

HEALTH & HUMAN SERVICES COMMITTEE MEETING MINUTES
OCTOBER 27, 2021

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

HEALTH & HUMAN SERVICES MEMBERS ABSENT: None.

SUPERVISORS: Hall, Henke, Fedler, Shaw, O'Brien, Hogan

Debra Prehoda, Clerk

Dan Martindale, Deputy County Attorney

Al Nolette, County Treasurer

Melissa Fitch, County Administrator

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1) Call to Order

2) Accept Minutes – September 7 & 29, 2021

3) Department Reports/Requests:

A. OFA/ADRC

1. Vehicle Update

B. Public Health

1. Amendment to Contract – Cambridge Valley Rescue Squad for COVID Testing and Request for Waiver of Procurement Policy

2. CLIA License Renewal

3. Backfill Request – Breastfeeding Peer Counselor Positions (2)

4. Budget Amendments

5. Miscellaneous

C. Social Services

1. Backfill Requests

a) Clerks (2)

b) Social Welfare Examiner (1)

c) Social Services Division Director (1)

2. Medicaid Weekly Share & Safe Harbor Funding Updates

3. Review of Foster Care/Child Care ARA Spending Plan

4) Other Business

5) Adjournment

Chairwoman Clary called the meeting to order at 10:21 A.M.

A motion to accept the minutes of the September 7 and 29, 2021 meeting was moved by Mr. O'Brien, seconded by Mr. Wilson, and adopted.

DEPARTMENT REPORTS/REQUESTS:

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

- Vehicle Update – Using \$200,000 of American Rescue funds for the purchase of vehicles, 100% federal funds. OFA has nine assigned vehicles and to cover the routes at this time are borrowing 3 vehicles from car pool. Will work with DPW on bids for vehicles – mid-sized, keyless entry, ground clearance, and most certainly vehicles with all-wheel drive capabilities and looking at both gas and hybrid vehicles. She will bring the bid results back to the committee and hopes this makes their fleet and nutrition services complete without having to borrow the car pool vehicles. DPW would go out for a mini-bid and they can go off state contract. The County Administrator asked if these vehicles are eventually going to end up in car pool because they should fit both car pool and the department's needs. Currently the majority of the OFA fleet are caravan models. The equipment used in the delivery of these meals is not that large; large-heated bags that plug into the vehicle through the adapter. Not looking for a van or sliding doors but a mid-sized all-wheel drive vehicle; i.e., equinox or trailblazer. They do complete their routes using Ford Focuses. The

majority of their current vehicles are 2006 – 2009 models. The keyless entry is a safety factor. With the \$200,000 plans to buy as many vehicles as possible with this 100% federal money. This is one-time funding. Mr. Campbell stated car pool will be a big discussion going forward. There is a match to this money of about \$31,000 and he has that in the 2022 budget. Car pool's mileage rate will have to be looked at due to the price of cars and fuel prices keep increasing. This is for next year's budget. The Treasurer asked if there was any strings attached regarding the length of time the department has to keep the vehicle. The OFA Director is not aware of any requirements to keep the vehicles in that department. The DPW Superintendent stated they want to get together to look at what cars to purchase especially for ergonomics and bending over. Discussed bid options and how to move forward now including piggybacking on other bids. The Superintendent will look into bid options to move forward quicker. She stated once they reach a conclusion on the vehicle, research what is out there and available and what our options are they can bring it forward to the November Finance Committee meeting. A motion to move OFA request to purchase vehicles to the Finance Committee meeting was moved by Mr. Campbell seconded by Messrs. Skellie and Wilson, and adopted.

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

- Amendment to Contract – Cambridge Valley Rescue Squad (CVRS) for COVID Testing and Request for Waiver of Procurement Policy – Currently, Public Health has an agreement with Cambridge Valley Rescue Squad to assist them at their COVID clinics and would like to add to that agreement that they receive funding for testing. CVRS is doing rapid testing now but their funding through a previous grant is exhausted. Public Health has funding available (Immunization and COVID grants) and it is an acceptable expense to give to them to continue the testing program. She is requesting to amend that agreement with CVRS to include testing, rapid testing, for anyone who lives in the county or works or goes to school in the county. They have \$35,600 available and would reimburse CVRS \$37 per test and they would bill Public Health per test and that price includes all their costs associated with the testing – personnel and supplies. The contract would be an up to maximum amount of \$35,600. On average they are doing about 14 test a week. A motion to approve amendment to agreement to provide funding to Cambridge Valley Rescue Squad for COVID testing up to a maximum amount of \$35,600 was moved by Mr. Campbell, seconded by Mr. Skellie, and adopted. Discussion. A waiver is needed. A motion to waive the procurement policy was moved by Mr. Campbell, seconded by Messrs. Wilson and Skellie and adopted.
- CLIA License Renewal – Limited Service Laboratory License – Public Health has to reapply for this license each year and the fee is \$200. This license allows Public Health to do blood lead level testing, hemoglobin testing through WIC and HIV rapid testing. A motion to renew CLIA License, pay fee of \$200, and request the Treasurer to cut a petty cash check to pay fee was moved by Mr. Skellie, seconded by Mr. Campbell, and adopted.
- Backfill Request due to resignations – Senior Breastfeeding Peer Counselor and Breastfeeding Peer Counselor (2) Positions – A motion to backfill these two position with Breastfeeding Peer Counselor positions and amend the Staffing Pattern to eliminate one (1) Senior Breastfeeding Peer Counselor and add one (1) Breastfeeding Peer Counselor

and forward to the Personnel Committee was moved by Mr. Campbell, seconded by Mr. Skellie, and adopted.

- Budget Amendment to recognize Early Intervention Administrative Grant – A motion to amend 2021 budget to recognize Early Intervention Administrative Grant in the amount of \$38,779 was moved by Mr. Campbell, seconded by Mr. Wilson, and adopted.
- Miscellaneous – Public Health would like to join in with Warren County on an immediate campaign to promote the COVID vaccination rates within the two counties. Behan Communications has offered to develop the messaging free of charge. Public Health would just be paying for the actual advertisements from different venues – papers in county, billboards, radio ads, etc. Funds are specifically designated for vaccine promotion and media advertising to increase vaccination rates in there grants and have about \$18,000 set aside for that purpose. Requesting permission to go ahead with advertising campaign with Warren County and allow use of County logo. A motion to approve moving forward with the use of grant funds for vaccine advertising campaign and use of the County logo was moved by Mr. Wilson and seconded by Mr. Hicks. Discussion. Mr. Wilson asked if we were working collectively to spread out expenses and get the most advertising for our money. There will be separate invoicing and will not be reimbursing Warren County. The motion to approve moving forward with the use of grant funds for vaccine advertising campaign and use of the County logo was moved by Mr. Wilson, seconded by Mr. Hicks, and adopted.

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

- Backfill Requests
 - Clerks (2) – A motion to approve backfills for two (2) Clerk vacancies and forward to the Personnel Committee was moved by Mr. Campbell, seconded by Mr. Skellie, and adopted.
 - Social Welfare Examiner (2) – A motion to approve backfills, two (2) Social Services Welfare Examiners, and forward to the Personnel Committee was moved by Mr. Campbell, seconded by Mr. Wilson, and adopted.
 - Social Services Division Director (1) – A motion to approve backfill of Social Services Division Director due to a retirement and forward to the Personnel Committee was moved by Mr. Campbell, seconded by Mr. Skellie, and adopted. Retirement is in December but needs to move forward on selecting candidate.
 - Community Services Worker – A motion to approve backfill, Community Services Worker, due to a resignation and forward to the Personnel Committee was moved by Mr. Campbell, seconded by Mr. Skellie, and adopted.
- Medicaid Weekly Share & Safe Harbor Funding Updates – Medicaid weekly share will be adjusted starting in November due to the Family First Coronavirus Response – enhanced federal medical assistance percentage funding and the new payment amount is going to be reduced by \$23,000 per week, an overall saving of \$441,000 for this adjustment through the end of the state fiscal year. The new weekly payment amount is \$170,351. Also notified that Washington County was being provided with \$43,350 for the continuation of the Safe Harbour programing.

- Miscellaneous:
 - DSS Commissioner had the opportunity through the state association to meet with the Division of Budget on funding priorities. Met yesterday and discussion limited to key priorities: supporting stable housing and their lack of participation in the services that are provided to the safety net population. OTDA moved forward proposed regulation relating to the use of 2000 hotels for temporary housing assistance and it would create many more mandates and be an extreme burden on the agency. Stressed the need for open-ended funding for preventive services and that they should be restored to their prior funding level of 65% rather than the current 63%.
 - Computer Purchases – Ordered iPads, laptops, and desktop computers out of the 2021 budget and reduced the ask for the 2022 tentative budget.
- Review of Foster Care/Child Care ARA Spending Plan – The American Rescue Plan Workgroup designated \$288,160 in funding for Foster Care/Child Care and the Commissioner has worked on a plan, handout attached, and reviewed the plan with the committee. Discussed possibly creating a new title, part-time or per diem Trainer position and working on duties/responsibilities and compensation.

OTHER BUSINESS:

YOUTH BUREAU - Mike Gray, Director, addressed the following items:

- Amend Staffing Pattern due to Voluntary Demotion – A Supervisor is taking a voluntary demotion and stepping back down into a Program Specialist position and requesting to amend the Staffing Pattern to add one Program Specialist position. He plans to work with Personnel on the qualifications for the Supervisor position and in the future will be asking to backfill the Supervisor position moving someone in the department up to that position; not adding personnel/total staffing will remain the same. A motion to amend the Staffing Pattern to take out one position and put in another position, Program Specialist, same grade and forward to the Personnel Committee was moved by Mr. Hicks, seconded by Mr. Campbell, and adopted.
- Youth Bureau Joining with Warren County Update – Met with the County Administrator and County Attorney and developed a draft that was sent over to Warren County. It has been reviewed by the State and meets all state requirements for the merger. The total cost of the merger was included in Warren County's DSS 2022 budget. No official response from Warren County yet and when received he will bring it back to the committee for review and Board approval. This is a two year agreement with a 90-day out clause. This provides an opportunity to provide more youth development services in both counties.
- Mr. Shaw thanked Mike and his department for their work on the Easton Town Hall and thanks from Mrs. Clary for work done at the Georgi Museum.

The meeting adjourned at 11:29 A.M.

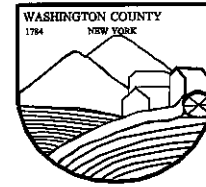
Debra Prehoda, Clerk
Washington County Board of Supervisors

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Tammy L. DeLorme, Commissioner

American Rescue Plan Act Washington County Stimulus Initiative Foster Care & Child Care

The Washington County working group defined this project objective as follows:

*To make an investment in outreach, recruitment and training for foster care services.
Encourage new business development in the area of childcare, allowing individuals to enter or re-enter the workforce by providing outreach and training for regulated home daycare.*

The Project Budget is earmarked at \$288,160. The plan must be finalized by the end of 2024 and spent by 2026.

Foster Care:

The Department of Social Services has not recruited or certified foster homes for the past decade. Reinstating this service array is beneficial at this time in order to reduce the length of time a child is placed in foster care as well as to maintain the child in the least restrictive level of placement while they are in care. Both of which are long standing goals of the Department. Reducing higher level placements is now also endorsed in law [Family First Prevention Services Act (FFPSA) implemented 10/1/21] with the risk of losing funding should the requirements not be achieved.

The concept is simple, create a network of family foster homes within Washington County that will provide care in their home for one child or sibling group. Prioritization is provided to developing "kin" resources for children requiring out of home placement as part of FFPSA, as well as being best practice.

The first step in planning for fulfillment of this benchmark is underway with the approval to add positions to the DSS/OFA organizational structure. A Grade B Case Supervisor and a Senior Caseworker have (very recently) been appointed to the leadership positions for this expansion. These individuals will require guidance and time to plan the best strategies to recruit, train, and maintain family foster homes for access on an as needed basis.

It is important to note that, moving forward, the three (3) approved Caseworker positions, necessary staffing for this expansion will need to be filled. The additional positions will be funded through Federal and State reimbursement with the necessary local share. Funding through the American Rescue Plan will enhance the capacity of this team to successfully develop this network. The funding is proposed to be disbursed as described in the following chart:

ITEM	DESCRIPTION	QUANTITY	VALUE
Advertising	Ads & signage	variable	\$28,000
Outreach Supplies	Palm cards, brochures, give away items	variable	\$10,000
Trainer/Advisor	Certified MAPP Trainer/Strategic Planning Advisor	Hourly Rate	\$60,000
Training Supplies	Flip Charts/Training Manuals/Participation Incentives/Milestone Recognition	N/A	\$12,000
Food Supplies	Snacks/Drinks/Meals	Per gathering	\$12,000
Stipend for certification expenses	Fees for water test/background clearance/physicals/household modification	N/A	\$35,000
Child Care	Assistance with care of young children during training sessions	Hourly Rate	\$10,000
Recruitment Incentive	Initial award for referring interested participants/ Reward for completion of certification	\$50/referral \$200/ certification	\$10,000
Safety Equipment for Families	Cribs/baby gates/highchairs etc.	as needed	\$10,000
Clinical Support	Pay for guided sessions with foster parents	Hourly Rate	\$15,000
Interactive Recreational Opportunities	Pay for outings for foster parents with children and to be joined by birth parents as appropriate	Fees & expenses	\$15,000
Misc.	All of the other things that pop up and are legitimate expenses for achieving success with foster care recruitment/retention	variable	\$10,000
			\$227,000

Child Care

The Department of Social Services offers financial assistance to households with children under the age of 13. It is an income-based eligibility program serving households at or under 200% of the FPL. While there was once a time when the demand for daycare assistance exceeded the amount provided to the County through the NYS Child Care Block Grant, it has been several years since the full grant amount has been expended.

Licensing of regulated childcare providers is overseen through the Division of Child Care Services in the NYS Office of Children and Family Services. The demand for childcare assistance through DSS is dramatically disconnected with what the demand for quality childcare actually is in Washington County. Overwhelmingly, the lack of childcare resources is a primary concern for working parents. This applies to the employees of the County and families within our communities.

Though less developed conceptually, the Department is focused on the development of additional certified childcare options. An emphasis on diverse scheduling as well as service being accessible throughout the County is a necessary priority.

The County should consider offering funding directly to support the development of various childcare programs. The County can collaborate with the Southern Adirondack Child Care Network to determine the best form of outreach and whether financial support is needed for training.

Stipend	Various startup costs and/or incentives	variable	\$61,160
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