

**HUMAN SERVICES COMMITTEE MEETING MINUTES
TUESDAY, JUNE 7, 2016
9:00 A.M.**

PRESENT: P. Yendell, B. Donohue, M. Walker, E. Gott, D. LeFeber, I. Coyle, H. Grant, D. Mahus, D. Pangrazio
 ABSENT: D. Babbitt Henry, I. Davis

DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY DEPARTMENT OF DEPARTMENT OF HEALTH: CATHOLIC CHARITIES OF LIVINGSTON COUNTY, FOSTERMARTIN, INC., LIVINGSTON COUNTY CENTER FOR NURSING (2) & STRONG MEMORIAL HOSPITAL

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>
Catholic Charities of Livingston County 34 East Main Street Mt. Morris, NY 14510 For: Parenting Support & In Home Therapy	1/1/16-12/31/16	\$50,000.00

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
SPOA and DSS Funds	0%	Yes X No

Director's Comments: This Contract allows for the provision of Individual Family Counseling, which may include parenting Education and Support Services.

FosterMartin, Inc. 2200 Genesee Street Utica, NY 13502 For: Access to WICStrong Website/social media marketing/advertising project.	7/1/16-9/30/16	\$10,000.00
---	----------------	-------------

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

Director's Comments: This contract will provide for a Grant Performance Improvement Project.

Livingston County Center for Nursing and Rehabilitation 11 Murray Hill Drive Mt. Morris, NY 14510 For: Occupational Therapy services	5/1/16-5/1/18	Current salary and fringe
--	---------------	---------------------------

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Third Party Payors/County	Varies depending on payor	Yes X No

Director's Comments: This Contract provides for Occupational Therapy services within the Nursing Home setting.

Livingston County Center for Nursing and Rehabilitation 11 Murray Hill Drive Mt. Morris, NY 14510 For: Speech Therapy Services	5/1/16-5/1/18	Current salary and fringe
--	---------------	---------------------------

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Third Party Payors	0%	Yes X No

Director's Comments: This Contract provides for Speech Therapy services within the Nursing Home setting.

601 Elmwood Avenue
Rochester, NY 14642

For: Expand access to specialized cancer prevention, screening and treatment services.

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

Director’s Comments: The County agrees to accept Strong as a participating provider in the Partnership, make individuals who contact the Livingston County Department of Health or the Partnership seeking cancer screening aware of Strong’s participation and of the availability of Screening Services furnished by Strong. Ms. Rodriguez reviewed the contracts for approval. Ms. Rodriguez reviewed the WIC program and described the services and incentives that are provided. Mr. Pangrazio questioned the Catholic Charities and FosterMartin contracts and whether they have stayed level or increased this year.

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

2. APPOINTING MEMBER TO THE LIVINGSTON COUNTY COMMUNITY SERVICES BOARD– ALAN DIDAS

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

Name	Address	Rep./Title	Term
Livingston County Community Services Board			
Alan Didas	3 Clinton Street Dansville, NY 14437	Sheriff’s Department/Board Member	7/1/16 - 6/30/18

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

3. APPOINTING MEMBER TO THE S²AY COMMITTEE BOARD – BRENDA DONOHUE

RESOLVED, that the following member is hereby appointed to the S²AY Committee Board for the term designated:

Name	Address	Rep./Title	Term Expires
Brenda Donohue	P.O. Box 188, Conesus, NY 14435	Town of Conesus Supervisor	6/3/18

This was originally an appointment to complete Lisa Semmel’s term, however Mrs. Donohue missed the oath deadline and can now be appointed for a new two year term.

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

4. AMENDING THE 2016 HOURLY SALARY SCHEDULE: DEPARTMENT OF HEALTH

RESOLVED, that the 2016 Hourly Salary Schedule is amended as follows:

- Convert one (1) Temporary Principal Account Clerk to Permanent.

AND MATTER WAS ADDRESSED AT THE 6/6 WAYS AND MEANS COMMITTEE MEETING.

Ms. Rodriguez explained that they looked at the service gap when the financial supervisor resigned and determined that this was the work being done.

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

Informational Item(s) Written Only

- Community Health Assessment update - coordinating focus groups with various groups within the county, Forces of Change assessment to be conducted at Continuum of Care.
- Medical Reserve Corp meeting to include training for volunteers, recruited several new members/volunteers.
- Public Health Educator attended HSEEP training regarding drill planning and after action report development.
- Implementing Zika plan to include community outreach, education, disease monitoring and testing.

- Teen Pregnancy Prevention resources including RHC services and local statistics sent to local schools and community partners.
- Mental Health Month - Clothesline Project to decrease stigma regarding mental health issues.
- SHAPE - coordinated the 5K event, more than 80 staff and family members attended.

Violence Prevention Coordinator purchased *The Leader In Me* curriculum for Dansville Elementary students and is sending a survey to school staff regarding violence prevention issues, initiatives and needs.

WORKFORCE DEVELOPMENT – RYAN SNYDER

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING LEASE FOR THE WORKFORCE DEVELOPMENT BOARD: GENESEE COUNTY

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

<u>Lessor</u>	<u>Term</u>	<u>Amount</u>
Genesee County 7 Main Street Batavia, NY	2/1/16-1/31/18	\$11,120.00/year

Funding Source	Local Share	Budgeted?
Federal Workforce Innovation and Opportunity Act	\$0	Yes

For: Offices for the Workforce Development Board staff which are co-located at the One-Stop in Genesee County.

Mr. Snyder explained that we need to be a signor on the lease for staff.

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

2. AMENDING RESOLUTION NO. 2013-263 AND 2014-243 AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING COMMUNITY SERVICES BLOCK GRANT CONTRACT AND ANY AMENDMENTS FOR THE LIVINGSTON COUNTY WORKFORCE DEVELOPMENT /YOUTH BUREAU: NEW YORK STATE DEPARTMENT OF STATE

WHEREAS, Board of Supervisors Resolution No. 2013-263 set forth an allocation amount of \$611,538; and

WHEREAS, Board of Supervisors Resolution No. 2014-243 increased that amount to \$642,897; and

WHEREAS, the final amount for the allocation has been increased to \$659,960 and the end date has been extended to March 31st, 2017, now, therefore, be it

RESOLVED, that the final amount for the contract is \$659,960.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
NYS Department of State One Commerce Plaza 99 Washington Ave. Albany, NY 12231	10/1/13-3/31/17	\$659,960.00

Funding Source	Local Share	Budgeted?
Federal Workforce Innovation and Opportunity Act	25%	Yes

For: Community Services Block Grant funding to provide services for low-income county residents. This is an increase to the grant amount.

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

3. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING COMMUNITY SERVICES BLOCK GRANT CONTRACT AND ANY AMENDMENTS FOR LIVINGSTON COUNTY WORKFORCE DEVELOPMENT: NEW YORK STATE DEPARTMENT OF STATE

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following agreement and any amendments for Livingston County, 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>
NYS Department of State	10/1/16-3/31/20	\$659,960.00
One Commerce Plaza	(\$219,986/year)	
99 Washington Ave.		
Albany, NY 12231		

Funding Source	Local Share	Budgeted?
N/A	25%	Yes

For: Community Services Block Grant funding to provide services for low-income county residents.

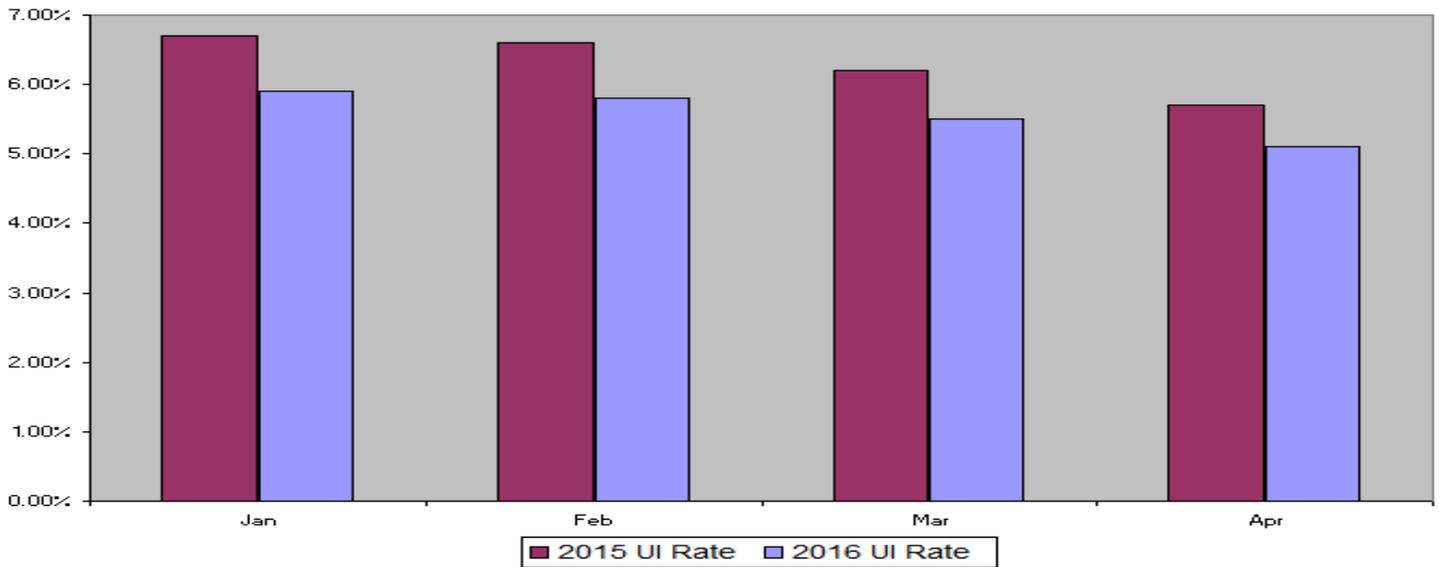
Director's Comments: Delegate agencies contribute more than 2/3 of the local share requirement. The rest is comprised of in-kind space, employee salaries and tuition assistance from the CNR.

This is a new contract. Mr. Snyder reported that there is a meeting tonight to review applicants.

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

4. Informational Item(s) Written Only

UI Rate Comparison



5. Office of Workforce Development Activity Report

Activity	April 2016
Counselor Assisted Appointments	47
Adults/Youth in Training	30
Employer Recruitment Events	6
Workshop Attendees	53
Entries to Employment – WIOA Only	144
PA Clients Employed	69
PA Clients in Work Experience	33
PA Clients in Education/Training	20

3. Program Updates

WIOA - NYS retained \$6.5 million in WIOA funding that had previously been distributed to local areas. Final rules for the Workforce Innovation and Opportunity Act are expected by June of 2016. Procurement of One-Stop offices is required by June 30th, 2017.

WIOA Youth - Livingston County was awarded the largest competitive award for Youth funding in GLOW at 29% of the total area allocation.

Grant Proposal - Workforce Development and Probation will be collaborating on a grant application to DCJS to provide Employment Focused Services to high risk probationers.

Fall Job Fair - Workforce Development is planning a fall job fair at the Armory in Geneseo.

HSE - 8 of the 12 public assistance recipients receiving tutoring services through Workforce were successful in earning their High School Equivalency diploma.

Summer Employment - Work readiness training begins on June 27th at GCC in Dansville.

Nursing Assistant Training - Employment at the CNR will be offered to all 20 CNA graduates.

RFP - The CIC issued a request for proposals to assist low-income residents. Proposals will be reviewed by the CIC and new contracts will be awarded for a three year period.

After School Programs - The Youth Bureau is creating an inventory of after school programs in the County to evaluate if any communities are underserved.

CENTER FOR NURSING & REHABILITATION – FRANK BASSETT

Pre-approved Informational Item(s) To Be Reported

1. FINANCIAL/OPERATIONAL UPDATES: Mr. Bassett distributed the packets for review and discussion.
 - a.) Occupancy- As of May 30, occupancy was 98.3%. Year to date occupancy is 96.24%.
 - b.) Cash Flow – The CNR’s Cash Flow Report as of May 20 reflects \$10,629,033.00 in reserves. Cash declined in May due to the bond P/I payments of 5/1 and 5/15 totaling approximately \$1.8 million.
 - c.) Budget Variance – The March 2016 budget variance reports will be distributed and discussed at the committee meeting.
 - d.) 2015 Audited Financial Statements – Bonadio & Co. anticipates readiness to present the CNR’s 2015 financial statements to the HS Committee at the July meeting.
-

Informational Item(s) Written Only

1. Reports - Absenteeism, Mandation, FMLA, Payroll Performance, Work Related Injuries, Quality, Report Card
2. MLTC Transition – Managed Long Term Care (MLTC) replacement of traditional fee-for-service Medicaid will be in place one-year as of July 1. The total MLTC days have transitioned slower than anticipated. The CNR has contracted with three MLTC plans; the biggest concern associated with each is the timeliness of payment and concern for possible future cash flow impacts. MLTC days are less than 5% of the total patient days YTD.
3. EHR - Reliable Health Systems has begun transitioning the CNR’s electronic health record (EHR) and other program files from the CNR’s server to a cloud-based platform. The implementation schedule for enhanced care planning, electronic medication administration record, computerized physician order entry, and progress notes is anticipated to be fully in place by the end of 2016. IT Director Koppenhaver has been instrumental in project plan review discussions with RHS. Marty DeMarte will be among key personnel trained in the new software prior to facility-wide launch.
4. Bathing Suites – Clark Patterson Lee has contributed \$6,000.00 towards the correction of door swing issues for each of the six bathing suite locations. Hardware vendor Max T. Doland was on-site mid-May

for review of the installation approach prior to placing the hardware order. Under the Time Limited waiver approved by the NYSDOH, correction is required by December 30.

5. Nurse Aide Training Program – Nineteen of the twenty trainees achieved certification. The CNR has hired 16 of the students. Orientation classes for the new CNA’s are being conducted 5/31 and 6/6. The Personnel Office, Workforce Development Office and Lattimore Physical Therapy were immensely helpful in preparing the graduates for prompt hire post-graduation.
6. Annual Memorial Service – Reminder: Will be held on Saturday June 18 at 10 AM. Families, friends, staff and residents reunite to celebrate the lives of residents that passed away in the last 12 months. This is an uplifting program open to all residents and families.
7. IGNITE Leadership Academy – Deputy Director Woodruff was honored in a ceremony held in Saratoga during the LeadingAge Annual Conference on May 25 for completing the Leadership Academy Program. Steve was one of approximately twenty participants from across the state.

ADJOURNMENT

DEPARTMENT OF SOCIAL SERVICES – DIANE DEANE

Informational Item(s) Written Only

1. Status Reports

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

Temporary Assistance Cases (TA):	<u>April</u>	<u>% Change from Jan 1</u>
Family Assistance	352	8.31%
Safety Net	323	-8.50%
Total	675	-0.44%

Medicaid Cases (MA):

Community	2984	-4.79%
Chronic Care	235	-7.11%
Foster Care	157	9.03%
SSI	1271	-0.39%
Total	4647	-3.33%

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

NYSOH	N/A
Livingston County DSS	8253
Total	8253

Medicaid Managed Care Individuals (Monthly Premium):

These Individuals are included in above
TA\MA.

Managed Care	5586	-1.86%
Managed Long Term Care-Community	43	-6.52%
Managed Long Term Care-Nursing Home	37	236.36%
Total	5666	-1.44%

Food Stamp Cases:	3300	-1.76%
Child Care Cases:	186	0.54%

Protective Services for Adults (PSA):	62
--	----

<u>Financial Mgmt</u>	52
<u>Home Mgmt</u>	47
<u>Personal Care</u>	18
Level I	5
Level II	9
Level I pending	4
<u>Guardianship Cases</u>	5
Awaiting discharge	2
Pending	0
Assessment assists	88

Preventive Services:	62	12.73%
<u>Probation caseload</u>	33	37.50%
<u>School based consults</u>	187	
<u>School based active</u>	3	
<u>TASA (Case Management for Pregnant/Parenting Teens) Active</u>	7	

Child Protective Services (CPS):	
New Assignments	47

Foster Care	81	
Foster Children - DSS Custody	61	12.96%

2. Employees hired, resigned or retired in May:

Paige Marsland	Hired	Summer Camp Worker	Livonia	5/16/16
Bryan Meeker	Released	Social Welfare Examiner	Piffard	5/27/16

3. DSS is teaming up with OFA for World Elder Abuse Awareness Day. DSS will be presenting information on Elder Abuse and Adult Protective at Senior Nutrition sites on June 14, 15 & 16.

OFFICE FOR THE AGING – SUE DAVIN

2. Informational Item(s) Written Only

1. Program Summary Report for January-April 2016:
 3. Congregate Meals: 9,452 meals (compared to 7,801 same period 2015)
 4. Home Delivered Meals: 17,764 meals (compared to 17,843 meals same period 2015)
 5. Case Management: 533 units (compared to 484 units same period 2015)
 6. Nutrition Education: 1562 units (compared to 1331 units same period 2015)
 7. Transportation: 1918 units (compared to 1684 units same period 2015)
 8. Caregiver Services: 232 units (compared to 174 units same period 2015)
 9. Personal Care Level II 1231 units/24 people (compared to 1315 units/26 people 2015)

- VISTA respite project pilot concluded. Pilot has been very successful in terms of satisfaction of and impact upon caregivers and care receivers. Program will resume and expand in the Fall with new VISTA worker to start August 1st. This is a partnership with SUNY Geneseo. We were recently notified that we will be approved for only 2 years versus 3 for the project. The Advisory Group will be working on sustainability.
- Cancer survivorship project through University of Rochester/Strong Memorial Hospital visited nutrition sites to gather input for project.
- Meeting was held with Morrison/Bateman to review transition to chilled meals. The transition has been completed and overall went very well. There was no interruption of service. We accomplished the objectives we intended to - mainly to ensure safe temperatures and maintain the service across the county at

existing levels. The look of the Home Delivered meal is good; the quality of the vegetables is better. They are not mushy unless the recipients choose to cook them longer and like them that way. There was a concern over less juice; that is being addressed. We are working on some recent packaging leakage. Will be monitoring temperatures as weather warms up to make sure they are holding correctly. As current equipment is phased out when it is no longer in working condition, we will look to new equipment made for chilled meals. We don't have as much control over the menu as we had before, but we are able to address preference issues. We retained the special holiday meals and we will be able to have the cold plates that are popular with recipients during the warm weather months. Ongoing issues with shortage and delivery continue at the congregate sites.

- Recruiting additional Foster Grandparents to replace those retiring/aging out. We have received approval to use unused stipend funds for advertising – print, posters, bus wrap.
- Site visit for Foster Grandparent Program Contract Manager took place on May 20th. No compliance issues were identified. Beginning September, we have to have FBI fingerprint checks for all volunteers; the checks we currently conduct will not be enough.
- Implementation of the new Statewide Client Database delayed from 5/1/2016 – 9/15/2016.
- Matter of Balance Livingston County training scheduled for 7/15/2016 8:30 – 4:30 at the Highway Department.
- Fall Prevention annual event to be held 9/16/2016 at the Lakeville Training Grounds; venue was changed from previous year to accommodate additional participants.
- Conducting outreach for Medicare Savings Program/Low Income Subsidy: If you know of anyone who may qualify, please refer them to us. We can also supply information to Town Clerks and others so they can refer as well:
- Medicare Savings Programs (MSPs), also known as Medicare Buy-In programs, are programs that help pay your Medicare premiums and sometimes also coinsurance and deductibles.
- If your monthly income is less than \$1,357 for an individual and \$1,823 for a couple, you may be eligible for a Medicare Savings Program. Income limits are based on 2016 federal poverty limits. You may qualify even if your income is slightly higher. Ask whether you can subtract certain expenses from your income.
- If you enroll in a Medicare Savings Program, you will also automatically receive full Extra Help, the federal Low Income Subsidy (LIS) benefit that helps pay most of your Medicare Part D prescription plan costs.
- Need help with your Part D prescription cost? If your annual household income is less than \$18,060 for an individual or \$24,264 for a couple you may be eligible for Extra Help. Call for more information!
- For more information about MSP and LIS, please call the Livingston County Office for the Aging at 585-243-7520.

Home Delivered Meal Survey Results - March 2016

- N=98 40% return rate
- Would recommend to a friend 99% 97/98
- Overall satisfaction 97% 95/98
- Amount of food 95% Just right; those that did not mark just right indicated not enough
- Variety 96% Satisfied
- Taste 97% Satisfied
- Packaging 99% Satisfied
- People who deliver 99% Satisfied
- Chilled Meals 96% Satisfied (One Not Satisfied had only had 1 meal (fish))
- Trouble reheating 6% Note: two (2%) marked trouble but indicated family member reheats
- Common comments: Don't like fish (some also marked liked fish)
- Vegetables too hard – communication was subsequently sent out about cooking vegetables longer
- Vegetable Lasagna dislike – also one like

Respectfully submitted,

Michele R. Rees

