

HUMAN SERVICES COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Date: Tuesday, January 26, 2021 @ 1:00 PM

Location: *Supervisors' Committee Room, 2nd floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67v1R8g-Ow>)

Present: *Grant, Davis*, Brunner, King (1:27 pm – YouTube & Conf. Call), Roberts, Roche, Granger

Absent: J. Cook (Munis Transition conf. call)

Also Present: C. Ketchum/Board Clerk; B. Ryan/Board Chair; J. Wujcik/Co. Atty. (Zoom); B. Kehl, T/Attica; R. Jacoby, T/Wethersfield (Zoom)

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
1:00 PM Veterans Services w/L. Harvey			
<p><i>At 1:03 PM there was a motion by Supervisor Granger to enter an executive session to discuss the employment and performance history of a particular employee. This was seconded by Supervisor Davis and all voted aye.</i></p> <p><i>The YouTube video was suspended. Veteran Services Director Harvey, Board Clerk Ketchum and County Attorney Wujcik remained.</i></p> <p><i>At 1:27 PM there was a motion by Supervisor Roche to end the executive session and continue the regular meeting. This was seconded by Supervisor Davis and all voted aye.</i></p>			
<i>At 1:27 PM Supervisor King, T/Pike joined the meeting via conf. call and YouTube video</i>			
<p>1. Records Retention after Death: After discussions with Gary Gardner (VFW), Asst. Director of Veteran Services, Robin Kruppa and various other Veterans who have come in for appointments.</p> <ul style="list-style-type: none"> The following was agreed upon. Attached documentation represents the wishes of our Veteran population (with requested amendments by the County Historian's office). There is still discussion over Military Records of those already deceased. It has been decided that all deceased Veterans will have their records reviewed by the Veteran Services Department. Those with unfavorable or medical information intertwined within the records will be discussed with the American Legion at the County level as to how to precede, a review panel to make the decision on how it is archived. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>2. Dwyer Wyoming Update:</p> <ul style="list-style-type: none"> No funding We will restart coffee hours in mid-May at outside locations again this summer. Mailing/emailing out a newsletter with updates from the VA as well as information for the March 29th National Vietnam Veterans Day. This is planned to take place at the Warsaw Village Park on Liberty Street. More to follow in February once we have approval from the Village. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<p>3. <i>Vehicle Usage:</i></p> <ul style="list-style-type: none"> • January 2020 - 17 Veteran Rides/Coffee Hours 3 Work Related • February 2020 - 19 Veteran Rides/Coffee Hours 4 Work Related • March 2020 - 7 Veteran Rides/Coffee Hours 4 Work Related • April 2020 - 6 Veteran Rides/Coffee Hours 0 Work Related • May 2020 - 11 Veteran Rides/Coffee Hours 1 Work Related • June 2020 - 15 Veteran Rides/Coffee Hours 1 Work Related • July 2020 - 15 Veteran Rides/Coffee Hours 2 Work Related • August 2020 - 14 Veteran Rides/Coffee Hours 2 Work Related • September 2020 - 18 Veteran Rides/Coffee Hours 3 Work Related • October 2020 - 11 Veteran Rides/Coffee Hours 2 Work Related • November 2020 - 14 Veteran Rides 3 Work Related • December 2020 - 100 Christmas Stockings/Veteran Rides 2 work Related <p>Director Harvey reported that the van has approx. 13,000 miles on it...</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>4. <i>Numbers: See attached:</i></p> <ul style="list-style-type: none"> • <u>Office Volume</u> 	<p><i>Photos:</i></p> <p><u>Photo #1</u></p> <p><u>Photo #2</u></p> <p><u>Photo #3</u></p> <p><u>Photo #4</u></p>	<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
1:15 PM Office for the Aging w/A. Aldinger			
<p>1. <i>OFA Advisory Council Reports:</i></p> <ul style="list-style-type: none"> • EISEP ~ <u>75</u> Participants / <u>56</u> Active <ul style="list-style-type: none"> ○ PCA I ~ <u>30</u> ○ PCA II ~ <u>26</u> • Respite ~ <u>53</u> Participants / <u>38</u> Active <ul style="list-style-type: none"> ○ Adult Day Care ~ <u>1</u> enrolled / services are suspended due to COVID-19 ○ PCA I ~ <u>2</u> ○ PCA II ~ <u>3</u> ○ Overnight ~ <u>3</u> • Life Line ~ <u>29</u> <ul style="list-style-type: none"> ○ Private Pay ~ <u>28</u> • Alzheimer Caregiver services ~ <u>38</u> families served. • HDM (Home Delivered Meals) ~ <u>301</u> active participants with <u>280</u> meals being served today • Congregate Meal Sites ~ Avg. ___/day – Closed due to COVID-19 <ul style="list-style-type: none"> ○ Pine Lounge ~ <u>24</u> /week 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>2. FYI ~ Referred to 02-02-21 Finance Committee from 01-26-21 Human Resources</p> <p style="text-align: center;"><i>Amend Salary Schedule "G":</i></p> <p>Set the salary of the <i>Alzheimer Caregiver Coordinator</i> within the Department of Office for the Aging to reflect \$22.89 per hour (annual salary equivalent of \$41,820.00) for 2021; effective January 1, 2021.</p>	<p><i>This adjustment reflects a decrease in annual hours worked in 2021. The annual salary equivalent remains unchanged in 2021.</i></p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
<p>3. FYI ~ Referred to 02-02-21 Finance Committee from 01-26-21 Human Resources</p> <p style="text-align: center;">Position Fill: Office for the Aging</p> <p>One (1) position of <u>Case Manager</u> (1.00 FTE) (Position Code 007.040) CSEA agreement, sch. A, grade 15 (\$21.35 - \$24.83hr) to replace Brandie Rajk-Winter) who is resigning February 17, 2021. Position available date: February 22, 2021</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>4. FYI ~ Referred to 02-02-21 Finance Committee from 01-26-21 Human Resources</p> <p style="text-align: center;">Position Fill: Office for the Aging</p> <p>One (1) position of <u>Aging Services Aide</u> (1.00 FTE) (Position Code 286.015) CSEA agreement, sch. A, grade 2 (\$16.29 - \$17.783hr) to replace Adriana Holley who is resigning February 05, 2021. Position available date: February 08, 2021</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>5. FYI ~ Contract (\$3,000 and under):</p> <ul style="list-style-type: none"> • Warsaw Pennysaver, 72 N. Main St., Warsaw, NY 14569 for the provision of advertising the Safe Harbour Program in the amount of \$650.00; effective February 01, 2021 through December 31, 2021 • Hilltop Print Shop, 3 E. State St. Mt Morris, NY 14510 for printing for the safe harbour program materials. Not to exceed \$750.00; effective February 1, 2021 – December 31, 2021 • AMDA Distribution Inc., 4804 NW St Miami Garden, FL 33014 for purchasing resources for GO Bags for survivors of human trafficking and child exploitation not to exceed \$500.00; effective February 01, 2021 – December 31, 2021 • AD Sutton & Sons, Inc., 10 West 33rd St New York, NY 10001 for purchasing resources for GO Bags for survivors of human trafficking and child exploitation, not to exceed \$500.00; effective February 01, 2021 – December 31, 2021. 		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
<p>6. <i>Interdepartmental Contract (Expenditure) \$3,001 or greater:</i> Contract with <i>Wyoming County Sheriff's Dept.</i>, 151 N Main St Warsaw, NY 14569 for the provision of catered meals for OFA home delivered meal and congregate meal site program (Increase per meal cost from \$6.00 to \$6.15); variable depending on amount served; effective January 1, 2021.</p>		Motion: Davis Ayes: 7 Noes: Absent:	Carried: XXX Defeated: Referred to: APPROVED
<p>7. <i>FYI ~ Referred to 02-02-21 Finance Committee from 01-26-21 Human Resources</i> <i>Amend Salary Schedule "F":</i> To increase <i>Meal Site Managers</i> wage from \$11.80/hr. to 12.50/hr. to remain competitive with NYS minimum wage requirements; effective 12-31-20.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>8. <i>Re-appointment:</i> <i>Wyoming County OFA Advisory Council</i> <i>Supervisor Member</i> One(1) year term effective January 1, 2021 through December 31, 2021: • <i>Ellen Grant</i> (T/Bennington), 134 Clinton Street, Alden, NY 14004</p>		Motion: Brunner Ayes: 7 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION
<p>9. <i>Grant Application and Acceptance:</i> Authorize Chairman to sign a grant application and acceptance award with <i>New York State Office for the Aging</i>, 2 Empire State Plaza, Albany, NY 12223-1251 for the provision of funding to provide outreach and counseling to Medicare beneficiaries who are low income and potentially eligible for a low income subsidy program in an amount of \$13,090.00; effective September 1, 2020 through August 31, 2021.</p>		Motion: Roberts Ayes: 7 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
10. <i>Misc.</i> <ul style="list-style-type: none"> • Wyo. Co. Health Department has asked the Office for the Aging to help seniors, without access to the internet, make appointments to get their COVID-19 vaccine. <ul style="list-style-type: none"> ○ Director Aldinger reported being busier than expected... • Looking for Wyoming County nominations for 2021 Older New Yorker designation... 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Youth Bureau			
11. <i>Youth Bureau Report</i> <ul style="list-style-type: none"> • Early Intervention ~ 71 participants • Pre-School ~ 94 participants 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
12. <i>Permission to go out to bid for Early Intervention and Pre-School Transportation</i> ; effective 07/01/21 through 06/01/24 with a series of two, 1 yr. renewals.		Motion: Roche Ayes: 7 Noes: Absent:	Carried: XXX Defeated: Referred to: APPROVED
13. <i>Grant Application and Acceptance:</i> Authorize Chairman to sign a grant application and acceptance award with <i>New York State Office of Children and Family Services</i> , 52 Washington St., Rensselaer, NY 12144 for funding of the Safe Harbour Grant to support public awareness, training and meeting the service needs of youth survivors of human trafficking and commercial child sexual exploitation in a minimum amount of \$23,000.00; effective January 1, 2021 through December 31, 2021.		Motion: Granger Ayes: 7 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
1:30 PM Department of Social Services w/K. Barber			
1. FYI – <u>WMS Contract (\$3,000 and under):</u>			
<ul style="list-style-type: none"> Wyoming County Community Action, 6470 Route 20A, Suite 1, Perry, NY 14530 to provide work experience for TANF, Safety Net & SNAP participants; effective 01/01/21 through 12/31/21. This is a renewal contract with no changes. No cost to the county; work experience only. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. FYI – Contracts/Agreements: (\$3,000 and under):			
<ul style="list-style-type: none"> ALPS Elevator Inspection Services, Inc., PO Box 605, Buffalo, NY 14207-0605 for an Elevator Inspection Agreement by an independent third party (done semi-annually for \$227.00 per year for 10 yrs.) in an amount not to exceed \$2,270.00 total for ten years; effective 12/30/20 through 12/30/30. This is a renewal contract with wording changes to clarify the billing for a now ten-year contract (previously it was ongoing). Allied Fire Protection Systems, Inc., 1885 Lyndon Boulevard, Falconer, NY 14733 to provide automatic fire Sprinkler inspections. This is a renewal contract with a change increasing from \$550.00 to \$560.00 for each inspection; in an amount not to exceed \$1,120.00 max for one year. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Professional Services Contract – Authorization for State WMS Contracts (5,001 or greater): Authorize Chairman to sign a renewal contract through the State WMS System, pursuant to General Municipal Law § 104(b), to provide day care services. Contract has a variable amount depending on the services provided. <ul style="list-style-type: none"> Ivy Hnat, 14 Leicester Street, Perry, NY 14530; effective 1/1/21 through 12/31/21. 	** Resolution Required **	Motion: Brunner Ayes: 7 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION
4. Monthly Report:		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
Wyo. Co. Community Action w/R. Shader			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/E. Grant (minutes prepared by C. Ketchum).

Next Human Services Committee Meeting scheduled for **Tuesday, February 23, 2021 @ 1:00 PM.**

Committee Chair Initials: _____