

**HUMAN SERVICES COMMITTEE MEETING MINUTES  
THURSDAY, JULY 6, 2017  
9:00 A.M.**

PRESENT: P. Yendell, B. Donohue, I. Davis, M. Walker, E. Gott, D. LeFeber, I. Coyle, S. Hillier, C. DiPasquale  
 ABSENT: D. Babbitt Henry

**DEPARTMENT OF SOCIAL SERVICES – DIANE DEANE**

**Action Item(s) To Be Reported**

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY DEPARTMENT OF SOCIAL SERVICES: GENESEE COMMUNITY COLLEGE**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Department of Social Services, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Genesee Community College</b> One College Road Batavia NY 14020	8/1/17-7/31/18	\$310,910.00

For: This contract provides for a large part of the training our staff receives, including training provided by the County ITS Department to DSS staff.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
State Training Cap	0-5%	Yes X No

Mrs. Deane explained that this is the annual contract for staff training.

*Motion: Mr. Davis moved and Mrs. Donohue seconded to approve the foregoing resolution... Carried.*

**2. AMENDING THE 2017 HOURLY EMPLOYEE SALARY SCHEDULE: SOCIAL SERVICES**

RESOLVED, that the 2017 Hourly Employee Salary Schedule is amended as follows:

**Social Services**

- Create one full-time Caseworker /Caseworker Trainee position effective immediately.

**AND REFER THIS MATTER TO WAYS AND MEANS FOR APPROVAL**

Mrs. Deane explained that this has been in the budget for several years but she was not fully staffed until now. Mrs. Deane reviewed the additional duties the courts are asking for. The County Attorney explained the statute for the court requests.

*Motion: Mr. Gott moved and Mrs. Walker seconded to approve the foregoing resolution ..... Carried.*

Mrs. Deane briefly reviewed the financial attachments for the Committee.

**Informational Item(s) Written Only**

1. Statement of Appropriations (Monthly) (April) – Attached
2. Statistics (Monthly) (April)

<b>Temporary Assistance Cases (TA):</b>	<b>May</b>	<b><u>% Change from Jan 1</u></b>
Family Assistance	294	-5.47%
Safety Net	371	5.40%
<b>Total</b>	<b>665</b>	<b>0.30%</b>
<b>Medicaid Cases (MA):</b>		
Community	1740	-22.94%
Chronic Care	241	0.42%
Foster Care	157	4.67%
SSI	1275	0.08%

**Total 3413 -12.98%**

**Livingston County Citizens receiving some form of Medicaid service:**

**Cases In Transit 112**  
**NYSOH 5636**  
**Livingston County DSS 5421**  
**Total 11169**

**Medicaid Managed Care Individuals (Monthly Premium):**

These Individuals are included in above TA/MA.

**Mainstream Managed Care 3305**  
**HARP 263**  
**Managed Long Term Care-Community 66**  
**Managed Long Term Care-Nursing Home 57**  
**Total 3691 -22.00%**

**Food Stamp Cases: 2455 -24.60%**  
**SSI Food Stamp Cases: 811**  
**Child Care Cases: 159 -19.29%**

**Protective Services for Adults (PSA): 55 -9.84%**  
Financial Mgmt 49  
Home Mgmt 47  
Personal Care 29  
 Level I 7  
 Level II 18  
 Level I pending 4  
Guardianship Cases 5  
 Awaiting discharge 4  
 Pending 2  
 Assessment assists 84

**Preventive Services: 64 14.29%**  
Probation caseload 32 -3.03%  
School based consults 217  
School based active 0  
TASA (Case Management for Pregnant/Parenting Teens) Active 1

**Child Protective Services (CPS):**  
**New Assignments 69**

**Foster Care 85**  
**Foster Children - DSS Custody 47 -7.84%**

3. Employees hired, resigned or retired in June:

Linda Gleason	Resigned	Social Welfare Examiner	6/12/17	Dansville
Jennifer Noto	Title Change	Senior Social Services Attorney	6/25/17	Geneseo
Scott Cannon	Hire	Social Services Attorney	6/30/17	Geneseo

4. World Adult Abuse Awareness month was recognized in June. Presentations by Adult Services staff were made at the Mental Health Matters session and the Office for the Aging Advisory Council. Informational

tables were set up at Government Center and the lobby of DSS. Information was also presented on the County Facebook page.

**DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ**

**Action Item(s) To Be Reported**

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY DEPARTMENT OF HEALTH: ARC OF LIVINGSTON COUNTY, COUNCIL ON ALCOHOL AND SUBSTANCE ABUSE (2), GOVERNMENT PAYMENT SERVICES, INC. & NOYES MEMORIAL HOSPITAL**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Department of Health, according to the terms designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Government Payment Services, Inc.</b> Lakeview Parkway West Drive Indianapolis, Indiana 46268	Upon Livingston County Chairman’s Signature – one year after Livingston County Signature	\$ .00 Fee to client only, based on transaction; Attachment A of Contract

For: Credit Card Payment Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
N/A, no cost to County, client pays fee for use	0%	Yes <input checked="" type="checkbox"/> No

Director’s Comments: This contract provides the opportunity for clients to pay with credit card. There is a fee to client only, based on transaction amount.

<b>NOYES Memorial Hospital</b> 111 Clara Barton Street Dansville, NY 14437	6/1/17 – 5/31/19	90% of current Medicare, Medicaid or Private Insurance, Addendum A of Contract
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For: Inpatient Hospice Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Various Private and Public Insurances	Determined by 3 <sup>rd</sup> Party Insurance Reimbursement	Yes <input checked="" type="checkbox"/> No

Director’s Comments: This contract allows for inpatient Hospice services.

And be it further,

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Department of Health, and any future amendments to said contracts, according to the terms designated, subject to review by the County Attorney and County Administrator.

<b>Arc of Livingston Wyoming County</b> 18 Main Street Mt. Morris, NY 14510	1/1/17–12/31//17	Not to exceed \$54,145.00
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For: Hilltop Industries employment services provided to Mental Health clients.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS OMH	0%	Yes <input checked="" type="checkbox"/> No

Director’s Comments: This contract provides for supported employment for Mental Health clients.

<b>Council on Alcohol and Substance Abuse</b> 4216 Millennium Drive Geneseo, NY 14454	7/1/17–12/31/17	\$75,000.00
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For: Peer Engagement Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
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OASAS pass through	0%	Yes <input checked="" type="checkbox"/> No
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Director's Comments: This contractor provides services to Mental Health clients out in the community.

**Council on Alcohol and Substance Abuse** 1/1/17-12/31/17 Subst Abuse \$358,819.00  
 4216 Millennium Drive Prevention \$35,000.00  
 Geneseo, NY 14454  
 For: Substance Abuse/Prevention

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
OASAS pass through	\$35,000.00	Yes <input checked="" type="checkbox"/> No

Director's Comments: This contract allows for substance abuse services out in the community.

Ms. Rodriguez reviewed the contracts for approval. The CASA money is pass-through funds.

*Motion: Mr. moved and Mr. seconded to approve the foregoing resolution..... Carried.*

**2. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A MEMORANDUM OF UNDERSTANDING FOR THE LIVINGSTON COUNTY DEPARTMENT OF HEALTH FOR LEXIKEET LEARNING, LLC.**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign a memorandum of understanding for the Livingston County Department of Health, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Lexikeet Learning, LLC</b>	Upon receipt of Lexikeet software - ongoing	\$3,895.00, one-time payment
1338 Hawthorn Road Niskayuna, NY 12309		

For: Language translation of WIC intake questions

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
100% NYS WIC Contract	0%	Yes <input checked="" type="checkbox"/> No

Director's Comments: This Memorandum of Understanding provides for translation for the WIC (Women and Infant Children) program.

This is funded through the WIC grant.

*Motion: Mr. Gott moved and Mrs. Donohue seconded to approve the foregoing resolution ..... Carried.*

**3. AMENDING THE 2017 HOURLY EMPLOYEE SALARY SCHEDULE: DEPARTMENT OF HEALTH**

RESOLVED, that the 2017 Hourly Employee Salary Schedule is amended as follows:

**Department of Health**

- Create one full-time Senior Typist position.

Ms. Rodriguez explained that this will allow for cross training before Elise Rounsville's retirement.

*Motion: Mrs. Walker moved and Mr. LeFeber seconded to approve the foregoing resolution.. Carried.*

**4. SUPPORTING ASSEMBLY BILL NO. A.6505 AND SENATE BILL NO. S.4630 PROHIBITING THE COLLOCATION OF CERTAIN CHILDREN'S FACILITIES WITH ADULT FACILITIES IN ERIE COUNTY**

WHEREAS, the Western New York Children's Psychiatric Center opened in West Seneca in 1970. The Center takes seriously emotionally disturbed children between the ages of 4 to 18 years old from 19 Western New York counties. The 19 different counties in New York State include: Allegany, Cattaraugus, Cayuga, Chautauqua, Chemung, Erie, Genesee, Herkimer, Livingston, Monroe, Niagara, Ontario, Orange, Orleans, Oswego, Schuyler, Seneca, Steuben, Tioga, Tompkins, Wayne, Wyoming and Yates; and

WHEREAS, despite the significant volume from these 19 counties, the Western New York Children's Psychiatric Center has the lowest 30 day and 90 day reinstatement or re-institutionalization rate of any facility in New York State. The costs of long term hospitalization and institutionalization are drastically reduced and eliminated when the readmission rates are low; and

WHEREAS, Governor Cuomo, in his 2017 Budget, proposed that the West Seneca Children's Psychiatric Center be moved to the Buffalo Psychiatric Center, an adult facility and campus. Moving these children into an adult setting would not be therapeutically beneficial and may in fact be detrimental to the psyches of many of these children; and

WHEREAS, the medicinal and therapeutic benefits of treating and counseling children with mental illnesses in both rural and school settings have been documented in many medical journals and academic papers. The Governor's proposal to place these children in a lock down facility with adults runs counter to science, logic and common sense; and

WHEREAS, the New York State Assembly and Senate unanimously passed A6505 / S4630 which prohibit the collocation of certain children's facilities with adult facilities in Erie County; and

WHEREAS, Governor Cuomo needs to sign this bill and save WNY Children's Psychiatric Center in West Seneca, now therefore be it

RESOLVED, that the Livingston County Board of Supervisors supports Assembly Bill No. A.6505 and Senate Bill No. S.4630 and also strongly encourages Governor Cuomo to immediately sign this necessary legislation into law, and be it further

RESOLVED, that the Clerk of the Livingston County Board of Supervisors send certified copies of this resolution to Governor Andrew M. Cuomo, New York State Senator Catharine M. Young, New York State Senator Patrick M. Gallivan, Assemblyman Joe Errigo, and the New York State Association of Counties (NYSAC).

*Motion: Mrs. Donohue moved and Mrs. Walker seconded to approve the foregoing resolution Carried.*

There has been and uptake in pertussis over the weekend.

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### **Informational Item(s) Written Only**

- Continue to focus on a (Blue Zone) initiative entitled Be Well in Livingston- Created vision and mission statements, and logo; working with various sectors of one community to develop policy, system and environmental changes (school, worksite and village/town): presentation key stakeholders in Nunda (Town Supervisor, Mayor, School Superintendent, Wellness Coordinator/PE Teacher) and Mt, Morris (Village Trustee, CASA, FBOs); demographics and statistical data related the chronic disease has been analyzed and developed into a report, SWOT completed in Nunda. Next steps for Nunda: to meet with additional key stakeholders and community champions to garner support and conduct focus groups. Next steps for Mt. Morris: focusing on youth development and empowerment and substance abuse issues. We will meet again in August.
- Presented (Blue Zone) Be Well in Livingston initiative at Regional Leadership Meeting.
- Presented CHA / CHIP overview and update to Board of Health.
- Continue to coordinate LCDOH Strategic Plan - Staff SWOT completed, vision, mission and value statements revised to go to Board for approval.
- Violence Prevention Coordinator is implemented the evaluation plan for the violence prevention initiatives in the local school districts via teacher, parent and middle school student surveys, to summarize and report data
- Coordinating Medical Reserve Corps Capacity Grant - build MRC volunteer capacity regarding emergency preparedness.
- Implemented marketing and outreach campaign regarding summer safety, heat safety, fireworks safety, men's health, tanning/skin cancer and National HIV Testing Day.
- Conducted Health Commerce - HANS Emergency Drill Call down.
- Training Day conducted for LCDOH staff included 2016 Highlights, QI Project, SWOT and Substance Abuse Update (CASA).
- Tick borne diseases are on the rise in New York State and Environmental Health is leading an initiative to promote awareness. Our Tick Task Force has been implemented and includes services for tick identification along with public outreach efforts. The public is encouraged to "think ticks" when they have been outdoors.
- Our Hospice Volunteer Breakfast, June 29, was a big success.
- Alise Rounsville will be retiring, after 33 years of service.

**WORKFORCE DEVELOPMENT – RYAN SNYDER**

**Action Item(s) To Be Reported**

**1. APPOINTING MEMBER TO THE LIVINGSTON COUNTY YOUTH BOARD: ANDREW THOMAS WALKER**

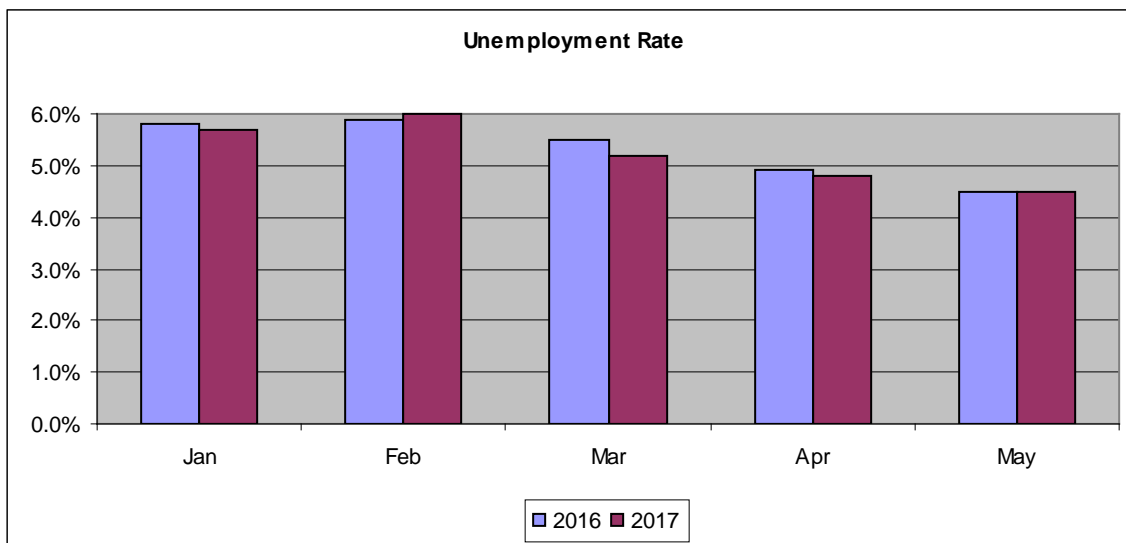
RESOLVED, that the following member is hereby appointed to the Livingston County Youth Board for the term designated:

<b>Livingston County Youth Board</b>			
Name	Address	Agency	Term
Andrew Thomas Walker	33 Old Meadow Court, Livonia	Youth	At Pleasure

Mr. Snyder explained that Andrew Walker is a Livonia Senior and gave a brief history. He is a very good candidate for the board.

*Motion: Mr. Davis moved and Mrs. Donohue seconded to approve the foregoing resolution... Carried.*

**Informational Item(s) Written Only**



**Unemployment Report**

*Unemployment remains historically low at 4.5% in May. This ties the nine year low reached during the same period of the prior year.*

**Department Activity Report**

Activity	May 2017
Counselor Assisted Appointments	54
Adults/Youth in Training	16
Credentials Earned	7
Employer Recruitment Events	30
Workshop Attendees	67
Entries to Employment - Public Assistance	9
Clients Underemployed - Public Assistance	59
Clients in High School Equivalency Education	6
Clients in ESOL Education - Public Assistance	7

*\*Underemployed - not earning enough to close the case.*

**Program Report**

Federal Funding - The House revealed this week that they are two months behind on putting a federal budget framework in place, indicating the likelihood of another continuing resolution to fund the federal government.

Summer Youth Employment - Attendance at the Summer Youth Employment Program work readiness training program nearly doubled this year as a result of expanded outreach efforts.

Community Center Planning - A committee of community members interested in exploring the development of a community center(s) in the County will be meeting in July.

Employment Program - Working with DSS and Catholic Charities we have expanded efforts to engage public assistance recipients that are on a medical exemption from employment activities. The new effort targets individuals with a 3 to 6 month exemption, with the intention of helping these clients transition into work more quickly when able.

Certified Nursing Assistant (CNA) Training - Applications will be accepted until Friday July 28th, for a five-week, free CNA training at the Center for Nursing in Mt. Morris.

**CENTER FOR NURSING & REHABILITATION – STEPHEN WOODRUFF & BARBARA KEEFE**  
**Pre-approved Informational Item(s) To Be Reported**

1. FINANCIAL/OPERATIONAL UPDATES:

- a.) Occupancy- As of June 27, occupancy was 95.0%. Year to date occupancy is 96.50%. Ms. Keefe reviewed the occupancy rate. Mr. Woodruff explained that they have been polling their peers and admission has also been a challenge elsewhere.
- b.) Cash Flow – The CNR’s Cash Flow Report as of June 23 reflects \$22,934,072. in reserves. Cash dipped with accounts payable and payroll happening at the same time.
- c.) Budget Variance – The April 2017 budget variance reports will be distributed and discussed at the committee meeting. Medicare days are still over budget for the first six months. All expenses are under budget. More residents are going to managed Medicaid. Revenue is doing well capturing as much IGT as we can. Mr. Coyle discussed the energy performance plan and the Medicaid capital reimbursement number and the Managed Medicaid rate under current administration. Ms. Keefe explained that depreciation dropped due to the 10 year depreciation.
- d.) Dialysis Extension Clinic – Noyes Hospital’s CFO Jay Maslyn reports plans to file the Certificate of Need (CON) with the NYS Department of Health in mid-July. Noyes is telling us that Albany is a six to nine week turn-around for the Certificate of Need approval.

Mr. Coyle expressed concern on Item 6 and Mr. Woodruff explained that he is fully confident that the ADON can manage the administrative work as planned. There are several RNs that can assist.

Mr. Davis reported on a recent visit to the facility and the work Mr. Woodruff was performing to improve his working knowledge.

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**Informational Item(s) Written Only**

1. Reports - Absenteeism, Mandation, FMLA, Payroll Performance, Work Related Injuries, Report Card
2. EHR – The CNR is developing a schedule with its software vendor Reliable Health Systems to bring additional supplemental programs for Forms and 24-hour Report into use. Staff adoption of the EHR has been progressive and successful. The vendor continues to customize programs to meet the CNR’s requirements.
3. Telepsychiatry – The CNR has met with UR Medicine, Geriatric Psychiatry Division, and accepted grant-funded Telepsychiatry equipment. Staff will be making initial service referrals in the month of July.
4. RN Recruitment – The CNR has been successful in filling the last of two full-time RN openings. The 2-10 PM opening on TCU II and the 10 AM –6 PM opening on TCU I are filled. Orientations will continue through mid-July and the RN’s will then join the schedule.

5. Nursing Assistant Turnover – There has been a recent increase in Nursing Assistant turnover that has created more difficulty in meeting schedule needs. Mandatory overtime has increased as a result of vacancies, vacations and employee absenteeism. Advertisements will appear in July for the next Nursing Assistant training program to start August 28.
6. Admissions Coordinator – The CNR’s Admissions Coordinator is going to be on a 3-month medical leave starting July 10. The Assistant Director of Nursing will be providing primary coverage during this extended period.

There was discussion on the capital component on capital asset depreciation at the CNR and how that relates to the energy performance project. The timing is perfect for us because there is a lot of stuff that is 10+ years old so there is no depreciation left on it and we would want to lock it in now, especially with the Trump and GOP healthcare questions there could be a change coming to the capital component.

**ADJOURNMENT**

Mr. Davis moved and Mrs. Donohue seconded to adjourn the meeting at 9:30 a.m.

**OFFICE FOR THE AGING – SUE DAVIN**  
**Informational Item(s) Written Only**

**Served Client Summary**

Livingston

01/01/2017 and 05/31/2017

Report Run Date: 06/19/2017

**State Service Type Summary**

State Service Type	Total Units	Total Unduplicated Clients
Caregiver Services	204	61
Case Management	670	274
Congregate Meals	10,742	202
Health Promotion	349	44
Home Delivered Meals	20,422	282
Info & Assistance	835	199
Nutrition Counseling	25	25
Nutrition Education	2,090	350
Personal Care	1,370	33
PERS – Personal Alert System	2,638	412
Transportation	2,526	51

Dates:

- |   |  |                                      |
|---|--|--------------------------------------|
| June 22 <sup>nd</sup>                           | Tai Chi for Arthritis Dansville series concludes   |                                      |
| July 12 <sup>th</sup>                           | Living Healthy Classes Begin                       |                                      |
| Aug/Sept TBD                                    | Powerful Tools for Caregivers series to be offered | Geneseo                              |
| September 13 <sup>th</sup> and 14 <sup>th</sup> | NYSOFA Annual Site Visit                           |                                      |
| Friday, September 15 <sup>th</sup>              | 10 AM – 1 PM                                       | Fall Prevention Event      Lakeville |



**Caregiver Services:**

Home Away From Home Respite program will continue through a grant from the Mueller Foundation! Jessie Gyr finishes her VISTA term on July 31, 2017. This year the program will run one time per week during the summer. A Coordinator will be hired through SUNY Geneseo Campus Auxiliary Services, and will report in to the Center for Leadership and Community Engagement. All partners will remain involved.

The United Methodist Church in Dansville will pilot a Volunteer Respite Program, Time Sharing, to begin the first Thursday of July, and will continue on the first and third Thursdays from 10 am to 2 pm in the education area of the Dansville UMC at 5 Chestnut Street.

**Senior Nutrition:**

Meetings were held with our Nutrition vendor Morrison/Compass on 5/15/2017 and 6/12/2017 as we continue to work to resolve issues. Cold meals (egg salad, chicken salad, etc.) will be offered once per week beginning in July. These have been popular in the past. Temperatures continue to be monitored at all points in the process. We are still having some shortages with components of the meals at the congregate sites; Morrison has proposed to send canned fruit and frozen vegetables to sites in case of shortages. There was an issue with the protein component of the 6/12/2017 meal that could not be served at the congregate sites. Morrison is looking into an issue with the pans at the congregate sites.

The Senior Farmers' Market Nutrition Program is getting underway. The program aims to promote improved nutrition through increased consumption of locally grown fresh fruits and vegetables, as well as expand sales at farmers' markets and farm stands. Eligibility is determined by residence in Livingston County, age, and income. Individuals 60 years and older whose gross monthly income is at or below 185% of Federal Poverty Guidelines (\$1,860/month for household of one, \$2,504/month for two-person household) are eligible. Eligible individuals are issued a booklet worth \$20.00 which contains five (5) \$4.00 checks. Distribution sites will include:

**Avon Senior Nutrition Site:** Avon Village Building - Tuesday through Friday, 10am-11:30am only (from 6/27/17-7/28/17)

**Dansville Senior Nutrition Site:** 5 Chestnut Avenue, Dansville - Monday through Thursday, 10am-11:30am only (from 6/26/17-7/27/17)

**Mount Morris Senior Nutrition Site:** 3 Elm Street, Mount Morris - Monday through Thursday, 10am-12pm only (from 6/26/17-7/27/17)

**Nunda Government Center:** Massachusetts Street, Tuesday, June 27th, 2:00pm-4:00pm

**Springwater Town Hall:** 8022 S. Main Street (enter through Town Clerk's door), Wednesday, July 5th, 9:30am-11:00am

**Dansville Farmers Market:** Maple Street (across from West-Herr Car Dealership), Friday, July 7th, 11:30am-1:00pm

**Country Lane Apartments:** (Upper South Street Senior Housing), 600 Country Lane, Geneseo, Wednesday, July 12th, 1:30pm-3:30pm

**Leicester Town Hall:** 132 Main Street, Monday, July 3rd, 1:30pm-3:00pm

**Lima Farmers Market:** (corner Rts. 5 & 20 & 15A), Tuesday, July 18th, 3:00pm-5:00pm

**Geneseo Farmers Market:** Center Street @ Main Street, Thursday, July 20th, 4:00pm-6:00pm

LCOFA had a table at the Veteran's Workshop Event at the National Warplane Museum on 6/17/2017 as part of our outreach activities.

Livingston County News did a feature on Seniorama. We did not pay for the feature; the paper ran it as a public interest feature.

**VETERAN'S SERVICES AGENCY – JASON SKINNER**

**Informational Item(s) Written Only**

Outreach activities-In June we held a Veterans works shop with Congressman Chis Collins office. We had around 60 veterans attend. Many that had questions were form surrounding counties. We had hoped for a larger turnout of older veterans to sign up for health benefits. Many of our veterans got sit and talk with Congressman Chris Collins. They appreciate the opportunity to discuss concerns about their federal benefits with him.

Office statistics-We had one homeless veteran this month and another veteran from the Batavia area committed suicide. While not a Livingston County resident the death of a young father has had an impact on many of our local veterans. All of the Livingston County veteran suicides that I am aware of have taken place outside our county.

Digitization and records retention compliance-Laserfiche scanning and records retention software has been installed and we are testing its capabilities. General Code and the ITS department have been outstanding in their desire to set up all functionality without duplicating efforts or adding additional steps to our normal process.

Respectfully submitted,

Michele R. Rees, IIMC-CMC  
Clerk of the Board