented for approval. Representative Brockway motioned to approve. Representative Frazier seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Request to unfund Legal Clerk #1 Grade 6G \$26,939 - \$34,704 [953] (62/24/14) and create, fund and fill Paralegal #2 Grade 11R \$33,456 - \$39,509 [1210] (62/24/14) was presented. Representative Frazier motioned to approve. Representative Basile seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Request to create, fund and fill Director of Income Maintenance #2 M&C Grade 20D \$56,645 (66/16/18) for February 5, 2020 until March 30, 2020 only was presented. Representative Oliver motioned to approve. Representative Basile seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Request to fill vacant funded Social Welfare Examiner #5 Grade 8K \$29,353 - \$34,593 [1048] (50/0/50) was presented. Representative Frazier motioned to approve. Representative Basile seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

Request to fill vacant funded Director of Income Maintenance #1 M&C Grade 20D \$56,645 (66/16/18) effective March 30, 2020 was presented. Representative Frazier motioned to approve. Representative Brockway seconded the motion. Total: 2,036; Ayes: 2,036; motion carried.

OTHER

Discussion was had regarding new MUNIS financial software for procurement and purchasing. A variety of glitches, access issues, and changes in features were also discussed.

Commissioner Bouboulis informed new committee members about the department's responsibility for indigent burials. Information will be emailed to Representatives Oliver, Brockway and Basile so they are more informed as this topic comes up in future meetings.

Medicaid – NY State is currently facing a 6 billion dollar budget gap largely being attributed to Medicaid costs. The Medicaid CAP is being discussed at the State level and there are proposed changes that will potentially impact local county costs. Commissioner Bouboulis explained the current Medicaid CAP and will email The New York Public Welfare Association's *A Brief History of the State Takeover of Medicaid Administration* to all Board Representatives.

Goals for 2020 were discussed and agreed to as follows:

1. PERSONNEL- VACANCIES, TRAINING AND RETENTION
2. HOUSING
3. BUILDING SECURITY
4. JUVENILE DELINQUENTS (JDs) and PERSONS IN NEED OF SUPERVISION (PINS)

The next meeting of the Human Services Committee has been scheduled for Monday, February 10, 2020, at 1:30pm, in the DSS Conference Room located at the Meadows Office Complex.

Meeting adjourned at 11:35 am