

HEALTH & HUMAN SERVICES COMMITTEE MEETING MINUTES  
FEBRUARY 22, 2023

HEALTH & HUMAN SERVICES COMMITTEE MEMBERS PRESENT: Clary, Fedler, Skellie, Wilson, Nolan

HEALTH & HUMAN SERVICES COMMITTEE MEMBERS ABSENT: Campbell, Shaw

SUPERVISORS: Hall, Ferguson, O'Brien

Debra Prehoda, Clerk

Roger Wickes, County Attorney

Al Nolette, County Treasurer

Melissa Fitch, County Administrator

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Accept Minutes – January 25, 2023
- 3) Department Reports/Requests:
  - A. Youth Bureau
    - 1) Youth Board Appointments
      - a) Katie Paddock – Town of Whitehall
      - b) Lauren Archambeault – Town of Cambridge
      - c) James Bennefield – Town of Kingsbury
      - d) Claire Toleman – Town of White Creek
    - 2) Budget Amendment – Carryover Grant Funds – NYS DCJS Rural Communities of Practice
    - 3) Permission to Purchase Cash Cards – Enrichment Activities - \$2,000
  - B. Public Health
    - 1) CON Application Fee – Request to Relocate to Burgoyne Campus
    - 2) STD/TB Clinic Update
    - 3) 2019 Annual Report Summary
    - 4) Preschool Provided Rate Request
    - 5) Medical Supply Inventory Discussion
    - 6) Miscellaneous
  - C. OFA/ADRC
    - 1) March for Meals Campaign
  - D. Dept. of Social Services
    - 1) Budget Amendments – 2022/2023
    - 2) SNAP Administrative Allocations
    - 3) HEAP/Homeless On Call – Continue through the Year
    - 4) RFP Waiver Request
- 4) Other Business
- 5) Adjournment

Supervisor Clary called the meeting to order at 10:00 A.M. in the Board of Supervisors Room B214, Municipal Center, Fort Edward.

A motion to accept the minutes of the January 25, 2023 meeting was moved by Mr. Wilson, seconded by Mrs. Fedler and Mr. Nolan, and adopted.

**DEPARTMENT REPORTS/REQUESTS:**

YOUTH BUREAU – Mike Gray, Director, addressed the following items with the committee:

- Youth Board Appointments – This is the group that allocates the resources to the youth development programs with the funding the County receives. Motion to appoint members to the Youth Board: Katie Paddock – Town of Whitehall, Lauren Archambeault – Town of Cambridge, James Bennefield – Town of Kingsbury, and Claire Toleman – Town of White Creek for a term expiring December 31, 2025 was moved by Mrs. Fedler, seconded by Mr. Wilson and adopted.
- Amend Budget to Carryover Unspent Grant Funds – Carryover of NYS DCJS Rural Communities grant funds. This is 100% State funds and a bilateral cooperation with Warren

County. Motion to amend 2023 budget to carryover unspent Rural Communities of Practice Phase III Grant in the amount of \$63,012, increasing appropriations A.7310.4625.2204 \$50,512 and A.7310.122 \$3,500 and increase revenue A.7310.3820 \$63,012 was moved by Mrs. Fedler, seconded by Mr. Skellie and adopted.

- Permission to Purchase Cash Cards – Last year permission was given to purchase \$3,000 in credit cards that they could use for department expenses and to satisfy some of the conditions of the grant. BJ's was a reasonable place to purchase VISA cards without a huge fee but could only purchase \$1,000. Requesting permission to purchase the remaining \$2,000. This is 100% State funding. Motion to approve purchase of cash cards with the remaining funds was moved by Mrs. Fedler, seconded by Mr. Wilson and adopted.
- Winter Fest canceled for this year.

PUBLIC HEALTH – Tina McDougall, Director, addressed the following items with the committee:

- CON Application Fee – Request to Relocate to Burgoyne Campus – The plan is to move to the Burgoyne Campus. Because of their operating certificates, the NYS Department of Health requires them to submit a certificate of need application to them. It is an administrative fee because they are just moving not adding services and the application fee is \$1,250 and it is an electronic payment. Hoping to submit application soon and it is 100% state aid so they will get that back. A motion to approve payment of Certificate of Need application fee was moved by Mr. Wilson and seconded by Mr. Skellie. Discussion. The Treasurer stated the cleanest way is to process this as a petty cash payment. The motion to approve payment of Certificate of Need application fee was moved by Mr. Wilson, seconded by Mr. Skellie and adopted. The application also requires either a resolution or letter of consent from the Board of Supervisors authorizing the project/move office to Burgoyne Ave. Motion to present resolution authorizing project/move office to Burgoyne Ave was moved by Mrs. Fedler, seconded by Mr. Wilson and adopted.
- STD/TB Clinic Update – Starting back up after COVID. Clinic is done in conjunction with Warren County through a contract and is required through the Department of Health. Clinics will be by appointment only and will probably start the second week of March. Warren County has contracted with Hudson Headwaters and we will send a nurse.
- 2019 Annual Report Summary has been completed, detailed report and executive summary, which will be on the website. Planning to combined reports for 2020 and 2021 due to COVID and will get back on track with 2022 annual report.
- Preschool Provider Rate Request – Public Health has nineteen (19) providers that they contract with to provide preschool services for speech therapy, occupational therapy and physical therapy. Public Health sets the rate and currently are paid \$45 per visit all inclusive, travel time and any program expenses. The last increase was in 2017 and our neighboring counties are paying quite a bit more than that. To recruit and retain providers recommend increasing to fifty-three dollars per hour (\$53/hour). They do get reimbursement on those visits from the State Education Department as well as they are able to bill Medicaid so the net increase to the County would be \$26,500 and that is after the reimbursement and have funds in budget to cover rate increase. Motion to approve moving forward with Preschool Provider rate increase to \$53 per hour to attract and retain providers effective July 1<sup>st</sup> was moved by Mr. Nolan, seconded by Mr. Wilson and adopted.

- Medical Supply Inventory Discussion – They have getting expired medical supplies out to vet's offices. Also have quite a few medical supplies that are not expired. These are not supplies that they have purchased. It is supplies that came with the COVID vaccine from the State and are checking with the State that it is okay to get rid of those. Looking to offer them out to EMT/EMS agencies. They have so much it is not practical that they would be able to use it before it expires. Permission to provide EMT/EMS agencies with excess medical supplies was moved by Mr. Wilson, seconded by Mr. Skellie and adopted.
- Miscellaneous;
  - Rabies clinic schedule on website.
  - COVID – Washington County is at a medium community level. Seeing a little increase in hospitalization, eleven hospitalizations. Transmission level is high. The flu did decrease from last week but is still widespread.

OFA/ADRC – Gina Cantanucci-Mitchell, Office for the Aging Director, addressed the following item with the committee:

- March for Meals Campaign is moving forward and the last event was held in 2019. Extended this invitation to all Supervisors to participate on March 16<sup>th</sup>. This is a time to highlight the senior nutrition program here in Washington County. Will extend invitation to other elected officials. The theme for this year is Cooking up Community highlighting food and connections. In 2022, the office served 87,458 meals and is broken down to 618 home delivered meal participants and 294 senior dining site participants. March 16<sup>th</sup> is the date for the corned beef and cabbage meal. Please RSVP.
- Notified that NYS OFA is partnering with an outside agency, POLCO, to do a comprehensive needs assessment across New York State to gather direct feedback from resident age 60 over to better understand the contributions that older adults make to their communities and to identify their challenges and their unmet needs. The feedback will be used to help local agencies as well as the State in terms of future planning. The survey will be sent out to randomly selected households within Washington County and have advertised this to the community urging participation if selected.

SOCIAL SERVICES – Tammy DeLorme, Commissioner, addressed the following items with the committee:

- Budget Amendments – 2022/2023:
  - Motion to transfer 2022 HEAP ARP funds from a contractual to equipment account to cover full cost of assets purchased with these 100% funds in the amount of \$141,621 was moved by Mr. Skellie, seconded by Mr. Wilson and adopted.
  - Motion to amend 2022 budget to utilize surplus 2022 Medicaid appropriations to cover a 2022 Safety Net shortfall in the amount of \$200,000 was moved by Mr. Wilson, seconded by Mrs. Fedler and adopted.
  - Motion to carryover unspent 2022 Washington County ARPA funds transferred to DSS/OFA for foster care recruitment \$200,003 and the expansion of daycare services \$11,160 to the 2023 budget was moved by Mrs. Fedler, seconded by Mr. Wilson and adopted.

- Motion to transfer 2022 ARPA funds to DSS regular earnings to account for wages expensed specifically for the foster care recruitment initiative in the amount of \$9,241 was moved by Mrs. Fedler, seconded by Mr. Wilson and adopted.
- Motion to transfer portions of the approved 2023 computer equipment budget to off supplies and equipment non-asset, aligning funding with the proper category of each item in the amount of \$10,656 was moved by Mr. Wilson, seconded by Mrs. Fedler and adopted.
- SNAP Administrative Allocations – Received notification that the additional SNAP funding under the American Rescue Act of 2021 is being allocated now to counties for federal fiscal year 2023 due to processing the growing number of SNAP applications. Washington County is being allocated \$56,541. No action required for this additional revenue. This is the last month for the SNAP emergency allotment that started in March 2020 which provided an extra payment each month for everyone who is receiving SNAP. This amount was significant and people will see a lot less funding. Chart attached with the amount of benefits paid out through the last few years. The number of households served from 2019 to 2022 have increased. The dependence on food pantries is high right now. It is an income-based program.
- HEAP/Homeless On Call – Continue through the Year – Would like to move the HEAP/Homeless on call to year-round. Last fall in September, the committee agreed to support the Commissioner's request to split out duties that were related to HEAP and homeless from the traditional on-call that responds to the child welfare emergencies to alleviate some stress on the Caseworkers who have been impacted by the turnover. At the time stated it would run through March and then reassess. This work was taken on by the Examiners. This has worked out well and has been very positive but still have a very high number of calls for our child welfare protocol. This HEAP/Homeless on call is more about the homeless situations. Thinks fiscal impact manageable. The workers can take a stipend for the on call work or four hours of comp time for each night of coverage. The total cost of the stipends for November – January was \$3,300, 51.25 hours of overtime, noting the cost is claimed. Would like to continue through year-end. On call is in the contract. This might not be needed every year moving forward but for the time being it is beneficial. Mrs. Fedler recommended revisiting this in the fall. Motion to continue HEAP/Homeless on call with a follow up in the fall at budget time was moved by Mr. Wilson, seconded by Mrs. Fedler and adopted.
- RFP Waiver Request – The organizational structure at DSS consists of the Commissioner having immediate oversight over three different division Directors. Gina Cantanucci-Mitchell is a department head and also oversees the Adult Services programs for DSS. Within the divisions there are Unit Supervisors with one an OFA employee that work together as a management team and then Supervising Senior positions providing direct oversight to the frontline workers. History extends back to 1999 with the consulting practice but have not had the full leadership skills training since 2007. They have not worked with the consulting firm since 2013. This is the model that they base their supervision and performance expectations on. The consulting practice is Grove Associates. The training is modeled to them and their needs and aware that they need a full leadership skills course with retirements that have taken place and some future retirements. Conducted a training needs assessment survey in the fall of 2022 and anticipated looking toward leadership skill

development. Would like to go forward and build off results of the survey which identified some areas, morale, priorities, trust and empowerment. Request waiver from RFP process to continue work with Grove Associates; 75% reimbursement and also receive direct allocation for training from the state. Motion to approve RFP waiver request for consulting services contracting with Grove Associates for training was moved by Mrs. Fedler and seconded by Mr. Skellie. Discussion. Mr. Hall stated Chairman Henke approves of this firm. Motion to approve RFP waiver request for consulting services contracting with Grove Associates for training was moved by Mrs. Fedler, seconded by Mr. Skellie And adopted.

**OTHER BUSINESS:**

- Mr. Wilson stated child care does impact our economy. Where do we go collectively to address child care needs. The Commissioner stated the initiative that they have rolled out here with the County and using the County's designation to be able to use some of the ARPA funds is going right now towards in-home child care providers and helping with initial costs. People have reached out.
- Proposal in executive budget to no longer pass through eFAP savings to the counties. The numbers of people receiving Medicaid coverage has greatly increased. Commissioner feels that they should look at what that Medicaid coverage is and roll back some of that benefit. The Treasurer stated the additional \$2.1M brings us back to the level we were paying in 2018 before the reductions were introduced. Back to pre-COVID level.

The meeting adjourned at 11:05 A.M.

*Debra Prehoda, Clerk*  
*Washington County Board of Supervisors*

Washington County, NY

SNAP Benefits	2019	2020	2021	2022
households	3,311	3,478	3,503	3,718
individuals	5,860	6,151	6,297	6,630
expenditures	\$8,115,780	\$12,463,870	\$17,770,050	\$20,799,576
Emergency Allotment	N/A	Started in March	12 months	12 months