

TIOGA COUNTY DEPARTMENT OF SOCIAL SERVICES

Shawn L. Yetter, Commissioner



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HEALTH & HUMAN SERVICES LEGISLATIVE COMMITTEE MEETING TIOGA COUNTY DEPARTMENT OF SOCIAL SERVICES - AGENDA

September 3, 2024
8:30 AM

- **APPROVAL OF MINUTES** – August 6, 2024
- **FINANCIAL**
 - August 2024 Budget {Report will be sent later this week}
- **OLD BUSINESS**
 - None
- **NEW BUSINESS**
 - Caseloads {Graphs will be sent later this week}
 - Tioga Career Center Report
- **PERSONNEL**
 - Kathleen Wage, Office Specialist II, resigned effective 8/9/24
 - Katherine Garrison, Principal Social Welfare Examiner, retired effective 8/12/24
 - Alyssa Kinney reinstated as Part-Time Caseworker effective 8/14/24
 - Kevin Maliner, PT Mail Clerk, hired effective 8/14/24 – Resigned 8/15/24
 - Karen Northup, Social Welfare Examiner, retired effective 8/24/24
- **RESOLUTIONS**
 - Appropriation of Funds and Amend 2024 Budget
 - Amend Resolution No. 230-24; Execute Lease Extension with MCP Enterprises, Inc. for Child Advocacy Center
- **PROCLAMATIONS**
 - None
- **ADJOURNMENT**



TIOGA CAREER CENTER

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COMMITTEE MEETING 9/10/2024

Current open job postings in Tioga =210

53 new Unemployment claims opened in August, 46 had effective claim dates in August, there were no seasonal claims, and 7 were older claims that just opened.

Unemployment Rates:

	Aug '24	July '24	Aug '23
Tioga	3.8	3.3	3.4
NYS	4.9	4.3	4.5
US	4.5	4.3	3.9

At the Tioga County Career Center, we are currently assisting a significant number of individuals who have been recently terminated from positions in high-intensity service roles. To address this challenge and support these job seekers, we are collaborating with the Tioga Chamber of Commerce to organize a Job and Business Expo in October. This event aims to connect local businesses with potential employees and provide valuable resources for job seekers.

Additionally, our center has successfully provided support to 10 Department of Social Services referrals, with 4 individuals securing employment as a result.

This initiative represents our commitment to facilitating meaningful employment opportunities and addressing the needs of our community.

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. - 24 APPROPRIATION OF FUNDS AND
AMEND 2024 BUDGET
SOCIAL SERVICES

WHEREAS: Tioga County Department of Social Services has budgeted 2024 A6055 Day Care expenses based on historical trends; and

WHEREAS: 2024 A6055 Day Care expenses will exceed the budgeted amount due to State policy and eligibility changes; and

WHEREAS: Day Care expenses receive 100% reimbursement from the NYS Child Care Block Grant; and

WHEREAS: Appropriation of funds and budget modification requires Legislative approval; therefore be it

RESOLVED: That funding be appropriated as follows:

From: A6055.436550 State Aid - Day Care	\$ 350,000
To: A6055.540487 Day Care Program Expense	\$ 350,000

REFERRED TO: HEALTH & HUMAN SERVICES COMMITTEE

RESOLUTION NO. -24 AMEND RESOLUTION NO. 230-24;
EXECUTE LEASE EXTENSION WITH
MCP ENTERPRISES, INC. FOR
CHILD ADVOCACY CENTER

WHEREAS: The Department of Social Services was authorized by way of Resolution No. 230-24 to extend a lease with MCP Enterprises, Inc. for office space at 6 McMaster St., Suite #3, Owego at a monthly rate of \$900 for the Child Advocacy Center in Tioga County; and

WHEREAS: On July 23, 2024, MCP Enterprises, Inc. sold the property and assigned the Department of Social Services' lease to the new owner, C & M Real Estate Holdings, LLC.; and

WHEREAS: The space needs of the center necessitate a larger space; and

WHEREAS: A larger space in the building, marked as Suite #2, suitable in size for the proper operation of the Child Advocacy Center has become available, and C & M Real Estate Holdings, LLC has offered an Addendum to the existing lease acknowledging the Department of Social Services' move to Suite #2; therefore be it

RESOLVED: That the Chair of the Legislature is authorized and directed to sign said Lease Addendum with C & M Real Estate Holdings, LLC for space at 6 McMaster St., Owego, NY, Suite #2 commencing on October 1, 2024 at the monthly rate of \$1,900.

LEGISLATIVE COMMITTEE MEETING
Health & Human Services

The regular meeting of the Health & Human Services Committee was held in the Legislative Conference Room, Tuesday, August 6, 2024 at 8:30 AM.

Present: Mr. William Standinger	Chair of the Committee
Mr. Tracy Monell	Legislator
Mr. Dennis Mullen	Legislator
Ms. Lori Morgan	Director of Community Services
Mr. Chris Korba	Director of Administrative Services (MH)
Mr. Shawn Yetter	Commissioner of Social Services
Ms. Mickelle Andrews	Director of Administrative Services (DSS)
Ms. Heather Vroman	Public Health Director
Mr. Denis McCann	Director of Administrative Services (PH)

Guests: Ms. Marte Sauerbrey	Chair of Legislature
Mr. Jackson Bailey	County Administrator
Ms. Elizabeth Myers	Deputy Commissioner (DSS)
Ms. Cathy Haskell	Legislative Clerk
Ms. Katie Chandler	Treasurer's Office
Ms. Laura Schurter	Treasurer's Office

Legislator Standinger asked for a motion to approve the July 2, 2024 HHS Committee minutes as written. Motion made by Legislator Monell. Seconded by Legislator Mullen. Motion Carried.

MENTAL HYGIENE

1. Financial

- Mr. Chris Korba noted that the 2024 budget is tracking well with seven months of expenses and six months of revenue. A revenue source of \$67,000 has dried up but \$57,000 more in Safety Net funding is expected.
- 2025 Budget: Local Share will be budget neutral per directive. Under Alcohol & Drug Services, there was some rebalancing of the FFS lines, including new expense lines for the new Waverly building. Under the Administration line, \$110,000 more in Federal Aid is expected. The Mental Health Clinic line increased \$165,000 in State Aid for the new mobile crisis program.

2. Old Business

- Criminal Psych – Ms. Lori Morgan shared that there are no new cases for criminal psych services.
- OMH recently conducted an audit. There were some minor things but overall it was excellent!

3. New Business

- Waverly location – Construction is moving along. It is looking beautiful. Ms. Morgan reported that she expects it should be ready to open in October/November of this year.

4. Personnel
 - Lara Rogan, Sr. CSW, started 7/15/24
5. Resolutions – Legislators approved resolutions to move forward
 - Authorize Grant Renewal Appropriation of Funds and Amend 2024 Budget (DFC)
 - Authorize Grant Renewal Appropriation of Funds and Amend 2024 (STOP Act)
 - Appropriation of Funds Budget Modification 2024 (TST BOCES/Trinity)
 - Appropriation of Funds Budget Modification (Waverly office furnishings/supplies)
6. Proclamations
 - National Recovery Month (repeat)
 - National Suicide Prevention Awareness Month (repeat)

PUBLIC HEALTH

1. Financial
 - Mr. Denis McCann reported that for the 2024 budget, there are no surprises, and everything is tracking well.
 - 2025 Budget: Mr. McCann noted adjustments are still being made but with PH expenses decreasing \$3,200 and Pre-School expenses increasing \$700, the net is \$2,500 under budget. Under PH, the professional liability increased \$10,000, the dental van equipment line went up \$7,000. There are increases to the training lines and funds to purchase laptops & tablets as PH can get reimbursed if in their budget. There is an increase in the FT Salary line due to personnel changes in 2024. The EI escrow decreased by \$13,000. After discussions with Mr. Gary Hammond, PH is not planning on purchasing any vehicles under the Capital Plan but that may change. The Pre-School budget is currently the same as 2024; however, the transportation three-year RFP will go out next year. NYSCHO is working toward changes that would move transportation to the schools who have the infrastructure in place. If that happens, there would be significant savings to PH for the Pre-School program. There are no grant funded positions in the 2025 budget.
2. Old Business
 - None
3. New Business
 - Agency Report for July 2024 forwarded to committee.
 - There have been a few cases of pertussis in the County and PH has issued a Press Release.
 - There was a special meeting of the BOH where they approved the Tioga County Sanitary Code changes. The BOH will be looking at fees for Environmental Health to see if they need updating.
 - Under the Strategic Plan, PH will begin using technology to make services more available to the public by accepting on-line payments (i.e. food permits, pay for dental services).

4. Personnel
 - Kiran Sharma, Seasonal Clerk, hired effective 7/1/24
 - Recruitment continues for an Environmental Health Technician
5. Resolutions – Legislators approved resolutions to move forward
 - Authorization to Apply for Grant (Floyd Hooker Foundation)
 - Purchasing Quote Exemptions for the Use of Local Television Advertising
6. Proclamations
 - None

Ms. Morgan noted that MH will be purchasing 2 vehicles with funding from OMH for the mobile crisis unit.

SOCIAL SERVICES

1. Financial
 - Ms. Mickelle Andrews reported that the 2024 overtime line is running over however, there is savings from the FT Salary line. On the program side, Foster Care & Day Care are running over budget. The Foster Care Block Grant is up \$200,000 over last year. Safety Net is on target.
 - 2025 Budget: Highlights include – The addition of 1 FT Sr. Caseworker position and 1 FT Community Services Worker; eliminate 2 PT Community Services Worker positions. Increased Day Care line. Foster Care is up \$325,000 due to facility placements going up to \$500,000/year. Under the Capital Plan, DSS plans on purchasing 4 vehicles in 2025. Under the Tioga County Career Center, the budget allocation was cut \$32,000. If no local share, staffing would need to be cut 1 position.
2. Old Business
 - None.
3. New Business
 - Caseloads
During July, Cash Assistance remained flat, with Family Assistance increasing 2 cases and Safety Net decreasing 2 cases.
MA-Only increased 9 cases.
MA-SSI decreased 3 cases.
Total Individuals on Medicaid increased 22 to 3,331.
SNAP increased 1 case.
Day Care increased 3 cases
See Caseload Summary
 - Tioga Career Center report is attached. Unemployment continues to remain below the State & Federal levels.

4. Personnel Changes

- Steven Williams, Social Welfare Examiner, removed effective 7/5/24
- Nancy Leonard, PT Community Services Worker, resigned effective 7/13/24
- Megan Gilbert, SS Employment Specialist to SWE effective 7/15/24
- Brittany Gates, Support Investigator, hired effective 7/15/24
- Denise Liske promoted to Sr. Social Welfare Examiner effective 7/29/24
- Alycia Anthony promoted to SS Employment Specialist effective 7/29/24

5. Resolutions – Legislators approved resolutions to move forward

- Recognize Katherine E. Garrison for 32 Years of Dedicated Service to DSS
- Recognize Karen L. Northup for 11 Years of Dedicated Service to DSS
- Create & Fill Seasonal Social Welfare Examiner Position and Seasonal Office Specialist 1 Positions for the HEAP Program
- Appointment of Part Time Mail Clerk
- Appointment of Part Time Caseworker

6. Proclamations

- None

ADJOURNED:

Health & Human Services Committee adjourned at 9:12 AM.

Respectfully submitted,

Gail V. Perdue

Executive Secretary, Social Services