

**HUMAN SERVICES COMMITTEE**  
**KOUTNIK, CLARK, LAPIN, MARTINI, FRAZIER**  
**December 10, 2019**

The meeting began at 9:30 a.m. on Tuesday, December 10, 2019, in the 3rd floor conference room located at 197 Main St., Cooperstown. Those present were: Representative Gary Koutnik, Chairman, Kathleen Clark, Adrienne Martini, and Edward Frazier, committee members; Eve Bouboulis, Commissioner; Lisa Grampp, Director of Administration; and Mary Jane Waters, Director of Services. Deborah Finger, Director of Income Maintenance, and Representative Danny Lapin, committee member, were unable to attend.

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Representative Martini motioned to move into executive session, to include the presence of Eve Bouboulis and Lisa Grampp, to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person. Representative Clark seconded the motion. Total: 2,045; Ayes: 1,697; absent Lapin – 348; motion carried.

Meeting moved into executive session at 9:38 am

Meeting reconvened at 10:08 am.

**RESOLUTIONS**

Resolution to renew agreement with Opportunities for Otsego for Code Blue housing related expenses not to exceed \$39,752 for October 1, 2019 through September 30, 2020 was presented. Representative Frazier motioned to approve. Representative Martini seconded the motion. Total: 2,045; Ayes: 1,697; absent Lapin – 348; motion carried.

Resolution to extend ICAN agreement for preventive workers through March 31, 2020 not to exceed additional \$56,494 was presented. Representative Martini motioned to approve. Representative Clark seconded the motion. Total: 2,045; Ayes: 1,697; absent Lapin – 348; motion carried.

**FISCAL**

The following preliminary expenditure reports for October 2019 were presented as follows: Welfare Administration: 68.54%; Records Management: 74.44%; Agency Housing: 0%; and Programs: 73.34%.

Representative Martini motioned to approve the following 2019 Budget transfers. Representative Clark seconded the motion. Total: 2,045; Ayes: 1,697; absent Lapin – 348; motion carried.

Transfer \$43,927  
From 6109.4734 Family Assistance  
To 6129.4747 State Training School Arrears

Transfer \$6,000  
From 6012.4500 Agency Housing Materials & Supplies  
To 8020.4900 Planning Contracts

## PERSONNEL

The following vacant funded positions were presented for permission to fill with results as follows:

- Homemaker (TEMP) – Grade 4B \$13.6074 per hr (62/24/14) up to 6 months
- Caseworker #6 – Grade 14X \$37,446 - \$44,316 [1374] (62/24/14)
- TE-Sr Caseworker – Grade 16D \$22.9669 per hr. extension through 7/8/20 (62/24/14)
- Account Clerk Typist #4 – Grade 7A \$27,566 - \$32,451 [977] (66/0/34)

Representative Martini motioned to approve all. Representative Frazier seconded the motion. Total: 2,045; Ayes: 1,697; absent Lapin – 348; motion carried.

## OTHER

The department's 2018 Annual Report was distributed to all committee members. Copies will be sent to the full board and kept on file in the Auditor's office.

Commissioner Bouboulis informed the committee that the resolution to contract with Office for the Aging was corrected at November's Administration Committee to reflect the correct annual dollar amount of \$170,680.

Commissioner Bouboulis emailed Peter Oberacker, Ellen Coccoma and Gary Koutnik regarding snow tires for our car fleet and asked for the assistance of the committee to support the need for these snow tires. Several staff have complained about the tires and the issues they have with winter road conditions using regular tires. It was suggested to contact Peter Oberacker, Enterprise Fleet Management and Andrew Crisman to resolve these concerns and retain snow tires as soon as possible.

Commissioner Bouboulis informed the committee that a promotion from a HEAP temporary appointment to fulltime Social Welfare Examiner in Temporary Assistance (TA) recently occurred. This position will remain working in HEAP at 100% Federal reimbursement, up to the allocation, until further TA training becomes available.

Commissioner Bouboulis updated the committee regarding burials after attending November's Health & Ed Committee. Mr. Schaffer has volunteered to assist with researching use of the County Cemetery located at the end of County Hwy 33W. A survey may need to be done prior to future use. The Funeral Directors Association has requested a review of the county's Policy Resolution that establishes all aspects of burial costs. Commissioner Bouboulis will email a burial rate chart created by Madison County for committee members to review and continue discussions about the resolution..

Representative Clark inquired if we have seen any homeless relocate to our County from the Special One Time Assistance (SOTA) relocation program in NYC. We reviewed this in the past and had none but we will re-review.

Commissioner Bouboulis thanked the committee for all of their hard work and dedication. Representatives Koutnik and Clark will be retiring at year's end and their experience and support

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will be missed by all. Representative Clark stated she has always appreciated the well-researched and beneficial answers our department provides to all of their questions.