

STEUBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, March 4, 2026

9:00 a.m.

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

****MINUTES****

COMMITTEE: Frederick G. Potter, Vice Chair Justin Eberlin Deborah Shannon
Nicholas D. Pelham

STAFF: Jack K. Wheeler Christopher Brewer Tim Rosell
Rochelle Casselbury Curt Warner Lisa Rodbourn
Michele Kuhn Gabe Smalt Christine Towner
Kathy Muller Lise Reynolds Lynn Gramley
Auralee Jefferds Nate Alderman Lindsay Rice
Matt Marmor Bill Caudill (Zoom) Gary Smith

LEGISLATORS: Kelly H. Fitzpatrick K. Michael Hanna Jeffrey P. Horton
Hilda T. Lando Shannon Logsdon Robert V. Nichols
Scott J. Van Etten Michael Volino

OTHERS: Eddie Van Stine, Public Information Specialist
Youth In Government Students (Zoom)

I. CALL TO ORDER

Mr. Potter called the meeting to order at 9:00 a.m. and asked Ms. Shannon to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE FEBRUARY 4, 2026, MEETING MADE BY MR. PELHAM. SECONDED BY MR. EBERLIN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENT REQUESTS

A. Community Services

1. **Request to Roll-Over Unused 2025 Opioid Funds to Family Service Society** – Ms. Gramley requested authorization to roll-over \$1,723.57 in unused 2025 Opioid funds to Family Service Society for 2026. Mr. Pelham asked why were these funds not spent during the budget year? Will we reduce the allocation for the following year? He stated he does not feel we are doing enough if there are leftover funds. Ms. Gramley stated they are not asking for additional funds. The main reason they were unable to utilize all of the funding last year was due to staffing shortages.

MOTION: AUTHORIZING THE ROLL-OVER OF UNUSED 2025 OPIOID FUNDS IN THE AMOUNT OF \$1,723.57 TO FAMILY SERVICE SOCIETY FOR 2026 MADE BY MR. PELHAM. SECONDED BY MS. SHANNON. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

B. Office for the Aging

1. **Accept Funds from OFA Advisory Council** – Mr. Smalt requested authorization to accept \$15,474.65 from the OFA Advisory Council.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ACCEPT \$15,474.65 FROM THE OFA ADVISORY COUNCIL MADE BY MR. PELHAM. SECONDED BY MS. SHANNON. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Social Services

1. **Contract** – Ms. Muller requested authorization to enter into a contract with Rachel Gardner to provide psychological evaluations. She noted that she is replacing Dr. Scott Anderson who has relocated out of the area.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO ENTER INTO A CONTRACT WITH RACHEL GARDNER TO PROVIDE PSYCHOLOGICAL EVALUATIONS MADE BY MR. PELHAM. SECONDED BY MR. EBERLIN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **NYS Office of Victim Services Grant** – Ms. Muller requested authorization to accept and appropriate the NYS Office of Victim Services Grant in the amount of \$288,412.00. She also requested authorization to amend the Major Equipment List to include the purchase of a colposcope for the Hornell CAC site. The cost for the colposcope is \$22,000.00 and they will utilize these grant funds to purchase.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO ACCEPT AND APPROPRIATE THE NYS OFFICE OF VICTIM SERVICES GRANT IN THE AMOUNT OF \$288,412.00 AND TO AMEND THE MAJOR EQUIPMENT LIST TO INCLUDE THE PURCHASE OF A COLPOSCOPE FOR THE HORNELL CAC SITE IN THE AMOUNT OF \$22,000.00, UTILIZING SAID GRANT FUNDS MADE BY MR. PELHAM. SECONDED BY MR. EBERLIN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

D. Public Health

1. **Inter-Municipal Agreement for Preschool Transportation** – Mr. Marmor requested authorization to enter into an inter-municipal agreement with Chemung County for preschool transportation services at a rate of \$50.00 per day for one-way transportation.

MOTION: AUTHORIZING THE INTERIM DIRECTOR OF PUBLIC HEALTH TO ENTER INTO AN INTER-MUNICIPAL AGREEMENT WITH CHEMUNG COUNTY FOR PRESCHOOL TRANSPORTATION SERVICES AT A RATE OF \$50.00 PER DAY FOR ONE-WAY TRANSPORTATION MADE BY MR. PELHAM. SECONDED BY MS. SHANNON. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

2. **Authorization to Bid Preschool Transportation Services** – Mr. Marmor requested authorization to solicit bids for preschool transportation services.

MOTION: AUTHORIZING THE INTERIM DIRECTOR OF PUBLIC HEALTH, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO SOLICIT BIDS FOR PRESCHOOL TRANSPORTATION SERVICES MADE BY MR. PELHAM. SECONDED BY MR. EBERLIN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Authorizing Adjustment of Public Health and Nursing Services Fees** – Mr. Marmor recommended increasing the private pay rates for the following vaccines:

- Fluarix Quad from \$20.00 to \$22.00
- Hep A Havrix – Adult from 95.00 to \$100.00
- Heplisav B from \$150.00 to \$170.00
- Meningococcal – MenQuadfi stays the same at \$170.00
- Tdap – Adacel from \$70.00 to \$75.00
- Tubersol – Mantoux (TB) stays the same at \$35.00

MOTION: APPROVING THE PRIVATE PAY RATE INCREASE FOR THE FOLLOWING VACCINES: FLUARIX QUAD - \$22.00; HEP A HAVRIX - \$100.00; HEPLISAV B - \$170.00; MENINGOCOCCAL – MENQUADFI - \$170.00; TDAP – ADACEL - \$75.00; AND TUBERSOL – MANTOUX (TB) - \$35.00 MADE BY MR. PELHAM. SECONDED BY MR. EBERLIN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

4. **Roll-Over Unspent 2025 Opioid Campaign Advertising Funds to 2026** – Mr. Marmor requested authorization to roll-over \$4,717.09 in unspent Opioid campaign advertising funds from the 2025 budget to 2026. He noted this was a contract that was started late last year and they are looking to finish the full contract year.

MOTION: AUTHORIZING THE INTERIM DIRECTOR OF PUBLIC HEALTH TO ROLL-OVER \$4,717.09 IN UNSPENT OPIOID CAMPAIGN ADVERTISING FUNDS FROM THE 2025 BUDGET TO THE 2026 BUDGET MADE BY MR. PELHAM. SECONDED BY MR. EBERLIN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

- E. Personnel
 - 1. **Community Services**

Create One (1) Senior Social Work Assistant Position, CSEA Grade L (\$53,273 - \$78,801)

MOTION: CREATING ONE SENIOR SOCIAL WORK ASSISTANT POSITION, CSEA GRADE L, IN THE DEPARTMENT OF COMMUNITY SERVICES MADE BY MR. PELHAM. SECONDED BY MS. SHANNON. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

- 2. **Social Services**

Create Two (2) Help Desk Technical Assistant Positions, CSEA Grade G (\$41,740 - \$61,743)

MOTION: CREATING TWO HELP DESK TECHNICAL ASSISTANT POSITIONS, CSEA GRADE G, IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. PELHAM. SECONDED BY MR. EBERLIN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

Create Two (2) Caseworker Positions, CSEA Grade K (\$50,736 - \$75,049)

MOTION: CREATING TWO CASEWORKER POSITIONS, CSEA GRADE K, IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. PELHAM. SECONDED BY MR. EBERLN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

Create One (1) Computer Operations Supervisor, CSEA Grade N (\$58,712 - \$86,878)

MOTION: CREATING ONE COMPUTER OPERATIONS SUPERVISOR POSITIONS, CSEA GRADE N, IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. PELHAM. SECONDED BY MR. EBERLIN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

MOTION: TO ADJOURN MADE BY MR. PELHAM. SECONDED BY MS. SHANNON. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

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

Wednesday, April 1, 2026

9:00 a.m.

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

NO LATER THAN NOON

Wednesday, March 25, 2026