

**HUMAN SERVICES COMMITTEE MEETING MINUTES**  
**THURSDAY, JANUARY 5, 2012**  
**1:30 p.m.**

PRESENT: P. Yendell, M. Schuster, B. Donohue, G. Levey, J. Merrick, G. Moore, W. Wadsworth, C. DiPasquale, I. Coyle

ABSENT: I. Davis

Mr. Yendell welcomed West Sparta Supervisor Gerad Levey to the Committee.

**WORKFORCE DEVELOPMENT-KEITH MITCHELL**

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

**1. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY COMMUNITY INITIATIVES COUNCIL – CATHARINE GARDNER, J. PETER YENDELL, CHARLES DIPASQUALE, LORI GRAY**

RESOLVED, that the following members are hereby appointed to the Livingston County Community Initiatives Council for the term designated:

Name	Address	Rep./Title	Term
<b>Livingston County Community Initiatives Council</b>			
Catharine Gardner	7400 Corby Rd. Honeoye Falls, N Y 14472	Public Sector	1/1/12 - 12/31/14
J. Peter Yendell	7449 College St. Lima, N Y 14485	Public Sector	1/1/12 - 12/31/14
Charles DiPasquale	103 Main St. Mt. Morris, N Y 14510	Public Sector	1/1/12 - 12/31/14
Lori Gray	30 Massachusetts St. Nunda, N Y 14517	Private Sector	1/1/12 - 12/31/13

K. Mitchell stated C. Gardner, P. Yendell and C. DiPasquale are reappointments to the CIC and he believes Lori Gray will be a good addition to the group. All positions on the CIC will be filled now. He mentioned that the Board did reduce the number of members from 15 to 9.

*MOTION: Mr. Schuster moved and Mr. Merrick seconded to authorize the foregoing resolution. Carried.*

**Reporting with County Administrator Ian M. Coyle**

**1. APPOINTING THE DEPUTY WORKFORCE DEVELOPMENT SERVICES DIRECTOR/ YOUTH BUREAU DIRECTOR AND REFERRING THE MATTER TO THE WAYS AND MEANS COMMITTEE**

The County Administrator stated that the Committee is aware that Keith Mitchell is retiring May/June of 2012 and we are preparing to have a transition plan in place. It is our intent to have a person on board to work with Keith a couple months prior to his retirement. A Deputy position was advertised and we received 15 applications and interviewed four individuals. The Interview Committee was unanimous in selecting Ryan Snyder to fill the position.

The County Administrator explained Ryan has a BA in Political Science from SUNY Cortland and a MPA in Local Government Management from Albany University. He has been the Workforce Development Manager in Monroe County for the past seven years and has also done some economic development work.

*MOTION: Mr. Merrick moved and Mr. Schuster seconded to appoint Ryan P. Snyder to the position of Deputy Workforce Development Services Director/Youth Bureau Director.*

Mr. Schuster commented he believes Ryan Snyder will be a good candidate for this position. Mr. Moore asked

what was the salary range. The County Administrator stated \$60,000-\$65,000 and he is going to recommend \$63,000 to the Ways and Means Committee for the Deputy role. The candidate is aware that he has to move into the County. Once Keith retires, the Deputy position will be deleted.

*Carried.*

Mrs. Donohue asked for a clarification on the unemployment figures.

**Informational Item(s) Written Only**

**1. BUSINESS UPDATES:**

Livingston County unemployment rate was:

November 2011- 7.0                                      October 2011 6.3 %                                      November 2010-7.9 %

Center Foot Traffic: These numbers include walk-ins, scheduled appointments, Job Search workshop, Orientations, and the Job Seekers program (DSS).

November - 960                                      October 928                                      2011 YTD – 13,599  
 2010 YTD 15,553                                      2009 YTD –15,519                                      2008 YTD – 8,628

An increase in the UI rate at this time of year is normal seasonal bump and probably not related to the Salt Mine, as those layoffs did not hit until December.

2. TEEN RECOGNITION AWARD NOMINATIONS: The forms for the 2012 nominations are on the county web site. Nomination forms can be printed and completed or they can be completed on-line. The due date for nomination forms is February 17,2012.
3. CSBG FUNDING FOR 2011-12: We received information at the end of December that the funding for CSBG will be at the same level as 2010-11. We believe this will be OK for this year, but we have been hit with rescissions in the past and in the present political climate it is difficult to predict what might happen.

**OFFICE FOR THE AGING- KAAREN SMITH**

The County Administrator stated that at the last meeting, a Committee member questioned whether we could have the County Jail prepare our meals for the Senior Nutrition Program. He indicated that Jessica Wilkins is here to report on this issue.

K. Smith introduced Jessica Wilkins, Coordinator for the Senior Nutrition Program.

K. Smith distributed a brochure that explains the Office for the Aging programs (on file).

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

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY OFFICE FOR THE AGING - TENDER LOVING CARE, COMFORT KEEPERS, UNLIMITED CARE (2), SIBLEY NURSING (2), COMMUNITY CARE OF WESTERN NEW YORK (2), HOME & HEALTH CARE (2), CATHOLIC FAMILY CENTER**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Office for the Aging, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Tender Loving Care</b>	1/1/12 – 3/31/13	\$11,475.00

113 Main St., Suite 206  
 Batavia, NY. 14020

For: Expanded In- Home Services for the Elderly

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Expanded In Home Services for the Elderly ( NYS)	\$2,869	Yes x No

Director's Comments:

Funds Housekeeper chore - shopping assistance for Expanded In- Home Services for the Elderly.

All clients are assessed for services. EISEP is fee based from 0 to full cost share of aide service per the client's income. New provider. Will be serving Hunt, Nunda and Portage.

**Comfort Keepers** 1/1/12 – 3/31/13 \$11,475.00

111 Marsh Road  
Suite 9  
Pittsford, NY 14534

For: Expanded In- Home Services for the Elderly

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Expanded In Home Services for the Elderly ( NYS)	\$2,869	Yes x No

Director's Comments:

Funds Housekeeper chore - shopping assistance for Expanded In- Home Services for the Elderly.

All clients are assessed for services. EISEP is fee based from 0 to full cost share of aide service per the client's income. New provider.

**Unlimited Care** 4/1/12 – 3/31/13 \$63,000.00

1200 Jefferson Road  
Suite 206  
Rochester, NY 14623

For: Expanded In- Home Services for the Elderly

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Expanded In Home Services for the Elderly ( NYS)	\$15,750	Yes x No

Funds personal care/housekeeper chores services for Expanded In- Home Services for the Elderly.

All clients are assessed for services. EISEP is fee based from 0 to full cost share of aide service per the client's income.

**Unlimited Care** 1/1/12 – 12/31/12 \$8,357.00

1200 Jefferson Rd.  
Rochester, NY 14623  
For: Respite services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Federal Title IIIIE	\$2,089	Yes x No

Funds caregiver respite services for up to 16 hours per month per client. By mandate of Federal regulations, this is a contribution only program. Participants are asked to contribute \$5.00 per hour toward the cost of the service

**Sibley Nursing** 4/1/12 – 3/31/13 \$40,000.00

1655 Elmwood Ave.  
Suite 105  
Rochester, NY 14620

For: Funds personal care/housekeeper chores services for Expanded In- Home Services for the Elderly

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Expanded In Home Services for the Elderly ( NYS)	\$10,000	Yes x No

Funds personal care/housekeeper chores services for Expanded In- Home Services for the Elderly.

All clients are assessed for services. EISEP is fee based from 0 to full cost share of aide service per the client's income.

**Sibley Nursing** 1/1/12 – 12/31/12 \$8,356.00

1655 Elmwood Ave.  
Suite 105  
Rochester, NY 14620

For: Funds personal care/housekeeper chores services for Expanded In- Home Services for the Elderly

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Federal Title IIIIE	\$2,089	Yes x No

Funds caregiver respite services for up to 16 hours per month per client. By mandate of Federal regulations, this

is a contribution only program. Participants are asked to contribute \$5.00 per hour toward the cost of the service

**Community Care of Western New York** 4/1/12 – 3/31/13 \$12,000.00  
 Home Care & Hospice  
 1225 W. State St.  
 Olean, NY 14760

For: Funds personal care/housekeeper chores services for Expanded In- Home Services for the Elderly

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Expanded In Home Services for the Elderly ( NYS)	\$3,000 local match	Yes x No

Funds personal care/housekeeper chores services for Expanded In- Home Services for the Elderly.

All clients are assessed for services. EISEP is fee based from 0 to full cost share of aide service per the client's income.

**Community Care of Western New York** 1/1/12 – 12/31/12 \$8,356.00  
 Home Care & Hospice  
 1225 W. State St.  
 Olean, NY 14760

For: Funds personal care/housekeeper chores services for Expanded In- Home Services for the Elderly

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Federal Title IIIIE	\$2,089	Yes x No

Funds caregiver respite services for up to 16 hours per month per client. By mandate of Federal regulations, this is a contribution only program. Participants are asked to contribute \$5.00 per hour toward the cost of the service

**Home & Health Care** 4/1/12 – 3/31/13 \$15,000.00  
 82 Main St. , 3<sup>rd</sup> fl  
 Hornell, NY 14843

For: Funds personal care/housekeeper chores services for Expanded In- Home Services for the Elderly

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Expanded In Home Services for the Elderly ( NYS)	\$3,750	Yes x No

Funds personal care/housekeeper chores services for Expanded In- Home Services for the Elderly.

All clients are assessed for services. EISEP is fee based from 0 to full cost share of aide service per the client's income

**Home & Health Care** 1/1/12 – 12/31/12 \$8,356.00  
 82 Main St. , 3<sup>rd</sup> fl  
 Hornell, NY 14843

For: Funds personal care/housekeeper chores services for Expanded In- Home Services for the Elderly

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Federal Title IIIIE	\$3,750	Yes x No

Funds caregiver respite services for up to 16 hours per month per client. By mandate of Federal regulations, this is a contribution only program. Participants are asked to contribute \$5.00 per hour toward the cost of the service

*MOTION: Mrs. Donohue moved and Mr. Moore seconded to authorize the foregoing contracts. Carried.*

**Catholic Family Center** 1/1/12 - 12/31/12 \$13,756.00  
 87 N. Clinton, Ave.  
 Rochester, NY 14604

For: Funds legal services one day a week by attorney to assist residents 60 and over in the following areas; Preparing advance directives (health care proxy, living will, power of attorney), landlord- tenant disputes, simple will preparation, simple deeds, consumer fraud issues, preparing for Medicaid payment of long term care, credit problems and bankruptcy, benefit and entitlement issues.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Federal Title IIIB	\$2,025	Yes x No
Community Service for the Elderly ( NYS)		

*MOTION: Mr. Moore moved and Mr. Schuster seconded to authorize the foregoing contract. Carried.*

**Pre-approved Informational Item(s) To Be Reported**

1. Home Delivered Meal Jail preparation options preliminary study report from Jessica Wilkins, Senior Nutrition Program Coordinator and Kaaren Smith, Office for the Aging Director.

K. Smith stated the Committee questioned at the last meeting whether the County Jail could prepare meals for the Senior Nutrition Program. K. Smith stated that Jessica Wilkins has done some research and distributed a handout outlining the pros and cons (on file).

J. Wilkins indicated there are two methods of food preparation that the Jail uses (1) Department of Corrections (DOC) food and (2) Cook Chill method. She reviewed the pros and cons of each. She indicated that the Food Services Director of Oneida County is willing to provide a tour as well as Washington County. She stated the other counties informed her that the DOC food seems to be too spicy for the seniors. She stated that the Senior Nutrition Program falls under the Older Americans Act and the vitamin components/nutritional values are different than what is required for an inmate population. She indicated that Washington County Jail meals cost \$3.89 per meal and we currently pay Morrison \$3.85 per meal. We currently own all the equipment to prepare and distribute the home delivered meals.

K. Smith this is a person-centered program—that driver is stopping by everyday and there is contact with that senior on a daily basis and this has been an important part of our service.

The County Administrator indicated there have been some issues with Morrison. J. Wilkins stated that Morrison has problems meeting the quality we expect and they have communication and upper management issues. J. Wilkins sent out a survey to other counties and should have that back by the next meeting.

Mr. Schuster asked when does Morrison contract expire, and J. Wilkins stated February 2013.

The Committee discussed this issue further and determined they would like to visit the counties that have their County Jails prepare the senior nutrition meals. J. Wilkins will make those arrangements.

**DEPARTMENT OF HEALTH- JOAN ELLISON**

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

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY DEPARTMENT OF HEALTH - VILLAGE OF NUNDA, TOWN OF CONESUS, TOWN OF GROVELAND, TOWN OF LIVONIA, VILLAGE OF LIVONIA, TOWN OF SPRINGWATER, HOME AND HEALTHCARE SERVICES, JANE HOLT, STEUBEN COUNTY WEIGHTS AND MEASURES, LIFE SCIENCE LABORATORIES, NEW YORK STATE DEPARTMENT OF HEALTH, PROCAIR, INC., LIBERTY POST, KEVIN MARK**

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Village of Nunda</b>	1/1/12 - 12/31/12	\$3,720.00
4 Massachusetts St. Nunda, NY 14517		

For: Dog Control Enforcement Contract

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>	
Village of Nunda	0%	Yes	No

Director's Comments: This contract is a new contract for the enforcement of the Village of Nunda Dog

Control Ordinance. (New contract)

**Town of Conesus**

1/1/12 - 12/31/12

\$3,720.00

6210 South Livonia Rd., Box 188

Conesus, NY 14435

For: Renewal of Dog Control Enforcement Contract

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>	
Town of Conesus	0%	Yes	No

Director's Comments: This contract is for the enforcement of the Town of Conesus Dog Control Ordinance.

**Town of Groveland**

1/1/12 - 12/31/12

\$3,720.00

James Merrick, Supervisor

6 Court St., Room 302

Geneseo, NY 14454

For: Renewal of Dog Control Enforcement Contract

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>	
Town of Groveland	0%	Yes	No

Director's Comments: This contract is for the enforcement of the Town of Groveland Dog Control Ordinance.

**Town of Livonia**

1/1/12 - 12/31/12

\$3,720.00

35 Commercial St., PO Box 43

Livonia, NY 14487

For: Renewal of Dog Control Enforcement Contract

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>	
Town of Livonia	0%	Yes	No

Director's Comments: This contract is for the enforcement of the Town of Livonia Dog Control Ordinance.

**Village of Livonia**

1/1/12 - 12/31/12

\$3,720.00

36 Commercial Street

Livonia, NY 14487

For: Renewal of Dog Control Enforcement Contract

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>	
Village of Livonia	0%	Yes	No

Director's Comments: This contract is for the enforcement of the Village of Livonia Dog Control Ordinance.

**Town of Springwater**

1/1/12 - 12/31/12

\$3,720.00

8022 South Main St.

Springwater, NY 14560

For: Renewal of Dog Control Enforcement Contract

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>	
Town of Springwater	0%	Yes	No

Director's Comments: This contract is for the enforcement of the Town of Springwater Dog Control Ordinance.

Mrs. Donohue stated she thought the Dog Control contract price should reduce once additional municipalities joined in. J. Ellison explained over the last couple years we have added municipalities but we have not changed the hours, and now that Nunda has come on board we have found we need to increase our hours. The 20-hour a week employee will now work 25 hours per week, so that is why the contact amount did not decrease.

**Home and Health Care Services, Inc.**

1/1/12 - 12/31/12

\$22.89/hr

82 Main St., PO Box 250

\$34.34/hr

Holiday

Hornell, NY 14843

\$22.89 Incident Not

Found

For: Home Health Aide Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Various Insurance Sources	Varies by Payer	Yes x No

Director's Comments: This contract will provide Home Health Aide services to patients of the Certified Home Health Agency and Hospice Programs.

**Jane Holt** 1/1/12 - 12/31/16 NYS

Reimbursement Rate

2370 Perry Rd.,

Mt. Morris, NY 14510

For: Special Education Early Intervention Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Various Insurance Sources	Varies by Payer	Yes x No

Director's Comments: This contract is a renewal contract for the Approved Independent Provider of Special Education Services for the Early Intervention Program, which are paid at the NYS Reimbursement Rate.

**Steuben County** 1/1/12 - 12/31/12 \$45,000.00

**Department of Weights and Measures**

3 E. Pulteney Square

Bath, NY 14810

For: Weights and Measures Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
County of Livingston	100%	Yes x No

Director's Comments: Steuben County Department of Weights and Measures will provide device-testing services to ensure equitable transactions, package-checking services to ensure proper amount of product is provided, package labeling review to ensure proper documentation and other related Weights and Measures services. Steuben County has been meeting our expectations since they took over these services. J. Mazurowski meets with Steuben County on a monthly basis.

**Life Science Laboratories** 1/1/12 - 12/31/12 Not to exceed \$5,000.00

5854 Butternut Drive

East Syracuse, NY 13057

For: Water and Soil Analysis

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
New York State Department of Health	0%	Yes No

Director's Comments: Analyses monitor public water supplies, bathing beaches, and private water systems.

This contract has the option of renewal for three additional years. The local share for grant funding is 0%.

Periodically, County funding is used to pay for analysis conducted for special projects, issues or concerns.

The local share for those analyses is 36%.

**New York State Department of Health** 10/1/11 - 9/30/12 \$32,588.00

Bureau of Maternal and Child Health

Administration Unit

ESP, Corning Tower, Room 878

Albany, NY 12237-0657

For: Lead Poison Prevention Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
New York State Department of Health	0%	Yes No

Director's Comments: This contract renewal is reduced from \$37,971 to \$32,588 for this term.

**ProcAir Inc.** 9/1/11 - 8/31/13 Durable Medical Equipment

Rates

2407 North Main St., Suite 4

Warsaw, NY 14569

For: Durable Medical Equipment (DME) Supplies for Certified Home Health Agency and Hospice Patients

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Various Insurance Sources	Varies by Payer	Yes    x    No

Director's Comments: This contract is to provide durable medical equipment, oxygen and respiratory therapy for patients of the Certified Home Health Agency and Hospice. The rates are based on DME rates for various pieces of equipment included in the contract.

**Liberty Post**    1/1/12 - 12/31/16                          NYS Reimbursement Rates  
 1045 James St.,  
 Syracuse, NY 13203  
 For: Early Intervention Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Various Insurance Sources	Varies by Payer	Yes    x    No

Director's Comments: This contract is for Early Intervention Services, which are paid at the NYS Reimbursement rate.

**Kevin Mark**    1/1/12 - 12/31/16                          NYS Reimbursement Rates  
 5936 Harter Rd.,  
 Dansville, NY 14437-9623  
 For: Physical Therapy Services for Early Intervention

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Various Insurance Sources	Varies by Payer	Yes    x    No

Director's Comments: This contract is for Early Intervention Services, which are paid at NYS Reimbursement rates.

Mrs. Donohue asked for a clarification that the Early Intervention contracts are for a period of five years. J. Ellison stated the County Attorney allows them to do a three-year contract with two-year renewals.

The County Administrator stated we began the Steuben County Weights and Measures contact with some trepidation but overall it seems to be successful. He has been checking the seals at a particular gas station and they have placed new seals on the tanks. He stated that Dry Bean Company in Caledonia called him and thanked him for the service Steuben County is providing. He indicated they have also been checking some retail pricing that we were not doing in the past.

*MOTION: Mr. Moore moved and Mrs. Donohue seconded to authorize the foregoing contracts. Carried.*

**2. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY BOARD OF HEALTH – JEFFREY HANSON, M.D. AND J. PETER YENDELL**

RESOLVED, that the following members are hereby appointed to the Livingston County Board of Health for the term designated:

Name	Address	Rep./Title	Term
<b>Livingston County Board of Health</b>			
Jeffrey Hanson, M.D.	65 W. Jefferson Rd., Pittsford, NY 14534		1/1/12-12/31/17
J. Peter Yendell	7447 College St., Lima, NY 14485	Supervisor	1/1/12-12/31/12

*MOTION: Mr. Schuster moved and Mr. Levey seconded to authorize the foregoing contract. Carried.*

**Informational Item(s) Written Only**

- The Accreditation Coordinator attended the training sponsored by PHAB (Public Health Accreditation Board); March 31<sup>st</sup> remains the target for submission of documentation.
- The Department continues to have two Supervising Public Health Nurse positions vacant.
- Upgrades were completed on all the nursing laptops; this will facilitate documentation and accuracy.
- Referrals in the Certified Home Health Agency (CHHA) have remained the same, however the caseload increased from 144 to 155 for December. Revenues are looking very promising for the year-end.
- Plans are being made for two Villages to participate in the Main Street Goes Blue in March. This is an



- educational effort to encourage residents to obtain a colonoscopy, a screening for colon cancer.
6. One Adolescent Tobacco Use Prevention Act (ATUPA) sale was made; per State requirements, a public notice in the local paper will be published.
  7. The Department continues to work on the Plan of Correction for the Consolidated Survey, conducted in November. Clinical components are being addressed and the Department is working with Central Services to complete the facility deficiencies; the second plan of correction will be submitted on December 27<sup>th</sup>.
  8. Staff attended the public hearing on Marcellus Shale. Information is being gathered regarding the issues and concerns related to hydrofracking. It is anticipated that should drilling occur in Livingston County and/or surrounding counties, there will be a high impact on the Department of Health.
  9. Jim Mazurowski has been working with the County Administrator and the Department of Environmental Conservation (DEC) on the Brownfield clean up site in Lima.

Mr. DiPasquale departed.

**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(S) FOR THE LIVINGSTON COUNTY DEPARTMENT OF SOCIAL SERVICES - BRYANT & STRATTON COLLEGE, CATHOLIC CHARITIES OF LIVINGSTON COUNTY, CHANCES & CHANGES, COUNCIL ON ALCOHOLISM & SUBSTANCE ABUSE OF LIVINGSTON COUNTY, INC., NYS OFFICE OF CHILDREN & FAMILY SERVICES, CHILD CARE COUNCIL, GENESEE REGION HOME CARE D/B/A HOME CARE PLUS, HEAD START PROGRAM OF LIVINGSTON COUNTY, INDUSTRIAL MEDICINE ASSOCIATES, KATE BUCKLEY, LCSW-R, ACSW, NAZARETH COLLEGE OF ROCHESTER, STACI L. HERRICK, LCSW-R, ACSW, SUE IVANCIC, LCSW-R, ACSW, SIBLEY NURSING PERSONNEL SERVICES, INC., TRI GROUP PROGRAM, UNLIMITED CARE, VARIOUS LICENSED DAY CARE CENTERS, VARIOUS LICENSED/REGISTERED DAY CARE PROVIDERS, VARIOUS EMPLOYERS, VISION INFONET INC., YVONNE DIETZ**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Department of Your Department Name Here, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Bryant &amp; Stratton College</b> 1225 Jefferson Road Rochester, New York 14623 For: Placement of Student Interns	1/1/12 - 12/31/14	

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
N/A	0%	Yes X No

<b>Catholic Charities of Livingston County</b> 34 East State Street Mt. Morris NY 14510 For: Temporary housing apartments in Dansville & Mt. Morris for DSS clients.	1/1/12 - 12/31/12	Per Apt. per month \$2,640.00
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<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
TANF Grant/FFFS (Guarantee)	TANF 25%, FFFS 0%	Yes X No

<b>Chances &amp; Changes</b> PO Box 326 Geneseo, NY 14454 For: Temporary Housing for homeless clients.	1/1/12 - 12/31/12	Various Rates
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<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
TANF	25%	Yes X No

Director's Comments:

\$55.00 per person per day for ages 18 and over; \$40.00 per person per day for ages 12 through 17 and \$25.00 per person per day for ages 11 and under.

**Council on Alcoholism & Substance Abuse of Livingston County, Inc.** 1/1/12 - 12/31/12 Pre-Assessments \$40/hr.  
 Millennium Drive Urine Screens \$25.50/screen  
 Geneseo NY 14454 Full Evaluation if not covered by Medicaid \$160  
 For: Drug & Alcohol screenings on referred individuals.

The County Administrator asked how clients are screened and D. Deane explained.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
FFFS for TANF, Zero funding for Safety Net	0% TANF, 100% SN	Yes	X	No

**NYS Office of Children & Family Services** 1/1/12 - 12/31/12 \$80,269.00  
 52 Washington Street  
 Rensselaer, New York 12144  
 For: MOU for funding to pay for the costs incurred in providing inspection and registration services on behalf of OCFS of the registration and inspection of Family Day Care homes and School Age Programs in Livingston County.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
MOU with State OCFS – DSS is pass through Agency	0%	Yes	X	No

**Child Care Council** 1/1/12 - 12/31/12 \$80,269.00  
 595 Blossom Rd., Suite 120  
 Rochester, NY 14610  
 For: Provision of inspection and registration of Family Day Care Homes and School Age Programs in Livingston County.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
MOU with State OCFS – DSS is pass through Agency	0%	Yes	X	No

**Genesee Region Home Care d/b/a Home Care Plus** 1/1/12 - 12/31/12 Fee set by State  
 70 Metro Park  
 Rochester, NY 14623  
 For: Personal Care Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
Federal/State Medicaid	MA Cap: approx 15%	Yes	X	No

**Head Start Program of Livingston County** 1/1/12 - 12/31/14  
 5871 Groveland Station Road  
 Mt. Morris NY 14510  
 For: Community Partnership

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
N/A	0%	Yes	X	No

Director's Comments:

Agreement to share certain information and facilitate referral to and enrollment in services properly provided by either of the parties as specified.

**Industrial Medicine Associates** 1/1/12 - 12/31/12 Per exam \$105.00  
 660 White Plain Rd, Suite 630  
 Tarrytown NY 10591  
 For: Physical and mental impairment examinations for County Social Service claimants.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
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FFFS	0%	Yes X	No
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Director's Comments: In accordance with the policies and procedures of DSS and in compliance with New York State and federal welfare reform legislation regulations, to aid in determining employability.  
**Kate Buckley, LCSW-R, ACSW** 1/1/12 - 12/31/12 Individual Session \$80/hr.  
 PO Box 242  
 Honeoye Falls, NY 14472  
 For: The treatment of children placed in foster care due to sexual abuse.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
Child Welfare FFFS – Title XX Under 200%	0-25%	Yes X	No

**Nazareth College of Rochester** 1/1/12 - 12/31/14  
 4245 East Avenue  
 Rochester, New York 14618  
 For: Placement of Student Interns

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
N/A		Yes	No

**Staci L. Herrick, LCSW-R, ACSW** 1/1/12 - 12/31/12 Individual Session \$80/hr.  
 PO Box 242  
 Honeoye Falls, NY 14472  
 For: The treatment of children placed in foster care due to sexual abuse.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
Child Welfare FFFS – Title XX Under 200%	0-25%	Yes X	No

**Sue Ivancic, LCSW-R, ACSW** 1/1/12 - 12/31/12 Individual Session \$80/hr.  
 PO Box 242  
 Honeoye Falls, NY 14472  
 For: The treatment of children placed in foster care due to sexual abuse.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
Child Welfare FFFS – Title XX Under 200%	0-25%	Yes X	No

**Sibley Nursing Personnel Service, Inc.** 1/1/12 - 12/31/12 Fee set by State  
 3111 South Winton Road  
 Rochester, New York 14623  
 For: Personal Care Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
Federal/State Medicaid	MA Cap: approx 15%	Yes X	No

**TRI Group Program** 1/1/12 - 12/31/12 Fee Based per Service  
 PO Box 193  
 Lakeville NY 14480  
 For: Counseling treatment services for children and families.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
Child Welfare FFFS – Foster Care - Title XX Under 200%	0 – 25%	Yes X	No

Director's Comments: Admin Expenses \$500/mo., Group Sessions \$90/wk., Parenting Session \$90/wk., Home Visits \$63.50/wk., Feedback Session \$26.25/wk. per client, Professional Counseling \$75/hr., Supervised Visits \$75/hr., Father's Group \$300/wk.  
**Unlimited Care** 1/1/12 - 12/31/12 Fee set by State  
 222 Bloomingdale Rd., Suite 402  
 White Plains, NY 10605  
 For: Personal Care Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	

Federal/State Medicaid	MA Cap: approx 15%	Yes	X	No
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**Various Licensed Day Care Centers** 1/1/12 - 12/31/12 Market Rates  
 For: Reimbursement to Day Care Centers who care for DSS clients who are eligible for day care reimbursement. Amount paid based on duration of care and age of child.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
Federal Child Care Block Grant Allocation	0-5%	Yes	X	No

**Various Licensed/Registered Day Care Providers** 1/1/12 - 12/31/12  
 For: Reimbursement to Day Care Providers who care for DSS clients who are eligible for day care reimbursement. Amount paid based on duration of care and age of child.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
Federal Child Care Block Grant Allocation	0-5%	Yes	X	No

**Various Employers** 10/1/11 - 6/30/12 \$10,000.00  
 For: Transitional Employment Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
100% Federal	0%	Yes	X	No

**Vision Infonet Inc.** 1/1/12 - 12/31/12 Per line \$.09  
 1717 Park Street, Suite 110  
 Naperville IL 60563  
 For: Transcription Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
Federal administration	26%	Yes	X	No

**Yvonne Dietz** 1/1/12 - 12/31/12 Per hour \$27.50  
 53 East St.  
 PO Box 265  
 Nunda NY 14517  
 For: Family Resolutions Coordinator

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
Federal - Title XX & IV-E, State – Foster Care block Grant	30%	Yes	X	No

Director's Comments: Ms. Dietz will provide service and supports to parents with children on the verge of Foster Care or in Foster Care. Promotes extended family involvement to reduce foster care placements. The contract includes reimbursement for mileage and a \$2500 reimbursement for insurance

*MOTION: Mrs. Donohue moved and Mr. Schuster seconded to authorize the foregoing contracts. Carried.*

**2. AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO SIGN THE FOLLOWING CONTRACT - LIVINGSTON COUNTY VETERAN SERVICES AGENCY**

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Livingston County Veteran Services Agency</b> 7 Murray Hill Drive Mt. Morris NY 14510	1/1/12 - 12/31/12	\$85,000.00

For: Information, assistance, referral and claims representation to veterans, dependents, survivors and other claimants for benefits provided under federal, state or local legislation.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
Medicaid Admin and Public Assistance Admin.	25%	Yes	X	No

*MOTION: Mr. Moore moved and Mrs. Donohue seconded to authorize the foregoing contract renewals. Carried.*

**Pre-approved Informational Item(s) To Be Reported**

- 2012 RETIREMENTS – Nine staff so far have indicated they will be retiring in 2012, three are talking

about it seriously and 11 other are eligible.

Commissioner Deane explained that she has had nine employees inform her they would be retiring ranging from January 20 through August 31 including Caseworkers, Social Welfare Examiners, Clerical and accounting personnel. She added that eleven additional employees are eligible for retirement and several are eligible through 2014. She indicated she is in the process of analyzing the impact and determining whether positions are going to be filled.

Mr. Moore asked how is this affecting the staff and the way the offices are currently set up. The Commissioner explained they are going to take one of the end offices and rearrange for one person (Welfare Examiner) and possibly the other three rooms will be used the same in the future.

The Commissioner reported that effective January 2012, DSS begins taking union dues from Day Care Providers.

**Informational Item(s) Written Only**

1. Status Reports

- a. Statement of Appropriations, Expenditures & Balances (Monthly) (November)
- b. Employment – Entries Into in Order of Hire (Monthly) (November)

Name of Employer	Town or City	# of Hires	Category & Status	Hours per Wk.	Part-time Full-time	Hourly Wage
Superior Staff Resources	Williamsville	1	FA APP.	18	PT	8.50
Tim Horton's	Geneseo	1	FA APP.	20	PT	7.40
Mt. Morris Central School	Mt. Morris	1	FA REC.	20	PT	10.00
Logan's Inn	Dansville	1	SN APP.	35	FT	7.25
The Redemption Center	Dansville	1	FA REC.	20	PT	7.25
Highgrove Farm	Geneseo	1	SN APP.	40	FT	8.00
St. Ann's Church	Rochester	1	FA APP.	20	PT	16.00
Just In Time	Dansville	1	SN APP.	40	FT	8.75
The Village Mart	Dansville	1	FA APP.	35	FT	7.75
Wal-Mart	Henrietta	1	FA APP.	35	FT	8.20
Aldon through Remedy	Avon	1	SN REC.	40	FT	7.50
La Fiesta Brava Mexican Restaurant	Waterloo	1	SN APP.	27	PT	7.25
Gunlocke through Adecco	Wayland	1	FA APP.	40	FT	9.00
Securitas	Rochester	1	FA REC.	40	FT	7.37
McDonalds	Mt. Morris	1	FA REC.	25	PT	7.25
Adecco	Geneseo	1	FA REC.	40	FT	7.50
Conesus Automotive	Conesus	1	SN REC.	20	PT	10.00
USA Trucking	VanBuren AZ	1	FA REC.	40	FT	10.00
Jesse James Construction	Springwater	1	SN REC.	18	PT	8.00
Off the Hook	Dansville	1	FA REC.	10	PT	7.25
University Eye Specialists	Warsaw	1	FA APP.	40	FT	9.50

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Total Number of Clients

	FT	PT	Total
SN Applicants	3	1	4
SN Recipients	1	2	3
FA Applicants	4	3	7
FA Recipients	3	4	7
Total	11	10	21

- c. Financial Assistance Program Statistics (Monthly) (November)

Temporary Assistance Cases:

Family Assistance	291
Safety Net	290
Total	581

Medicaid Cases:

Community	3782
Chronic Care	279
Foster Care	122
SSI	1198
Total	5381

Medicaid Individuals (Monthly Premium):

These Individuals are in one of the above Temporary Assistance or Medicaid cases.

Managed Care	4965
Family Health Plus	1205
Total	6170

Food Stamp Cases	3035
Child Care Cases	148

2. Employees hired, resigned or retired in December:

Keerin Cooley                      Hired                      Clerk/Typist                      Wayland                      12/19/11

**CENTER FOR NURSING AND REHABILITATION- FRANK BASSETT**

**Pre-approved Informational Item(s) To Be Reported**

1. FINANCIAL/OPERATIONS REPORT

- a.) Projected impacts of Statewide Pricing Methodology on CNR Medicaid Revenues –The New York State Department of Health has issued impact estimates associated with the six–year phase-in of its new Medicaid reimbursement methodology. CNR impacts are outlined below.

DOH CALCULATED IMPACTS OF FINAL NURSING HOME PRICING METHODOLOGY							
(Effective January 1, 2012)							
<i>Please see list of major assumptions implicit in these estimates</i>							
Opcert #	Facility	(Year 1: 2012)	(Year 2: 2013)	(Year 3: 2014)	(Year 4: 2015)	(Year 5: 2016)	(Year 6: 2017)
2522300	LIVINGSTON COUNTY CENTER	82,105	(19,112 )	(356,504 )	(693,897 )	(977,186 )	(924,721)

Major assumptions underlying DOH nursing home pricing impact estimates:  The impacts shown compare estimated annual Medicaid revenue for each phase-in year (including full implementation in year 6) to the estimated annual revenue based on the July 7, 2011 rebased Medicaid rate (i.e., without mitigation adjustment).  Annual Medicaid revenue is calculated by multiplying the operating rate with add-ons and adjustments by a facility’s 2010 Medicaid days. The Part B eligible rate is multiplied by Part B eligible days (Part B eligible and Part B&D eligible). The Part B ineligible rate is multiplied by Part B ineligible days (Part B&D ineligible and Part D eligible Part B ineligible).  Impacts reflect changes in operating rate only. No capital component changes are reflected. New pricing system does not change the capital reimbursement methodology.  Starting direct and indirect prices are based on statewide (and peer-group) mean 2007 allowable costs; direct and indirect means are adjusted down to ensure estimated statewide spending meets target spending (i.e., 2008 spending plus \$210 million).  Note that direct and indirect means vary from year to year as the gain/loss constraint percentage changes to match target spending. This may result in rates that

increase one year and decrease the next during the phase-in period. □ The non-comparable component is based on facility-specific 2007 costs and is not subject to the downward adjustments made to direct and indirect means. □ Regional and facility-specific Wage Equalization Factors are based on 2009 reported data for RNs, LPNs, Aides, Therapists and Therapy Aides (i.e., same staff positions as used in the rebasing methodology). Contract staff is not included. □ Case mix adjustment compares statewide and peer-group average base year (2007) all payer CMI to facility-specific Medicaid-only CMI for January 2011. □ CMI is calculated using 2007 RUG-III weights. □ Estimated impacts include value of per diem bariatric (\$17), dementia (\$8) and TBI (\$36) add-ons, based on January 2011 reported utilization; value of these add-ons is outside of annual pricing gain/loss limits (i.e., a home may experience a smaller reduction or a larger gain than the phase-in constraint percentage (e.g., -2% instead of -2.5%) when add-ons are factored in.

F. Bassett reviewed the handout “Nursing Home Pricing Calculations (the methodology behind DOH impact estimates) (#1 on file). F. Bassett referred to the Dementia Add-ons (#35 on the handout).

The County Administrator stated he thought there might be a possibility that this may not unfold as proposed. F. Bassett for 2012 it will probably proceed as designed, but before the true impacts are felt there may be some revision to this. F. Bassett stated Livingston County is well positioned with its cash reserves.

- b.) Office of Medicaid Inspector General (OMIG) Base Year Audit – A January exit conference has been scheduled with OMIG to review preliminary findings of the audit performed by regulatory mandate. OMIG is required to conduct the audit within six years of a facility’s base year Cost Report filing. County Administrator Ian Coyle, Kathie Angelone from Rotenberg & Co., Director of Fiscal Services Barbara Keefe, Deputy Director of LTC Woodruff and Director Bassett will represent the county at the meeting January 17, 2012. Total estimated Medicaid overpayment for the period December 3, 2005 through December 31, 2007 is \$945,476. The disallowance of various base year costs will be reviewed to ensure the appropriate allocation methodology was applied by OMIG. Forty percent of costs for the water main and water line project, access road installation and erosion control project were disallowed as they were deemed to benefit and service all occupants of the Campus. The Committee will be apprised of the agency’s progress in challenging findings.
- c.) InterGovernmental Transfer (IGT) Recoupment – Centers for Medicare and Medicaid Services (CMS) has notified New York State that it believes the State received more monies than it was eligible for under the Upper Payment Limit calculation associated with the 2011 IGT distribution. New York State disputes CMS’s assertion. If the State has to return monies to CMS it will recover approximately \$35 million statewide from recipient providers. The “Clawback” Adjustment the CNR potentially faces is approximately \$350,000. Recovery would likely be in the first six months of 2012.

## 2. OTHER

F. Bassett reviewed the Cash Flow Analysis (#2 on file) and reported we started 2011 with \$3,653,053 in the bank and ended the year with \$9,341,244. He indicated there have been some payments made to the County this year that have not been made as timely in the past.

F. Bassett reviewed the Medicare A Revenue for 2010 and 2011 (#3 on file), which reflects an increase in revenues by \$307,904. Part B Billable Services revenues increased by \$36,293. The Garden of Life Revenues increased by \$82,350.

F. Bassett reviewed #4 Operating Budget Variance Report and #6 Admission and Discharge History.

F. Bassett reviewed the 2012 Departmental Goals (on file). He explained that as of February 1, 2012, the CNAs would be entering resident information electronically. Mr. Schuster asked if there is any chance to be able to

make some changes to the software and F. Bassett agreed that he has met with staff to do this.

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

1. Reports - Budget Variance, Occupancy, Absenteeism & Mandation, Agency Use, Report Card
2. Occupancy – December occupancy, as of 12/27 was 94.2%.
3. Outstanding Life Safety Code Correction – The New York State Department of Health has approved Director Bassett’s extension request of a Time Limited Waiver to correct the cross-corridor door deficiency. Under the extension correction is required by January 31, 2012. Contracts have been let for correction of other code matters.
4. Dual Certification Nurse Aide/Home Health Aide Training – The training class concluded on December 22 with 10 of the 13 participants achieving nurse aide certification. The Home Health Aide certification testing will take place the week of January 2, 2012. Re-testing for the three that did not pass will occur in January at their own expense. Graduates have been informed of employment opportunities in both Public Health and at the CNR.
5. Work Plan – Director Bassett has met with all CNR Department Heads to develop the CNR’s 2012 Work Plan. This plan will be distributed to the Human Services Committee in January.
6. Holiday Activities – Numerous school districts, civic, and religious groups visited residents of the CNR for caroling and entertainment throughout the month of December. Through efforts of various groups all residents received gifts. The CNR’s Combustible Decorations policy did reduce the amount of decorating done in celebration of the holidays but residents were pleased with staff efforts to make environments festive.

### **OTHER- COUNTY ADMINISTRATOR IAN COYLE**

#### **Pre-approved Informational Item(s) To Be Reported**

1. MANDATED VS NON-MANDATED PROGRAMS - Human Services

The County Administrator stated he already presented a report to the Public Services Committee yesterday on the Mandated versus Non-mandated Programs. He distributed and reviewed a handout for the Human Services Committee (on file). He stated we are looking at the 2012 Budgeted County Cost (net) for each department.

The County Administrator distributed handouts for Department of Health, Department of Social Services, Office for the Aging, and Workforce Development programs (on file).

The County Administrator stated we have talked about the Department of Health Certified Home Health Agency (CHHA). We have a CHHA in the County, and in 2011 about a dozen counties privatized their CHHA programs. This Committee and the full Board had a discussion about our CHHA finances and we decided to continue operating the CHHA and see what the numbers look like at the end of the year. We had discussions in 2004 about the nursing home, when the Board decided to consolidate the two nursing homes into one. The biggest mandated service is Social Services and that is why we are pushing to have the State takeover Medicaid—that would give us about \$9 million dollars out of our tax levy. We saw a lot of cuts across the counties in Office for the Aging because it is a non-mandated program. We have seen some cuts in Youth programs that we have absorbed, but we try to fund Workforce Development with Federal funds. He indicated there was some discussion regarding Environmental Health. It is considered a core service and we have to provide services if we want to receive the State Aid. Counties are now looking at their Mental Health departments.

Mr. Moore stated he would not want to see the Meals on Wheels program eliminated.

The County Administrator stated that Commissioner Deane alluded to the fact that she is looking at staffing. He indicated that Genesee County has 60-75 less employees than we do. Two areas that could be discussed would be Department of Health and Mental Health.



## **EXECUTIVE SESSION**

*Mr. Moore moved and Mr. Schuster seconded to move into Executive Session for the purpose of discussing the employment history of particular persons. Carried*

*Mr. Merrick moved and Mr. Moore seconded to move out of Executive Session. Carried.*

No action taken.

## **ADJOURNMENT**

*Mr. Moore moved and Mr. Schuster seconded to adjourn the meeting at 3:53 PM. Carried.*

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## **VETERAN SERVICES- FRANK HOLLISTER**

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

1. On December 14, 2011, numerous Veterans Service Agency representatives, college instructors and interested parties met at Genesee Community College to discuss the Veteran's Initiative at Genesee Community College. Through a round table discussion, several important points were brought up about how to better address the needs of returning veterans in regards to their Post 9/11 GI Bill benefits, how to encourage our veterans to attend local colleges to take advantage of their earned educational benefits, some of the major drawbacks and what is required by the local colleges in order to interest the veteran in that college. Numerous issues were discussed and future meetings will hopefully address them.
2. The Veterans Coalition, which originated at the Canandaigua VAMC, under the direction of Khamkay (Kai) Chitaphong, which was comprised of several veteran groups and service officers, will start up again this spring. Kai had been deployed to Iraq for over a year and now that he is home, we can resume our quest for addressing veteran needs.
3. This office has been assisting in obtaining funds, presents, etc. for local veterans and or their families while the veteran is deployed over the holiday season. I have connected with the Dansville American Legion Post to deliver presents on Saturday, December 24, 2011 for the spouse and three children of a deployed veteran.  
This is what Christmas is all about!
4. Please keep all of our troops, no matter where they are stationed, in your prayers.

## **MENTAL HEALTH- GAIL LONG**

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

1. Staffing-
  - Deputy Director interviewed was conducted and the candidate shadowed in the Clinic before a formal offer was extended
  - Part time Mental Health Clinical Therapist position - 4 candidates interviewed and offer will be extended to one candidate
  - Clerical staff person remains on medical leave. We had to let the temp go who has been filling in due to improper use of County equipment.
  - All other positions are filled
2. Mental Health Therapists Laura Bligh and Jeanne Matossian completed their EMDR (Eye Movement Desensitization and Reprocessing training). They will continue to have supervision with their instructor regarding this technique, and have begun utilizing it with clients
3. The Clinic Task Force has recommended and we will implement on January 16<sup>th</sup>, changes to our scheduling and intake processes. Pamela Lamont will be responsible for all scheduling aspects, including appointments, transportation, and interpreting services. Additionally, she will backfill cancellations with an appointment waitlist. The goal is to streamline for clients, maximize visits scheduled, thereby maximizing revenue, and utilizing clinical time more efficiently. We will also offer same day open intake time periods on Monday Wednesdays and Fridays, whereby clients can call and

come in to be seen by whoever has an opening that day, either by virtue of a cancellation, no show, or no one being scheduled. the goal is to get clients in and engaged as quickly as possible once they call, in order to engage more quickly and retain them for later visits.

4. The third section of the anger Management Group will be starting the 1<sup>st</sup> week of January. Clinician Deb Murtha, and Masters Intern David Luce will be co-facilitating
5. CASALC has moved to Millennium Drive and are settling in

Respectfully submitted,

Virginia O. Amico  
Clerk of the Board