

JOINT HEALTH & HUMAN SERVICES AND FINANCE COMMITTEE MINUTES
SEPTEMBER 29, 2021

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

HEALTH & HUMAN SERVICES COMMITTEE MEMBERS ABSENT: Skellie

FINANCE COMMITTEE MEMBERS PRESENT: Campbell, O'Brien, Hicks, Fedler, Hogan, Clary, Ward, Griffith

FINANCE COMMITTEE MEMBERS ABSENT: Haff, Skellie, Rozell

SUPERVISORS: Hall, Henke, Shaw, Fisher

Debra Prehoda, Clerk

Melissa Fitch, County Administrator

Al Nolette, Treasurer

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – September 7, 2021
3. Department Reports/Requests:
 - A. 10:00 AM Mental Health
 - 1) John P Dwyer Services Program
 - B. 10:15 AM Veterans
 - C. 10:30 Youth Bureau/Alternative Sentencing
 - D. 11:00 AM Public Health
 - 1) Appointment of Public Health Director
 - E. 11:30 AM DSS/OFA
4. Other Business
5. Adjournment

Chairs Clary and Campbell called the Joint Health & Human Services and Finance Committee meeting to order at 10:04 AM. via teleconference and in person.

A motion to accept the minutes from the September 7, 2021 meeting was moved by Mr. Campbell, seconded by Mr. Wilson, and adopted.

MENTAL HEALTH – Rob York, Executive Director & Harry Carlson, Deputy Director Fiscal.

2022 BUDGET REQUESTS

A.4310 Mental Health Admin.

Contractual	\$337,246
TOTAL EXPENSE	\$337,246

Revenue: \$0

A.4320 Mental Health

Contractual	\$2,315,335
TOTAL EXPENSE	\$2,315,335

Revenue: \$2,547,449 Not anticipating any more DSRIP funding. Federal salary sharing is at \$80,000 compared to last year around \$72,000. Council for Prevention funding is going to come in as State Aid, an additional \$30,000, due to a change and formerly through a subcontract. Also includes one quarter of a COLA effective 4/1/21. Expenses: OASIS increases tied to revenue increase in COLA. Kept everything relatively flat and salaries up about 2%.

A.4390 Psychiatric Expense

Contractual	\$100,000
TOTAL EXPENSE	\$100,000

Revenue: \$0 Expense: Kept the psychiatric expense at \$100,000 which is hard to predict. Change in way calculated and now counties are responsible 100% of the per diem expense. Washington County has had two individuals in facilities, one since July and another in September at a cost of about \$1,000 per day. Court ordered evaluations for competency to stand trial.

John P. Dwyer – Funding received for a New York State initiative called Joseph P. Dwyer Veterans Care Services Program and Warren and Washington Counties combined received \$185,000 a year as part of this senate initiative. He worked with the two counties Veteran Services offices and Warren County ended up hiring the Coordinator to operate the program designed to be like peer support for returning veterans. Warren County went through a couple of coordinators and the program never really took off very well. A meeting was held with various stakeholders from the two counties and the recommendation was possibly retool this in a different direction and go out for an RFP to see if we could find an entity either a local agency like a mental health agency or possibly a program like Rensselaer County where they operate the program through Hudson Valley Community College with a veterans’ resource center not just for students but for the community and it is run out of the college. Most programs in the state are run by a mental health organization. The Veterans Director stated the importance of this program and feels the RFP is the way to proceed. The funding flows through Warren County and they would issue the RFP. A motion to approve moving forward with RFP with Warren County was moved by Mr. Campbell, seconded by Mr. Hicks, and adopted.

VETERANS – Ken Marriwinchell, Director 2022

BUDGET REQUEST

A.6510 - Veterans

Personal Services	\$169,431
Benefits	\$ 36,482
Equipment	\$ 5,000
Contractual	\$ 26,750
TOTAL EXPENSE	\$237,663

Revenue: \$10,000 standard State Aid. Expenses: telephone increased due to doing more remote work. Office Equipment \$5,000 because the office is in severe need of new furniture, client chairs are filthy and their desks are old and falling apart. **Travel Other should be \$1,000; a \$400 reduction.** Increased mileage expenses to cover fuel costs. The VA is contracting out exams and there is a need to provide that transportation to local doctor offices. They did hire a second part time driver to cover multiple days per week. **Personnel – Requesting his salary be reviewed.** Chairman Hall mentioned in 2019, Washington County veterans brought in over \$30M in education, medical, compensation to veterans \$17M, etc. The Veterans Director got a \$150,000 award for a widow in the town of Cambridge and he has heard nothing but the good work the Director and this agency is doing.

YOUTH BUREAU – Mike Gray, Director 2022

BUDGET REQUEST

A.7310 - Youth

Personal Services	\$ 634,175
Benefits	\$ 256,679
Equipment	\$ 0
Contractual	\$ 183,959
TOTAL EXPENSE	\$1,074,813

Revenue: \$636,530 up 6.2%. Safe Harbour funding going away but working with DSS they were able to identify state funding to continue the program and also handling the pre-PINS program which is reimbursable under state aid. Had 29 youth referred to Safe Harbour, sexually exploited

youth, and 13 pre-PINS youth. The Coordinator works collaborative with DSS. State Aid for youth programs decreased by \$16,000 that are pass through dollars to the Wait House – youth shelter. Expenses: Overall increased 2.3%. Contractual: 38% local share on electronic monitoring. **The Treasurer recommended moving miscellaneous 4440 to Account 4290 program expenses.**

Merge with Warren County Youth Services – Committee gave him permission to work out the process. A draft MOU has been developed and is with the County Attorney right now and he has sent a copy to the state because there are specific requirements that need to be addressed for state regulations. Warren County DSS presented their budget (youth services is under DSS in Warren County) and there was 100% support for going forward with the merger. He has to be named Warren County Youth Bureau Director on paper but he is still a Washington County employee. The funds would go to Warren County and he would facilitate the awarding of those dollars. The fee Warren County would pay for these services is \$105,000 and they would be billed quarterly for those services. The MOU should be ready by next week and staffing changing have been submitted to the Personnel Officer.

Also not included in the budget is a separate MOU with Warren County Probation for referring youth to our program. 100% state reimbursable for us and he anticipates an additional \$10,000 in revenue for serving the youth.

He is requesting to submit an MOU to Warren County Probation to provide their Alternative Sentencing Program. They have about 175 referrals a year and refer them out to a community based organization. He is requesting permission to submit an RFP and sees this as an opportunity. A motion to approve submitting an RFP was moved by Mr. Campbell, seconded by Mr. Hicks, and adopted.

Personnel Request – One position for the Youth Bureau covered by the funding from the merger with Warren County. Also, upgrading staff based on the work they do. He would like to create several new titles: Court Referral Specialist II and Program Specialist II and also Supervisor (who was his Assistant Director) and the Director’s salary.

PUBLIC HEALTH – Tina McDougall, Fiscal Officer

2022 BUDGET REQUEST:

A.2960 – CWSN – Preschool

Personal Services	\$ 285,609
Benefits	\$ 101,725
Equipment	\$ 0
Contractual	\$3,053,701
TOTAL EXPENSE	\$3,441,035

Revenue: \$2,487,522. The State Education Department reimburses our preschool program 59.5%. Expenses similar to previous year. Personal services – OT due to COVID and grant funding will offset those expenses.

A.4004 Public Health

Personal Services	\$ 866,614	
Benefits	\$ 296,328	
Equipment	\$ 0	
Contractual	\$ 96,400	
Fringe Benefits	\$ 296,328	-\$296,328
TOTAL EXPENSE	\$1,555,670	\$1,290,784

Revenue: \$691,050. State Aid – reimbursed up to \$500,000 their core grant, Title VI, and anything over the \$500,000 they get back 36% and also includes rabies and lead poisoning prevention grants. Fringe benefits budgeted twice, A.4004.8 that can be reduced \$296,328.

A.4005 – Family – Car Seat Program

Equipment	\$ 0
Contractual	\$33,454 - \$15,000 = \$14,300
TOTAL EXPENSE	\$33,454 \$18,454

Revenue: This is 100% State Aid funded. Expenses: A.4005.4630 should be \$14,300 not \$29,300.

A.4006 Disease Control - Rabies

Contractual	\$130,574
TOTAL EXPENSE	\$130,574

A.4007 – Community Health

Contractual	\$7,200
TOTAL EXPENSES	\$7,200

A.4008 – Health Education

Contractual	\$16,000
TOTAL EXPENSE	\$16,000

School programs, items for the fair.

A.4059 – Early Intervention

Equipment	\$ 0
Contractual	\$367,550
TOTAL EXPENSE	\$367,550

Revenue: \$181,500. Revenue A.4059.1621.04 – Public Health and the Treasurer will look at this account because possibly revenue is going into a different account and also look at A.4059.4451.

A.4082 – WIC

Personal Services	\$359,324
Benefits .9	\$124,294
Equipment	\$ 4,811
Contractual	\$ 79,077
Fringe Benefits .8	\$124,294 - \$124,294
TOTAL EXPENSE	\$691,800 \$567,506

Revenue: \$580,685. 100% federal funds and federal fiscal year. Expenses: WIC benefits entered twice and can remove \$124,294.

A.4189 – Other Public Health COVID

Personal Services	\$13,072
Benefits	\$17,817
Contractual	\$ 0
Total	\$30,889

These expense accounts will be adjusted through resolution request based on what we have left in their grants. All expenses that would hit this account would be funded through the grants they have received. Grant funds remaining will be carried over into 2022.

McCarthy and Conlin – Public Health’s licensed home care service agency Medicaid cost report is due November 15th and they have sent Public Health a proposal to contract with them. This is a

professional service. The amount is \$5,500 for the year ending 12/31/20. A motion to approve waiver from Procurement Policy and contract with McCarthy and Conlin for the licensed home care service agency Medicaid cost report for the year ending 2020 in the amount of \$5,500 was moved by Mr. Campbell, seconded by Mr. Hicks, and adopted.

Public Health Director – A motion to forward to the Personnel Committee the appointment of Tina McDougall to the position of Director of Public Health was moved by Mr. Campbell, seconded by Mr. Hicks, and adopted.

2022 BUDGET REQUEST

A.6772 – Aging

Personal Services	\$448,366
Benefits	\$149,505
Contractual – Petty Cash	\$ 3,000
TOTAL EXPENSE	\$600,871

Revenue: \$1,619,904, an increase from the previous year due to an increases in State Aid and Federal Aid -Unmet Needs (hopes funding will continue) and American Rescue plan (one-time) funding. Expenses: Contractual items in A.6010 account mainly .4400 subcontractor line, \$1,192,266. Increase cost in meals. Estimating twelve thousand new recipients for meals; 98,400 meals at \$5.60 each for a total of \$551,040. The current meal cost of \$5.30 is increasing to \$5.60 for 2022. New unmet needs funds \$85,000 and hope to use to address the unmet needs of older adults – home services, a transportation program.

BUDGET REQUEST – Tammy DeLorme, Commissioner

A.6010 – DSS Admin.

Personal Services	\$ 7,101,242
Benefits	\$ 2,590,783
Equipment	\$ 54,020
Contractual	\$ 1,871,816
TOTAL EXPENSE	\$11,617,861

Revenue:\$14,490,600. Gifts and Donations \$3,000 is the food pantry. Allotted additional \$398,952 for administration of HEAP and have until September 30, 2022 to spend. These are additional funds and not reflected in this budget. These funds can also be used for equipment associated with administering HEAP and this might an opportunity to replace some aging copiers. The Budget Officer stated come back in January or February with a plan. Expenses: Personnel includes funding for vacant positions and the expansion of Foster Care unit. Computer equipment– can spend funds this year and reduce next year. Some computers on old window platforms and iPads do not have enough storage to update programs and it is a security issue. Need to replace 37 and can decrease 2022 amount if purchased this year. Training rooms and the technology room never quite worked effectively and would like to look at making it more user friendly. Possibly use some of the HEAP money and would work with IT on a plan. Will submit a budget amendment at the next meeting to use the remaining 2021 equipment funds and have an amount to reduce the 2022 request. The Budget Officer would also like to see a plan for the training room technology to allow maximum use of the training room. The Treasurer mentioned looking at \$10,000 item in IT budget relating to DSS and wants to insure it is in the right place if reimbursable. Did not budget for any vehicles and probably need to budget for car purchases. A.6010.4402 Subcontractor \$120,000 – Sheriff is funding to Sheriff for Investigator and Deputy and that funding has been flat for at least two years. The actual cost for providing those services should be looked at, amend the MOU for the change, submit to State for approval and DSS claims reimbursement, at 75%.

A.6055 – Daycare

Contractual	\$700,000
TOTAL EXPENSE	\$700,000

A.6070 – Services for Recipients

Contractual	\$490,000
TOTAL EXPENSE	\$490,000

A.6100 - Medicaid

Contractual	\$10,066,420
TOTAL EXPENSE	\$10,066,420

A.6109 – Family Assistance

Contractual	\$3,075,000
TOTAL EXPENSE	\$3,075,000

A.6119 – Child Care

Contractual	\$3,267,000
TOTAL EXPENSE	\$3,267,000

Child placed in a special school setting. Portion the county pays. At least one child is placed out of state.

A.6123 – Juvenile Delinquent

Contractual	\$10,000
TOTAL EXPENSE	\$10,000

Revenue: \$0

A.6129 – State Training School

Contractual	\$76,000
TOTAL EXPENSE	\$76,000

Expense: last year had a youth placed and has been discharged.

A.6140 – Safety Net

Contractual	\$1,625,000
TOTAL EXPENSE	\$1,625,000

A6141 – HEAP

Contractual	\$24,000
TOTAL EXPENSE	\$24,000

A.6142 – Emergency Aid for Adults

Contractual	\$80,000
TOTAL EXPENSE	\$80,000

DSS:

- Backfill DSS Examiner – A motion to backfill, DSS Examiner, and forward to the Personnel Committee was moved by Mr. Campbell, seconded by Mr. Ferguson, and adopted.
- Temporary backfill to Computer Operations Coordinator – DSS has a Computer Operations Coordinator who is out on military duty and also contract with IT for coverage. DSS is finally ready to fill a second full time Computer Operations Coordinator position. They do have someone they would like to offer the temporary position to and have them train with the full time person that is being added. A motion to approve a temporary backfill due to a military leave, Computer Operations Coordinator, was moved by Mr. Hicks, seconded by Mr. Campbell, and adopted.

OFA: 2022 Personnel Requests

- Aging Services Aide – Amend the Staffing Pattern to add two part time Aging Services Aide positions, grade 3. These positions deliver meals.
- Upgrade Nutrition Services Coordinator from a grade 14 to grade 16 (managerial and supervisory duties), \$4,595 increase.

American Rescue Plan Funds – Funds have been recognized in 2022 revenue but not expense lines. Requesting to purchase: 6 heated meal carriers at an estimated cost of \$2,112 and vehicles for OFA nutrition fleet. She has an award letter for funds in 2021 and it is a reimbursement grant, \$241,243. Director needs to submit a plan for vehicles and bring proposal back to committee.

Transportation Programs – Looking to contract with GoGoGrandparent Transportation. Transportation services for older adults working with Uber and Lyft. The program appears to have a lot of safety measures in place and the drivers are vetted through the system that they have the right clearances and safety background. The program has different tiers and the Director is looking at the Pilot Program tier that serves up to 10 people a month with an implementation fee of \$1000, a monthly fee of \$200 that includes a tip for the driver and every person who receives a trip gets a flat fee of \$5 per trip. Proposing to use the \$85,000 unmet needs funding and split that funding between GoGoGrandparent and home care services. OFA does currently contract with LEAP for transportation services but the administrative cost is high and the service is not up to par. This program seems more efficient and Uber operates at all hours and all days of the week. The next tier increases in cost and serves up to 200 people. Transportation parameters would need to be established. A motion to waive procurement policy to contract with GoGoGrandparent Transportation was moved by Mr. Campbell, seconded by Mr. Hicks, and adopted. The Director will keep the committee updated on how this program is working out.

OTHER BUSINESS: None.

The meeting adjourned at 12:43 PM.

Debra Prehoda, Clerk
Washington County Board of Supervisors