

HEALTH & HUMAN SERVICES COMMITTEE MEETING MINUTES  
JULY 27, 2016

HEALTH & HUMAN SERVICES COMMITTEE MEMBERS PRESENT: Shay, LaPointe, Campbell, Moore

HEALTH & HUMAN SERVICES COMMITTEE MEMBERS ABSENT: Suprenant, Pitts, Feeler

SUPERVISORS: Henke, Hicks, Gang

Debra Prehoda, Clerk

Chris DeBolt, County Administrator

Al Nolette, Treasurer

Roger Wickes, County Attorney

Gina Cantanucci-Mitchell, OFA Director

Tina McDougall, Public Halt Fiscal Manager

Claire Murphy, EOC Executive Director

Tammy DeLorme, Commissioner DSS

Mike Gray, Youth Bureau

Gina Cantanucci-Mitchell, Director OFA

Public

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1) Call to Order

2) Accept Minutes – June 29, 2016

3) Department Reports/Requests:

A. Veterans Services

1) Discuss Travel Expense Reimbursement

B. Department of Social Services

1) Program Updates

C. Public Health

1) Request Permission to Approve Three Year Extension (3) of Durrin Transportation Contract –  
Preschool Program

2) Discuss Fall Intern Position – Plattsburgh State University

4) Other Business

5) Adjournment

Chairman Shay called the meeting to order at 10:00 A.M.

A motion to approve the minutes of the June 29, 2016 meeting was moved by Mr. LaPointe, seconded by Messrs. Moore and Campbell and adopted.

VETERAN SERVICES - Andrew DePalo, Director, addressed the following items with the committee:

- Travel Expense Reimbursement – The Director and Deputy Director submitted mileage reimbursement vouchers in the amount of \$427.50 each for use of their personal vehicles to attend a training conference held in South Carolina. The vouchers were rejected because of non-compliance with the Washington County Travel Policy; “Use of a personal vehicle with reimbursement for mileage should only occur when a County vehicle is not available.” This conference was budgeted and they had approval to attend. The County Administrator stated the price is actually cheaper than if they had flown. Mr. Campbell stated they drove their personal cars and they want reimbursement for mileage only one-way. He stated the total difference in this is instead of the ±\$900 going to Car Pool, the ±\$900 is going to them. The former Director made the arrangements for the travel. The County Administrator stated this is not something they want to approve going forward but this was a situation of miscommunication and first time travel processing for the new Director and Deputy Director. A motion to approve travel reimbursement expense of Veteran Services Director and Deputy Director for travel to a conference in South Carolina was moved by Mr. Campbell, seconded by Mr. LaPointe and adopted.
- Travel to Boston to do his first appeal. This is a federal hearing in Boston on August 2<sup>nd</sup> regarding a veteran and his daughter owing the federal government over \$100,000 for

educational benefits and he will try to get this waived. He will be taking a County vehicle.

- Washington County Fair Promotional Item – For the last couple of years, they have been handing out pens at the Fair. One thousand pens were purchased the first year he was here and he was not aware that these items needed committee approval. They are trying to market their office about the services their office provides for veterans and their families. He stated last year veterans' benefits in the amount of \$13,983,000 came back into the County to veterans and their families. Also, \$10,000,000 was paid for medical care for our veterans. Requesting to purchase one thousand pens at approximately \$300 and the funds are included in his budget. A motion to approve promotional materials purchase, pens for the Fair, was moved by Mr. Campbell, seconded by Mr. LaPointe and adopted.
- Software Update – The VA is moving forward with digits to digits, all data will be sent electronically. They have reached out to three or four vendors through the IT department. They have been focusing on scanning information and entering data electronically for new clients. There is software out there that the VA accepts and a cost associated with it that was not budgeted. He plans to present this software request in the very near future. The software will cut their man hours spent on forms down substantially. The department receives about \$8500 per year in State aid which is about the cost of the software. For them to move forward in the future, they are going to need this software. The overall cost is about \$12,000 and \$900 per year for updates.
- Stand Up Desks – He is looking into stand up desks at a cost of about \$200.

DEPARTMENT OF SOCIAL SERVICES – Tammy DeLorme, Commissioner, addressed the following items with the committee:

- Program Updates:
  - NaCo Conference – DSS employee Eileen Irwin attended the NaCo conference going to the three hour session on the rural poverty initiative and also attended a session on sexually exploited children. She plans to share that information with other critical staff members and thought the conference was of value.
  - iPads – In the 2016 budget, DSS purchased iPads for about half the caseworkers and they are finding more and more uses for them in the field and it is really increasing the efficiency for them on their case management. She will be asking for more in her 2017 budget request.
  - Staffing – A Senior Account Clerk is transferring from DSS to the Treasurer's Office and requesting to backfill at an Account Clerk level. She will work with Personnel on this backfill request.
  - Foster Care Population – The number of youth in Foster Care is usually in the low 40's which is a phenomenal number for them. This month they have experienced the highest surge, the most kids coming in any one month, with 11 kids coming into care this month. The numbers are the highest they have been since 2014. Current total in foster care is 53.
  - Homeless Population – For the first six months, the total cost gross for temporary shelter, i.e. hotels, motels, shelters (not code blue), and also includes one-time only pay outs for rent, utility issue if without help would be homeless, is \$419,925. Last year the first six months was \$202,423, up 107%. Across the board all of the areas are up.
  - Purchase request through staff training funds – These fund are received through the State for staff training applied towards providing a motivational speaker for the employees' appreciation day. The Commissioner is requesting to purchase

- umbrellas with some of the staff training funds for the staff, handout attached. A motion to approve \$1,000 expenditure for umbrellas was moved by Mr. Campbell, seconded by Mr. Moore and adopted.
- STSJP Annual Plan – The plan does not have to be signed by the Chairman of the Board but states that the Commissioner has to sign and assure that the Chief Executive Officer has reviewed and approved. A motion to approve Chairman of the Board/County Attorney review of the plan for submission by the Commissioner was moved by Mr. Moore, seconded by Mr. LaPointe and adopted.
  - NYSPW Conference – She attended the NYSPW conference last week and highlighted legislation that has passed both houses that directs the Office of Children and Family Services to promulgate regulations establishing workload standards for child protective service employees. It is saying that each child protective worker can only have fifteen (15) active cases in any given month. If this was to be signed and became law, it would take effect in two years so they would have time to plan but right now there is no money budgeted for this. Three to seven protective service workers are over the limit monthly. The NYS Public Welfare Association and NYSAC are not taking positions on this because the concern is if they come out against this it is going to look like they don't care about the safety of the children but the truth is they need funding to do this. The bill numbers are A10506 and S2691. Board Chairman Henke stated this is an unfunded mandate and is willing to write the Governor but looking for direction; committee consensus was without funding not in favor. Chairman Shay added not taking a position until we fully understand the funding. He added a response is not necessary and he would wait a while.
  - Concerns about temporary housing – The State Government Accountability Unit within the Office of the State Comptroller have sent a survey to all Department of Social Services to list all hotels and motels that they have used for temporary shelter and the type of client housed. This unit is then going to select a few counties to do site visits. If the motels feel pressure from this, they may not take our clients. DSS is going to be inspecting the temporary shelter sites using basic requirements and required to submit the forms to the State.

PUBLIC HEALTH – Tina McDougall, Public Health Fiscal Manager, addressed the following items with the committee:

- Durrin Transportation – Requesting permission to sign the 3<sup>rd</sup> year of the extension in the Durrin Transportation contract for preschool transportation. Next year Public Health will need to go out to bid for these services. A motion to authorize 3<sup>rd</sup> year extension of the Durrin Transportation contract for preschool transportation was moved by Mr. LaPointe and seconded by Mr. Campbell. Discussion. This extension increases the rates by the CPI index 2.6% but it is limited to only a 2% increase; rates will increase by 2%. This is a one year extension to the contract effective September 1<sup>st</sup>. The motion to authorize 3<sup>rd</sup> year extension of the Durrin Transportation contract for preschool transportation was moved by Mr. LaPointe, seconded by Mr. Campbell and adopted..
- Fall Intern – Requesting permission to bring on an unpaid Intern from the SUNY Plattsburgh Nursing program in the fall. A motion to approve fall internship in Public Health from SUNY Plattsburgh Nursing program was moved by Mr. LaPointe, seconded by Mr. Moore and adopted.
- Overnight Stay – Requesting permission for overnight stay for WIC management training for the WIC Coordinator in October for three nights in Suffern, NY. Funds are included in the WIC grant. A motion to approve WIC Coordinator overnight stay for WIC management

training was moved by Mr. LaPointe, seconded by Mr. Moore and adopted.

- Budget Amendment – A motion to amend WIC budget transferring funds between line items, contractual to equipment, for the purchase of various equipment for the WIC program in the amount of \$7300 was moved by Mr. Campbell, seconded by Mr. Moore and adopted.
- Request to Sign Statement of Assurances – This has to do with the preschool program and Medicaid revalidation. This is a new form that they are requiring that we sign. She forwarded this request to the County Attorney and he recommended that this come to committee to allow the Public Health Director to sign. A motion to approve signature of statement of assurances form, Medicaid revalidation, by the Public Health Director was moved by Mr. Campbell, seconded by Mr. Moore and adopted.

#### OTHER BUSINESS:

OFFICE FOR THE AGING – Gina Cantanucci-Mitchell, Director, addressed the following item with the committee:

- Staffing – She was advised this week that a staff member with twenty-eight years of service is retiring. The title of this position is Aging Services Assistant. She is not looking to immediately backfill the position but taking this opportunity to work with Personnel looking at the position and the duties to determine if it needs to be backfilled at the same level. This position's primary duties are the nutrition program, oversees the meal sites, and because she is leaving August 17<sup>th</sup> Gina will be taking on some of those duties which will remove her from some of the community meetings as well as some community events. Chairman Shay stated she can only do these extra duties for so long and how long would she be doing this for. Her hope is as soon as possible she will have the position filled and she has already met with the Personnel Director. A motion to move staffing request to the Personnel Committee was moved by Mr. Campbell, seconded by Mr. Moore and adopted.

EOC/WIOA – Claire Murphy, EOC Director, addressed the following items with the committee:

- Information from NaCo conference – Rural Poverty – anti-poverty initiatives. Claire discussed with the committee the attached handout. We already have a collaborative group to work together on a strategic collaborative plan to move health outcomes forward for the next ten years. They are looking for other County departments to join in the collaborative group. The goal is to improve the quality of life and health outcomes for the County.
- Bridges Out of Poverty – handout attached. There are ten trainers certified. This is a way of talking about poverty. Six hour training sessions have been scheduled. Community members are welcome to attend the training sessions at no cost. She would like to offer a one hour overview to the Supervisors.

The meeting adjourned 11:17 A.M.

*Respectfully submitted,  
Debra Prehoda, Clerk  
Washington County Board of Supervisors*



  
**Thanks**  
*For Making A Difference*  
**In the lives of  
Washington County  
Residents**

**IMPORTANT:**

*Please read everything carefully. Be sure to verify for any spelling or graphical errors etc. Your signature indicates that you have checked and approved the art **AS IS**. By signing you release Positive from any liability.*

**Positive Artwork**

Order # 52952420

Item # OSW1548

Imprint Color Lime Green PMS 375

Virtual Prototypes are meant to give you a visual reference only. They may not represent exact color, size, or layout of final product.

**NOTE:** Curved images may appear "jagged".

**For an accurate representation, please zoom in or print out the attached artwork. The characters "L", "I" and "1" may appear BOLDED when viewed on a computer screen.**

**Public Health Intern Request  
Fall 2016**

**Name of Student:** TBA

**Name of sponsoring academic program:** SUNY Plattsburgh Nursing

**Name of program/class:** NUR 425 Public Health Nursing

**Name of academic faculty member supervising intern:** Anne Bongiorno PhD, APHN, BC, CNE

**Length of participation:** 50-55 hours , UNPAID (P)

**Agency oversight needed (time):** 1-2 hours per week

**Reporting requirements:** student conference at beginning and end of clinical day, written mid-term evaluation, final written evaluation

**Expected duties of Intern while with the Dept.:**

Overview of practical applications of clinical study, work with the Quad Council Domains of Learning in Public Health at the Baccalaureate Level- assure experiences and consideration of planning experiences according to the 8 domains of community health: analytics, policy development/program planning, communication skills, cultural competency, practice skill, basic public health science skill, financial management and leadership and systems thinking.

Introduce student to concepts of population health versus pt. clinical care, research, evidence based planning and practice and data analytics via work with the Community Health Assessment update due in 2016, ongoing community engagement related to the Washington County Community Health Improvement Plan.

**Prospective work schedule:** To be scheduled with the student upon arrival to dept.

**Agency supervision plan:** Director of Public Health will interface with student, manage experience and objective attainment and provide clinical supervision and evaluation.

*Start early September  
notified of student name late August.*

## County Health Rankings & Roadmaps

Building a Culture of Health, County by County

A Robert Wood Johnson Foundation program



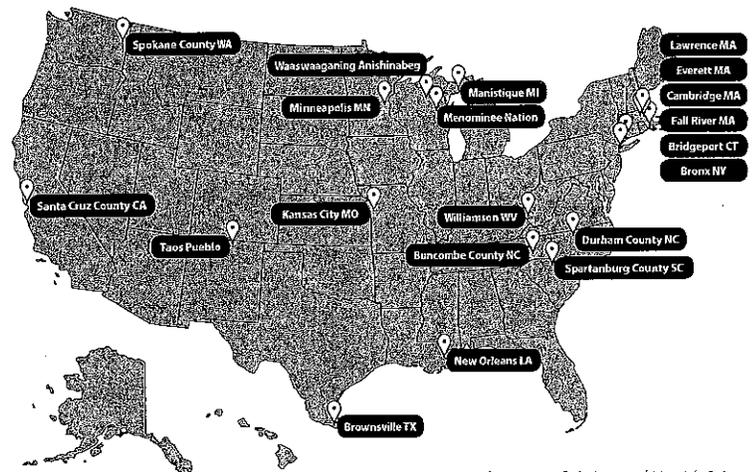
### LEARNING FROM OTHERS

The *RWJF Culture of Health Prize* recognizes communities that are creating powerful partnerships and deep commitments to enable everyone in our diverse society to lead healthy lives now and for generations to come. The Prize is awarded annually by RWJF to honor communities that are working to build a Culture of Health by implementing solutions that give everyone the opportunity for a healthy life. In 2016 up to 10 winning communities will each receive a \$25,000 cash prize and have their stories shared broadly with the goal of inspiring locally driven change across the nation.

Prize winners are selected based on how well they demonstrate their community's achievement on their journey to a Culture of Health in the following areas:

- Defining health in the broadest possible terms
- Committing to sustainable systems changes and long-term policy-oriented solutions
- Cultivating a shared and deeply held belief in the importance of equal opportunity for health
- Harnessing the collective power of leaders, partners, and community members
- Securing and making the most of resources
- Measuring and sharing progress and results

Visit [rwjf.org/prize](http://rwjf.org/prize) to learn about the work of past Prize winners and the application process.



Past winners of the *RWJF Culture of Health Prize*

### HOW CAN YOU GET INVOLVED?

You might want to contact your local affiliate of Local Initiatives Support Corporation (LISC), NeighborWorks, United Way Worldwide, or the National Association of Counties – their national parent organizations have partnered with us to raise awareness and stimulate action to improve health in their local members' communities. By connecting with other leaders interested in improving health, you can make a difference in your community. In communities large and small, people from all walks of life are taking ownership and action to improve health. Visit [countyhealthrankings.org](http://countyhealthrankings.org) to get ideas and guidance on how you can take action in your community. Working with others, you can improve the health of your community.

A collaboration between the Robert Wood Johnson Foundation and the University of Wisconsin Population Health Institute.



Support provided by

Robert Wood Johnson Foundation

# County Health Rankings & Roadmaps

Building a Culture of Health, County by County

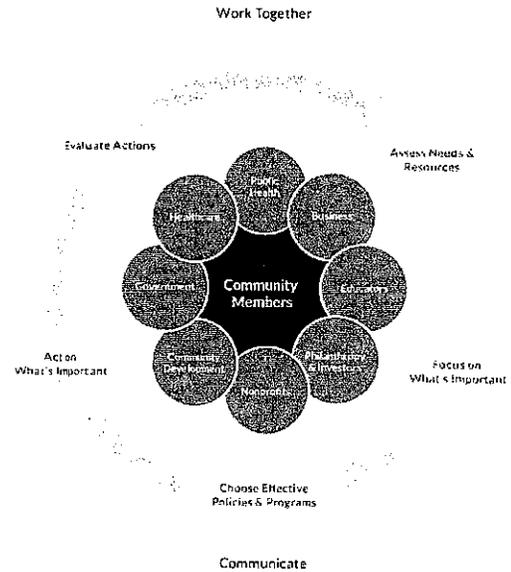
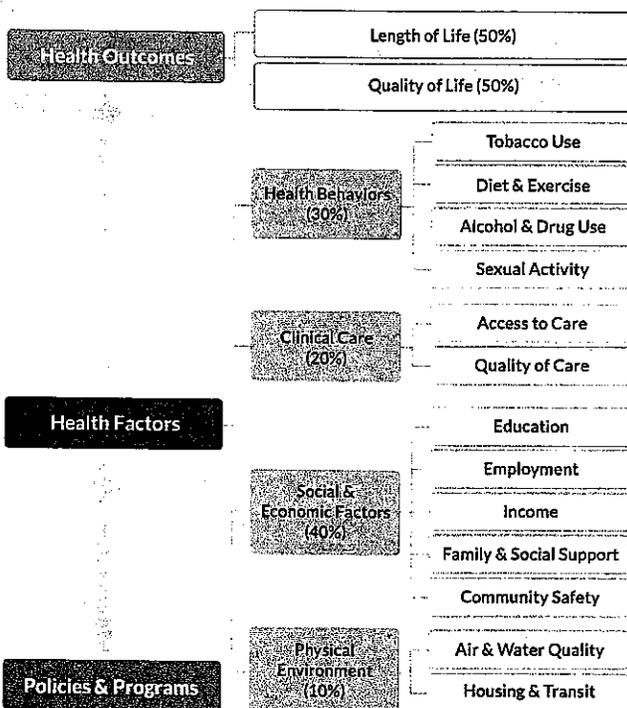
A Robert Wood Johnson Foundation program

The *County Health Rankings & Roadmaps* program and the *RWJF Culture of Health Prize* help communities identify and implement solutions that make it easier for people to be healthy in their homes, schools, workplaces, and neighborhoods. Ranking the health of nearly every county in the nation, the *County Health Rankings* illustrate what we know when it comes to what is making people sick or healthy. The *Roadmaps* show what we can do to create healthier places to live, learn, work, and play. The Robert Wood Johnson Foundation (RWJF) collaborates with the University of Wisconsin Population Health Institute (UWPHI) to bring this program to towns, cities, and counties across the nation.

## WHAT ARE THE COUNTY HEALTH RANKINGS?

Published online at [countyhealthrankings.org](http://countyhealthrankings.org), the *Rankings* help counties understand what influences how healthy residents are and how long they will live. The *Rankings* are unique in their ability to measure the current overall health of each county in all 50 states. They also look at a variety of measures that affect the future health of communities, such as high school graduation rates, access to healthy foods, rates of smoking, obesity, and teen births.

Communities use the *Rankings* to garner support for local health improvement initiatives among government agencies, healthcare providers, community organizations, business leaders, policy makers, and the public.



## MOVING FROM DATA TO ACTION

The *Roadmaps to Health* help communities bring people together to look at the many factors that influence health, select strategies that work, and make changes that will have a lasting impact. The *Roadmaps to Health* Action Center is a one-stop shop of information to help any community member or leader who wants to improve their community's health. Within the Action Center you will find:

- Online step-by-step guidance and tools to move through the Action Cycle
- *What Works for Health* – a searchable database of evidence-informed policies and programs that can improve health
- Webinars featuring local community members who share their tips on how to build a healthier community
- Community coaches, located across the nation, who provide customized consultation to local leaders who have requested guidance in how to accelerate their efforts to improve health. You can contact a coach by activating the Get Help button at [countyhealthrankings.org](http://countyhealthrankings.org).

## **Bridges in Washington County**

*...Building Community, one person at a time.*

Poverty in Washington County is a complex and serious problem that impacts the health and wellbeing of individuals as well as the overall health and quality of life within the County. In order to adequately address the causes and conditions of poverty many individuals, groups and organizations will have to work together to use existing resources and develop new resources to combat poverty across the county. Only by using our many strengths and resources will we be able to effectively develop the infrastructure and opportunities to help individuals move from poverty to self-sufficiency.

It has been decided to use the trainings and paradigms of Bridges Out of Poverty (*Bridges out of Poverty, by DeVol, Dreussi-Smith, & Payne. Copyright aha! Process, Inc.*) to promote a consistent view of poverty; its barriers and challenges, and to evolve a community response to poverty that promotes the development of community culture and infrastructure that will support an individual's path from poverty to sustainability.

A diverse group of community partners has attained the training necessary to offer Bridges Trainings to community organizations and individuals. This partnership is collectively known as "*Bridges in Washington County – Building Community, One Person at a Time*". The goals of this collaborative are to promote Bridges Out of Poverty as a framework for understanding poverty; to focus individual and organizational resources and programming on Bridges principles to create an ongoing and purposeful response to poverty; and use the principles of Ruby Payne's model to reduce the barriers and challenges and allow individuals to move from poverty to sustainability.

We have scheduled the following trainings dates for a 6 hour introduction to *Bridges Out of Poverty*. The training will be delivered in two parts to allow for flexibility in scheduling. Each participant needs to sign up for Part 1 and then Part 2. A certificate indicating successful completion will be provided to each attendee at the end of the Part 2 sessions.

In this training, participants will create a mental model of poverty, review poverty research, examine a theory of change, and analyze poverty through the prism of the hidden rules of class, resources, family structure, and language. The seminar puts into words what many veteran professionals and community members have experienced. While providing a broad overview of concepts related to the impact of generational poverty in our community, participants will hear about specific strategies for improving outcomes for people living in poverty, employees facing issues related to poverty, and communities impacted by poverty.

The attached schedule is the first in series of trainings that will be offered through the spring of 2017. Each session is limited to 30 participants – a minimum of 10 people is required to hold each session. You can register using the following links (click or copy in your web browser).

Bridges Training -- Part 1 - <https://www.eventbrite.com/e/bridges-out-of-poverty-part-1-tickets-26609378367>

Bridges Training -- Part 2 - <https://www.eventbrite.com/e/bridges-out-of-poverty-part-2-tickets-26610043356>

If you have any problems registering or you have any questions please email  
[Bridgeswashco@gmail.com](mailto:Bridgeswashco@gmail.com).

If you would like an overview of Bridges or to set up an individual training for your staff or members, please contact Claire Murphy at 518-746-2393, or [cmmurphy@co.washington.ny.us](mailto:cmmurphy@co.washington.ny.us).

## Bridges Out of Poverty – 6 Hour Training

### Presented by the Bridges in Washington County Collaborative

Participants will create a mental model of poverty, review poverty research, examine a theory of change, and analyze poverty through the prism of the hidden rules of class, resources, family structure, and language. The seminar puts into words what many veteran professionals and community members have experienced. While providing a broad overview of concepts related to the impact of generational poverty in our community, participants will hear about specific strategies for improving outcomes for people living in poverty, employees facing issues related to poverty, and communities impacted by poverty.

This Training will be delivered in 2 Parts – Please choose a Part 1 Session and a Part 2 Session – you can choose any pair of dates – you must take Part 1 before Part 2.

**Part 1 Training Dates** <https://www.eventbrite.com/e/bridges-out-of-poverty-part-1-tickets-26609378367>

August 17, 2016 – 9AM – Noon - Training Room 1

August 24, 2016 – 1PM -4PM – Training Room 2

September 7, 2016 – 1PM -4PM – Training Room 1

September 20, 2016 – 9AM – Noon- Classroom B230

October 5, 2016 – 1PM – 4PM – Training Room 2

October 11, 2016 – 9AM – Noon- Classroom B230

**Part 2 Training Dates** <https://www.eventbrite.com/e/bridges-out-of-poverty-part-2-tickets-26610043356>

August 19, 2016 – 1PM – 4PM – Training Room 1

August 26, 2016 – 1PM - 4PM – Training Room 1

September 9, 2016 – 1PM – 4PM – Training Room 1

September 23, 2016 – 9AM – Noon – WIC Classroom – Annex 2

October 17, 2016 – 1PM – 4PM – Training Room 1

October 27, 2016 – 1PM – 4PM – Training Room 1