

**HUMAN SERVICES COMMITTEE MEETING MINUTES
TUESDAY, DECEMBER 4, 2012
1:30 p.m.**

PRESENT: P. Yendell, M. Schuster, B. Donohue, G. Levey, J. Merrick, I. Coyle

ABSENT: I. Davis, W. Wadsworth

WORKFORCE DEVELOPMENT- RYAN SNYDER

Action Item(s) To Be Reported

1. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY COMMUNITY INITIATIVES COUNCIL – TIMOTHY CORNELL, PAM O'DELL

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

Livingston County Community Initiatives Council			
Name	Address	Rep/Title	Term
Timothy Cornell	300 Loughlin Lane, Geneseo, NY 14454	Low Income	1/1/13-12/31/14
Pam O'Dell	12 Columbus Ave. Apt. 112 Mt. Morris, NY 14510	Low Income	1/1/13-12/31/14

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

2. AMENDING RESOLUTION 2012-086 AND AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT (S) FOR THE LIVINGSTON COUNTY YOUTH BUREAU – TRI GROUP PROGRAM CORP.

WHEREAS, resolution 2012-086 authorized various contracts to be signed for Livingston County Youth Bureau, and

WHEREAS, resolution 2012-086 referenced one incorrect contract amount necessitating a revised resolution; now therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for Livingston County and the Livingston County Youth Bureau, 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>
TRI Group Program Corp. PO Box 193 Lakeville, NY 14480 For: Intensive Family Therapy	1/1/12 - 12/31/12	\$39,500.00

Funding Source	Local Share	Budgeted?
TANF	38%	Yes

Director's Comments: The need for intensive family therapy services exceeded the amount initially allocated by \$4,500. This is a preventive program that is intended to keep youth from entering placement.

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

Informational Item(s) Written Only

1. Livingston County Unemployment Rate:

Year	August	September	October	Annual
2012	7.6%	7.1%	7.1%	
2011	7.4%	6.8%	6.6%	7.8%
2010	7.0%	7.1%	7.5%	8.5%

The local unemployment rate for October remained unchanged at 7.1%. The number of unemployed jobseekers remained unchanged during this period, however the labor force grew by 300 additional employed workers.

2. Workforce Investment Act Common Measures (7/1/2011 – 6/30/12) **UNCHANGED FROM OCTOBER**

Metric	Achieved Measure	Total Enrolled in Services	% Achieving Measure	Achieved Negotiated Measure
Adults Entering Employment	937	1,350	70%	Yes
Adults Retaining Employment	1,006	1,205	84%	Yes
*Adult Average Earnings	\$13,425	N/A	N/A	Yes

Metric	Achieved Measure	Total Enrolled in Services	% Achieving Measure	Achieved Negotiated Measure
Dislocated Workers Entering Employment	300	431	70%	Yes
Dislocated Workers Retaining employment	292	348	84%	Yes
*Dislocated Workers Average Earnings	\$15,724	N/A	N/A	Yes

Metric	Achieved Measure	Total Enrolled in Services	% Achieving Measure	Achieved Negotiated Common Measure
Youth Placed in Employment or Education	10	18	56%	Yes
Youth Attaining Degree or Certification	10	20	50%	Yes
Youth Gaining Literacy or Numeracy	9	17	53%	Yes

**Earnings for the 2nd and 3rd quarters after existing the system.*

The US Department of Labor uses Common Measures across several different programs to evaluate performance. Failure to reach 80% of your negotiated standard could result in sanctions or reduction in future allocations. Livingston County has met or exceeded 80% in every measure.

3. Office of Workforce Development Activity Report

Activity	November 2012
Counselor Assisted Appointments	71
UI Eligibility Reviews	205
Adults in Training	49
Adults Earning Credential	2
Employer Recruitment Events	5
New Employer Job Postings	25
Job Referrals	170
Workshop Attendees	154
Youth Earning Credential	2 tested (awaiting results)

Youth Bureau 3rd Quarter Cumulative Activity Report

Program	Outcome
Legal Aid Society of Rochester (Youth Advocate)	
Youth enrolled or reinstated in school	22/22
Youth with special needs in appropriate programs	42/42
Youth secured access to services	17/22
Hillside Children's Center	
Community Service Program – youth participants	55

Youth Court – youth participants	29
Center for Dispute Settlement	
Juvenile and Family Mediation Services	7

4. Youth Advocate Program – The Legal Aid Society of Rochester has notified the Youth Bureau that they will no longer be able to operate the Youth Advocate Program in Livingston County on a full-time basis, without a firm commitment for \$45,000 in 2013 (which represents an \$8,000 increase over the amount allocated in 2012). The Youth Advocate provides legal representation, educational advocacy, advice and counsel to youth and their families in education related cases. Cases can involve issues of access to school, residency, special education and long term suspension. State aid to Youth Bureaus has decreased considerably over the past few years and local allocations for 2013 will not be determined until the NYS budget is passed in April. We are in discussions with Legal Aid about how the position could be restructured at a part time level.
5. WIB Annual Breakfast - The GLOW WIB annual breakfast meeting is being held December 14th at Terry Hills Restaurant in Batavia. At this meeting, the WIB will recognize a youth, adult and employer from each county that received services. For 2012, we selected FTT Manufacturing of Geneseo to be recognized. FTT has a long-standing history of providing employment opportunities for youth and adults with barriers to employment. Recently FTT has served as a worksite for the Summer Youth Employment Program and has accepted Work Experience participants through Social Services. Gary Kone will be in attendance to receive the award.
6. CIC Annual Needs Assessment – Paul Scipione, Director of the Survey/Research Center at SUNY Geneseo, is in the process of developing the survey tool that will be utilized for the 2013 Community Needs Assessment. The survey will be deployed using a variety of methods including a web based option as well as a self-administered survey. The assessment is required each three years under the Community Service Block Grant Program, and is intended to identify the areas of greatest need among the low-income residents of the county.
7. Pre Hire Assessments – The Office of Workforce Development is focusing on increasing the awareness of prehire assessment tools that are available to employers and job seekers in the County. The National Work Readiness Credential is a nationally recognized credential that sets a standard for defining, assessing and evaluating the entry-level skills of prospective employers. This credential is available at no cost to residents in Livingston County for at least the next six months. Employer based pre hire assessments are also being offered to help employers reduce turnover and increase the efficiency in the hiring process. Arkema Inc. will be utilizing the Work Keys skills assessment in our office on December 12th to interview prospective employers.

Upcoming Events:

- GLOW Youth Council – December 4th
- Coastal Staffing Recruitment – December 6th
- Financial Literacy Course – December 7th (Dansville Library)
- GLOW WIB Annual Meeting – December 12th
- Social Media Training – December 20th (Canandaigua)

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 - CATHOLIC CHARITIES & CHANCES & CHANGES

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:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
-------------------	-------------	---------------

Catholic Charities
 34 East State St.
 Mt. Morris NY 14510

12/1/12 - 11/30/13

\$52,540.00

For: Case Management Services for pregnant and parenting teens required in the Teenage Services Act (TASA) <i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
FFFS	0%	Yes	No

Chances & Changes 10/1/12 - 9/30/13 \$12,600.00
 PO Box 326
 Geneseo NY 14454
 For: Family Safety Advocate

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
Preventive Funding	38%	Yes	No

The Commissioner explained that the services outlined in the foregoing Catholic Charities contract used to be provided by the Public Health Department but will now be provided by Catholic Charities, saving the County about \$20,000. The Commissioner explained the Public Health Department had two part-time people managing the TASA program and now one part-time employee is now a full-time Caseworker in Social Services, and the County Administrator added that the other part-time individual will likely have the opportunity to work for the Office for the Aging under the NY Connects Program doing case management work.

The Commissioner explained the Chances & Changes will provide a Family Safety Advocate to work with DSS Caseworkers to get the help those families with domestic violence issues.

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

Informational Item(s) Written Only

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

Name of Employer	Town or City	# of Hires	Category & Status	Hours per Wk.	Part-time Full-time	Hourly Wage	Job Title
EGW Associates	Buffalo	1	SN APP.	38	FT	8.00	General Laborer
McDonald's	Dansville	1	SN APP.	20	PT	7.25	Crew Member
CNR	Mt. Morris	1	FA APP.	30	FT	11.35	Certified Nursing Assist.
Business Planners Consultants	Rochester	1	FA APP.	40	FT	8.50	Customer Service
Kwik Fill	Lakeville	1	SN APP.	24	PT	7.35	Cashier
Pioneer Credit Recovery	Perry	1	FA APP.	40	FT	25.00	Collector
Sav-A-Lot	Mt. Morris	1	FA APP.	25	PT	7.25	Cashier
Big Lots	Dansville	1	SN APP.	10	PT	7.50	Stock Person
Byrne Dairy	Geneseo	1	SN APP.	25	PT	7.75	Cashier (overnight)
Monroe Community Hospital	Rochester	1	FA REC.	40	FT	9.86	Certified Nursing Assist.
Geneseo Central School	Geneseo	1	FA REC.	14	PT	10.00	Substitute Teacher
Raubers Agway	Wayland	1	FA REC.	40	FT	14.00	Stock Person
Center for Disability Rights	Rochester	1	SN APP.	10	PT	10.00	Office Clerk
Steffanellis Deli	Mt. Morris	1	FA REC.	15	PT	7.25	Waitress
CNR	Mt. Morris	1	FA REC.	40	FT	12.05	Certified Nursing Assist.
Companion Care of Rochester	Rochester	1	FA REC.	25	PT	9.00	Home Health Aide
Call Vista	Rochester	1	FA APP.	40	FT	10.00	Customer Service
Livingston County/Warren Grp.	Geneseo	1	SN REC.	20	PT	7.25	Data Entry Clerk
KFC/Taco Bell	Geneseo	1	FA REC.	40	FT	7.25	Crew Member

Total Number of Clients

	FT	PT	Total
SN Applicants	1	5	6
SN Recipients	0	1	1
FA Applicants	4	1	5
FA Recipients	4	3	7
Total	9	10	19

Mr. Yendell stated October was another good month for finding jobs for folks. The Commissioner reported that Dave Peck would like to reach 300 Hires for the Year 2012; however, they have seen some recidivism during the month of October. Mr. Schuster questioned the 30 hrs. per week for a CNA and the County Administrator stated it must be a typographical error—its probably 35 or 40.

c. Financial Assistance Program Statistics (Monthly) (October)

Temporary Assistance Cases:

Family Assistance	304
Safety Net	293
Total	597

Medicaid Cases:

Community	3950
Chronic Care	250
Foster Care	125
SSI	1213
Total	5538

Medicaid Individuals (Monthly Premium):

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

Managed Care	5653
Family Health Plus	1394
Total	7047

Food Stamp Cases

3144

Child Care Cases

176

2. Employees hired, resigned or retired in November:

Christina Cox	Resigned	Housing Assistance Rep.	Hunt	11/2/12
Sally Nash	Hired	Clerk/Typist	Piffard	11/7/12
Rebecca Hughes	Retired	Senior Typist	Caledonia	11/23/12
Rebecca has 28+ years of County Service				
Kelly Monteleone	Hired	Home Energy Asst. Rep.-Seasonal	Avon	11/30/12

- The Work Happy Play Healthy (WHPH) Committee held a Stress Down Day on November 15. Pat Regan from EAP presented a workshop “Managing Stress in the Workplace and During the Holiday Season”. The Committee gave away a free chair massage to a lucky workshop participant. The Committee also organized Charades at lunch time.
- The Adoption Awareness Family Reunion was held on November 20 at the Church of Jesus Christ of Latter Day Saints in Geneseo. Over 100 attendees participated. Many businesses donated food items. A

recruitment video produced in collaboration with the Hillside Family of Agencies was premièred as well as a special recognition for Bonnie and Fred Dietz, adoptive parents of eight and foster parents to over 200 children.

5. A full time Enrollment Broker position has been provided to the Agency by Maximus – through a contractual relationship with State Dept of Health. The Broker will see clients applying for Medicaid. Their primary purpose is to ensure the client selects a Managed Care Plan thereby reducing auto assignment into a Plan. The Broker assists with selecting a Plan that includes their current medical providers on the panel. Research shows that when people choose their own Plan they are more likely to follow through with preventive care practices, thereby reducing medical expenses.

DEPARTMENT OF HEALTH - JOAN ELLISON & JENNIFER RODRIGUEZ

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 - WYOMING COUNTY HEALTH DEPARTMENT, JAIME BEARDSLEY, BERNICE CHICHESTER, KIDSTART/ARC (2), MARY FOX, COORDINATED CARE SERVICES, INC. (CCSI)

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>
Wyoming County Health Department Laura Paolucci, PH Administrator 5362 Mungers Mill Rd., Bldg. A Silver Springs, NY 14550 For: Cancer Services Program	4/1/12 - 3/31/13	\$38,117.00

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

Director's Comments: This is a Subagreement between Livingston and Wyoming Counties for the provision of the Cancer Services Program for County residents.

Jaime Beardsley 1/1/13 - 12/31/13 NYS Reimbursement Rates
5314 Hall Rd.
Fillmore, NY 14735
For: Speech Therapy for Early Intervention Program

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

Director's Comments: This Agreement will provide for speech therapy services to children in the Early Intervention Program.

Bernice Chichester 1/1/13 - 12/31/13 NYS Reimbursement Rates
PO Box 83
255 Lima Rd.,
Geneseo, NY 14454
For: Special Education Services for the Early Intervention Program

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

Director's Comments: This Agreement will provide for Special Education Services for children in the Early Intervention Program.

KidStart/ARC 1/1/13 - 12/31/13 NYS Reimbursement Rates
5871 Groveland Station Road
Mt. Morris, NY 14510

For: Provider of Speech, Special Education, Physical Therapy and Occupational Therapy Services for the Early Intervention Program

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

Director's Comments: This Agreement will provide for Speech, Special Education, Physical Therapy and Occupational Therapy Services for children in the Early Intervention Program.

KidStart/ARC 1/1/13 - 12/31/13 NYS Reimbursement Rates
 5871 Groveland Station Road
 Mt. Morris, NY 14510

For: Evaluation Services for Speech Therapy, Special Education, Physical Therapy and Occupational Therapy Services for Early Intervention Program

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

Director's Comments: This Agreement is for an Evaluator of Speech, Special Education, Physical Therapy and Occupational Therapy Services for the Early Intervention Program.

Mary Fox 1/1/13 - 12/31/13 NYS Reimbursement Rates
 5732 Dacula Shores Rd.,
 Conesus, NY 14435

For: Special Education Services for the Early Intervention Program

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

Director's Comments: This Agreement will provide for Special Education Services to children in the Early Intervention Program.

J. Ellison explained that the contracts for Early Intervention services will be provided by the State, however, those State's contract does not begin until April 2013. To bridge the gap or if the State does not begin contract services in April, a contract is in place with Mary Fox to provide early intervention services.

Coordinated Care Services, Inc. (CCSI) 11/5/11 - 8/17/13 \$1,569.00
 1099 Jay St., Bldg. J
 Rochester, NY 14611-1153
 For: REACH-OUT Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Coordinated Care Services Inc.	0%	Yes x No

Director's Comments: This contract increases the number of hours for the Facilitated Enrollment Program, which offers assistance to residents in applying for health insurance options.

MOTION: Mr. Merrick moved and Mr. Levey seconded to authorize the foregoing contracts. Carried.

2. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A MEMORANDUM OF UNDERSTANDING ON BEHALF OF THE LIVINGSTON COUNTY DEPARTMENT OF HEALTH WITH THE NEW YORK STATE DEPARTMENT OF HEALTH FOR THE FAMILY PLANNING BENEFIT PROGRAM

WHEREAS, the determination of eligibility and processing of applications for the Family Planning Benefit Program will, effective November 1, 2012, be done by the New York State Department of Health, therefore be it;

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign a Memorandum of Understanding with the New York State Department of Health on behalf of the Livingston County Department of Health, according to the terms designated, subject to review by the County Attorney and County Administrator.

Dated at Geneseo, New York
 December 19, 2012
 Human Services Committee

J. Ellison explained the State is taking over the management of the Family Planning Benefit Program.

MOTION: Mrs. Donohue moved and Mr. Schuster seconded to authorize the foregoing Memorandum of Understanding for the Family Planning Benefit Program. Carried.

Informational Item(s) Written Only

1. Orientation for Jennifer Rodriguez is now into the second month. She has been meeting with Center Directors, attending staff meetings, and has attended several meeting with the Public Health Director. She will soon begin to observe in clinics and in the field. She has also begun the Environmental Course by attending a 3-day workshop in Albany.
2. The Department is monitoring the incidence of influenza in the County with weekly calls to physician offices. There have been no positive laboratory confirmed cases in Livingston County. This is the State summary for the week ending November 17, 2012:
 - Influenza activity level was categorized as regional.²
 - Laboratory-confirmed influenza was reported in 25 counties plus New York City. There were 301 total reports, a 1200% increase over last week.
 - Of 31 specimens submitted to the NYSDOH laboratory 2 were positive for influenza. Both were influenza A (H3).
 - Reports of percent of patient visits for influenza-like illness (ILI3) from ILINet providers was 1.26%, which was below the regional baseline of 2.0%.
 - The number of patients admitted to the hospital with laboratory-confirmed influenza or hospitalized patients newly diagnosed with laboratory-confirmed influenza was 16, a 60% increase over last week.
 - There were no influenza-associated pediatric deaths reported this week.
3. Hurricane Sandy missed Livingston County, with the exception of a few downed trees and several small areas that experienced power outages. Through ServNY, a request for staff to assist Nassau County was received. Mr. Coyle approved 3 RNs to assist; they met a bus in Albany, which took them to Nassau County along with 17 other volunteers. The 3 worked in a medical shelter with over 100 people sheltered. It was not only a rewarding experience for them, but one in which they learned a great deal and are now working on making changes to the County's Sheltering Plan based upon their observations. They presented their experience to the Department Response Team.
4. The full time Public Health Educator position has been filled by a per diem, who formerly was a full time Public Health Educator. The long-time vacant Supervising Public Health Nurse position for the Reproductive Health Center has been filled; the Supervising Public Health Nurse was a former CHHA nurse.
5. The Department has been involved in another Food Borne Outbreak investigation; 17 of 42 people reported to be ill after a 'Harvest Dinner' which really was a potluck lunch. Staff is working those who prepared the food to identify food preparation methods and potential contamination sources.
6. There are periodic Pertussis cases being reported to the Department, but not as many as earlier this year.
7. The Department is extending a contract with Clark Patterson Lee of 205 St. Paul Street Suite 500, Rochester, NY 14604 for the period 1/1/2013- 12/31/2013 with an estimated value of between \$1,000 and \$4,000 depending upon the number of submittals for review. Clark Patterson Lee provides professional engineering review and approval of plans for water treatment, water distribution, septic system design, campground facilities, temporary residences and other engineering submittals required under the authority of the Department of Health. The funding for this contract is from the Public Water Supply Enhancement Program Grant (PWSEP) and from Livingston County.
8. The Department is extending a contract with Life Science Laboratories of 5854 Butternut Drive, East Syracuse, NY 13057 for the period 1/1/2013- 12/31/2013 with an estimate value of \$1,500 to \$5,000. The lab is paid per analysis conducted to provide water and soil analysis to monitor the condition of public water supplies, bathing beaches, private water systems and environmental conditions related to a spill or other incident that may have public health implications. Funding for this contract is from the

OTHER

Action Item(s) To Be Reported

1. PROCLAIMING JANUARY, 2013, AS LITERACY VOLUNTEERS OF LIVINGSTON COUNTY INC. MONTH OF APPRECIATION

WHEREAS, the Livingston County Literacy Volunteers, Inc. have promoted adult literacy and approved English reading and speech skills benefiting our citizens for 38 years; and

WHEREAS, the efforts of LVA students, volunteers, instructors Board members and BOCES will be honored during January 2013 by the Chapter; now therefore be it

RESOLVED, that the Livingston County Board of Supervisors in appreciation of such efforts in improving the literacy skill levels of our adults with accompanying social and vocational benefits, hereby proclaim January, 2013, as Literacy Volunteers of Livingston County Inc. month of appreciation.

Dated at Geneseo, New York

December 19, 2012

Human Services Committee

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

2. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A LEASE AGREEMENT WITH CORNELL COOPERATIVE EXTENSION OF LIVINGSTON COUNTY

RESOLVED, that the Livingston County Board of Supervisors authorizes the Chairman of the Board to sign a lease with Cornell Cooperative Extension for 8,335 square feet at 3 Murray Hill Drive, Mt. Morris, NY 14510 commencing December 1, 2012 and ending on November 30, 2015 at \$2,000 per month with 2% yearly increases, said lease to be subject to the approval of the County Attorney and County Administrator.

Dated at Geneseo, New York

December 19, 2012

Human Services Committee

The County Administrator explained that Cornell Cooperative Extension of Livingston County has outgrown their space on Main Street in Mt. Morris and will be moving to Building #3 on the County Campus. Half of Building #3 (up and down) will be occupied by Office for the Aging and the other half by Cornell Cooperative Extension of Livingston County (CCE). He explained the lease agreement provides for yearly increases and CCE will take care of cleaning and internet usage. We have a standard lease agreement currently with Town of Geneseo, Noyes Dialysis, and CASA and this lease agreement has similar parameters. CCE expects to move in around December 14. He indicated we would have a ribbon cutting ceremony when everybody is moved in and settled, probably toward the end of January 2013.

MOTION: Mr. Schuster moved and Mr. Levey seconded to authorize the lease agreement with Cornell Cooperative Extension.

Mr. Schuster questioned if this lease agreement impacts Cornell's budget going from a free location to a leased location, and the County Administrator stated it is actually not much of a budget change for them because of building maintenance, ground maintenance, T1 line, etc., which is how we determined the \$2,000 per month.

Carried.

3. SCHEDULING THE JANUARY 2013 HUMAN SERVICES MEETING TO JANUARY 3, 2013 AT 1:30 PM.

MOTION: Mrs. Donohue moved and Mr. Levey seconded to schedule the January Human Services meeting to

MENTAL HEALTH- RODNEY CORRY

R. Corry distributed a handout that provided additional information about the following contract (on files). R. Corry stated that for most of the contracts, except two, there is a two-year contract term indicated, which was a recommendation from County Attorney David Morris. R. Corry reviewed the handout.

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 COMMUNITY SERVICES - ABVI/GOODWILL, ARBOR HOUSING AND DEVELOPMENT, CASA OF LIVINGSTON COUNTY, CATHOLIC CHARITIES, COMPEER, INC., DEPAUL COMMUNITY SERVICES, INC., HILLSIDE FAMILY OF AGENCIES – LIVINGSTON COUNTY, LAKEVIEW MENTAL HEALTH, LIVINGSTON WYOMING ARC, MENTAL HEALTH ASSOCIATION, PEACE, INC., VISION INFONET

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 Community Services, 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>
ABVI/Goodwill 422 South Clinton Avenue Rochester, NY 14620	1/1/13 - 12/31/14	\$15,415.00/year

For: 2-1-1/LIFE LINE service provides 24 hour crisis/suicide hotline and information & referral services to all residents of Livingston County and after-hours coverage for clients of Livingston County Mental Health Clinic and Case Management Services.

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

Arbor Housing and Development PO Box 31 Bath, NY 14810	1/1/13 - 12/31/14	\$63,993.00/year
---	-------------------	------------------

For: Services and supports associated with seven (7) New York State Office of Mental Health-funded supported housing beds and two (2) temporary respite beds for individuals with mental illness.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
New York State Office of Mental Health	None	Yes X No

CASA of Livingston County 4612 Millennium Drive Geneseo, NY 14454	1/1/13 - 12/31/14	\$382,366.00/year
--	-------------------	-------------------

For: Outpatient chemical dependency treatment services and school- and community-based prevention services.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
NYS Office of Alcohol and Substance Abuse, Local Funding	\$35,000/year	Yes X No

Catholic Charities 34 East State Street Mt. Morris, NY 14510	1/1/13 - 12/31/14	\$34,472.00/year
---	-------------------	------------------

For: Supports both the Community of Caring Program (provides pregnant and/or parenting Livingston County women with intensive services including case management, mental health counseling, parenting education, transportation, information and referral) and the The HOPE Youth Mentoring Program for youth ages 6-14.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
New York State Office of Mental Health	None	Yes X No

Compeer, Inc. 259 Monroe Avenue	1/1/13 - 12/31/14	\$50,095.00/year
---	-------------------	------------------

Rochester, NY 14607

For: Compeer matches volunteers from the community in one-to-one friendships with adults in Livingston County who are diagnosed with a mental illness.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
New York State Office of Mental Health	None	Yes X No

DePaul Community Services, Inc. 1/1/13 - 12/31/13 \$14,828.00

1931 Buffalo Road
Rochester, NY 14624

For: Ongoing supported employment services for individuals with mental illness who are employed or actively pursuing employment.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
New York State Office of Mental Health	None	Yes X No

Hillside Family of Agencies – Livingston County 1/1/13 - 12/31/14 \$147,271.00/year

24 Main Street
Mt. Morris, NY 14510

For: GLOW Family Support program provides individual and group support, respite services, and community education in a four-county area. Funding also supports per diem customized services (including combinations of skill building, parenting education/support, mentoring, etc.) for individual families based on specific needs.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
New York State Office of Mental Health	None	Yes X No

Lakeview Mental Health 1/1/13 - 12/31/14 \$24,706.00/year

600 West Washington Street
Geneva, NY 14456

For: Services and supports associated with twelve (12) New York State Office of Mental Health-funded supported housing beds.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
New York State Office of Mental Health	None	Yes X No

Livingston Wyoming ARC 1/1/13 - 12/31/14 \$27,416.00

18 Main Street
Mt. Morris, NY 14510

For: Services and supports associated with Sheltered Workshop and Integrated Supported Employment Programs funded the New York State Office of Mental Health

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
New York State Office of Mental Health	None	Yes X No

Mental Health Association 1/1/13 - 12/31/14 \$41,280.00/year

320 North Goodman Street
Rochester, NY 14607

For: Community education and awareness in addition to individual and group advocacy and social opportunities for adults with mental illness.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
New York State Office of Mental Health	None	Yes X No

PEACE, Inc. 1/1/13 - 12/31/13 \$20,825.00

10 Seminole Avenue
Geneseo, New York 14454

For: Parent and family support/advocacy for families with children with mental illness and/or behavioral problems.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
New York State Office of Mental Health	None	Yes X No

Director's Comments:

One year only due to operational concerns noted by New York State Office of Mental Health.

Vision Infonet
 1717 Park Street
 Suite 110
 Naperville, Illinois 60563
 For: Medical transcription services.

1/1/13 - 12/31/14

\$.09 per 65-character line

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

Mr. Schuster asked how old is the PEACE, Inc. organization. The County Administrator responded the organization started since he was hired (approximately 4 yrs.). Mr. Schuster asked if there a duplication of service among these contractors and R. Corry explained the two housing providers are not overlapping and they have their own individual territory of services that they provide.

The Committee mentioned they liked the handout provided that summarized the contracts.

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

OFFICE FOR THE AGING - KAAREN SMITH

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 - GENESEE REGION HOME CARE OF ONTARIO CO. (2), GOODWILL OF THE FINGER LAKES

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>
Genesee Region Home Care of Ontario Co. DBA Home Care Plus 3111 Winton Road South Rochester, NY 14623 For: Non Medical personal care and housekeeper chore services	12/15/12 – 3/31/14	\$40,000.00

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Expanded In-Home Services for the Elderly (NYS)	10,000.00	Yes x No

Director's Comments: Replaces the current Sibley Nursing Contract for the provision of in-home aide personal care / housekeeper chores services. Sibley Nursing is closing and they are transferring clients to this agency. Hourly for PC I (housekeeper chore) is \$22.90 and for PC II (personal care) is \$23.18

Genesee Region Home Care of Ontario Co. DBA Home Care Plus 3111 Winton Road South Rochester, NY 14623 For: In Home caregiver respite services	12/15/12 – 12/31/13	\$8,356.00
--	---------------------	------------

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Title III E (Federal)	2,089	Yes x No

Director's Comments:

Replaces the current Sibley Nursing Contract for the provision of caregiver respite care Sibley Nursing is closing and they are transferring clients to this agency. Hourly rate for respite is \$23.18

Goodwill of the Finger Lakes \$5,000.00 422 S. Clinton Ave. Rochester, NY 14620 For: 24/7 NY Connects Call Center Services	10/1/12	-	9/30/13
---	---------	---	---------

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
NY Connects (NYS OFA Funding)	NA	Yes x No

Director's Comments: This grant is 100% state funding for information and assistance in helping residents locate Livingston County programs and services for the over 60 ,under 60 disabled residents and caregivers.

K. Smith indicated that Sibley Nursing is no longer serving the County because they are going out of business and Genesee Region Home Care will now be providing the services.

The County Administrator indicated that Genesee Region Home Care of Ontario County is the entity that bought the CHHA license of Ontario County government. He asked if this is something that we could internally contract with our CHHA. K. Smith thought we could but she was unsure of the mechanisms to do that and her references indicate that Genesee Region Home Care of Ontario County provide very good care. The County Administrator indicated that he thought we probably would have gone with our CHHA if we could and he stated something tells him there may have been a sticking point. K. Smith stated when we began receiving EISEP funding she was using our CHHA and \$66,000 expenses were denied because of a conflict of interest and supervision rate.

K. Smith stated she would inquire to determine if we could use our own CHHA for these services.

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

2. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY OFFICE FOR THE AGING - NEW YORK STATE OFFICE FOR THE AGING FOR ANNUAL IMPLEMENTATION PLAN

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>
New York State Office for the Aging	4/1/13 – 3/31/14	
\$1,962,389.00		
Annual Implementation Plan		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Funding Source Federal \$447,650.00	\$796,333.00	Yes x No
State \$486,381.00		
Other funding sources: \$232,025.00		

Directors Comments: For: All programs and services to be provided by the Livingston County Office for the Aging for funding Years 4/1/13 –3/31/14 as required by the New York State Office for the Aging. The AIP is based on the 2013 County Budget Submission as approved by the Board of Supervisors on November 14, 2012.

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

3. AUTHORIZATION TO CREATE AND FILL ONE FULL TIME AGING SERVICES CASEWORKER ASSISTANT POSITION AND REFER THE ITEM TO THE WAYS AND MEANS COMMITTEE

Directors Comments: This position was created to address in the increase in demand for Information, Assistance and Assessment Services generated by the NY State Office for the Aging, NY Connects initiative, the increased Information and Assistance Call Center Activities, increase in-home assessment services generated by increased demand in home delivered meals and non-medical aide services and; the need to staff the Livingston Help for Seniors EMS based service that has recently come under the umbrella of the agency. Funds were dedicated in the 2012 and 2013 budget for this position pending Board approval.

K. Smith reported that the caseload has increased tremendously in the Office for Aging for a variety of reasons as mentioned above. She recommended creating a Caseworker Assistant position at SG 13 at \$18.19 per hour.

K. Smith explained how the calls would be screened once the OFA moves to Building #3.

The County Administrator reported this position was included in the 2012 budget. He stated that he and Kaaren had a conversation in August 2011 about the need for service expansion as a result of Kodak retirements and the fact that our population is aging and the baby boomers are retiring.

MOTION: Mrs. Donohue moved to create one full-time Aging Services Caseworker Assistant position and refer the matter to Ways and Means.

The County Administrator explained there is no local share attached to this position because we are drawing down the available resource of NY Connects money.

Mr. Schuster seconded the motion. Carried.

Mr. Yendell mentioned he took the opportunity to ride with a driver of the Meals on Wheels program and stated what an excellent program it is. K. Smith stated we have delivered to 528 folks this year.

K. Smith explained that in the future the OFA would be able to take Food Stamps.

CENTER FOR NURSING AND REHABILITATION- FRANK BASSETT

Pre-approved Informational Item(s) To Be Reported

1. CNR LEADERSHIP RETREAT OVERVIEW – A leadership retreat for CNR Department Heads was held on November 16, 2012. The all day program served as an opportunity for the management team to review past performance, draw contrast with public facility peers, and discuss the future environment and related challenges and opportunities. Director Bassett will provide the Human Services Committee an overview of retreat materials and next steps developed for action plan development.

F. Bassett distributed and reviewed a handout used in the CNR Leadership Retreat held on November 16, 2012 (on file). F. Bassett stated he wanted the CNR Department Heads to have an opportunity to learn about the County's history of providing indigent services. He explained he had County Historian Amie Alden provide a presentation.

Mr. Yendell commended F. Bassett for conducting a Department Head Leadership Retreat.

2. FINANCIAL/OPERATIONAL UPDATES: (Reports on file)
 - a.) Occupancy – The November occupancy rate was 99.0% through 11/26. YTD occupancy has improved to 95.1%.
 - b.) Budget Variance Report – These reports are attached and will be discussed briefly at the committee meeting.
 - c.) Cash Flow Report – As of 11/23/12, the CNR cash balance is \$7,328,838.

Informational Item(s) Written Only

1. Reports - Absenteeism & Mandation, Agency Use, Report Card
2. Volunteer Recruitment Drive- Kim Kavanagh, Leisure Time Activities Director, conducted a Volunteer Recruitment Open House on November 28 to launch a 3-month long drive to recruit 50 new volunteers. The drive runs from December 1, 2012 through February 28, 2013. The campaign included a Letter to the LCN Editor, Mt. Morris Shopper Speak Out, newspaper and shopper advertisements, letters to civic and fraternal organizations, flyer distribution through the BEA to high school Guidance Counselors, and printing of a volunteer opportunities brochure. The LCN ran an article entitled, "Neighbor Can You

- Spare Some time at the CNR?” on November 22.
3. Dual-Certification Nurse Aide/Home Health Aide Training – There are 18 participants in the current class being conducted by FLCC. Four of the students are from FLCC and are not County or CNR sponsored. The class completes the program December 31.
 4. Registered Nurse Recruitment – The only full time vacancy remaining is the night shift (12 MN –8 AM) RN for TCU. Four additional per diem RN positions are being created to add scheduling flexibility by expanding the available pool. The budgeted labor hours will not change. The restored administrative Charge Nurse position has been filled and restructuring of role assignments should be complete by the end of December.
 5. Collaboration with Noyes Hospital – Amy Pollard, CEO and Tammy West of Noyes will participate in a meeting at the CNR on December 6 with Director Bassett, DDLTC Woodruff, DON Krause, ADON Crye and Medical Director, Cynthia Hadley to discuss approaches to reducing hospital readmissions and avoidable hospitalizations. Quarterly meetings are anticipated on an ongoing basis to discuss services and explore opportunities for collaboration.
 6. Medical Services RFP- The contract with Tri-County Family Medicine expires March 31, 2013. Director Bassett will be issuing a Request for Proposals in December with an early January response deadline. A Pre-Proposal Conference and tour will be required for interested respondents.

EXECUTIVE SESSION

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

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

No action taken.

The County Administrator stated that he would look into the possibility of Livingston County CHHA providing the services that are currently contracted through the Office for the Aging and Genesee Region Home Care of Ontario Co.

ADJOURNMENT

Mr. Merrick moved and Mr. Schuster seconded to adjourn the meeting at 3:06 p.m. Carried.

Mr. Yendell distributed a handout providing an overview of Social Host Laws. He asked the Committee to review the handout and indicated that the County Attorney and the Director of Public Health would be discussing the pros and cons and the January meeting.

VETERAN SERVICES - FRANK HOLLISTER

Informational Item(s) Written Only

1. On November 2, 2012, I attended a Care-Giver Support Group at the Buffalo VAMC. The proper procedure for applying for this benefit for qualifying veterans was discussed and identified. These are returning veterans who have major medical problems and need 24/7 care, which is supplied by the spouse or family. A monetary award is given to assist in the veteran's care.
2. On November 7, 2012, I participated in the flag pole dedication at the C.N.&R. An honor guard was provided by the Genesee VFW and American Legion as well as other veterans from Livingston County. In the afternoon, myself and several veterans visited Alpine Manor in Lima, NY. There we presented certificates of appreciation and flags to residents who were veterans or surviving spouses of veterans. Most of these residents are my clients.
3. On November 11, 2012, Veterans Day, I participated in a memorial service at the Genesee County

- Park, where I was guest speaker. This was followed by several stops where rifle volleys were fired for Veterans Day. The most significant to me was in my own village of Warsaw, NY, where we fired at the veterans' monument on the eleventh month of the eleventh day on the eleventh hour.
4. At our County Service Officers Association meeting held at the Canandaigua VAMC on November 15, 2012, the issue of there being no Director or Deputy Director for the New York State Division of Veterans Affairs was a "hot" topic. A letter is to be drafted by our president and sent to the governor. Members are encouraged to contact their local legislators. At this meeting, I was also appointed as the Western Regional representative to NYSAC.
 5. I have received my accreditation through the Vietnam Veterans of America and am now authorized to submit claims through them.

Respectfully submitted,

Virginia O. Amico
Clerk of the Board