

**HUMAN SERVICES COMMITTEE MEETING MINUTES
TUESDAY, NOVEMBER 4, 2014
1:30 P.M.**

PRESENT: P. Yendell, L. Semmel, B. Carman, I. Davis, B. Donohue, E. Gott, D. LeFeber, I. Coyle, M. Leader-LC News

DEPARTMENT OF SOCIAL SERVICES – DIANE DEANE

Action Item(s) To Be Reported

1. PROCLAIMING THE MONTH OF NOVEMBER AS ADOPTION AWARENESS MONTH

WHEREAS, each November, during the annual observance of Adoption Awareness Month, Livingston County recognizes that our citizens have a compassionate tradition for opening their hearts to children in need of a permanent home; and

WHEREAS, Livingston County recognizes that the children of this county are our most precious resource and that providing them with a nurturing and stable home provides a strong foundation for a healthy and productive life; and

WHEREAS, Livingston County recognizes it is important that we focus on the children who are in foster care waiting to be adopted by a forever family and find permanent homes for these children throughout the year; and

WHEREAS, Livingston County recognizes the importance and contributions of all parents who have made the decision to open their hearts and homes to a child in need, especially those who have adopted adolescents, siblings and children with special needs, and continually strive to improve the quality of life for the children they bring into their lives; and

WHEREAS, Livingston County recognizes the role that foster parents play in providing nurturing and stable homes for children in transition; and

WHEREAS, this special observance reminds us that we can offer the hope of a better tomorrow to many children through adoption, and as families and communities across our County, State and Nation gather to celebrate and give thanks for our many blessings, it is the goal of all of us that every child awaiting adoption find a permanent and loving family; now, therefore be it

RESOLVED, that the Livingston County Board of Supervisors does hereby proclaim November 2014 as ADOPTION AWARENESS MONTH in Livingston County.

Mrs. Deane reported that there is an ad in the papers this week thanking their adoption parents. Mr. Carman questioned the requirements to become an adopted parent. There are weekly classes done twice a year, a home study and all kinds of checks and then the parents would need to get certified.

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

2. AMENDING THE 2014 HOURLY SALARY SCHEDULE: DEPARTMENT OF SOCIAL SERVICES AND REFERRING IT TO THE WAYS AND MEANS COMMITTEE.

RESOLVED, that the 2014 Hourly Salary Schedule is amended as follows:

Create and fill a Senior Typist position and delete a Principal Clerk position

Mrs. Deane explained that this would be deleting a grade 10 position and creating a grade 7 position. The deletion is a vacant position. There will be a grade 2 position deleted in the spring.

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

Mrs. Deane reminded the Committee that HEAP opens on November 17.

Informational Item(s) Written Only

1. Status Reports

- a. Statement of Appropriations, Expenditures & Balances (Monthly) (September)
- b. Statistics (Monthly) (September)

	Sept	<u>% change from Jan</u> 1
Temporary Assistance Cases (TA):		
Family Assistance	386	-1.28%
Safety Net	376	-2.59%
Total	762	-1.93%

Medicaid Cases (MA):

Community	3687	-6.87%
Chronic Care	247	5.11%
Foster Care	146	0.69%
SSI	1243	0.00%
Total	5323	-4.64%

Medicaid Individuals (Monthly Premium):

These Individuals are included in above TAMA.

Managed Care	6360	4.23%
Family Health Plus	166	-88.89%
Total	6526	-14.09%

Food Stamp Cases:	3440	2.20%
Child Care Cases:	203	-0.49%

Protective Services for Adults (PSA): 93

<u>Financial Mgmt</u>	59
<u>Home Mgmt</u>	50
<u>Personal Care</u>	21
Level I	7
Level II	12
Level I pending	2
<u>Guardianship Cases</u>	3
Awaiting discharge	1
Pending	1
Assessment assists	101

Preventive Services:	55	3.77%
<u>Probation caseload</u>	24	-17.24%
<u>School based consults</u>	191	
<u>School based active</u>	3	

Child Protective Services (CPS):

New Assignments	52
New Assignments that went FAR	25

Foster Care:	60	
Foster Children - DSS Custody	38	2.70%

2. Employees hired, resigned or retired in October:

Susan Ladley	Resignation	Social Welfare Examiner	Avon	10/3/14
Kelly Butler	Hired - Transfer	Senior Account Clerk	Conesus	10/19/14
(Kelly previously worked for the Treasurer's office.)				
Joni Neus	Promotion	Senior Caseworker	Geneseo	10/19/14
Johanna Powers	Promotion	Senior Social Welfare Examiner	Hunt	10/19/14
Johnette Parmelee	Hired	Seasonal HEAP Examiner	Caledonia	10/27/14
Darla Stanley	Retirement	Courier	Geneseo	10/30/14
Penny Lauko	Resignation	HEAP Examiner	Leicester	10/31/14

3. HEAP – Home Energy Assistance Program for 2014-2015 will open for Regular Benefits on November 17, 2014. Federal HEAP Benefit levels have been reduced this year.

- The Department of Social Services placed a Thank you Ad in the Livingston County News and the Pennysavers recognizing the foster and adoptive parents of our county in recognition of Adoption Awareness Month. The AD will run next week.
- A team of Child Protective Services staff presented a workshop at the CPS Symposium in Albany in October. Their presentation highlighted how staff involved in traditional CPS investigations and those involved in the family assessment response work together to share expertise.

**DEPARTMENT OF HEALTH/MENTAL HEALTH – JENNIFER RODRIGUEZ & MARK GROVANZ
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: ALBANY COLLEGE OF PHARMACY, TOWN OF WEST SPARTA

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 and Mental 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>
Albany College of Pharmacy 106 New Scotland Avenue Albany, NY 12208 For: Internship for Pharmacy Students	9/1/14 – 8/31/15	N/A

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

Director's Comments: This contract affords internships for Pharmacy Students

Town of West Sparta 8302 Kysorsville – Byersville Road Dansville, NY 14437 For: Dog Control Services to the Town of West Sparta	11/1/14– 12/31/14	\$750.00
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<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
	0%	Yes X No

Director's Comments: This Contract will provide West Sparta with Dog Control Services
Ms. Rodriguez reviewed the above referenced contracts for the committee. The contract with West Sparta is only for the remainder of this year. They will be doing all of their contracts in the next few months. There will be a staffing assessment to determine costs.

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

2. AMENDING THE 2014 HOURLY SALARY SCHEDULE: DEPARTMENT OF HEALTH AND REFERRING THE MATTER TO THE WAYS AND MEANS COMMITTEE.

RESOLVED, that the 2014 Hourly Employee Salary Schedule is amended as follows:

Public Health:

- Delete one part-time Public Health Educator
- Delete one part-time Supervising Public Health Nurse
- Delete one full-time Administrative Secretary
- Delete one full-time Outreach Worker

Convert one full-time Director of Preventive Services position to a 4/5 part-time position at Public Health, effective January 11, 2015

Mental Health:

- Delete: one part-time Psychiatric Social Work Assistant
- Delete: one full-time Sr. Typist

Ms. Rodriguez explained that these are all vacant positions with the exception of the Director of Preventive Services. This is currently a full time position held by Cindy Sheflin and she has requested that position go to 4/5 in preparation for her future retirement.

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

3. ESTABLISHING THE LIVINGSTON COUNTY DEPARTMENT OF HEALTH – ENVIRONMENTAL HEALTH RATES EFFECTIVE JANUARY 1, 2015

WHEREAS, the rates of the Environmental Health Fee Schedule for Services were last established in March 2011 and are subject to adjustment for current economic conditions, now, therefore, be it resolved THAT, the following Environmental Health Schedule for Services be effective January 1, 2015:

SERVICE	PREVIOUS RATE	NEW RATE
Food Service Establishment (FSE) Permit:		
FSE <20 seats	\$70.00	\$80.00
FSE 20-75 seats	\$155.00	\$170.00
FSE >75 seats	\$205.00	\$225.00
High Risk FSE – Second inspection	\$0	\$40.00
Temp Food Service – Single event	\$55.00	\$60.00
Temp Food Service – 1 year permit	\$105.00	\$115.00
Mobile Food Vendor	\$70.00	\$80.00
Camps & Recreation Permit:		
Children’s Camp	\$180.00	\$200.00
Campground/Migrant Camp	\$180.00	\$195.00
Temporary Residence (Hotel/Motel)	\$180.00	\$195.00
Public Swimming Pool	\$95.00	\$105.00
Public Beach	\$95.00	\$105.00
Agricultural Fair	\$0	\$150.00
Community Sanitation Permit:		
Septic Tank Replacement	\$65.00	\$75.00
Septic System - Repair	\$80.00	\$90.00
Septic System - New	\$105.00	\$115.00
Mobile Home Park <25 units	\$90.00	\$100.00
Mobile Home Park 25 - 50 units	\$155.00	\$175.00
Mobile Home Park >50 units	\$205.00	\$235.00
Public Water Supply Permit:		

Non-community	\$155.00	\$175.00
Community <500 pop.	\$205.00	\$230.00
Community >500 pop.	\$305.00	\$335.00
Plan/Engineering Review:		
Septic Tank Replacement or Repair	\$0	\$50.00
Septic System - New	\$0	\$100.00
Temporary Residence (Hotel/Motel)	\$0	\$150.00
Mobile Home Park	\$0	\$150.00
Public Swimming Pool	\$0	\$200.00
Public Beach	\$0	\$150.00
Public Water Supply	\$0	\$150.00
Cross Connection Control	\$0	\$50.00
Realty Subdivision	\$0	\$25.00/lot
Food Service Establishment	\$0	\$100.00
Mass Gathering	\$0	\$150.00

Ms. Rodriguez distributed comparison information with other counties for Environmental Health fees and explained how we need to have our fees be more consistent with other counties. Mr. Grovanz reviewed the evaluation done to compare what other counties are doing across the state. He reviewed each of the criteria fees and explained the different risk factors. In the past, inspections done at the fairs have not been charged a fee. Notifications and training will be done prior to any billing. There was discussion on whether inspections for rooming houses and B&B establishments are required. These fees have not been reviewed for five years. Ms. Rodriguez explained that she plans to review this more regularly in the future. This increase would change the revenue estimate by \$10,000. Mr. Yendell explained that this was presented to the Board of Health.

Motion: Mrs. Semmel moved and Mr. Carman seconded to approve the foregoing resolution.. Carried.

4. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY COMMUNITY SERVICES BOARD, DEVELOPMENTAL DISABILITIES SUBCOMMITTEE AND CHEMICAL DEPENDENCY SUBCOMMITTEE – ELIZABETH HALL, BRENDA DONOHUE, CHRIS PETERSON, MATTHEW BEAN

RESOLVED, that the following members are hereby appointed to the Livingston County Community Services Board and Subcommittees for the term designated:

Community Services Board			
Brenda Donohue	P.O. Box 188, Conesus, NY 14435	Conesus Supervisor	1/1/15-12/31/16
Elizabeth Hall	220B South Hall, 1 College Circle, Geneseo NY 14454	Chair	1/1/15-12/31/16
Developmental Disabilities Subcommittee			
Chris Peterson	18 Main Street, Mt. Morris NY 14510	Liv/Wyo ARC	1/1/15-12/31/16
Elizabeth Hall	220B South Hall, 1 College Circle, Geneseo NY 14454	Chair	1/1/15-12/31/16
Chemical Dependency Subcommittee			
Matthew Bean	4 Court Street, Geneseo, NY 14454	Undersheriff	1/1/14 - 12/31/18

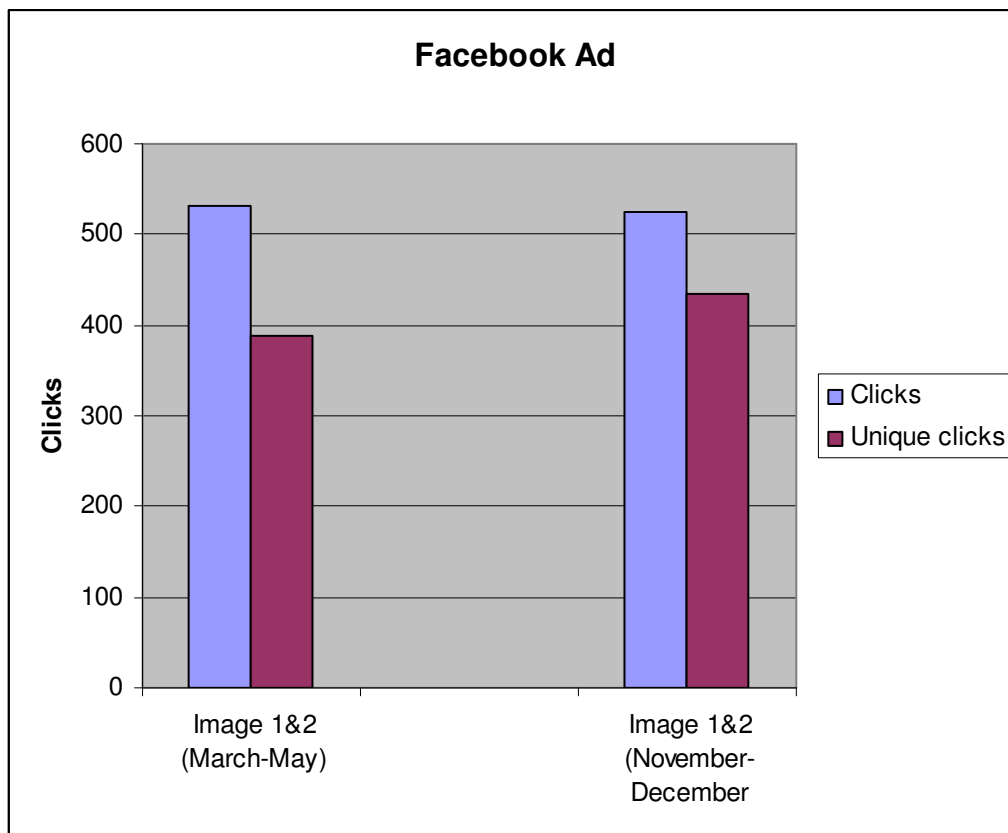
Motion: Mr. Gott moved and Mrs. Semmel seconded to approve the foregoing resolution..... Carried.

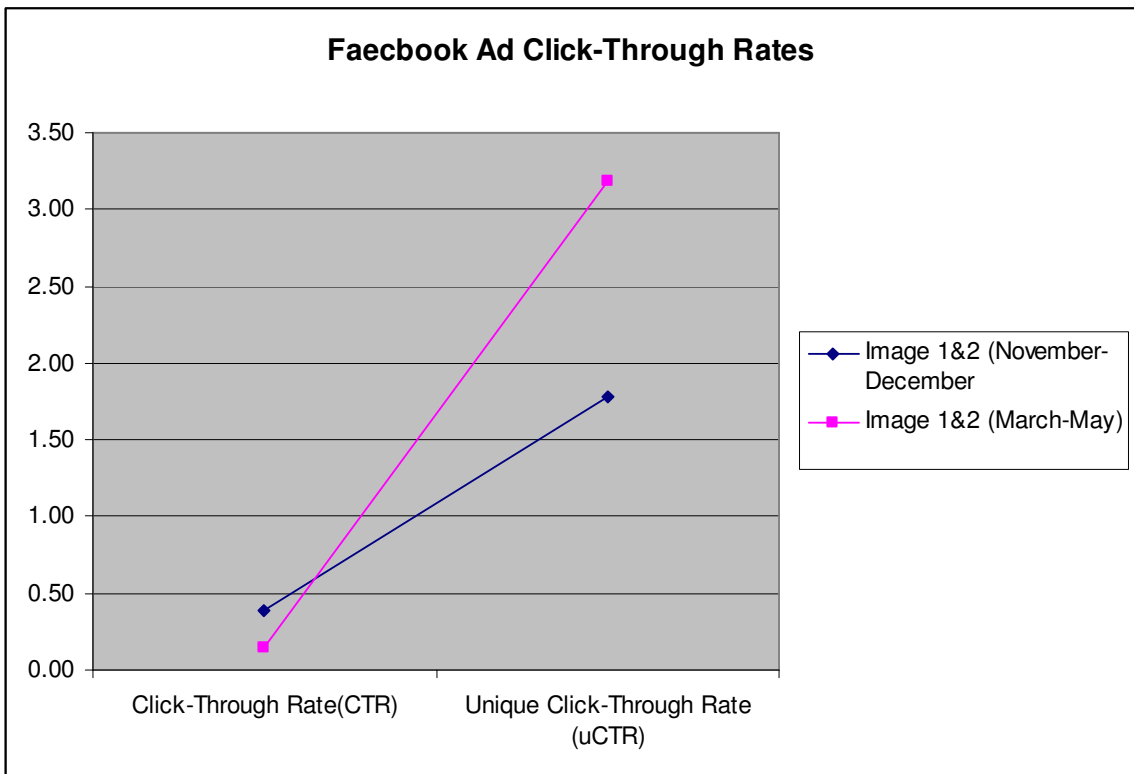
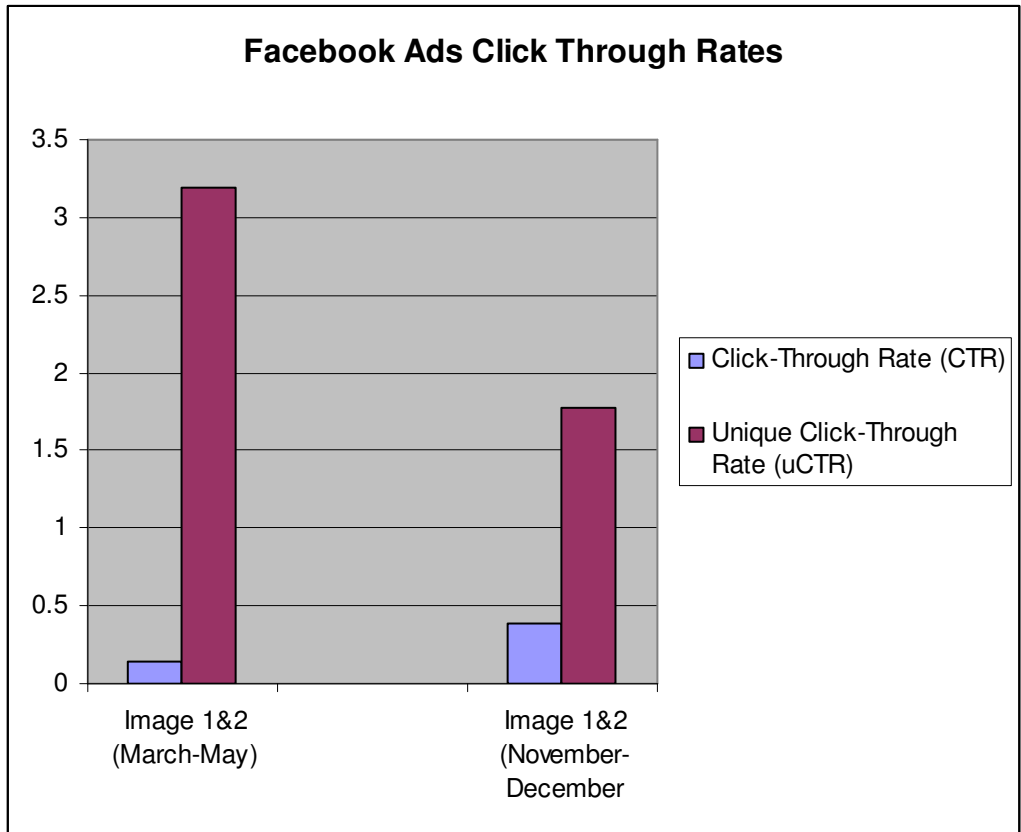
Ms. Rodriguez briefly reviewed the positive feedback on their utilization of social media (Facebook). Ms. Rodriguez updated the Committee on Jim Peraino’s status. Mark Grovanz is the interim Fiscal Center Director

in Jim Peraino's absence.

Informational Item(s) Written Only

- Continuous Ebola education and surveillance outreach to staff and community partners.
- Enterovirus education and surveillance outreach to staff and community partners.
- Planned and coordinated SHAPE employee wellness event, which was a great success with more than 100 participants.
- Healthy Restaurant initiative (CHIP) - media and outreach plan implemented.
- Media and outreach regarding colon cancer screenings and Cancer Services Program, which targeted hunters October-November.
- Days of Screening events at Noyes Health for Breast Cancer.
- Coordinated an open house for the new Reproductive Health Center site in Avon, October 21.
- John Trompeter acclimating to Clinic Supervisor role at Mental Health.
- Earned media of WROC for Baby Café.
- See attachments for utilization of media ads on Facebook.





OFFICE FOR THE AGING – KAAREN SMITH

Pre-approved Informational Item(s) To Be Reported

1. SENIOR NUTRITION PROGRAM SUBCONTRACT WITH MORRISON FOODS-A presentation to members recommendations to address the on-going meal quality issues for the congregate and home delivered meal program. Information will be presented by Kaaren Smith and Jessica Wilkins, Senior Nutrition Program

Director. - Mrs. Smith reviewed the continuing problems with meal quality and supervision for OFA clients. There have been problems with temperature and portion control and training does not seem to be helping. Mrs. Smith explained that Ms. Wilkins has been doing research on possible options. It's not that they won't work with what they have now, but that there is an RFP going out and they may want to add another option to the RFP. Ms. Wilkins reviewed the survey done by their clients on their last menu cycle as they do every menu cycle to get feedback on the food, service, etc. In the survey there is a question on whether the clients eat the meal at the time of delivery, later, what the meal is used for. 48% of the clients served are eating the meal later than the time of delivery. With that being said, their marketing of a hot meal and the services that come with it are not necessarily their only option. Offering a cold meal to the clients that they can then re-heat provides the office with more options. Currently, Morrison can not meet the demand on a basic level of food safety, quality controls and consistency, and recipe inventory, etc. Ms. Wilkins spends quite a bit of time setting up policies and management for Morrison as a company just so she can get what she need for her clients in a safe manor. Morrison is on their fifth food service director in the time that she has been there. She has visited Monroe County's operation, which is set up in the Red Cross facility and they do the home delivered meal production for all of Monroe County. While they deliver less meals than us daily, they have approximately six employees on a regular basis to pack up meals. Morrison is lucky to have two. She also visited Erie County to see how Morrison's sister company, Bateman Foods, does home delivered meals. Again, the staffing pattern is similar to Erie. It's obvious that Morrison did not build that staffing pattern in to their contract when they bid it. She would like to include a cold meal option in the RFP. This would allow the clients to be assessed to use a microwave or regular oven to reheat the meal. Mrs. Smith reviewed the assessment process for the Committee. In preparing for more people to use this program in the future, Morrison did express, as a solution, using the Erie County facility to supply cold meals. Meals would be delivered to us two days prior to delivery. Red Cross also has the capacity to handle Livingston County's need and volume. The quality has not been met by Morrison. There was discussion on the variety of survey questions asked. There was discussion of the concerns with Morrison. It is important to start planning for the next RFP now. There was discussion on the congregate meals also coming chilled. All current facilities have the ability to heat meals. Delivery drivers stop every day. Mrs. Smith does not support delivering five meals at a time. Mr. Gott stated that the County decided years ago that we were going to take care of our residents from birth to death. He feels that we should listen to the experts that know. Many of the committee members have done ride-alongs with the meal delivery drivers. Mrs. Smith offered to organize any kind of site visit that the Committee would like.

Informational Item(s) Written Only

1. United Way Funding: The Office for the Aging will be submitting a grant to United Way of Livingston County for 2015 funding to support Legal Services for the Elderly and Home Delivered Meals. Changes in the grant review process were discussed at UW application meeting held on October 7, 2014. At that time board members stated that they will be considering the size of the operating budgets for the applicant agencies and the percentage of the agency's budget dependent upon United Way Funding. It is important to point out to the committee that, in past years, the Office for the Aging has been successful in obtaining an average of \$12,000 in funding that has been split to support both programs. This funding has assisted the agency in supporting meal cost and the hourly rate for legal services. Both programs that have had a broad reach and serve many different individuals each year in every town.
2. The Director attended the AARP Presentation of the 2014 Survey results for the 50 + population. The focus of the survey was to collect demographic data on the impact the over 50 population has in on the longevity economy and voting power. Trends were identified that will have an impact in planning for community based services, senior employment, caregiver needs , senior housing and transportation. The presentation was held at George Eastman House (Rochester) on October 8, 2014.
3. The Director attended the 2014 Leadership Institute at Watkins Glen from October 21 – 23. the focus of this conference is to discuss the impact of current state and federal public policy as it impacts the

- aging network in NYS and to develop a uniform platform to advocate increased state and federal support for seniors and their caregivers.
4. Included with this report is the flyer advertising the Care Partner Event to be held Saturday, November 1, 2014 from 10 am until 2 pm. at the Celebrate Family Church in Leicester. This year, the program features a presentation by Dr. Patricia Bomba, MD, a pioneer in advance care planning.
 5. Program Summary Report for Fiscal Period 4/1/2014 – 10/28/2014:
 - a. Total number of individuals served to date (unduplicated county) = 1,381
 - b. Under 60, disabled (information and assistance only) = 15
 - Age 60-74 yrs = 320
 - Age 75-84 = 270
 - Age 85 + = 247
 - Over 60 DOB missing = 531
 - c. Poverty Level
 - 100 % (\$11,670 annually or under) = 99
 - 125% (\$14,588 annually) = 60
 - 150% (\$17,505 annually) = 148
 - 185% (\$21,590 annually) = 79
 - d. Frail / Disabled (2-3 activities of daily living that are difficult to perform) = 447
 - e. Live Alone = 387

CENTER FOR NURSING & REHABILITATION – FRANK BASSETT

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 CENTER FOR NURSING AND REHABILITATION: QUINLAN’S PHARMACY, INC.

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Center for Nursing and Rehabilitation, 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>
Quinlan’s Pharmacy, Inc.	1/1/15-12/31/17, with two 1 year renewals at the County’s sole option ending 12/31/19.	set by contract

For: Pharmacy Services

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

Director’s Comments:

Bids for pharmacy services to the CNR and Jail were received and opened on 10/9 with five respondents. A recommendation regarding the lowest responsible bidder will be issued at the 11/4 Committee Meeting. Mr. Bassett reviewed the bid results for the Committee. Three levels of price testing were done. Outside legal review was conducted by Bond, Schoeneck and King and confirmation was received that there were no reasons of safe harbor exposure. Mr. Bassett is recommending Quinlan’s Pharmacy, Inc. for pharmacy services to start January 1, 2015. This contract could have a vendor value of up to \$20,000,000 over the course of the potential five years. There was discussion on the automated dispensing system put into this bid, for a huge cost savings and less waste for the controlled substances. This will also eliminate the shift counts currently being done at the end of each shift transition. Each nurse and patient has a specific identifier when logging into the dispenser so any discrepancy will be noticed immediately.

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

Pre-approved Informational Item(s) To Be Reported

FINANCIAL/OPERATIONAL UPDATES:

- a.) Occupancy- October occupancy as of 10/27 was 98.2%. A waiting list for long-term care admissions is in place. They are continuing with managed vacancy. They are still over 99% occupancy for the year. They are still watching the orthopedic rehab referrals for the new orthopedic surgeon at Noyes. Medicare days are flat right now but the rehab ultra category continues to grow.
- b.) Cash Flow – The CNR’s Cash Flow Report as of October 24, 2014 reflects \$16,622,910. This allows them to continue to invest in the capital necessary for upgraded floor finishes as planned. The 1000 lb. Lift bus was delivered yesterday.
- c.) Budget Variance and Census – The August 2014 budget variance reports are attached and will be discussed at the committee meeting. Revenues are greater than budgeted due to the occupancy rate being higher than anticipated. Total expenses are well below budget. Mr. Bassett reviewed Medicaid versus Medicare days and the difference in revenue amounts. The Adult Day Care Program is permitted to exceed registrant rate by 20% to cover any call offs.

ANNUAL REPORT YEAR ENDING 2013-Mr. Bassett distributed the 2013 Annual Report for review. Mr. Bassett reviewed the climate of public nursing homes in New York State. There have been numerous closures of county nursing homes throughout New York in the past year.

The Committee discussed the constant theme in our Department Heads on the quality of our staff.

Informational Item(s) Written Only

1. Reports – Absenteeism, Mandation, FMLA, Payroll Performance, Work Related Injuries
2. Bonadio & Co. – Kelley DeMonte, Principal has established a schedule to perform fieldwork for the 2014 Audited Financial Statements on or about March 30 to facilitate delivery of financial statements by May 15, 2015.
3. Nurse Aide/Home Health Aide Training – Participants of the FLCC conducted training program will graduate in a formal ceremony to be held at the CNR on November 20. All 17 starting participants are on track to complete the program.
4. First Niagara Risk Management – Luann Romanelli, Senior Loss Control Specialist from the carrier has issued a report of findings related to her September 25 site visit and inspection. The report was very complimentary of the facility’s safety program. The Safety Committee will review and adopt recommendations, as appropriate, at its November meeting.
5. Alzheimer’s Walk – Team LCCNR walkers participated in the October 25 Walk to End Alzheimer’s in Geneseo. The CNR received 2nd place fund raising recognition for raising \$2,305 through pledges, 50/50 and basket raffles.

Mr. Coyle reported that he has received notification from Red Cross that they no longer need space at the Government Center.

Mr. Gott explained that Sheriff Dougherty is downstairs and he would like all of the Board members to see the new Ford vehicle. Of the four new vehicles received, this is the first vehicle to go into service.

ADJOURNMENT

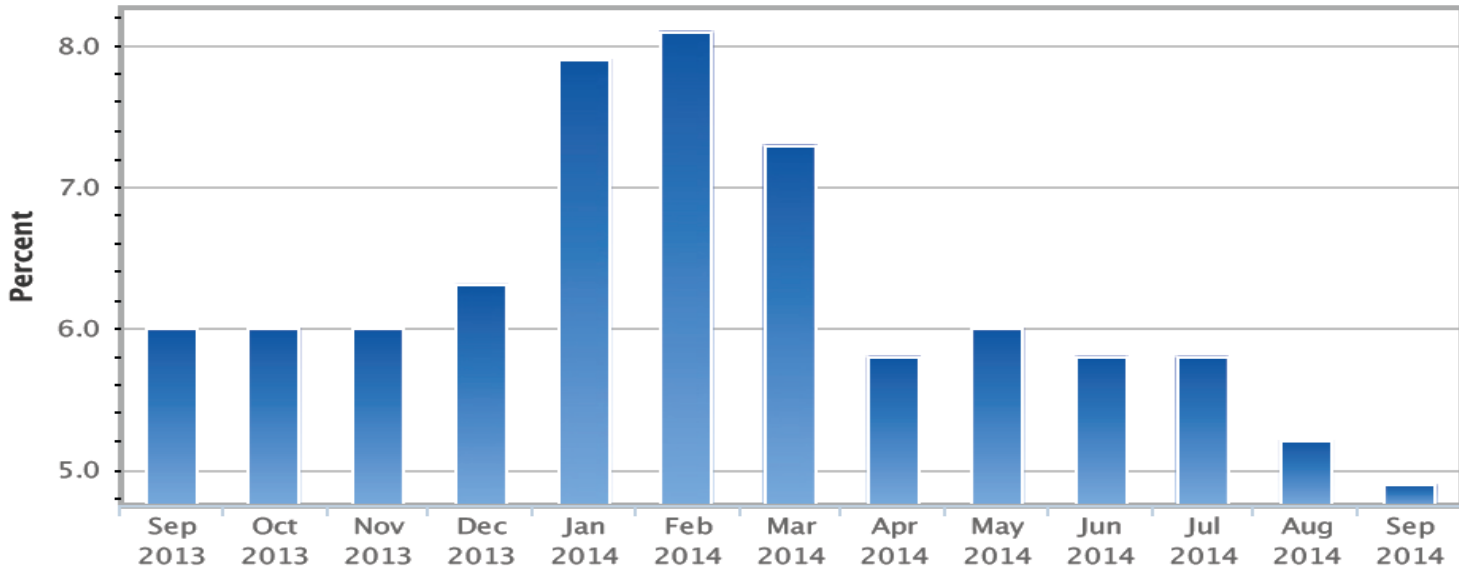
Mrs. Donohue moved and Mr. Davis seconded to adjourn the committee meeting at 2:58 p.m.....Carried.

WORKFORCE DEVELOPMENT – RYAN SNYDER

Informational Item(s) Written Only

1. Date tables created using Revelstone PM System – Pilot Department

Unemployment Rate 2013-2014



The Unemployment Rate for September 2014 fell to an 82 month low of 4.9%. Despite the low rate, the contraction in the labor force continued for the fourth straight month. The combined number of employed and unemployed residents, which makes up the Labor Force, has decreased by 1,000 from the same period in the prior year.

2. Office of Workforce Development Activity Report

Activity	September 2014
Counselor Assisted Appointments	87
Adults/Youth in Training	17
Credentials Earned	1
Employer Recruitment Events	3
Workshop Attendees	28
PA Clients Employed	102
PA Clients in Work Experience	56
PA Entries to Employment	14

3. Workforce

Seasonal Job Fair – Workforce Development will be hosting a job fair on October 30th in room 205/208 of the Government Center from 11 to 1pm. The event is being offered at no cost to employers. Thirteen employers are scheduled to attend the event, including Kraft, Wendy’s, McDonalds (Geneseo), Genesee Valley Federal Credit Union and Gamestop.

Ready to Work Grant – The US Department of Labor awarded \$5.2 million to RochesterWorks to administer a training grant for the region. Long-term unemployed residents of Livingston County will be eligible to receive individualized counseling, training and supportive and specialized services leading to employment in advanced manufacturing, healthcare and information technology.

WIB Annual Meeting – The Workforce Investment Board will host their annual meeting on December 12th in Batavia. One adult, youth and employer will be recognized from each county. OWD will be recognizing Tammy Underhill from Coastal Staffing for her efforts in diverting applicants for public assistance into employment.

Department of Labor – The Department of Labor has promoted Valerie England to regional manager, a position that has been vacant since the first of the year. She will oversee the DOL staff in Geneseo and will be responsible for selecting the onsite Supervisor for our office.

6. Community Service Block Grant

CNA/HHA Training – Fifteen individuals are participating in the CNA/HHA dual certification-training program, that will conclude on November 19th. A graduation ceremony will be held at the Nursing Home on November 20th.

7. Youth Bureau

Request for Proposal – The Youth Bureau will be releasing a Request for Proposal (RFP) on November 1st for organizations interested in providing youth development programs. The Youth Board will review proposals in December and make recommendations to the BOS for funding in 2015.

Respectfully submitted,

Michele R. Rees
Clerk of the Board