HUMAN SERVICES COMMITTEE MEETING MINUTES
TUESDAY, JANUARY 3, 2017
2:00 P.M.

PRESENT: P. Yendell, D. Babbitt Henry, I. Davis, M. Walker, E. Gott, D. LeFeber, I. Coyle

ABSENT: B. Donohue

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 CONTRACTS FOR THE LIVINGSTON COUNTY DEPARTMENT OF SOCIAL SERVICES: SUSAN AEID, LCSW, MARIA BENZONI, CATHOLIC CHARITIES OF LIVINGSTON COUNTY(4), CATHOLIC FAMILY CENTER, CENTER FOR DISABILITY RIGHTS, CHANCES & CHANGES, INC.(4), COUNCIL ON ALCOHOL & SUBSTANCE ABUSE OF LIVINGSTON COUNTY, INC., GENESEE REGION HOME CARE OF ONTARIO COUNTY, INC. D/B/A/ HOME CARE PLUS, HILLSIDE CHILDREN'S CENTER, TRACY LARSON, PSY.D., PATRICIA L. LONG, UNLIMITED CARE, INC., VARIOUS EMPLOYERS, VARIOUS FUNERAL HOMES, VARIOUS LIVINGSTON CO. FOSTER PARENTS**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Department of Social Services, according to the terms designated, subject to review by the County Attorney and County Administrator:

Contractor — Term — Amount

Susan Aeid, LCSW — 1/1/17-12/31/17 — Fee Based per Service
116 Main St.
Mt. Morris NY 14510
Professional counseling services for identified individuals and families.

Funding Source	*Local Share*	*Budgeted?*
Child Welfare FFFS – Title XX under 200%	0-25%	Yes X No

Directors' Comments: Parenting/Support Mother's Group Sessions $95/hr. for two 1 hr. groups per week, Feedback Session $26.25/hr., Professional Counseling $80/hr., Supervised Visits $80/hr.

Maria Benzoni — 1/1/17-12/31/17 — Per hour $80.00
PO Box 31
Geneseo NY 14454
Social Work Services for children and families.

Funding Source	*Local Share*	*Budgeted?*
Child Welfare FFFS – Title XX under 200%	0-25%	Yes X No

Catholic Charities of Livingston County — 1/1/17-12/31/17 — Per Apt. per month $2,640.00
34 East State St.
Mt. Morris NY 14510
For: Temporary housing apartments in Dansville & Mt. Morris for DSS clients.

Funding Source	*Local Share*	*Budgeted?*
TANF Grant/FFFS (Guarantee)	TANF 0%, FFFS 0%	Yes X No

Catholic Charities of Livingston County — 1/1/17-12/31/17 — $126,000.00
34 East State St.
Mt. Morris NY 14510
For: Intensive Case Management for Employment

Funding Source	*Local Share*	*Budgeted?*
FFFS for TANF	0% TANF, 100% SN	Yes X No

Catholic Charities of Livingston County — 1/1/17-12/31/17 — Max. $53,760.00
34 East State St.
Mt. Morris NY 14510

For: Parenting services for identified individuals

Funding Source	*Local Share*	*Budgeted?*
Child Welfare FFFS – Title XX Under 200%	0-25%	Yes X No

Catholic Charities of Livingston County 1/1/17-12/31/17 $53,000.00
34 East State St.
Mt. Morris NY 14510
For: Case Management Services for SSI/SSD individuals in receipt of Temporary Assistance.

Funding Source	*Local Share*	*Budgeted?*
FFFS for TANF	0% TANF, 100% SN	Yes X No

Catholic Family Center 1/1/17-12/31/17 Min. 8 Tier I cases @ $300/case
87 North Clinton Ave. Additional Tier II Cases @ $300/case plus $80/hr.
Rochester NY 14604
For: Guardianship Services

Funding Source	*Local Share*	*Budgeted?*
AP/DV Title XX Under & Over 200%	30%	Yes X No

Director's Comments: Provide financial/personal management services for referred adult protective services clients.

Center for Disability Rights 1/1/17-12/31/19 N/A
497 State St.
Rochester NY 14608
For: Consumer Directed Personal Services through Medicaid.

Funding Source	*Local Share*	*Budgeted?*
N/A	0%	Yes X No

Chances & Changes, Inc. 1/1/17-12/31/17 $60,000.00
PO Box 326
Geneseo NY 14454
For: Non-Residential Domestic Violence Services

Funding Source	*Local Share*	*Budgeted?*
Federal Admin	30%	Yes X No

Chances & Changes, Inc. 1/1/17-12/31/17 Per day $108.70
PO Box 326
Geneseo NY 14454
For: Residential Domestic Violence Services

Funding Source	*Local Share*	*Budgeted?*
TANF – Title XX under 200%	0%	Yes X No

Chances & Changes, Inc. 1/1/17-12/31/17 $13,000.00
PO Box 326
Geneseo NY 14454
For: Family Safety Advocate

Funding Source	*Local Share*	*Budgeted?*
Preventive Funding	35%	Yes X No

Chances & Changes, Inc. 1/1/17-12/31/17 Per person/day $60.00 ages 18 and over
PO Box 326 Per person/day $40.00 ages 12 -17
Geneseo NY 14454 Per Person/day $25.00 ages Birth-11
For: Temporary Housing for homeless clients

Funding Source	*Local Share*	*Budgeted?*
TANF	0%	Yes X No

Council on Alcohol & Substance Abuse of Livingston County, Inc. 1/1/17-12/31/17 $54,996.00 Plus Urine Screen up to $25.50/screen, Suboxone panel up to $20.00/screen
4612 Millennium Dr.

Geneseo NY 14454
For: Alcohol/Substance Abuse Assessment and Case Management Services

Funding Source	*Local Share*	*Budgeted?*
FFFS for TANF	0% TANF, 100% SN	Yes X No

Genesee Region Home Care of Ontario Co., Inc. d/b/a Home Care Plus 1/1/17-12/31/17 Fee set by State
3111 Winton Rd. South
Rochester NY 14623
For: Personal Care Services

Funding Source	*Local Share*	*Budgeted?*
Federal/State Medicaid	MA Cap; Approx 15%	Yes X No

Hillside Children's Center 1/1/17-12/31/17 $127,600.00
1183 Monroe Ave.
Rochester NY 14620
For: Work experience/Community Services for Youth

Funding Source	*Local Share*	*Budgeted?*
Child Welfare – Title XX Under 200%	25%	Yes X No

Tracy Larson, Psy.D. 1/1/17-12/31/17 Per hour $100.00
165 Union St., #222
Newark NY 14513
For: Complete psychological evaluations for referred individuals to assist in the development/modification of the case plan.

Funding Source	*Local Share*	*Budgeted?*
Child Welfare FFFS – Title XX Under 200%	0-25%	Yes X No

Patricia L. Long 1/1/17-12/31/17 Per hour $80.00
116 Main St.
Mt. Morris NY 14510
For: Professional Individual Counseling Services for identified individuals.

Funding Source	*Local Share*	*Budgeted?*
Child Welfare FFFS – Title XX Under 200%	0-25%	Yes X No

Unlimited Care, Inc. 1/1/17-12/31/17 Fee set by State
333 Westchester Ave.
West Bldg., Suite WG02
White Plains NY 10604
For: Personal Care Services

Funding Source	*Local Share*	*Budgeted?*
Federal/State Medicaid	MA Cap; Approx 15%	Yes X No

Various Employers 1/1/17-12/31/17 N/A
For: TEAP - Training and Employment Assistance Program

Funding Source	*Local Share*	*Budgeted?*
TANF or SN grant diversion	0%TANF, 71% SN	Yes X No

Director's Comments: Program for provision of subsidized employment by private or public employers supported in part by TANF and SN funds by agreement with such employers.

Various Funeral Homes 1/1/17-12/31/17 $2,444.00/Funeral Service
In & Out of County $1,565.00/Direct Cremation
Plus additional Cash Disbursements
For: Indigent Burial Services

Funding Source	*Local Share*	*Budgeted?*
State reimbursement through case	90%	Yes X No

Various Livingston Co. Foster Parents 1/1/17-12/31/17 Various Rates
For: Boarding Home Agreement for the provision of regular foster care services and emergency placement.

Funding Source	*Local Share*	*Budgeted?*
Federal & State Foster Care Block Grant	10%	Yes X No

Director's Comments: Rates based on eligibility of child and qualifications of foster parents.

Mrs. Deane reviewed the contracts for approval. The Catholic Charities contract for parenting services is being done by fee for service so they don't believe that will reach that dollar amount this year. There was discussion regarding domestic violence and the Chances and Changes contract coverage. The state requires the personal care services contracts and they set the rates. There is a .3% increase for the funeral home contracts.

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

2. AUTHORIZING THE COMMISSIONER OF THE LIVINGSTON COUNTY DEPARTMENT OF SOCIAL SERVICES TO SIGN THE FOLLOWING CONTRACTS: LIVINGSTON COUNTY HEALTH DEPARTMENT, LIVINGSTON COUNTY OFFICE OF WORKFORCE DEVELOPMENT, LIVINGSTON COUNTY VETERAN SERVICES AGENCY

RESOLVED, that the Commissioner of Social Services is hereby authorized to sign the following contracts for the Livingston County Department of Social Services, according to the terms designated, subject to review by the County Attorney and County Administrator:

Contractor	Term	Amount
Livingston County Health Department	1/1/17-12/31/17	$86,344.00

2 Murray Hill Dr.
Mt. Morris NY 14510

For: RN Case Manager to review and coordinate medical issues for Foster Care children and Nursing Assessments for Adult Protective & CFCO.

Funding Source	*Local Share*	*Budgeted?*
Medicaid Admin./Adult Protective Under/Over 200%	0-25%	Yes X No

Livingston County Office of Workforce Development	1/1/17-12/31/17	Training & Employment Svcs. $151,000.00 Tutor Program max. $25,000.00

6 Court St., Rm. 105
Geneseo NY 14454

For: Training and Employment services for recipients of Temporary Assistance & tutoring program.

Funding Source	*Local Share*	*Budgeted?*
FFFS for TANF	0% TANF, 100% SN	Yes X No

Livingston County Veteran Services Agency	1/1/17-12/31/17	$24,000.00

7 Murray Hill Dr.
Mt. Morris NY 14510

For: Information, assistance, referral and claims representation to veterans, dependents, survivors and other claimants for benefits provided under federal, state or local legislation.

Funding Source	*Local Share*	*Budgeted?*
Medicaid Admin and Public Assistance Admin.	25%	Yes X No

These are all with County agencies. CFCO is a new program offered through the State. There is concern across the state that there are not enough aides to handle this new program.

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

Mrs. Deane reported that they are updating the child and family services plan for the Chairman's signature.

Informational Item(s) Written Only

1. Statement of Appropriations (Monthly) (November) – Attached

2. Statistics (Monthly) (November)

Temporary Assistance Cases (TA):	**Nov**	**% Change from Jan 1**
Family Assistance	299	-8.00%
Safety Net	341	-3.40%

Total	**640**	**-5.60%**

Medicaid Cases (MA):

Community	2364	**-24.57%**
Chronic Care	233	**-7.91%**
Foster Care	158	**9.72%**
SSI	1281	**0.39%**
Total	**4036**	**-16.04%**

Livingston County Citizens receiving some form of Medicaid service:

Cases In Transit	118
NYSOH	4204
Livingston County DSS	6752
Total	**11074**

Medicaid Managed Care Individuals (Monthly Premium):

These Individuals are included in above TA\MA.

Mainstream Managed Care	4704	
HARP	235	
Managed Long Term Care-Community	65	
Managed Long Term Care-Nursing Home	48	
Total	**5052**	**-12.12%**

Food Stamp Cases:	3255	**-3.10%**
Child Care Cases:	201	**8.65%**

Protective Services for Adults (PSA):	59	**9.26%**

Financial Mgmt.	49
Home Mgmt.	44
Personal Care	**23**
Level I	6
Level II	11
Level I pending	6
Guardianship Cases	5
Awaiting discharge	3
Pending	1
Assessment assists	102

Preventive Services:	51	**-7.27%**	
Probation caseload		28	**16.67%**
School based consults		165	
School based active		2	
TASA (Case Management for Pregnant/Parenting Teens) Active		5	

Child Protective Services (CPS):

New Assignments	44

Foster Care	**70**		
Foster Children - DSS Custody	55	**1.85%**	

3. Employees hired, resigned or retired in December:

Sean Hanglow	Promotion	Caseworker Trainee	12/4/16	Groveland
Katlin Palma	Hired	Caseworker	12/5/16	Dansville
Penny Lauko	Hired	Temp. HEAP Exam.	12/29/16	Leicester

4. Two staff members attended the Governor's Lean Boot Camp on December 5 & 6. The Agency is identifying areas for improvement and efficiency utilizing this technique. The first project will begin in January with the goal of completing the process within four months.
5. A presentation regarding Self Care for all Agency Staff occurred on December 14. The purpose of the presentation was to bring awareness to vicarious trauma staff could be experiencing as well as provide strategies for staff to utilize to promote their own health as they continue to perform valuable and difficult work.
6. Santa Workshop took place on December 20 at the Dansville Community Center. The children were able to shop for presents for their families, do crafts and watch holiday movies. The Avon cheerleaders as well as other community volunteers assisted with the event.
7. The Home Energy Assistance Program (HEAP) Emergency benefit component will open on Tuesday, January 3, 2017.

WORKFORCE DEVELOPMENT – RYAN SNYDER

Action Item(s) To Be Reported

AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY YOUTH BUREAU: CATHOLIC CHARITIES OF LIVINGSTON COUNTY, HILLSIDE CHILDREN'S CENTER, INC.2) & LEGAL AID SOCIETY OF ROCHESTER, NY, INC.

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Youth Bureau, according to the terms designated, subject to review by the County Attorney and County Administrator:

Contractor — Term — Amount

Catholic Charities of Livingston County — 1/1/17-12/31/17 — Up to $4,500.00
34 East State Street
Mt. Morris, NY 14510
For: The provision of parenting education services and mental health counseling

Funding Source	Local Share	Budgeted?
NYS OCFS	0%	Yes

Hillside Children's Center, Inc. — 1/1/17-12/31/17 — Up to $14,500.00
1183 Monroe Ave.
Rochester, NY 14614
For: Operation of the Livingston County Community Service Programs.

Funding Source	Local Share	Budgeted?
NYS OCFS	0%	Yes

Hillside Children's Center, Inc. — 1/1/17-12/31/17 — Up to $10,000.00
1183 Monroe Ave.
Rochester, NY 14614
For: Operation of the Livingston County Youth Court Programs

Funding Source	Local Share	Budgeted?
NYS OCFS	0%	Yes

Legal Aid Society of Rochester, NY, Inc. — 1/1/17-12/31/17 — Up to $30,254.00
One West Main St. Suite 800
Rochester, NY 14614
For: The provision of Youth Advocacy services for Livingston County Youth

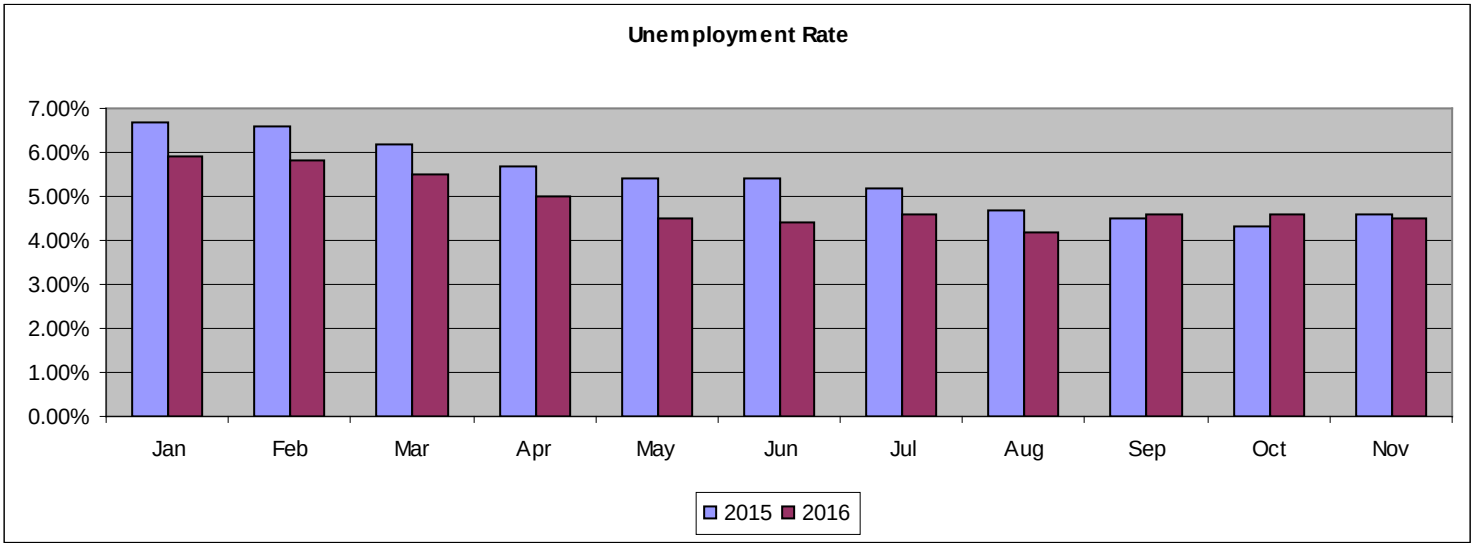
Funding Source	Local Share	Budgeted?
TANF/OCFS	35%	Yes

Director's Comments:
Final allocations will be determined by the Youth Board, following the NYS Budget Adoption.
These are all long standing contracts with the Youth Bureau. Mr. Snyder reviewed each of the contracts for the Committee. The new Youth Court Director is doing very well.
Motion: Mr. Davis moved and Mr. LeFeber seconded to approve the foregoing resolution.....Carried.

There was discussion regarding the unemployment rate and Mr. Snyder explained how that number is reached. Livingston County employers are hungry for employees. There are jobs available in Livingston County.

Informational Item(s) Written Only

1. **Livingston County Unemployment Rate**



The November unemployment rate of 4.5% is the lowest rate for November since 2006.

Activity	November 2016
Counselor Assisted Appointments	86
Adults/Youth in Training	7
Employer Recruitment Events	5
Adults/Youth in Paid Work Experience	6
Workshop Attendees	26
Incarcerated Clients Served	43
PA Clients Employed	n/a
PA Clients in Work Experience	n/a
PA Clients in ESOL Education	n/a
PA Clients in High School Equivalency Education	n/a

2. **Program Updates**

Precision Machining Program - The GVEP machining program is scheduled to begin on January 9th. Funding for the program is being provided through Workforce Development.

Workforce Development Board - The GLOW Workforce Development Board is seeking a new Executive Director to administer the federal USDOL funds awarded to the region. The Board is also considering incorporating as a 501c(3) and assuming the Grant Recipient function currently administered by Liv Co.

Civil Service Workshops - Workshops promoting County civil service exams have been provided to the Livonia High School and are being planned next for the Mt Morris High School.

CNA Training - Applications for the spring Certified Nursing Assistant program will be available January 30th, with the class starting on March 13th.

Teen Recognition - Nominations will be made available 1/1 for the April 19th dinner.

OFFICE FOR THE AGING – SUE DAVIN

Action Item(s) To Be Reported

1. **AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY OFFICE FOR THE AGING - NEW YORK STATE OFFICE FOR THE AGING ANNUAL PLAN 2017-2018**

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:

Contractor	Term	Amount
New York State Office for the Aging 2 Empire State Plaza Albany, New York 12223	4/1/17-3/31/18	$2,476,791.00

For: 2017-2018 programs and services to be provided by the Livingston County Office for the Aging (all funding sources); budget is done annually. No programs/services were eliminated.

Funding Source	*Local Share*	*Budgeted?*
Federal and New York State	$1,080,785	Yes X No

Director's Comments: 2017-2018 programs and services to be provided by the Livingston County Office for the Aging (all funding sources); budget is done annually. The local match is the same as approved in the Livingston County budget for FY 2017. The cover sheet will require the Chairman's signature.
The amount in total includes the local match and authorizes us to accept $1,396,006 in federal and state.

Motion: Mrs. Walker moved and Mrs. Babbitt Henry seconded to approve the foregoing resolutionCarried.

The Tai Chi class begins on January 17. She advertised it and the class filled up in 1 day. They have 3 people that have been nominated for the NYS Seniors. The volunteer income tax people will be doing appointments from February 1-March 31. That is not just for seniors. It is also for persons with disabilities and persons with annual incomes below $54,000. Ms. Davin distributed the senior recognition packets to those supervisors present and the Clerk will distribute the rest. There was also discussion on the projected meal plan in the annual plan. They have seen consistent increases in the congregate meal program. The home delivered meals are not as consistent because more and more seniors are getting enrolled in the Medicaid long term care plan, which, many times opens up more options.

Informational Item(s) Written Only

2017 Annual Implementation Plan
Livingston County Office for the Aging

Service	Units 4/2014-3/2015	Units 4/2015 – 3/2016	Projection 2017-2018/9month totals 2016
Congregate Meals	23,178 meals 278 people	27,255 meals (over projection of 22,965) 277 people	29,000 meals– 278 people (2016 projection 27,000 meals - 9 month total of 22,194)

Case Management	1163 units 441 people	1604 units (over projection of 1200 units) 441	1450 units 440 people (2016 projection 1320 units - 9 month total of 1204 units)
HDM	56817 meals 423 people	57105 meals (projection of 64,020) 426 people	60, 273 meals 400 people (2016 projection 62,273 meals - 9 month total of 39,450)
Nutrition Education	4517 units	4586 units (projection of 4,714)	4650 units; 460 people (2016 projection 4320 units 9 month total of 3826)
Nutrition Counseling	41 hours 69 people (projection of 120 people 130 units)	33 hours 89 people (projection of 130 units)	45 hours; 89 people (9 month total for 2016 25 units 58 people)
Caregiver Services	655 units 165 people	546 units 180 people (projection was 750 units 165 people)	580 units 125 people (2016 projection 700 units 155 people - 9 month total 390 units) 73 people)
PERS	7424 units 504 people	6647 units 466 people (projection was 7,325 units and 700 people)	6460 units 440 people (2016 projection 6750 units 520 people - 9 month total 4845 units 426 people)
Transportation-LATS	5235 units 51 people	5594 units 51 people (projection was 5300 units 55 people)	7600 units – 60 people transportation projections included multiple providers/uses
Legal	309 units 110 people	228 units 106 people (projection was 225 units/220 people)	250 units; 110 people (2016 projection 300 units/155 people – too high)
PCI		Projected for 2015-2016 2221 units 23 people	Projection always exceeds actual due to budgeting for

		maximum and shortage of aides; maximum hours increased to 10 hours per week versus six
PCII	Projected for 2015-2016 5147 units 43 people	Projection always exceeds actual due to budgeting for maximum and shortage of aides; maximum hours increased to 10 hours per week versus six
Information and Assistance	Unit was changed from contact to hour and back so comparison is not useful	1100 contacts

Program/Agency Updates:

Health Promotion:

The Matter of Balance series offered at the Mount Morris nutrition site concluded in December. Sixteen seniors participated. Thirteen out of sixteen participants earned certificates by attending five or more of the eight classes. We are in the process of scheduling our next series now.

Chair yoga at the two pilot sites was very well received.

Tai Chi for Arthritis will be offered in Geneseo from 1/17 until 3/9/2017. This is the first Tai Chi series and will be facilitated by one of the volunteers trained in September 2016. As of 12/20/2016, the class was full with a waiting list.

Dates:

Monday, January 16th	MLK Event SUNY Geneseo/LCOFA/Community
Saturday, May 20th	1:30 PM Seniorama
Friday, September 15th	Fall Prevention Event

VITA/Volunteer Income Tax Assistance: We do not have a start date or schedule as of yet for the Volunteer Income Tax Assistance project through SUNY Geneseo.

Health Insurance Information Counseling and Assistance Program: The Open Enrollment Period for Medicare closed on December 7, 2016. It was a busy season for LCOFA.

Staffing: We are looking to fill two part-time Caseworker Assistant Positions as two staff people who were on leave will not be returning and have resigned.

Data System: All notes/units from the "Dark Period" (8/1/2016 – 9/15/2016) have been entered into the new Statewide Client Data System to meet the 12/31/2016 deadline.

CENTER FOR NURSING & REHABILITATION – FRANK BASSETT

Pre-approved Informational Item(s) To Be Reported

Mr. Bassett began by thanking this Board and this Committee for their continued support of the nurses. We are very fortunate in healthcare providers to be as vibrant as we are and in the breadth of services we are

able to offer in this community. The prospect of opening the new dialysis unit positions us very well to continue to see strong occupancy. The strong leadership that he has worked with since he began working for the County continues.

1. FINANCIAL/OPERATIONAL UPDATES:
   a) Occupancy- As of December 27, occupancy was 97.4% for the month, YTD 97.5%. This was right at budget.
   b) Cash Flow – The CNR's Cash Flow Report as of December 27 reflects $18,021,811. in reserves. Mr. Bassett explained that he was able to transfer back to the County the 2006 subsidy received by the facility. He is very optimistic that those monies will be received. All of end of year costs have been transferred to the County Treasurer.
   c) Budget Variance – The October 2016 budget variance reports will be distributed and discussed at committee. We do have revenues that exceed budget by over $300,000 through October. Mr. Bassett reviewed the Workers Comp report for the Committee.
   d) Mr. Bassett reported on the labor management meeting held in late November on a variety of issues when an employee is out of the building during their shift. We have a right to recall an employee from a paid break. Mr. Bassett discussed emergency management plan and situations where employees did not show up to perform their role. This is a County paid break and the County also has a liability if something were to happen. He has received a MOA from CSEA and he has signed it. A memo was put out to staff at 4pm last Thursday and he met with his department heads and neighborhood managers on the MOA the following morning. This is to ensure the safety of the employees. The one allowable case would be if there was essential medication in an employees' car. The log from Sunday to Monday there were numerous entries to get meds from their car.
   e) Noyes Dialysis Extension Clinic – Noyes and LaBella Associates representatives have met with Director Bassett, Anthony Jarzyna, Director of Rehabilitative Services and Tom Helles, Building Maintenance Foreperson to review drawings for the proposed Dialysis Extension Clinic. The current plan is to have 5 stations and a private room. CON submission to the NYS DOH will follow completion of final schematic design. A joint delegation from Noyes and the County may travel to Albany to discuss the proposal with the NYS DOH Bureau of Architecture & Engineering Review prior to CON submission. A schedule for fall 2017 program opening remains.

Mr. Davis was at the facility on Christmas and commented that Mr. Bassett was at the facility wishing everyone Merry Christmas.

Informational Item(s) Written Only

1. Reports - Absenteeism & Mandation, Agency Use, Hours Worked
2. CPOE and eMAR Launch – The Nursing Department has been live with computerized physician orders and medication administration records since 11/29. Nurses are now using a laptop on the medication cart to access electronic Medication Administration Records. The difficulties encountered to date are largely upload/download speed, user training and software performance issues. CNR and IT staff have a weekly conference call with RHS to vet issues.
3. Time Limited Waiver – Central Services and CNR staff completed the renovation work associated with bathing suite door modifications to achieve a two-directional swing in mid-December. The NYS DOH has been notified that work associated with the time limited construction waiver has been completed.
4. 2017 County Worker United Way Campaign Planning – Several county agency Campaign Coordinators attended a meeting on 12/15 to discuss ideas for the 2017 campaign schedule and means of increasing participation rates. A January campaign start is planned.
5. Deputy Director of LTC – Stephen Woodruff has been out of office since 12/14 due to a health matter. Steve is expected to return to the office on or about 1/3.

6. Resident Holidays – The Activities Staff with support from many community organizations and volunteers brought cookies, carolers, Santa Clause and an abundance of gifts to residents this holiday season.
7. Thank you – On behalf of the staff and residents of the CNR and Garden of Life ADHC Program, thank you to the Human Services Committee, Mr. Coyle, Chairman Gott and the entire Board of Supervisors for your support in 2016. Our efforts to deliver pride and value will continue in 2017.

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 HEALTH: TOWN OF CONESUS, ELIZABETH GREEN, TOWN OF GROVELAND, COUNTY OF MONROE, CAROLYN SCHOFIELD SLP, TOWN OF SPRINGWATER & COUNTY OF STEUBEN**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Department of Health, according to the terms designated, subject to review by the County Attorney and County Administrator:

Contractor	Term	Amount
Town of Conesus 6210 South Livonia Road Conesus, NY 14435	1/1/17–12/31/18	$4,600.00/year

For: To provide Dog Control services to the Town of Conesus to enforce their local Dog Control Ordinance.

Funding Source	*Local Share*	*Budgeted?*
Town of Conesus	0%	Yes X No

Director's Comments: This contract is for a two-year term to provide Dog Control services to the Town of Conesus.

Elizabeth Green 6335 Hawks Road Pavilion, NY 14525	1/1/17–12/31/17	$38.00/hr, 20,000.00/year Livingston County to only pay $10,000.00/other $10,000.00 to be paid by GVHP if funding is available

For: Violence Prevention Coordinator

Funding Source	*Local Share*	*Budgeted?*
Article 6/Local share	0 % - 64%	Yes X No

Director's Comments: This contract will offer Violence Prevention Services throughout Livingston County.

Town of Groveland 4955 Aten Road Groveland, NY 14462	1/1/17–12/31/18	$4,600.00/year

For: To provide Dog Control services to the Town of Groveland to enforce their local Dog Control Ordinance.

Funding Source	*Local Share*	*Budgeted?*
Town of Groveland	0%	Yes X No

Director's Comments: This contract is for a two-year term to provide Dog Control services to the Town of Groveland

County of Monroe 111 Westfall Road, Room 976B Rochester, NY 14620	1/1/17–12/31/17	$33,200.00

For: Forensic Pathology Services		
Funding Source	*Local Share*	*Budgeted?*
Local Share	100%	Yes X No

Director's Comments: This contract consists of 12 full Autopsy Examinations and 5 Blood/Description Type Autopsies.

Carolyn Schofield SLP	1/1/17–12/31/18	$62.00 per visit, all inclusive

4063 Retsof Road
Piffard, NY 14566

$25.00 non-patient contact per occurrence (in-service, team meeting, training)

For: Speech and Language Pathology Services to Hospice Patients

Funding Source	*Local Share*	*Budgeted?*
3rd Party Payors	Dependent upon 3rd Party Payors	Yes X No

Director's Comments: This contract provides for Hospice patients to receive Speech and Language Pathology Services.

Town of Springwater 1/1/17–12/31/18 $4,600.00/year
8022 South Main Street
Springwater, NY 14560

For: To provide Dog Control services to the Town of Springwater to enforce their local Dog Control Ordinance.

Funding Source	*Local Share*	*Budgeted?*
Town of Springwater	0%	Yes X No

Director's Comments: This contract is a two-year term to provide Dog Control services to the Town of Springwater.

County of Steuben 1/1/17–12/31/17 $55,000 in four equal payments + mileage & equipment recertification expenses
3 East Pultney Square
Bath, NY 14810

For: Weights and Measures Program

Funding Source	*Local Share*	*Budgeted?*
Livingston County	100%	Yes X No

Director's Comments: This contract provides for the execution of the Weights and Measures program for retail facilities throughout Livingston County.

Ms. Rodriguez reviewed the contracts for approval. Steuben County did hire a new Weights and Measures Director. There was discussion on the number of autopsies sent to Monroe in 2016 and Ms. Rodriguez explained that we have gone over threshold for the last two years. The number has decreased from 36 to 24 since we have been able to utilize the Medical Director.

Motion: Mr. Gott moved and Mrs. Babbitt Henry seconded to approve the foregoing resolutionCarried.

2. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY COMMUNITY SERVICES BOARD AND CHEMICAL DEPENDENCY SUBCOMMITTEE: DAWN LANDON

RESOLVED, that the following member is hereby appointed to the Livingston County Community Services Board and Chemical Dependency Subcommittee for the terms designated:

Committee Services Board			
Name	Address	Rep/Title	Term Expires
Dawn Landon	5999 Holmes Hill Road, Conesus, NY 14435	Member	1/1/17 – 12/31/20
Chemical Dependency Subcommittee			
Name	Address	Rep/Title	Term Expires
Dawn Landon	5999 Holmes Hill Road, Conesus, NY 14435	Chairperson	1/1/17 – 12/31/20

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

We are trending upward with the mumps cases, primarily on campus, with some staff members and also school age children throughout the County. They are not planning to do another clinic unless cases rise above 50 cases. It's important not to share food or cups.

Informational Item(s) Written Only

We will be conducting our Emergency Preparedness Drill on March 8th, 2017, 9:00 – 11:00 am, with NYS evaluators.
There are currently 11 active Hospice Volunteers.
Our Hospice program has honored 33 Veterans in 2016.
MH EMR software kick off meeting will be January 5, 2017. We are hoping to go live around April 17.
The Community Health Assessment and Community Health Improvement Plan were submitted to the NYSDOH.
We continue to work on developing the chronic disease portion of the new Community Health Improvement Plan and will be focusing on a Blue Zone initiative by working with various sectors of one community to develop policy, system and environmental changes (school, worksite and village/town).
Media and outreach efforts completed for Reproductive Health Center and Maternal Infant Community Health Collaborative.
Information from CRASE training will be added to the LCDOH safety policy.
Emergency Preparedness Coordinator attended Psychological First Aid training.
Submitted Medical Reserve Corp Challenge Grant application to enhance the current MRC by creating functional teams.
LCDOH staff training day was held: Public Health and Climate Change, Psychological First AID, Mental Health Trends in Livingston County, Quality Improvement/Performance Management Update and Year in Review.
Outreach and education efforts continue regarding the mumps outbreak at SUNY Geneseo, including collaborative meetings between LCDOH and SUNY Geneseo.
Violence Prevention Coordinator purchasing curricula for several local schools.

OTHER – IAN COYLE
Action Item(s) To Be Reported
AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR LIVINGSTON COUNTY: CORNELL COOPERATIVE EXTENSION ASSOCIATION OF LIVINGSTON COUNTY

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for Livingston County, according to the terms designated, subject to review by the County Attorney and County Administrator:

Contractor	Term	Amount
Cornell Cooperative Extension Association of Livingston County	1/1/17-12/31/17	$471,818.00

3 Murray Hill
Mt. Morris, NY 14510
For: Support & Maintenance to conduct extended educational programs
This is an annual contract and this is for the budgeted amount. There is a slight expansion for the agriculture in schools program.

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

ADJOURNMENT
Mr. Gott moved and Mrs. Walker seconded to adjourn the meeting at 2:36 p.m.

Informational Item(s) Written Only
VETERAN'S SERVICES AGENCY – JASON SKINNER
Informational Item(s) Written Only
Staffing
Deputy Director David Lee Terry and Molly Geffords have started during the month of December.
Molly comes to us from a joint Workforce Development and DSS venture. Their programs compensate and support Molly in gaining work experience in order to become more marketable to potential employers.

Process improvement

We have started to use a new office automation program called VetraSpec. This program is not only user friendly but makes reporting workload data and statistics easier. This software is needed when we switch over to direct electronic filing to the Department of Veterans Affairs. This program replaces the one we currently use and is only $50.00 more per year at $800.00.

Our office will be digitizing all records that need to be retained by law. All supporting documentation that can be shredded will be shredded. Our office has 11,960 discharge forms and 15 filing cabinets full of documents. Our consumers to include funeral homes will benefit from our new organizational methods. All new claims will be scanned as they are produced and all old files will be scanned as work load permits.

We are pursuing a program called COVER To COVER this is a VA best practice program that connects older veterans to earned resources. This program trains county employees in methods of connecting all resources and can pay for a full time employee for a period of one year's salary.

News effecting local veterans

The VA is expected to announce the location of the new VA hospital that is to replace the Westfall Rd. location in Rochester on December 22nd. I was informed by the Director of the VA in Canandaigua that it will be convenient to 390 in Henrietta.

The VA's Office of Rural Health based in Washington DC has released that there will be 214 million dollars this year in funding to reach more rural populations. We are working with Congressman Chris Collins office in attaining more Home Based Primary Care providers to deliver primary care to house bound veterans in Livingston County.

The VA will restructure prescription drug copays in February.

This new regulation eliminates the formula used to calculate future rate increases and establishes three classes of outpatient medications identified as Tier 1, Preferred Generics; Tier 2, Non-Preferred Generics including over-the-counter medications; and Tier 3, Brand Name. Copayment amounts for each tier would be fixed and vary depending upon the class of outpatient medication in the tier.

These copayment amounts will be effective February 27, 2017:

$5 for a 30-day or less supply - Tier 1 outpatient medication

$8 for a 30-day or less supply - Tier 2 outpatient medication

$11 for a 30-day or less supply - Tier 3 outpatient medication

New laws effecting veterans

On November 28, President Obama signed the following bill into law:

Introduced in the House Committee on Veterans' Affairs H.R.5392 - No Veterans Crisis Line Call Should Go Unanswered Act is described as follows.

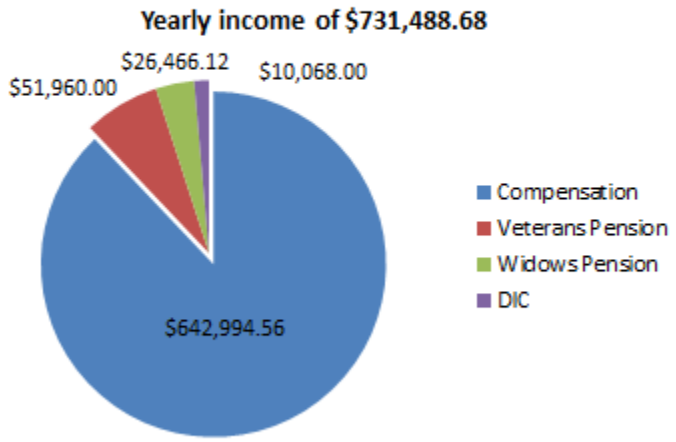
This bill directs the Department of Veterans Affairs (VA) to develop a quality assurance document for carrying out the toll-free Veterans Crisis Line (VCL), which shall: (1) outline performance indicators and objectives to improve the VCL, including at backup call centers; (2) include time frames to meet such indicators and objectives; and (3) be consistent with guidance issued by the Office of Management and Budget.

The VA shall develop a plan to ensure that each telephone call, text message, and other communications received by the VCL, including at backup call centers, is answered in a timely manner by a person, consistent with the guidance established by the American Association of Suicidology. The plan shall include guidelines for periodic VCL testing.

Veteran Service Agency statistics

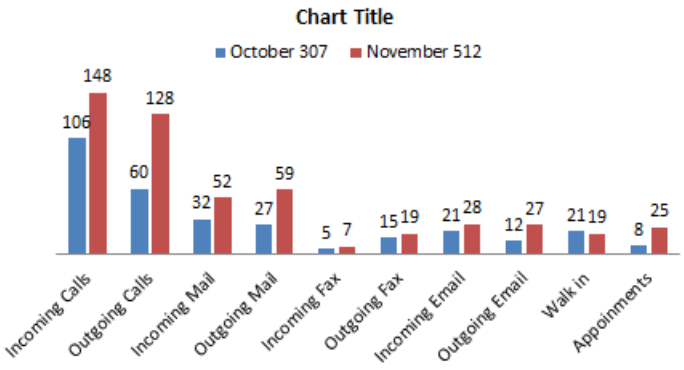
Our office has processed and received awards of $731,488.68 for Livingston County Veterans. The pie chart below shows the details. Disability compensation is by far the highest number as the awards can be $36,000.00 per veteran.

Awards from October 15 to October 16

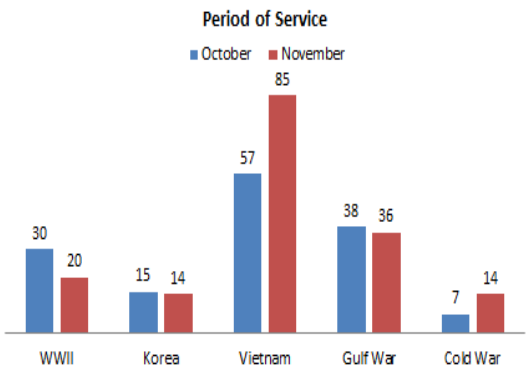


October and November office contacts show that we have a high call volume. Each month has an average of 21 working days. In these two months we have had 819 various forms of communication. The follow charts show the breakdown of the contacts.

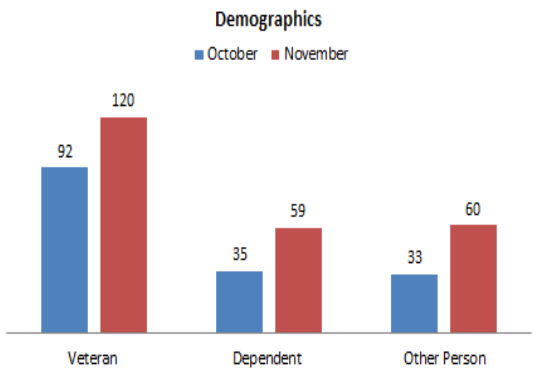
October and November Contacts



Era of Enquiry

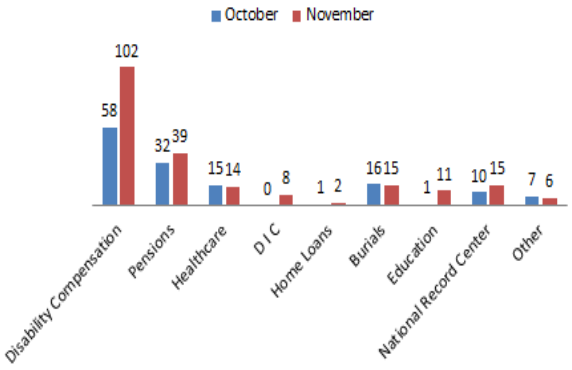


Persons Enquiring

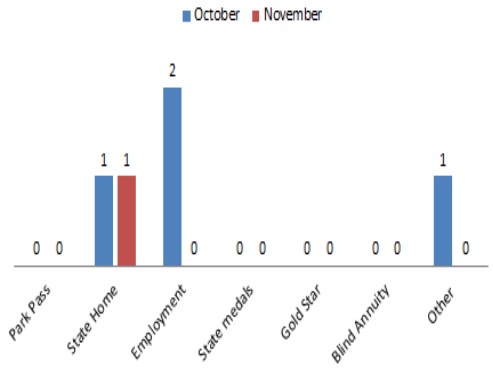


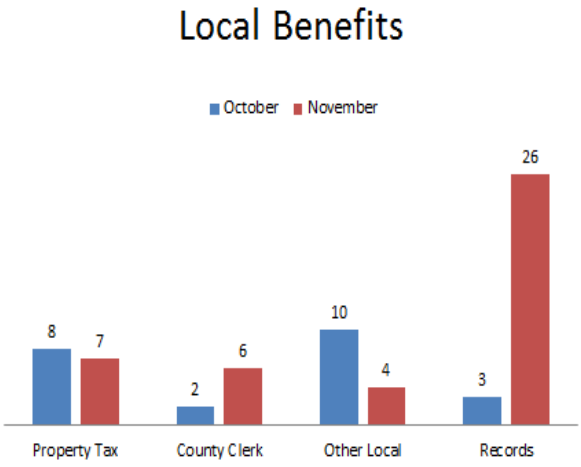
These two charts represent period of the veterans 'service and the demographic of the individual calling. The category of dependent is in all cases the spouse of a veteran. The category of other person consists of sons, daughters, concerned citizens, social workers, and funeral homes. What is not clear is that most dependents and other persons are inquiring on the behalf of WWII era veterans. This is mostly due to the condition of the veteran. If the call is not from a funeral home it is from a son or daughter because their father is 94 and has dementia.

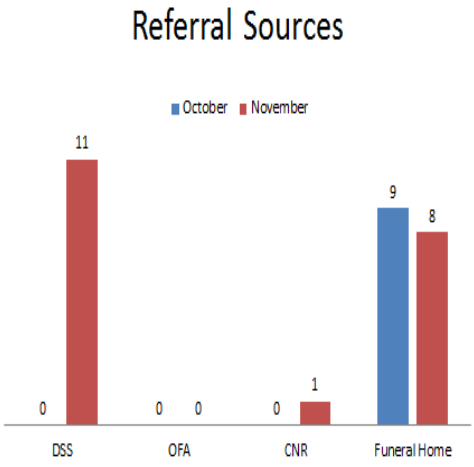
Federal Benefits



State Benefits







These charts show the subject of enquires made to our office and if they come from a common source. The category of records and County Clerk both represent request of records. The difference between the two is the location of the records. This metric is one of the reasons we are digitizing our records. I believe our consumers will benefit from a faster turnaround on their requests as well as a savings on paper. Currently all records are in paper form and require a copy to be mailed. We will be able to email the requested document saving postage.

Respectfully submitted,

Michele R. Rees, IIMC-CMC
Clerk of the Board