

**COUNTY OF OSWEGO**  
**HEALTH AND HUMAN SERVICES COMMITTEE**

October 29, 2008

**PRESENT:**

Jack Proud, Chair  
Barbara Brown, Vice Chair  
Daniel Chalifoux  
Art Gearsbeck  
Margaret Kastler  
Doug Malone  
Morris Sorbello

**STAFF/GUESTS:**

Philip Church, County Administrator  
Martha Babcock, Director of Assistance Programs  
Nelson Bartlett, Health Dept.  
Kevin Caraccioli, Attorney for Social Services  
Janet Clerkin, Tourism & Public Information Coordinator  
Kathleen Fenlon, Director of Youth Bureau  
Donna Kestner, Director of Veteran Services  
Paul Kurtzman, Executive Director, Oswego Industries, Inc.  
Fran Lanigan, Commissioner of Social Services  
Barry Leemann, Chairman of the Legislature  
Stephen Loadwick, Budget Analyst  
Vickie Mather, Pres., Friends of Oswego County Hospice  
Fred Maxon, Purchasing Director  
Jane Murphy, Treas., Friends of Oswego County Hospice  
Dr. Dennis Norfleet, Interim Director of Public Health  
Robert Plenge, Social Services  
Larry Schmidt, Aging Services Administrator  
Tom Slater, Executive Director, Food Bank of CNY  
Tammy Thompson, Health Dept.  
Melanie Trexler, United Way  
Jeanette Woodland, Administrative Secretary

**MEDIA:**

John Doherty, Post Standard  
Jim Kenyon, Channel 3 News

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Attendance:

Committee Chair Proud called the meeting to order at 10:05 a.m.

Old Business:

Committee Chair Proud asked for a motion to approve the September 24, 2008, minutes.

**Motion:** Legislator Chalifoux

**Second:** Legislator Brown seconded the motion with the following correction to the minutes.  
A typographical error on page 2, No. 4c. The second sentence should read – A copy of the letter was passed out to those in attendance for their review. In the original minutes the word *copy* was incorrectly spelled.

Minutes were approved with correction of the error, with all in favor.

Committee Business:

1. Drug Card Report

Philip Church, County Administrator, reported that there has been a price savings of one quarter of a million dollars from the months of February to September of this year.

Melanie Trexler of the United Way reported that they would be partnering with the County by distributing the Pro Act drug cards through networking. They have already distributed about 3500 cards throughout the County. Out of that amount the Rural and Migrant Ministry has taken 1000 cards and Rural Health Network has taken 2000 cards. A photo was taken with United Way representatives and Committee members.

2. Youth Bureau

A. Friends of Camp Hollis

Kathleen Fenlon, Youth Bureau Director, introduced Vickie Mather, President, and Jane Murphy, Treasurer, of Friends of Camp Hollis. Ms. Mather and Ms. Murphy explained that the group was formed in 1999 and has since supported Camp Hollis with financial help, landscaping, hanging new curtains, and providing partial and full scholarships for children to attend camp. They have organized a Kids and Trucks program that has become an annual event bringing in \$1,000 this year. They have also organized two open houses at Camp Hollis. A newly written book "Camp Hollis, Memories through a Child's Heart" will also be a source of revenue. They have also received financial contributions and grants, which they are seeking more of. Since 2003, scholarships in the amount of \$122,718 have been given, new windows have been installed, building maintenance improvements, and a ramp leading to the beach has been installed. Queries by committee members regarding scholarships found that scholarships are income based and can be given as a partial or full scholarship up to as much as \$150 per child. Committee Chair Jack Proud and committee members gave a sincere thanks to Friends of Camp Hollis on behalf of students who benefit.

B. Capital Project – Camp Zerbe/Budget Modification Request

Ms. Fenlon explained that an application for a legislative grant was submitted to Assemblyman David Townsend for playground equipment at Camp Zerbe. Assemblyman Townsend obtained a grant in the amount of \$10,000. Request is to move these funds into existing Capital Project #164 for Camp Zerbe.

**Motion:** Legislator Brown made a motion to accept the Budget Modification request in the amount of \$10,000.

**Second:** Legislator Sorbello

**Vote:** All in favor

Motion carried.

Legislator Gearsbeck asked if this would go to bid and Ms. Fenlon advised that the companies they would be using are under state contract.

A letter of thanks will be sent to Assemblyman Townsend thanking him for the grant.

3. Office for the Aging

A. Legal Services RFP

Larry Schmidt, Director Office for the Aging, reported that a RFP is currently being prepared to solicit proposals for professional legal services. This is a priority service which is funded under Title III-B of the Federal Older Americans Act. The Legal Assistance Program offers services to residents who are age 60 or older. This service offers assistance in living wills, power of attorney consumer issues, etc. Fred Maxon, Purchasing Director added that the RFP has come through and a contract will be awarded.

4. Health Department

A. Budget Modification – CHHA

Dr. Dennis Norfleet, Interim Director of Public Health, requested a Budget Modification request to move \$29,000 from the Other Fees and Services account to the Additional Hours and Overtime accounts. Duties have expanded which requires longer workdays and weekends to complete tasks required.

B. Budget Modification – LTHHP

Dr. Norfleet requested a Budget Modification request for \$4700 to move monies from the Administration and Home Care divisions to cover Additional Hours. Their electric software needs to be updated and must be done by the IT Department which has to recall the equipment to upgrade. This has to be done after hours requiring additional time.

**Motion:** Legislator Chalifoux made a motion to accept the Budget Modification request for CHHA in the amount of \$29,000 and LTHHC for \$4,700.

**Second:** Legislator Brown

**Vote:** All in favor

Motion carried.

C. Defibrillation Project Update

As an update to the defibrillation project Fred Maxon and Dr. Norfleet are working together looking at different units. Dr. Norfleet will oversee the program and training will be done by Sheriff Department staff members who are certified trainers. Mr. Church advised that he has not seen figures but the project will be done as a capital project to start and later improvements will come out of the Health Department budget. Legislator Gearsbeck asked how much the units may cost and Mr. Maxon advised that 20 units, which include storage boxes and pediatric adapter could cost \$30,000 to \$40,000.

D. NYS Department of Health Diagnostic and Treatment Center Review

Dr. Norfleet reported that in mid September the NYS Health Department did a review and were complimentary of our program. They indicated that one of our policies and procedures needed to be updated. This has been taken care of and has been accepted by the State.

5. Social Services

A. Budget Modification – Adult and Family Services

Fran Lanigan, Commissioner of Social Services, presented a Budget Modification request to move \$7,000 from Adult and Family Services – Salary and Wages to Additional Hours. She advised that this money is being redistributed to meet workload demand projecting anticipated needs from now until the end of the year.

**Motion:** Legislator Brown made a motion to accept the Budget Modification request in the amount of \$7,000.

**Second:** Legislator Kastler

**Vote:** All in favor

Motion carried.

B. Budget Modification – TANF Intensive Case Services

Ms. Lanigan presented a Budget Modification request to accept a supplemental allocation of \$15,833 in Federal funds to provide intensive case services for needy families. This money will be moved into the Salary and Wages and Fringe Benefits accounts to pay the salary of a temporary Employment Specialist who will work with the families until the end of the year.

**Motion:** Legislator Brown made a motion to accept the Budget Modification request in the amount of \$15,833.

**Second:** Legislator Kastler

**Vote:** All in favor

Motion carried.

C. Budget Modification Request – TANF Federal Aid

Ms. Lanigan presented a Budget Modification request to accept a TANF Federal Aid funding for needy families. This is an allocation to provide funding to local social services districts to reduce dependence on welfare and to stabilize families. The total amount of the TANF funding is \$1,312,777.

**Motion:** Legislator Brown made a motion to accept the Budget Modification request in the amount of \$1,312,777.

**Second:** Legislator Kastler

**Vote:** All in favor

Motion carried.

D. Budget Modification Request – PINS

Ms. Lanigan presented a Budget Modification request to accept additional state funding in the amount of \$72,818. This is to be used to support activities diverting youth away from the juvenile justice system under the PINS program.

**Motion:** Legislator Kastler made a motion to accept the Budget Modification request in the amount of \$72,818.

**Second:** Legislator Brown

**Vote:** All in favor

Motion carried.

E. Budget Modification – Food Stamps

Ms. Lanigan presented a Budget Modification request to accept an additional allocation of funds from the USDA for the Food and Nutrition Program which is operated by Cornell Cooperative Extension. This amount is \$10,608 and the Department of Social Services is a pass through for these funds.

**Motion:** Legislator Brown made a motion to accept the Budget Modification request in the amount of \$10,608.

**Second:** Legislator Kastler

**Vote:** All in favor

Motion carried.

6. Support the NYS Fish and Wildlife Management Board's Request to Waive Trapping and Hunting Fees for Military Personnel  
County Administrator Church County Administrator Church brought forward at the request of Legislator Barbara Brown, the Oswego County Legislative delegate from Region 7 to the New York State Fish and Wildlife Board, to extend to our county residents a resolution to exempt active service members that are stationed in NYS from paying for hunting, fishing and trapping licenses. Currently our residents who are stationed outside of NYS are eligible for free licenses but our residents who are stationed here in NYS are not. This will correct the inequity among NYS active service members.

**Motion:** Legislator Chalifoux made a motion to support a resolution to exempt active NYS service members from paying for hunting, fishing and trapping licenses.

**Second:** Legislator Brown

**Vote:** All in favor

Motion carried.

7. Budget Reviews
  - A. Youth Bureau

Kathy Fenlon presented the 2009 Youth Bureau budget. There were no changes beyond what was earlier submitted.

**Motion:** Legislator Chalifoux made a motion to approve the 2009 budget submitted by the Youth Bureau department, as presented.

**Second:** Legislator Sorbello

**Vote:** All in favor.

Motion Carried.

At this time County Administrator Church explained that the recommendations that the Committee makes will then go to Finance and Personnel. They are voted on, finalized, and then approved by the Legislature. The budget must be adopted by December 20<sup>th</sup>. Legislator Malone made the suggestion that the budgets be done in June and July.

- B. Office for the Aging

Larry Schmidt presented the 2009 Office for the Aging budget. Mr. Schmidt advised that there is an error in the line items 5421 Rent – Equipment \$600, should be \$0, 5422 Repair & Maint. – Equip. \$6,000, should be \$600 and 5423 Telephone \$0, should be \$6,000.

**Motion:** Legislator Brown made a motion to approve the requested amounts as follows:

5421 Rent – Equipment \$0,

5422 Repair & Maint. \$600

5423 Telephone \$6,000

**Second:** Legislator Kastler

**Vote:** All in favor.

Motion Carried.

There were no other changes.

County Administrator Church asked about the Senior Nutrition Program and if the costs involved in volunteerism has gone down with the decrease in gas prices. Mr. Schmidt said he did not know, but would find out.

**Motion:** Legislator Brown made a motion to approve the Office for the Aging department 2009 budget as presented.

**Second:** Legislator Chalifoux

**Vote:** All in favor.

Motion Carried.

C. Veterans

Donna Kestner presented the 2009 Veterans' budget. There were no changes beyond what was earlier submitted.

**Motion:** Legislator Chalifoux made a motion to approve the 2009 budget submitted by the Veterans department, as presented.

**Second:** Legislator Brown

**Vote:** All in favor.

Motion Carried.

D. Health

Dr. Norfleet presented the 2009 Health Department budget.

Request for a new full-time Registered Nurse, salary and wages in the amount of \$35,308, plus benefits, to assist the Quality Assurance Coordinator in the Certified Home Health Care Agency. Increase in duties has resulted in overtime and with the addition of this position overtime will be eliminated.

Overtime payments in CHHA will be reduced by \$20,000.

The addition of a new part-time Registered Nurse in the same department (CHHA) to assist in the Maternal Child Care Program, in the amount of \$17,654, plus benefits.

In the Hospice division request is to reclassify a full-time Public Health Nurse position, (\$41,363) to a part-time Public Health Nurse position (\$16,482), resulting in a net savings of \$24,881.

A reduction in other fees and services in EIP in the amount of \$7,602.

**Motion:** Legislator Brown made a motion to approve the requested changes as outlined above.

**Second:** Legislator Chalifoux

**Vote:** All in favor.

Motion Carried.

**Motion:** Legislator Sorbello made a motion to approve the Health Department 2009 budget with changes, as presented.

**Second:** Legislator Brown

**Vote:** All in favor.

Motion Carried.

E. Social Services

Fran Lanigan presented the Department of Social Services 2009 budget. She reported that the Mental Hygiene budget has decreased \$28,849 from the 2008 adopted budget.

**Motion:** Legislator Brown made a motion to approve the Mental Hygiene portion of the budget.

**Second:** Legislator Sorbello

**Vote:** All in favor.

Motion Carried.

The Employment and Training portion of the budget has increased \$78,758 in Expenses and Revenue. This revenue is from WIA allocations and Welfare-to-Work services. There is no local share.

**Motion:** Legislator Brown made a motion to approve the Expenses and Revenue portion of the budget.

**Second:** Legislator Chalifoux

**Vote:** All in favor.

Motion Carried.

Ms. Lanigan advised that Salaries and Wages have increased. Legislator Gearsbeck made a motion to cut Legal Fees by 10 percent. No one made a second but Legislator Brown made a motion to discuss, seconded by Legislator Malone. County Administrator Church explained that we can't cut this because we have a contract and this is the price that we pay. Ms. Lanigan added that there is \$4,000 in there and no escalator as we are paying less than what we had paid before. County Administrator Church stated that the only thing that could be done is to cut the contract and get a new RFP. Legislator Gearsbeck motioned to get a new RFP but there was no second.

Ms. Lanigan requested an additional position be added. This position is an Investigator position in the Fraud Unit. This position is needed to help process cases of alleged fraud of persons seeking public assistance under false pretenses. This position after reimbursement of state and federal aid would add an additional \$4,768 to Personnel Services.

**Motion:** Legislator Brown made a motion to approve the addition of one full-time Investigator position to the budget.

**Second:** Legislator Kastler

**Vote:** Chairman Proud asked for a roll call vote.

**Yes:** Brown, Kastler, Malone, Sorbello, Proud

**No:** Chalifoux, Gearsbeck

Motion Carried.

**Motion:** Legislator Brown made a motion to approve the Social Services 2009 budget with changes, as presented.

**Second:** Legislator Sorbello

**Vote:** Chairman Proud asked for a roll call vote.

**Yes:** Brown, Kastler, Malone, Sorbello, Proud

**No:** Chalifoux, Gearsbeck

Motion Carried.

F. Food Bank of CNY

Thomas Slater, Executive Director of the Food Bank of Central New York gave a brief overview of services offered. Mr. Slater stated the organization was established in 1985 and they are a not-for-profit organization that serves as the primary food supplier for emergency programs in 11 counties in New York State. The funding amount requested from Oswego County is \$20,000. Committee members discussed and a motion was made.

**Motion:** Legislator Malone made a motion to approve the \$20,000 budget request for the Food Bank of Central New York.

**Second:** Legislator Kastler

County Administrator Church stated that all requests being approved by standing committees would then go on to Finance and Personnel and upon approval would go on to the full Legislature. Mr. Church asked Mr. Slater if they had eligibility requirements in which Mr. Slater said that they did.

**Vote: Yes:** Brown, Chalifoux, Gearsbeck, Kastler, Malone, Sorbello,  
**No:** Proud  
Motion Carried.

G. Oswego Industries

Paul Kurtzman, Executive Director of Oswego Industries, Inc. gave a brief presentation of services offered to Oswego County residents. The funding amount requested from Oswego County is \$85,000.

**Motion:** Legislator Chalifoux made a motion to approve the \$85,000 budget request for Oswego Industries.

**Second:** Legislator Brown

**Vote:** All in favor.  
Motion Carried.

H. Oswego County Opportunities

Oswego County Opportunities 2009 Budget was approved as follows.

**Motion:** Legislator Chalifoux made a motion to approve Oswego County Opportunities 2009 budget.

**Second:** Legislator Brown

**Vote:** All in favor.  
Motion Carried.

Executive Session

A. Personnel Evaluations

**Motion:** Legislator Chalifoux made a motion to go into Executive Session to discuss Personnel Evaluations.

**Second:** Legislator Brown  
Motion Carried.

The committee entered Executive Session at 1:21 p.m.

The committee exited Executive Session at 1:55 p.m.

Adjournment

**Motion:** Legislator Brown motioned to adjourn the meeting at 1:55 p.m.

**Second:** Legislator Kastler

**Vote:** All in favor

Motion carried.