

**HUMAN SERVICES COMMITTEE MEETING MINUTES  
TUESDAY, JULY 2, 2013  
1:30 p.m.**

PRESENT: P. Yendell, B. Donohue, G. Levey, J. Merrick, W. Wadsworth, **Other Supervisors**, I. Coyle  
GUESTS: Ben Beagle – LC News

ABSENT: I. Davis, L. Semmel,

**WORKFORCE DEVELOPMENT - RYAN SNYDER**

**1. AUTHORIZING THE CHAIRMAN OF THE BOARD OF SUPERVISORS TO APPOINT MEMBER TO THE COMMUNITY INITIATIVES COUNCIL:**

<b>Livingston County Community Initiatives Council</b>			
Name	Address	Rep/Title	Term
Tracy Thompson	10883 County Road 24, Dalton, NY 14836	Private Sector	7/1/13-12/31/13

Mr. Snyder explained that the Board recommended representation from Social Services as an expertise to give them more guidance on where those most in need should go. The Commissioner recommended Tracy Thompson, who is a social welfare examiner involved in TA and a few other programs at Social Services.

*MOTION: Mrs. Donohue moved and Mr. Levey seconded to authorize the foregoing resolution. Carried.*

Mr. Coyle questioned whether an eligible list is kept for CNA training of those who have successfully come into County employment from that training. Mr. Snyder explained that after each class Mr. Bassett cross references that list and reports individuals he has retained for employment to Mr. Snyder.

**Informational Item(s) Written Only**

1. Livingston County Unemployment Rate:

Year	February	March	April	Annual
2013	10.1	9.0	7.8	
2012	10	9.6	8.1	8.3
2011	9.6	9.0	7.9	8.0

*The May unemployment rate for May was not available at the time this report was prepared. New York State's unemployment rate in May fell from 7.8% to 7.6%, its lowest level since February 2009*

2. Office of Workforce Development Activity Report

Activity	May 2013
Counselor Assisted Appointments	105
UI Eligibility Reviews	258
Adults/Youth in Training	45
Credentials Earned	7
Employer Recruitment Events	3
Employer Job Postings	33
Job Referrals	228
Job Placements	14
Pre-Hire Assessments	7
Workshop Attendees	132

3. CSBG Activity Report FFY 2012

Activity	10/1/12-3/31/13	Annual Expected
----------	-----------------	-----------------

Persons in need receiving health care services – Parish Outreach	81	120
Emergency medical or dental care provided – Parish Outreach	18	35
DV Victims receiving shelter services – Chances and Changes	33	110
Homeless receiving shelter services – Chances and Changes	28	80
Emergency utility or rent assistance – Catholic Charities	54	85
Elderly subscribers receiving subsidy for Lifeline – Noyes	79	140

4. Summer Youth Employment Program – The 2013 SYEP Program is scheduled to run from July 8th through August 16th. Approximately 50 youth were selected for direct placement at worksites throughout the County. An additional 15 younger youth were chosen to participate in a four-week career exploration program that will be held at BOCES. A select group of youth will be working on a mobile work crew where they will receive direct supervision while completing community service projects throughout the County.
5. RFP for CSBG Programs – An RFP was released in June for programs that would enable low-income persons (125% poverty) to attain self-sufficiency. A workshop was held on June 14<sup>th</sup> for prospective contractors to learn more about the request and expectations. Based on the results of the Community Needs Assessment, the Community Initiatives Council has decided added emphasis will be placed on proposals that incorporate employment outcomes in the project.
6. CNA/HHA Training – FLCC has retained an instructor for the Dual Certification program that will allow the program to resume in October. First priority will be given to residents that were selected for the spring program that was delayed and then ultimately cancelled by the college.
7. Youth Board – The function of the Youth Board has shifted over time as state funding has diminished. The YB is reshaping their focus in the fall toward analysis of specific child welfare issues in the community in an effort to recognize areas of need and identify programs and services that can achieve measurable outcomes.
8. CORE Assessment – The NYS Dept of State will be conducting a three-day on-site review in August that will monitor compliance with federal and State statutes governing the CSBG Program. The interactive process is comprised of observations, surveys, and document review. The process involves a combination of operational assessment and compliance monitoring.
9. WIA Audits – As Grant Recipient for the GLOW Workforce Investment Area, the Office of Workforce Development is responsible for auditing the financial operations of the sub recipients and contracted service providers. The Office of Workforce Development is currently in the process of completing audits of each County and Youth Services Provider in the GLOW region.

Upcoming Events: CIC RFP Review (July 9<sup>th</sup>), 3-Day Workshop (July 10<sup>th</sup>-July 12<sup>th</sup>), WIA Partners (July 15<sup>th</sup>), Aerotek Recruiting Event (July 17<sup>th</sup>), LinkedIn Workshop (July 22<sup>nd</sup>).

**DEPARTMENT OF SOCIAL SERVICES- DIANE DEANE (1 attachment)**

**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 SERVICE: VARIOUS RESIDENTIAL TREATMENT CENTERS, GENESEE COMMUNITY COLLEGE, ENCOMPASS & HILLSIDE CHILDREN’S 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 Department of Social Services, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

Contractor Term Amount  
**Various Residential Treatment Centers** 7/1/13-6/30/14 Various Rates  
 For: The placement of children in the custody of the Commissioner who need this specialized level of care.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
State Foster Care Block Grant, Fed IV-E if eligible	24%	Yes	X	No

**Genesee Community College** 8/1/13-7/31/14 \$298,465  
 One College Road  
 Batavia, NY 14020

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

**Encompass** 7/1/13-6/30/14 \$143,928  
 275 Pinnacle Road  
 Rochester NY 14623

For: Preventive Services Program in the form of Educational Support in the Dansville School District

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

**Hillside Children's Center** 6/1/13-5/31/14 \$35,256  
 1183 Monroe Avenue  
 Rochester NY 14620

For: Preventive Services Program in the form of Youth Court

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

Ms. Deane reviewed the contracts for approval. She explained that the residential contract form is different from last year in that the state has now created a new rule to check the vulnerable persons central register to see if that person has ever hurt someone in a facility. The contract with GCC is annual funding almost all of our staff training. Encompass and Hillside are two programs funded for preventive services for kids. Dansville School does an after school educational program and Hillside does youth court.

*MOTION: Mrs. Donohue moved and Mr. Wadsworth seconded to authorize the foregoing resolution. Carried.*

2. **AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO SIGN A CONTRACT WITH THE FOLLOWING: DONATED FUNDS AGREEMENTS**

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

Contractor Term Amount  
**Donated Funds Agreement** \$54,142

For: Agreement authorizing DSS to accept donated funds from private sources to provide the local share of Preventive Services.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
Education Enterprise of NY Foundation	0%	Yes	X	No

**Donated Funds Agreement** \$13,263

For: Agreement authorizing DSS to accept donated funds from private sources to provide the local share of Preventive Services.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
Hillside Children's Foundation	0%	Yes	X	No

*MOTION: Mr. Levey moved and Mrs. Donohue seconded to authorize the foregoing resolution. Carried.*

Mrs. Deane updated job list below for the committee. The committee was also updated on the state takeover of Medicaid. Denise Bentley is retiring effective July 17, 2013. DSS will be having a reception event for her at 2pm on her last day.

**Informational Item(s) Written Only**

1. Status Reports

a. Statement of Appropriations, Expenditures & Balances (Monthly) (May)

b. Employment – Entries Into in Order of Hire (Monthly) (May)

<b>Name of Employer</b>	<b>Town or City</b>	<b># of Hires</b>	<b>Category &amp; Status</b>	<b>Hours per Wk.</b>	<b>Part-time Full-time</b>	<b>Hourly Wage</b>	<b>Job Title</b>
SeaCow Grill	Geneseo	1	FA REC.	22	PT	5.00 + Tips	Waitress
Forbes	Dansville	1	SN REC.	40	FT	7.25	Production Worker
Payless Shoe Store	Geneseo	1	FA REC.	20	PT	7.50	Sales Clerk
Big Tree Inn	Geneseo	1	FA REC.	20	PT	5.50 + Tips	Waitress
TAB Remodeling	Georgia/Avon	1	FA REC.	40	FT	11.00	Laborer
Wrangler's Restaurant	Dansville	1	FA APP.	30	FT	8.50	Cook
Cook's Convenient Store	Mount Morris	1	FA REC.	18	PT	7.25	Sales Clerk
Thompson Hospital	Canandaigua	1	FA APP.	20	PT	10.50	Cleaner
Shurfine	Nunda	1	SN REC.	20	PT	7.25	Deli Worker
Leisure's Restaurant	Lakeville	1	FA REC.	20	PT	7.25	Server
TAB Remodeling	Georgia/Avon	1	SN REC.	40	FT	11.00	Laborer
TAB Remodeling	Georgia/Avon	1	SN REC.	40	FT	11.00	Laborer
TAB Remodeling	Georgia/Avon	1	FA REC.	40	FT	11.00	Laborer
McDonalds	Avon	1	SN APP.	29	PT	7.50	Crew Member
Arrowmart	Dalton	1	FA REC.	25	PT	7.25	Clerk
Kraft	Avon	1	FA REC.	40	FT	9.00	Production Worker
RJW Enterprises	Rochester	1	SN REC.	40	FT	10.00	Laborer
Subway	Avon	1	FA REC.	20	PT	7.25	Sandwich Artist
Coast Professional	Geneseo	1	SN REC.	40	FT	16.00	Collector
Sutherland Global	Rochester	1	FA REC.	40	FT	9.85	Consultant
Rob's Paint & Powerwash	Geneseo	1	FA REC.	25	PT	10.00	Laborer
Save a Lot	Lima	1	SN REC.	24	PT	8.00	Stock Clerk
Wendy's	Geneseo	1	SN REC.	28	PT	7.25	Crew Member
Applebee's	Geneseo	1	SN REC.	12	PT	7.25	Hostess

**Total Number of Clients**

**24**

	<b>FT</b>	<b>PT</b>	<b>Total</b>
SN Applicants	0	1	1
SN Recipients	5	4	9
FA Applicants	1	1	2
FA Recipients	4	8	12
<b>Total</b>	<b>10</b>	<b>14</b>	<b>24</b>

	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>
<b>Entries to Employment total</b>	12	12	14	15	24
<b>Recipients with Paid Employment</b>	56	58	73	70	85

c. Financial Assistance Program Statistics (Monthly) (May)  
**Temporary Assistance Cases - up 15.5% since Jan 1.**

Family Assistance Safety Net	380
	<u>355</u>
<b>Total</b>	<b>735</b>

**Medicaid Cases :**

Community	3992
Chronic Care	235
Foster Care	136
SSI	<u>1231</u>
<b>Total</b>	<b>5594</b>

**Medicaid Individuals (Monthly Premium)**

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

Managed Care	5916
Family Health Plus	<u>1466</u>
<b>Total</b>	<b>7382</b>

**Food Stamp Cases up 3.8% since Jan 1** **3305**  
**163**

**Child Care Cases**

- Employees hired, resigned or retired in June:  
 Sharon Allen           Hired           Support Investigator   6/3/13           Livonia  
 Janet Lisanto           Resigned       Caseworker           6/21/13       Newark
- There is a new mandate for local departments of social services effective on June 30, 2013. Districts will be required to check names for prospective foster care parents, adoptive parents, and persons in their home over the age of 18 against the Vulnerable Persons Central Register (VPCR). The Justice Center register will include a Staff Exclusion List (SEL) containing the names of individuals with a category 1 finding of abuse or neglect involving a client when they worked in an OMH, OPWDD, OASAS, OCFS, DOH, or SED licensed facility.
- Have received notification from State DOH that the contract has been awarded to Medical Answering Service (MAS) for Medicaid Transportation in our 12 county region. Implementation for Livingston is scheduled for August 1, 2013. Medicaid covered rides account for approx. 60% of all rides arranged by our Transportation Unit. These clients will receive notice of a new method and contact number for transportation related to Medicaid activities.

**1:45 CENTER FOR NURSING & REHABILITATION – FRANK BASSETT (3 attachments)**

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

1. FINANCIAL/OPERATIONAL UPDATES:

- a.) Occupancy – As of June 24, occupancy was at 99.5% for the month. He had budgeted 95% on occupancy as the basis for revenues against expense for 2013.
- b.) Cash Flow – The CNR’s Cash Flow Report as of June 14, 2013 reflects \$9,336,906 in reserves. Payment of the Base Year Audit Medicaid Recovery in the amount of \$437,375.00 was made in June concluding the outstanding audit matter. (Cash Flow report does not include the draw for this payment.)
- c.) Budget Variance – The April 2013 budget variance reports are attached and will be discussed at the committee meeting.

Mr. Bassett reviewed the budget information distributed to the committee.

**Informational Item(s) Written Only**

- 1. Reports - Absenteeism & Mandation, Agency Use, Report Card
- 2. Audited 2012 Financial Statements – Rotenberg is finalizing the 2012 Financial Statements for presentation to the Human Services Committee at the August meeting. The statement was slightly more complex this year due to the refinancing of CNR bonds in 2012.
- 3. Office of the Medicaid Inspector General (OMIG) Audit of Minimum Data Set 3.0 (MDS) Data –On April 10, 2013 the CNR had an on-site audit of MDS data submitted for the January 25, 2012 census date. The audit is associated with the January 2012 case mix (July 2012 Medicaid rate). All nursing homes that experienced a case mix increase greater than 5% were audited. The CNR had achieved a 6% increase. Results of the audit will not be conveyed until late July or early August.
- 4. HELP Camp – The CNR will host 20-30 participants of the Business Education Alliance Health Exploration Learning Program (HELP) on July 12 for a three quarter day program at the CNR exposing Middle School, (6<sup>th</sup> – 8<sup>th</sup> grade, 11 – 13 years old), students to health career opportunities.
- 5. Nurse Aide Training Program – FLCC has recruited a trainer for the dual certification NA/HHA program. The CNR has committed to conducting a class starting in October. The Workforce Development office will have grant monies to assist with or cover most participant training costs. The current NA training class conducted by BOCES is utilizing the CNR as the clinical experience site, this class concludes in August.
- 6. Medical Supplies For Non-Medicare Part A Covered Residents – A bid for Medical Supplies was released in June. The current contract will expire August 31, 2013. Director Bassett will be presenting an award recommendation at the August Human Services Committee meeting.
- 7. CPOE, eMAR, Progress Notes – On June 19 CNR administrative staff met with Dale Nieswiadomy and the IT staff to discuss development of an implementation timeline for CPOE. A target date of October 1 implementation is envisioned. Coordination activities with all involved entities will begin in earnest in July.

Mrs. Donohue reported on the memorial service and the improvement in getting the clients back into the facility. Mr. Bassett explained that they have had electronic chair donations.

**DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ (1 attachment)**

**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: NEW YORK STATE DEPARTMENT OF HEALTH, DR. LAUREN WISSER**

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>
New York State Department of Health	4/1/13-3/31/14	\$97,880

Lori Ahmed  
 Bureau of Water Supply Protection  
 Corning Tower, Room 1110, ESP  
 Albany, NY 12237  
 For: Public Water Supply Enhancement Program

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

Director's Comments:

The purpose of this policy is to enhance regulatory oversight and management of public water supply systems in Livingston County.

**Dr. Lauren Wisser** 7/3/13-12/31/13 Initially 50% of costs

Genesee Valley Visiting Vet, PLLC  
 PO Box 385  
 Geneseo, NY 14454

For: Spay/Neuter Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
Adopting Source	0	Yes	No

Director's Comments: This contract is for the Spay/Neuter Program. Of the entire cost, the Humane Society will pay 50% and the County will initially pay the remaining 50%. That cost will then be recovered when the dog is adopted and the adopting family pays their fee, resulting in no cost to the County. This contract may be renewed for three additional one-year terms.

Ms. Rodriguez reviewed the contracts for the Committee. Mr. Coyle questioned how the vet tech program with GCC was progressing. This program is available on an as needed basis. They are on recess now. They will be the first line of defense as far as spay/neutering and the above contract will be used second.

*MOTION: Mrs. Donohue moved and Mr. Levey seconded to authorize the foregoing resolution. Carried.*

**EXECUTIVE SESSION**

Mr. Levey moved and Mrs. Donohue seconded that the Committee adjourn and reconvene as in Executive Session and Ms. Rodriguez. remain.

Mrs. Donohue moved and Mr. Merrick seconded to move out of Executive Session.

No Action Taken.

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

1. CHHA Update

**Informational Item(s) Written Only**

1. The Dog Control Officer Inspection Report and Municipal Shelter Inspection Report were completed by the NYS Department of Agriculture & Markets on 6/4/13. A copy of each has been forwarded under separate cover for your review.
2. EI Funding has been reduced again, as the State is acting as fiscal agent.
3. We are working on our Community Health Assessment, which is required for Article 6 funding.
4. The Plan of Correction for Hospice and CHHA were approved.

Mr. Merrick moved and Mr. Wadsworth seconded to adjourn the committee meeting at 2:37 p.m.

---

## **VETERANS AFFAIRS – FRANK HOLLISTER**

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

1. On June 4, 2013, I attended the Senior Companion luncheon in Nunda, NY. The program provided information on what the Senior Companion does and provides to the seniors in Livingston County, including companionship, transportation to and from doctor appointments or shopping, etc. Each town or village in the county has an active member of the Senior Companion organization present. This is another asset to the county and our veterans or surviving spouses.
2. June 13 through 16, 2013, I was an instructor for the American Legion Department of New York Legion College, held at S.U.N.Y. Morrisville. One hundred (100) students and twenty-three (23) instructors addressed the students, broken down into nine (9) groups, about numerous programs within the American Legion. I again taught the role of the Post Service Officer. It is an honor that the Department of New York has selected me to teach at the college.
3. On June 18, 2013, I, in conjunction with representatives from the Canandaigua VAMC held a Town Hall meeting at the ABVI Goodwill in Geneseo. The event was advertised in the local newspapers and we did have a good response from the public. Livingston County was the last of those counties that will be serviced by the mobile medical unit. Ontario, Wayne, Monroe, Yates and Seneca counties had already had their meetings. The clinic will be provide at least one day a week services, may provide audiology clinics if the “numbers” indicate a need, NO OB/GYN will be provided, the veteran will have to be enrolled in the Canandaigua VAMC, primary care will be provided with emergency appointments being addresses as needed. Also discussed was addressing the student veterans at Geneseo, there is little or no co-operation from the counselor at the college, transportation to/from the clinic, establishing more veteran outreach programs and a central location for the clinic.
4. At our monthly County Veterans Service Officer meeting held at the Buffalo Regional Office, a representative from the Pension Maintenance Center out of Philadelphia, PA, was in attendance. She addressed some of the major problems with their backlog of claims, thousands over two years old or older. They have been ordered to adjudicate these older claims before addressing claims less than two years old. However, it was explained to the P.M.C. representative that a very high percentage of claims at the P.M.C. are for veterans and/or their spouses who are over 90 years old, with a limited life span. How were they going to address this problem? No response.
5. On Friday, June 21, 2013, the cremains of twelve (12) World War II veterans traveled from Buffalo to the Bath VA Cemetery. The travel route was from Buffalo, through Wyoming and Livingston counties to Bath. Numerous veteran organizations and the general public lined the highways in respect.
6. On June 21 & 22, this writer and numerous other veterans and members of the Sons of the American Legion, volunteered to prepare an area at the New York State Veterans Home in Batavia to expand a patio off one of the housing areas. Ten yards of cement were poured Saturday morning, thanks to these volunteers and the monies donated by local organizations.
7. On Monday, June 24, 2013, I volunteered to help the Geneseo VFW/American Legion for their annual golf tournament, which was a huge success. The profits this year are going to the Rochester Veterans Outreach Center.

Respectfully submitted,

Michele R. Rees  
Secretary to the Co. Administrator & Co. Attorney