

HEALTH & HUMAN SERVICES COMMITTEE MEETING MINUTES
SEPTEMBER 7, 2021

HEALTH & HUMAN SERVICES COMMITTEE MEMBERS PRESENT: Clary, Campbell, Hicks, Skellie, Ward, Wilson

HEALTH & HUMAN SERVICES MEMBERS ABSENT: Ferguson

SUPERVISORS: Hall, Henke, Fedler, Shaw, Fisher, O'Brien, Haff, Hogan, Griffith

Debra Prehoda, Clerk

Roger Wickes, County Attorney

Al Nolette, County Treasurer

Melissa Fitch, County Administrator

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1) Call to Order

2) Accept Minutes – July 28, 2021

3) Department Reports/Requests:

A. Public Health

1. Grant Resolution Requests
2. Carryover Benefit Time
3. Permission for Overnight Stay
4. Public Health Corps Fellowship Program
5. COVID Vaccination Program Site Visit
6. Request for Waiver: Quadrant Biosciences Contract
7. Miscellaneous

B. Youth Bureau – Permission to Purchase Incentives Through STSJP Funds

C. Office for Aging – Resolution to Acknowledge Additional \$85,000 Unmet Needs Funds

D. Social Services

1. Update Related to Emergency Rental Assistance Program (ERAP)
2. Update Related to Collaboration with Community Services RE: Foster Care Assessments
3. Backfill Requests
 - a) Clerks (2)
 - b) Senior Social Services Examiner (1)
 - c) Social Services Examiner (1)
 - d) Caseworkers (2)
 - e. Change of Prior Approval for 1 Welfare Employment Rep to 1 Sr. SSE

4) Other Business

5) Adjournment

Chairwoman Clary called the meeting to order at 10:07 A.M.

A motion to accept the minutes of the July 28, 2021 meeting was moved by Mr. Ward, seconded by Mr. Skellie, and adopted.

DEPARTMENT REPORTS/REQUESTS:

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

• **Grant Resolution Requests:**

- Quadrant Biosciences Contract/Funding \$1,711,566 – This is schools reopening funding to assist the schools with testing for COVID both screening and diagnostic testing. Contract approval is needed for the testing company, Quadrant Biosciences, and a budget amendment to recognize the funding; funding period through July 31, 2022. They have been working with the schools to assist them with their testing plans and provided them with a list of allowable costs under the grant. The money the county will be receiving will be distributed to the schools based on their enrollment figures. The County Attorney stated in the proposed resolution for consideration at a Special Board meeting immediately following this meeting it does several things: recognizes the revenue, authorizes entering into a contract with a test kit provider, Quadrant

Biosciences, waives the procurement rules and authorizes the Treasurer to pay. This is a reimbursement grant. The County will contract with Quadrant Biosciences, purchase the kits, and distribute them to the schools with instructions. The kit comes with the test and provides the test results and Quadrant enters the results into the state system. The schools will be able to log on to Quadrant and get the testing results within twenty-four to forty-eight hours. This is pool testing for surveillance; twelve tests at a time and if the test comes back positive then it goes on to further testing to determine who in the pool is positive and each individual result will be reported back to the family and the family has to sign a consent form and can check their child's status. Schools can charge back for administration time they have in this process. The schools know how much money they have been allotted and money spent doing something else, administration, takes away from purchasing test kits. The Fiscal Manager stated in the grant, the County is allowed to retain a portion of the grant up to 15% for administrative fees on Public Health's duties; \$222,000. Public Health's time is also covered until Title VI and other grants related to COVID and the total amount of the grant could go out to the schools. Not retaining the administrative fee would allow for the purchase of about 11,000 more test kits. Unvaccinated school staff have to be tested once a week. Parents have to consent to allow their child to be tested. Each school will set up their own testing regiment. This amount received will not fund tests for the entire school year. A motion to forward resolution authorizing and approving a contract with Quadrant Biosciences for COVID testing pursuant to funding for school testing programs in Washington County with no administrative fees retained by the County to the full Board for consideration was moved by Mr. Campbell, seconded by Mr. Hicks, and adopted.

- Child Passenger Safety Grant – A motion to accept Child Passenger Safety Grant in the amount of \$15,000 for the term 10/1/21 – 9/30/22 and forward to the Finance Committee for a budget amendment was moved by Mr. Wilson, Mr. Ward and adopted.
- Immunization Action Plan – A motion to accept additional Immunization Action plan funding for COVID/Flu in the amount \$13,565 to be used for reimbursement for Public Health's vaccination clinics being conducted with the assistance of Cambridge Valley Rescue Squad and forward to the Finance Committee for a budget amendment was moved by Mr. Campbell, seconded by Mr. Wilson, and adopted.
- COVID Enhanced Detection Grant – The original grant amount was in the amount of \$260,345 and has been recognized in the Public Health budget. This is additional funding in the amount of \$316,677 and can be used for additional people for contract tracing, case investigation, overtime, housing due to COVID; basically, all things related to COVID. The total COVID Enhanced Detection grant funding is \$577,022 and have extended the funding period out to 3/31/2023. A motion to accept additional COVID Enhanced Detection Grant funding in the amount of \$316,677 and forward to the Finance Committee for a budget amendment was moved by Mr. Campbell, seconded by Mr. Wilson, and adopted.
- Public Health Preparedness Grant – This is a reoccurring grant and the term begins July 1, 2021 – June 30, 2022 in the amount of \$50,099 covering Public Health non-COVID items related to Public Health's Preparedness grant. A motion to accept Public Health Preparedness grant in the amount of \$50,099 and forward to the Finance

Committee for a budget amendment was moved by Mr. Campbell, seconded by Mr. Wilson, and adopted.

- Carryover Benefit Time – Several employees because of COVID have been unable to use all of their benefit time. They have looked at employees benefit time through the end of the year and requesting approval to carryover benefit time for the following four employees: Debra Darfler, Teresa Roberts, Michelle Miller, and Dianne Cantiello. The County Administrator stated she plans to discuss employee benefit balances countywide at the next Government Operations Committee. A motion to move request to carryover benefit time for four Public Health employees, Debra Darfler, Teresa Roberts, Michelle Miller, and Dianne Cantiello, to the Personnel Committee for consideration was moved by Mr. Campbell, seconded by Mr. Hicks, and adopted.
- Permission for Overnight Stay – Requesting permission for Tina McDougall, Fiscal Manger, to attend the 2021 Annual Public Health Leader’s Summit in Jefferson County and overnight stays on October 5th and 6th. NYSACHO will pay for the lodging and the conference fee. Any expenses will be tolls and mileage. A motion to approve conference and overnight stays for Tina McDougall for the Annual Public Health Leader’s Summit in Jefferson County on October 5th and 6th was moved by Mr. Wilson, seconded by Mr. Ward, and adopted.
- Public Health Corps Fellowship Program – NYS Dept. of Health is providing additional staff and funding through the NYS Public Health Corps Fellowship Program in the amount of \$980,544 for up to 6 fellows and one graduate fellow for a total of seven. People apply through the State and then the State provides us with names of people to interview and hire on as staff. This was handed down by the Governor as a way to promote the Public Health infrastructure and to try to build up staff. This was offered to every county and the number of fellows is based on population. No signed agreement with the State yet and still have to submit a budget. They are in discussions about how to use them in their office or out in the community and have to submit plan to the state. They have discussed with Personnel and County Administration titles and they are required to have health insurance. This is a two-year program and the funding is for two years with the goal to have these fellows stay on with Public Health. They can replace retirements. She will bring their proposed plan about how they plan to utilize these fellows back to committee and just wanted to make the committee aware of this new program. The funding can also be used to provide the fellows with office equipment and computers. A motion to accept the program, Public Health Corps Fellowship Program, was moved by Mr. Wilson, seconded by Messrs. Ward and Campbell, and adopted. A motion to forward to the Personnel Committee amending the Staffing Pattern to add these fellow positions was moved by Mr. Wilson, seconded by Mr. Campbell, and adopted.
- COVID Vaccination Program Site Visit – The State conducted a site visit of their COVID vaccination program. Three state personnel visited Public Health and they went through the vaccine storage and vaccination site and everything went very well with a couple of findings. Public Health had to upgrade their inventory system for how they track their vaccines in the state system and issued a corrective action plan and need to do a wasted report if a vial is opened and not used within the time limit and issue a report. Other than those items the visit went really well.

- Miscellaneous: Public Health has been told that the tentative date for receipt of information on the booster shots is September 20th. Once the booster shots are approved by the State, they plan to set up clinics. Recommending eight months after second dose. You can receive your booster shot from any place that offers them.

YOUTH BUREAU – Mike Gray, Director, addressed the following items with the committee:

- Permission to Purchase Incentives Through STSJP Funds – Requesting to use \$2,500 in STSJP funding in 2021 budget for incentives to reward youth involved in the department's at risk programs to reinforce/recognize positive behavior. The funding is 62% state and 38% local. The county cost will be \$800. A motion to approve purchase of incentives through STSJP funds in the amount of \$2,500 was moved by Mr. Wilson, seconded by Mr. Campbell, and adopted.
- Fair – Summer youth employment kids were at the fair during the week pulling garbage and adults on community service were also working at the fair. This was a different fair due to COVID restrictions and not being able to interact with the kids and families as much. In July, twenty youth spent a week out at Sheriff's camp, twelve assigned to the county but were able to fill slots left vacant by other counties, and it was a great experience for them.

OFFICE FOR THE AGING – In the absence of Gina Cantanucci-Mitchell, Director, Tammy DeLorme, Commissioner DSS, addressed the following item:

- Budget Amendment to Recognize \$85,000 in additional Unmet Needs Funds – A motion to recognize \$85,000 in additional unmet needs funds, 100% state aid, and forward to the Finance Committee for a budget amendment was moved by Mr. Campbell, seconded by Mr. Wilson, and adopted.

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

- Update Emergency Rental Assistance Program (ERAP) – Chart attached. Washington County did a good job getting the word out and pulling this money in \$211,068 total ERAP payments made for Washington County residents. She is thankful for everyone's assistance in getting the word out and very proud of her staff for the work that they did.
- Update Collaboration with Community Services RE: Foster Care Assessments – Working with Community Services to form a collaboration to fill a service need that is associated with the Family First Prevention Services Act. A new assessment that is being required for children in foster care before they are able go to the next level up. Rob York's staff have the qualifications and will be doing the assessments for both Warren and Washington. That information has been provided to the state and they will need to complete training and working on figuring out the rate for that service. Will be working on a rate and DSS will be reimbursed some of that and the revenue will be going to Community Services. Estimated cost per youth is \$2,500 and probably less than 10 kids per year for Washington County.
- Backfill Requests:
 - Clerks (2): formerly Typist positions
 - One position was held open during COVID and the volume of processing and workload have increased and requesting to backfill this position. A motion to

approve backfill, Clerk, was moved by Mr. Ward, seconded by Mr. Campbell, and adopted.

- Promotion to a higher level position in the office - A motion to approve backfill, Clerk, was moved by Mr. Campbell, seconded by Messrs. Skellie and Wilson, and adopted.
- Senior Social Services Examiner (1) – Position vacant since July 2020. A motion to approve backfill, Senior Social Services Examiner, was moved by Mr. Campbell, seconded by Mr. Wilson, and adopted.
- Social Services Examiner (1) – This is another position that was kept open and now requesting to fill. A motion to approve backfill, Social Services Examiner, was moved by Mr. Campbell, seconded by Mr. Wilson, and adopted. The Department still has positions with this title open.
- Caseworkers (2) – Backfills due to resignations. A motion to approve backfills, two (2) Caseworkers, was moved by Mr. Campbell, seconded by Mr. Wilson, and adopted.
- Change of Prior Approval for 1 Welfare Employment Rep. to 1 Sr. Social Services Examiner – This is just a title shift within the same grade level and allows for more flexibility within the department. Personnel also recommends this change. A motion to amend the Staffing Pattern to decrease one Welfare Employment Representative position and add one Senior Social Services Examiner position was moved by Mr. Campbell, seconded by Mr. Wilson, and adopted.
- Waiver Program – They are able through the State to request a waiver program which allows them to pay a higher amount of shelter support for people with their approval. Requesting approval to submit for a supplemental program that will benefit families that are either homeless or at risk of being homeless. DSS was approved and has done this for the last several years for single adults. The single adults are at a cost to the county but not substantial and the families will be funded with 100% federal dollars. Looking to provide a higher amount than what they current provide to help them pay for their rent. Currently they can provide a household of three with \$295 for shelter and a two bedroom apartment in Washington County/Glens Falls market rate is \$1,005. It is very difficult to find affordable housing and they would like to add a supplement of \$350. This does require State approval and requesting the committee's approval to submit to the State. A motion to approve submission to the State for waiver program for families for shelter support was moved by Mr. Wilson and seconded by Mr. Campbell. Discussion. Mr. Wilson stated this program could be somewhat of a safety net not covering everything but possibly in a position to help some folks once the moratorium on evictions is lifted. The Commissioner feels this is another stop gap measure. The County currently has 153 temporary assistance cases open with children and of them 139 are fully federally funded and others are apportioned between federal and state funding because the adult have received longer than the sixteen months limit in place with the federal government. It will save the County money if the alternative is having those people in a motel and provides for a better quality of life. A motion to approve submission to the State for waiver program for families for shelter support was moved by Mr. Wilson, seconded by Mr. Campbell, and adopted.

OTHER BUSINESS: Chairwoman Clary complimented Ken Winchell, Veterans Director, for the phenomenal job he did at the fair with Elsie Jackson, flag recipient at the veterans' ceremony.

The meeting adjourned at 11:06 A.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors

Washington County Department of Social Services
Emergency Rental Assistance Program (ERAP) Update

ERAP Applications through Sept 2, 2021				
Town	Zip	Rental Arrears	Prospective Rent	Utility Arrears
Eagle Bridge	12057	4	2	1
Schaghticoke	12154	2	2	1
Argyle	12809	3	3	1
Cambridge	12816	21	16	9
Clemons	12819	1	1	
Comstock	12821	2		
Cossayuna	12823	1		
Fort Ann	12827	8	8	1
Fort Edward	12828	29	27	12
Granville	12832	35	34	13
Greenwich	12834	19	15	5
Hampton	12837	3	2	
Hudson Falls	12839	115	99	33
Salem	12865	6	3	2
Whitehall	12887	42	36	4
Total		291	248	82

Washington County ERAP Payments as of August 30, 2021

\$159,728 thus far in Rental Arrears for 30 households

\$51,340 thus far in Prospective Rent for 24 households

\$211,068 Total ERAP payments made for Wash Co residents