

**STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE**

*Wednesday, August 2, 2023*

*9:00 a.m.*

*Legislative Chambers, 3<sup>rd</sup> Floor, Annex Building  
Bath, New York*

**\*\*MINUTES\*\***

<b>COMMITTEE:</b>	Carol A. Ferratella, Chair	James Kuhl	Paul E. Van Caesele
<b>STAFF:</b>	Jack K. Wheeler Lise Reynolds Brenda Scotchmer Tammy Hurd-Harvey	Jennifer Prossick Gary Smith Patty Barody	Kathy Muller Darlene Smith Jennifer DeMonstoy
<b>LEGISLATORS:</b>	Scott J. Van Etten Wendy Lozo	Kelly H. Fitzpatrick John V. Malter	Hilda T. Lando Frederick G. Potter
<b>ABSENT:</b>	K. Michael Hanna, Vice Chair	Aaron I. Mullen	
<b>OTHERS:</b>	Mary Perham Joe 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.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE JULY 5, 2023, MEETING MADE BY MR. KUHL. SECONDED BY MR. VAN CAESELE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**III. DEPARTMENTAL REQUESTS**

A. Public Health

1. **Update on Replacement Software** – Mrs. Smith reported that they are still in the process of soliciting proposals. She hopes to have this ready for award at the September meeting.

B. Office for the Aging

1. **Bone Builder Leader Annual Training** – Mrs. Barody requested authorization to spend \$2,300 on the annual Bone Builder Leader training.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO SPEND \$2,300 ON THE ANNUAL BONE BUILDER LEADER TRAINING MADE BY MR. VAN CAESELE. SECONDED BY MR. KUHL. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

2. **Annual Senior Forum Event** – Mrs. Barody requested authorization to spend \$2,800 on the annual meeting and public hearing. She noted this event will be held at the First Presbyterian Church in Bath.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO SPEND \$2,800 ON THE ANNUAL SENIOR FORUM EVENT MADE BY MR. KUHL. SECONDED BY MR. VAN CAESELE.**

Mr. Kuhl asked is this event held during the day? Mrs. Baroody replied the event begins at 9:00 a.m. and includes two workshops, the public hearing and a luncheon. Mrs. Ferratella asked is this being held on September 21<sup>st</sup>? Mrs. Baroody replied yes.

**VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

3. **Wegmans Grant** – Mrs. Baroody requested authorization to accept a \$2,000 grant from Wegmans which will be used for the Health File/File of Life Project. This program is very costly and we applied for the grant. This is something that Wegmans had funded in the past. She explained the Health File is stored in the freezer and the File of Life fits in a wallet. Both provide access to critical medical information in an emergency. She stated that they will be distributing both at the County Fair and other events. This is new money and there is no match.

**MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO ACCEPT A \$2,000 GRANT FROM WEGMANS FOR THE HEALTH FILE/FILE OF LIFE PROJECT MADE BY MR. VAN CAESELE. SECONDED BY MR. KUHL. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.**

C. Personnel

1. **Department of Social Services** – Ms. DeMonstoy requested authorization to fund and reclassify four zero-based Social Welfare Examiner positions, CSEA Grade F to Caseworker, CSEA Grade J. Mr. Wheeler explained there is sufficient funding to do this as we have many vacancies.

Mr. Potter asked what is the purpose for this reclassification? Ms. Muller explained these positions are for the Child Protective Unit. The caseload requirement for Caseworkers is 12 cases, and historically they have carried more and they are less and less able to manage the caseloads. Additionally, the cases have become more difficult. We have had an increase of over 50 cases to the CAC (Child Advocacy Center) and that demonstrates the level of severity. She stated it takes a year to get a Caseworker trained. She would recommend these additional Caseworkers. It takes 60 days to do an investigation and there is a lot of work with the families to try to engage them. Mr. Potter asked is there availability of qualified candidates? Ms. Muller replied we actually just filled the last of our vacancies and we are hoping more candidates will be coming forward.

Mr. Kuhl asked what is the total number of staff in the Child Protective Unit? Ms. Muller replied we have 22 Caseworkers in the Child Protective Unit and 1 Caseworker at the CAC that we split. Ms. Fitzpatrick asked is the State going to keep funding the CAC? Ms. Muller replied yes, they will provide funding for the next three years.

Mrs. Ferratella asked for a description of the training the Caseworkers receive. Ms. Muller replied the State provides the training. The Caseworkers go to the training center in Rensselaer County for intensive training. They then are mentored by a Caseworker or Senior Caseworker.

**MOTION: RECLASSIFYING FOUR (4) ZERO-BASED SOCIAL WELFARE EXAMINER POSITIONS, CSEA GRADE F TO CASEWORKER, CSEA GRADE J IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. KUHL. SECONDED BY MR. VAN CAESELE. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.**

IV. **OTHER BUSINESS**

A. *Opioid Settlement RFP* – Mrs. Lando asked has the RFP for the Opioid Settlement Funding gone out? Mr. Wheeler replied the RFP was sent to the Legislature for comments and/or suggestions. The plan is to send the RFP out on Monday, August 7<sup>th</sup>.

**MOTION: TO ADJOURN MADE BY MR. VAN CAESEELE. SECONDED BY MR. KUHL. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**\*\*NEXT MEETING SCHEDULED FOR\*\*  
Wednesday, September, 2023  
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON  
Wednesday, August 30, 2023**