

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

The meeting began at 1:03 pm on Thursday, July 12, 2018, in the SPOA conference room located at 140 County Hwy 33W, Cooperstown. Those present were: Representative Gary Koutnik, Committee Chairman; Representatives Margaret Kennedy, and Adrienne Martini, committee members; Eve Bouboulis, Commissioner; Lisa Grampp, Deputy Commissioner and Director of Administrative Services; Mary Jane Waters, Director of Services; and Deborah Finger, Director of Income Maintenance. Danny Lapin, District 9 Representative was unable to attend. Representative Kathleen Clark was behind schedule.

Representative Martini motioned to move into executive session to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person to include the presence of Commissioner Bouboulis. Representative Kennedy seconded the motion. Total: 2,233; Ayes: 1,331; absent Clark and Lapin– 902; meeting motioned into executive session at 1:04 pm

The meeting reconvened at 1:20 pm with Representative Clark present.

RESOLUTIONS/APPROVALS

Resolution to renew contract with Otsego County Office for the Aging to provide Home Energy Assistance Program (HEAP) outreach and certification services to personas 60 years of age or older that are not on any form of temporary assistance was presented. Also presented was a resolution to renew contract with Opportunities for Otsego (OFO) for Non-Residential Domestic Violence Services for TANF eligibles. Representative Martini motioned to approve both contract renewals. Representative Kennedy seconded the motion. Total: 2,233; Ayes: 1,885; absent Lapin– 348; motion carried.

Resolution to Amend Resolution 175-2007 Adopting Foster Care Children Driver's License/Permit Policy was presented. Originally a specific insurance agency was named to provide 5 hour/defensive driving course. Amendment to Section B-1 as follows *“Successful completion of a Defensive Driving Course. This course will be provided by an agency of the Department of Social Service's choice at the expense of the department. The course will be offered as available.”* Representative Kennedy motioned to approve amendment. Representative Martini seconded the motion. Total: 2,233; Ayes: 1,885; absent Lapin– 348; motion carried.

Discussion was had regarding iphones for the Department of Social Services as NYS Office of Children and Family Services requires cellular technology upgrades to perform mandated job duties. Permission to obtain Verizon cell

phone service for 20 iphones was presented. Representative Martini motioned to approve purchasing cell service with Verizon for 20 iphones. Representative Kennedy seconded the motion. Total: 2,233; Ayes: 1,885; absent Lapin– 348; motion carried.

Preliminary May 2018 expenditure reports were presented as follows: Welfare Administration: 30.60%; Records Management: 41.07%; Agency Housing: 0.00% and Program: 36.84%.

Discussion was had regarding expanding the department's credit card use. Representative Clark stated this should go to the Administration Committee as it involves policy and purchasing.

PERSONNEL

Request for approval of the following non-mandated trainings were presented with results as follows: Jeff Wheeler to attend *GPSII/MAPP Leader Training* in Albany October 2nd – 5th and 15th – 19th (total approximate cost: \$1,138.50); and Robert Horan to attend *Deciding Together Leader Training* in Syracuse August 21st -23rd. Discussion was had that while these trainings are not State mandated, it is mandated that the County provide training of future foster parents. These trainings are to train staff to do that. Representative Kennedy motioned to approve these trainings. Representative Martini seconded the motion. Total: 2,233; Ayes: 1,885; absent Lapin– 348; motion carried. In the future these will be considered mandated trainings and will no longer require committee approval.

Request to fill the following temporary HEAP staffing positions were presented with results as follows: two (2) Temporary Social Welfare Examiners and two (2) Temporary Community Services Workers, all for up to 9 months upon hire. Representative Martini motioned to approve these temporary hires. Representative Clark seconded the motion. Total: 2,233; Ayes: 1,885; absent Lapin– 348; motion carried.

OTHER

Mifis are boxes that are portable and allow internet access in the field by creating "hot spots". The State has provided us with three of these, at their cost, for up to one year; the county takes over expenses from there. These are necessary to meet State demands for technology access as State Central Registry hotline reports are currently being transmitted electronically. Otsego currently has a waiver from the State for after hour's hotline electronic reports.

There is currently a records retention lawsuit in another county. Therefore we can not dispose of temporary assistance records until further notice. We will have storage issues in the meantime. The County needs a countywide records retention plan. Our current contract with MTS expires in December 2018. The

department will be asking for another annual renewal with MTS until the County determines future plans.

Day Care budget changes are coming and the county's waivers will be expiring. More information will be known after next week's NYPWA Summer Conference. This subject was tabled until the committee's next meeting.

Summer Youth Employment Program (SYEP) – The department would like to be a worksite for summer youth. Office of Employment & Training pays the individuals, not the County. Once Penny Gentile approves we will seek an agreement and update the committee on its progress.

Housing

- Alan Ruffles who is on OFO Board will be working with Eve to increase awareness of affordable housing grants for non-for-profits.

The department has submitted our application for SNAP Grant funding.

Building Security at the Meadows – An email to Andrew Trombley was sent regarding security at the Meadows. Previous RFP only brought in one company which proved not to be acceptable to meet our needs. Our current S&T Security contract expires December 31, 2018. Mr. Trombley recommends not waiting until December and a request for guidance was sent. There is a possibility that past contract should suffice in place of another RFP from current contractor.

Commissioner Bouboulis is awaiting answers from Personnel and the Union about contracting for Preventive Services. There is a meeting set up and the department should have sufficient answers in writing by weeks end per union representatives.

MA State Takeover – 94 cases are currently set for takeover this July for October recertification.

JD/PINS – Raise the Age

- A team of staff are set up to attend training in Albany July 30th and 31st on State derived performance outcomes.
- The County will be submitting a fiscal plan as soon as possible. If State approves they will provide reimbursement per regulations. First eligibility for IV-E determination must be made before the State will pay. The County must remain under the 2% tax cap or receive a waiver
- NYPWA Summer Conference will have two workshops for Raise the Age/IV-E issues

Our IV-E Audit is scheduled for September 17, 2018.

August 24, 2018 is the deadline to submit the 2019 Budget into the County's Budget Tool.

The next meeting of the Human Services Committee has been scheduled for August 7, 2018 at 1:30 pm in the 3rd floor conference room located at 197 Main St., Cooperstown.