Call Meeting to Order
Supervisor Alex Stepanski called the meeting to order at 10:30 a.m. indicating that there was a quorum for the Health and Human Services Committee.

Approve Minutes
The Health and Human Services Committee reviewed the meeting minutes of July 25, 2016. A motion to approve the minutes as written was made by Pinard, seconded by Goldstein and carried unanimously.

Veterans’ Agency
Director Donald Smith provided the August 2016 report of the Veterans Service Agency and presented the following resolution to the Committee:

Authorizing the modification of the 2016 adopted County budget (burial expense)
A motion was made by Goldstein to approve the resolution, seconded by Pinard and carried unanimously.

Smith reporting that a 15-year-old from the Summer Youth Program was interning in his office. There were some filing issues, but otherwise he did well.

Smith submitted his Succession Plan for the Committee to review. He anticipates retiring effective December 31, 2017 and returning on January 1, 2018 as a part-time employee for approximately two years.

Smith presented his tentative budget for 2017. Operating expenses will remain the same; however, he added $40,000 for a new counselor position. The new counselor would be groomed to take over as Director upon his retirement. Additional funds have also been added to the burial expense line.
Youth Bureau

Director Joanne Eddy provided an overview of Youth Bureau’s proposed 2017 budget. There will be a raise for one White Collar employee. Her department is due for a new desktop computer and she is waiting on the correct figure from Information Technology. Increased State Aid will go against administrative costs.

Approximately $48,000 is anticipated from agencies. The Family & Youth Services Bureau’s Runaway and Homeless Youth program provides a local match. The County’s liability is $15,000; however, the County is last to pay.

Social Services

Commissioner Michael Fitzgerald provided the expenditures and caseload summary for July 2016. Most expenditure lines are at or below budget; however, like the Veterans Agency, indigent burials are up. Funds will be transferred from the same funding stream to make up the difference. SNAP clients are down by 1,000 due to the new work requirements and seasonal jobs.

Fitzgerald presented the following resolution to the Committee:

**Authorizing the modification of the 2016 adopted County budget (Success Plan Development)**

A motion was made by Pinard to approve the resolution, seconded by Goldstein and carried unanimously.

Fitzgerald provided an overview of Social Services’ proposed 2017 budget. DSS is requesting the addition of two new caseworkers; however, a director position would be replaced with a coordinator position, an examiner position would be replaced with a seasonal position and one position would be eliminated. This would result in a 2% increase in personnel expenses overall. Caseloads have increased due to the heroin epidemic directly impacting preventive daycare services. Medicaid is the bid unknown at this time. Four vehicles are due to be replaced and a backup scanner has been added. While 96 desktop computers and 4 laptops are due for replacement, the State pays for 62% of the computer upgrades.

Mental Health

Assistant Director of Administrative Services Cheryl Whitmeyer presented the following resolution to the Committee:

**Authorizing the Chairman to enter an agreement with Syracuse University**

A motion was made by Goldstein to approve the resolution, seconded by Carinci and carried unanimously.

Whitmeyer and Barb Goodness from CCSI provided Mental Health’s preliminary 2017 budget, which is completely revamped from past budget reports. Prior budget did not include no-show rates, overestimating the total intakes. Four new social worker positions are proposed. They are current part-time contracted workers that need to be full-time employees according to a recent audit. While this will also increase fringe benefits, revenue will also be increased to offset the additional expense.

The Committee questioned whether there will be enough clients to back up four full-time positions and whether they can be phased in as needed rather than being effective January 1, 2017. County Administrator Scimone stated that the new State ruling requires that the contracts be terminated by year end, and the social workers already have caseloads. Teisha Cook will be asked to provide more information before the budget is finalized. We need to work to reduce LGU costs. The clinic was a big loss in the past and has become self-sufficient over the past couple years. The Committee requested a comparison to the prior year’s budget for the next meeting.

Goldstein stated that the substance abuse clinic needs to put on more staff and take on more clients if the demand is there. He often sees patients that couldn’t get appointments within a reasonable
amount of time. Walk-in access is needed to prevent relapse when addicts are seeking help. Andy Ali stated that the Community Services Board will address this issue when they reconvene.

**Executive Session**

A motion was made by Supervisor Carinci to enter into executive session at 11:25 a.m. for the purpose of discussing the performance of a particular contractor, Supervisor Pinard seconded the motion and it was unanimously carried.

A motion was made by Supervisor Pinard to exit executive session at 11:34 a.m.; Supervisor Goldstein seconded the motion and it was carried unanimously.

The New York State Office of Mental Health Bureau of Audit completed their audit review of Consumer Services of Madison County (CSMC) and found them to be a provider in good standing. OMH recommended that Madison County release the State Aid to CSMC for services provided between October 1, 2016 and February 1, 2016.

Goldstein made a motion to authorize payment of State Aid funds to Consumer Services of Madison County for services provided between October 1, 2016 and February 1, 2016 based on the direction of the New York State Office of Mental Health Bureau. Pinard seconded the motion and it was carried unanimously.

Teisha Cook will draft the resolution.

**Public Health**

Director Eric Faisst presented the following resolutions to the Committee:

*Authorizing modification of the 2016 adopted County budget (Child Passenger Safety Program)*

A motion was made by Pinard to approve the resolution, seconded by Goldstein and carried unanimously.

*Authorizing the Drinking Water Enhancement Grant budget and modifying the 2016 budget*

A motion was made by Goldstein to approve the resolution, seconded by Pinard and carried unanimously.

*Authorizing the Chairman to enter an agreement with State University of New York*

A motion was made by Pinard to approve the resolution, seconded by Carinci and carried unanimously.

*Authorizing attendance at an out-of-state conference (Geoffrey Snyder)*

A motion was made by Pinard to approve the resolution, seconded by Goldstein and carried unanimously.

Faisst stated that the Board of Health will meet tonight to refine Public Health’s proposed 2017 budget. Below are some of the highlights of the budget, with a projected increase of 2.9% over 2016:

- Purchase five vehicles – replacements based on age of cars
- PreK transportation is expected to increase – currently out for bid
- Decrease in tuition reimbursement
- Facebook marketing expense to be added
- Interpreting services expected to increase
- Maternal and Child Health Nursing visits will decrease slightly
- Vaccinations will increase
• New position – Quality Improvement Coordinator: This position is needed as states are transitioning to a performance-based model, changing how we receive our state aid reimbursements. If a county doesn't meet its performance goals in the mandated program areas, its funding could be in jeopardy. This is a priority area in the Health Department’s strategic plan. This position could also look at the effectiveness of our Corporate Compliance Plan and determine how to improve overall. They could also contribute to the County-wide Success Plan. The position would receive State Aid reimbursement of 82%.

Preferred Agenda
The Committee unanimously agreed to include all resolutions in their August 9th Preferred Agenda, with the exception of the Consumer Services of Madison County resolution being drafted by Teisha Cook, on a motion of Shwartz and second of Pinard.

Motion to Adjourn
There being no further business to discuss, a motion to adjourn the meeting was made by Goldstein at 11:55 a.m., seconded by Carinci and carried.

Next meeting: Monday, September 26, 2016 at 10:30 a.m.

Respectfully submitted by Christine J. Coe for Chairman Alexander R. Stepanski.