

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, February 1, 2023

9:00 a.m.

*Legislative Chambers, 3rd Floor, Annex Building
Bath, New York*

****MINUTES****

COMMITTEE: Carol A. Ferratella, Chair K. Michael Hanna, Vice Chair James Kuhl
 Aaron I. Mullen Paul E. Van Caesele

STAFF: Jack K. Wheeler Christopher Brewer Jennifer Prossick
 Brenda K. Scotchmer Patty Baroody Tammy Hurd-Harvey
 Nate Alderman Jennifer Galvan Hank Chapman
 Wendy Allard Jennifer DeMonstoy Lise Reynolds
 Kathy Muller Bill Caudill Gary Smith
 Darlene Smith

LEGISLATORS: Scott J. Van Etten Kelly H. Fitzpatrick Jeffrey P. Horton
 Hilda T. Lando Wendy Lozo John V. Malter
 Frederick G. Potter

OTHERS: Mary Perham
 Youth-In-Government Interns (via Zoom)
 Elisa Tobia

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Mr. Kuhl to lead the Pledge of Allegiance. Mrs. Ferratella welcomed the Youth-In-Government student interns who are observing the meeting via Zoom.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 4, 2023, MEETING MADE BY MR. MULLEN. SECONDED BY MR. VAN CAESELE. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Community Services

1. **Prescriber Contract** – Dr. Chapman stated both Dr. Neerukonda and Ellen Stephens, PNP, have reduced their hours. He requested authorization to enter into contracts with two PNP’s (Psychiatric Nurse Practitioner) to pick up those hours. The first contract is with Maria Ritter Macapinlak, PNP at a rate of \$125.00 per hour not to exceed \$96,000 annually. She will be working 16 hours per week at the clinic.

MOTION: AUTHORIZING THE DIRECTOR COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH MARIA RITTER MACAPINLAC, PNP FOR 16 HOURS PER WEEK AT A RATE OF \$125.00 PER HOUR, NOT TO EXCEED \$96,000 ANNUALLY MADE BY MR. KUHL. SECONDED BY MR. VAN CAESELE.

Mr. Mullen asked what will be the financial impact of this? Dr. Chapman explained the hourly rate for this individual is equivalent to what Mrs. Stephens was making. Dr. Neerukonda’s rate is \$185.00 per hour and we will be replacing his hours with a PNP, which will be less costly and will help with our budget. Mr. Mullen stated so there will be a net savings? Dr. Chapman replied yes.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Dr. Chapman requested authorization to enter into a contract with Christy Williams, PNP to work 12.5 hours every other week at a rate of \$125.00 per hour, not to exceed \$37,500 per year.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH CHRISTY WILLIAMS, PNP TO WORK 12.5 HOURS EVERY OTHER WEEK AT A RATE OF \$125.00 PER HOUR, NOT TO EXCEED \$37,500 PER YEAR MADE BY MR. HANNA. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Budget Adjustment** – Dr. Chapman requested authorization to transfer a total of \$141,136.02 from the Mental Hygiene and Contract Services line to cover salary and fringe overages in numerous cost centers in the 2022 budget. These overages are due to changes in the Union contract and adding County positions. Overtime overages were due to vacancies that we had throughout the year.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO TRANSFER \$120,000 FROM THE 2022 MENTAL HYGIENE LINE ITEM AND \$21,136.02 FROM THE 2022 CONTRACT SERVICES LINE AND APPROPRIATE TO VARIOUS COST CENTERS TO COVER SALARY AND FRINGE OVERAGES IN THE 2022 BUDGET MADE BY MR. VAN CAESELEE. SECONDED BY MR. KUHL.

Mr. Van Etten asked will we have this same exposure in the 2023 budget? Dr. Chapman replied we should not as we know what the salaries are going forward.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Youth Bureau

1. **RFP for Youth Services** – Mr. Caudill requested authorization to issue an RFP for Youth Services. This is a result of a couple of changes that are coming down from the State. There has been a shift in the program year which will now be October – September and 2023 will be the transition year. The other change is surplus funding. Last year we received \$8,000 and this year we will be receiving \$23,000 in the shorter budget year and then we will be expecting \$32,000 October 1st. Currently we contract every year with youth agencies. There may be other programs that could benefit from, and have access to, these funds. He explained the older YDP funding was received for January – September 2023. The RFP will be for services starting October 1st. With the surplus funding we need to get that out quick so we can fund the summer rec programs and the new nine-month period is starting April 1st.

MOTION: AUTHORIZING THE YOUTH BUREAU COORDINATOR, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO ISSUE AN RFP FOR YOUTH SERVICES MADE BY MR. KUHL. SECONDED BY MR. MULLEN. ALL BEING IN FAVOR MOTION CARRIES 5-0.

C. Public Health

1. **Private Vaccine Rate Proposal** – Mrs. Smith requested approval of new vaccination rates. The only changes being proposed are the Hep A, which will go from \$125.00 down to \$95.00, and Meningococcal, which will go from \$160.00 to \$165.00. Mrs. Lando asked do we do a lot of these? Mrs. Smith replied no. Most of these are for cash payers as most are run through insurance.

MOTION: AUTHORIZING THE DIRECTOR OF PUBLIC HEALTH TO CHANGE THE PRIVATE PAY RATES FOR HEP A VACCINES FROM \$125.00 TO \$95.00 AND MENINGOCOCCAL FROM \$160.00 TO \$165.00 MADE BY MR. MULLEN. SECONDED BY MR. VAN CAESELEE. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

D. Personnel

1. **Reclassification – Community Services** – Mr. Alderman explained this is actually a position that is in Social Services under the BILT Program. He requested authorization to reclassify one vacant Staff Social Worker position, CSEA Grade L to a Senior Social Worker, CSEA Grade O. Mr. Van Etten asked are we creating an incremental position? Mr. Alderman replied no. We are reclassifying a current position that is vacant.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A VACANT STAFF SOCIAL WORKER POSITION, CSEA GRADE L TO A SENIOR SOCIAL WORKER, CSEA GRADE O IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. MULLEN. SECONDED BY MR. VAN CAESELEE. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Reclassifications – Public Health** – Mr. Alderman explained they have had difficulty filling the Deputy Director position in the department and as a result there has been a realignment of duties. There are two positions, Public Health Emergency Coordinator and Public Health Education Coordinator, whose duties have morphed and they are doing some deputy duties as well. This has been a common theme among Public Health Departments across the State. He requested authorization to reclassify both positions to a Public Health Specialist, CSEA Grade I. Mr. Wheeler commented these two positions are two of the hardest positions to fill as they have a specialized skill set. This reclassification will also help us in the future.

Mr. Malter asked are both of these positions at the top of their grade? Mr. Wheeler replied they are close. Mr. Malter asked where will they fall in the new grade? Mr. Alderman replied the Public Health Emergency Coordinator will see an increase of \$4,300 and the Public Health Educator will see an increase of \$2,500.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A PUBLIC HEALTH EMERGENCY COORDINATOR, CSEA GRADE L TO A PUBLIC HEALTH SPECIALIST, CSEA GRADE O IN THE PUBLIC HEALTH DEPARTMENT MADE BY MR. VAN CAESELEE. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A PUBLIC HEALTH EDUCATION COORDINATOR, CSEA GRADE L TO A PUBLIC HEALTH SPECIALIST, CSEA GRADE O IN THE PUBLIC HEALTH DEPARTMENT MADE BY MR. VAN CAESELEE. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

3. **Reclassification – Social Services** – Mr. Alderman requested authorization to reclassify a Work-Relief On-Site Supervisor, CSEA Grade G to a Senior Work-Relief On-Site Supervisor, CSEA Grade I. The Mobile Work Program is a very successful program and there really is a need for a supervisor and this individual has been doing a fantastic job.

Mr. Wheeler explained there are four work crews and there are dual supervisors from Social Services and Public Works; with Social Services coordinating the clients and the projects coming through Public Works. Historically this individual is the most senior and is very knowledgeable and helps to coordinate all of the crews' work as well.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A WORK-RELIEF ON-SITE SUPERVISOR, CSEA GRADE G TO A SENIOR WORK-RELIEF ON-SITE SUPERVISOR, CSEA GRADE I IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. VAN CAESELEE. SECONDED BY MR. MULLEN.

Mr. Malter asked could we get a report showing the projects these crews have completed? Mr. Wheeler replied yes.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

IV. OTHER BUSINESS

A. *2022 Goals Summary* - Mrs. Ferratella stated that she wanted to provide a brief summary of the 2022 goals.

- **OFA – Improve Efficacy in Advocacy/Awareness Efforts** – Mrs. Ferratella stated Mr. Kuhl was responsible for this. OFA has developed and published five informational videos which have replaced the fact sheets they had and it makes it easier for individuals to learn about services. The topics of the videos are Home Care, Healthy Eating, Transportation Options, Easy Rider Transportation and Falls Assistance.
- **Identify and Prioritize Critical Staffing Bottlenecks** – Mrs. Ferratella stated the County Manager provided the committee with ongoing reports of job vacancies in departments under the Committee’s oversight. There were 56 vacancies identified, 8 of which were last filled in 2018 and those were all in Social Services. She noted that 12 of the positions are recent vacancies and could be considered management or senior level positions.
- **Coordinate with Veteran’s Services to Expand and Measure Outreach Approach** – Mrs. Ferratella stated when comparing outreach events in 2021 to 2022, there were no events held in 2021. However, in 2022 there were 36 events which reached 650 veterans. There are currently regularly scheduled meeting times in Hornell and Wayland. Mrs. Ferratella distributed a flyer that they will be asking the Legislators to distribute to the municipalities they represent. She noted these flyers will be available for distribution next month.

B. *2023 Goals* – Mrs. Ferratella stated the committee will discuss the 2023 goals at the March meeting. She asked if we have received the department goals? Mr. Wheeler stated he will have those prior to the next meeting.

C. *Overflow of Individuals Released on Parole* – Ms. Fitzpatrick stated she received a complaint from a Bath constituent regarding the overflow the County is receiving when individuals are released from prison and going on parole. We are receiving the overflow from Chemung and Yates Counties. What can we do about that?

Mr. Wheeler replied there is very little that can be done on our end. This is a contract and services are provided by New York State and the Division of Parole. The State has contracts with various hotels and when and where prisoners are released is solely up to New York State Parole. On certain cases the State might contact Commissioner Muller and give her a heads up. Most of the time, we do not know when individuals are released from State prison. He suggested the Village call the local parole office in Elmira.

Ms. Fitzpatrick asked do we have any statistics on how many released prisoners end up in Steuben County and if they are on Social Services? Mr. Wheeler replied we have no statistics on where State Parole puts individuals. In terms of whether individuals were originally from Steuben County, generally individuals are released back to the jurisdiction where they were convicted. Ms. Fitzpatrick stated the complaint was regarding the overflow from Chemung and Yates as they did not have any place to put them.

Mr. Mullen commented this is a County concern as well as a Village concern. Why do we want to be taking care of Social Services issues of convicts from other counties? They should be sharing that. Ms. Muller stated I will have to look to see if we can drill down to see how many we get from other counties. We have been fighting this fight since I have been Commissioner. The State sends the individuals back to where the crime was committed rather than to where they resided. Some of the issues are housing and lack of housing. State Parole has contracts with hotels across the County.

Mr. Mullen commented this relates to CAP court too, where people come to CAP and then cannot get a ride home. We need to figure out a way to get people back to where they have their social supports. Ms. Muller stated we have been working with the Sheriff to get transportation for those individuals for the past month; we find transportation and they can call taxi services after hours, which is paid for by DSS. We also work with them during working hours. We pay the Sheriff’s Deputies overtime to get someone where they need to go.

D. *Opioid Settlement Funds* – Mrs. Lando stated she had sent a note out to a few Legislators with her suggestion that an ad hoc committee be set up to discuss the Opioid Settlement Funds. She stated that Chairman Van Etten’s answer was no and she disagrees. We need a committee with experts to help decide where that money should go. There should be an ad hoc committee or something to bring people in who know what is needed.

Mr. Mullen stated our committee discussed using these funds on programs with Mental Health. Mr. Van Etten stated we already have a committee in place. We bring people in to consult with us. These are large amounts of money that are spread over many years. Mr. Wheeler commented most of this funding is front-loaded. The allocation of the majority of the funding is made as the initial funding decision and then the amount decreases substantially after that. Mr. Mullen commented that was why we had CASA come in. Mrs. Lando stated she disagrees.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. MULLEN. SECONDED BY MR. KUHL. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. KUHL. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. HANNA. SECONDED BY MR. KUHL. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Wednesday, March 1, 2023

9:00 a.m.

Please send agenda items to the Clerk of the Legislature’s Office

NO LATER THAN NOON

Wednesday, February 22, 2023