

TIOGA COUNTY DEPARTMENT OF SOCIAL SERVICES

Shawn L. Yetter, Commissioner • Gary Grant, Deputy Commissioner



P.O. Box 240 • Owego, N.Y. 13827-0240 • Telephone: (607) 687-8300 • Fax: (607) 687-6168 • NY Relay dial 711
Website: www.tiogacountyny.com

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

January 3, 2023
9:30 AM

- **APPROVAL OF MINUTES – December 6, 2022**

- **FINANCIAL**
 - December 2022 Budget Report

- **OLD BUSINESS**
 - None

- **NEW BUSINESS**
 - Caseloads (Not available at time of meeting)
 - Tioga Career Center Report

- **PERSONNEL**
 - Jade Relyea promoted to AAll effective 12/5/22.
 - Casey Yelverton promoted to Sr. Caseworker effective 12/5/22.
 - Donna Corbin, Case Supervisor Grade B, hired effective 12/19/22.
 - Andrea Gleason, Caseworker, hired effective 12/19/22.
 - Karlee Howell, OS1, last day effective 12/21/22.

- **RESOLUTIONS**
 - Amend Resolution 286-22: Create and Fill Seasonal Social Welfare Examiner Positions and Seasonal Office Specialist I positions for the HEAP Program.
 - Authorize Salary Above CSEA Base for Case Supervisor, Grade B (Donna Corbin).

- **PROCLAMATIONS**
 - Human Trafficking Awareness Month.

- **ADJOURNMENT**



TIOGA CAREER CENTER

1062 Rte. 38 • P.O. Box 108
Owego, New York 13827
607-687-8500
Fax: 607-687-7759



COMMITTEE MEETING 1/3/2023

Current open job postings in Tioga = 216

96 new Unemployment claims opened in December. 91 had claim effective dates in December, 71 were seasonal, and 5 were older claims that just opened.

Unemployment Rates:

	Nov'22	Oct '22	Nov '21
Tioga	2.5	2.2	3.0
NYS	3.8	3.6	4.9
US	3.4	3.4	3.9

Currently the Career Center has been assisting our influx of seasonal employees with filing for Unemployment Benefits, job searching, and resume writing. We have also started advertising on social media for our upcoming Network Café, it will be held in our office January 26th from 6-7:30. So far, the participants are Willow Run, Tioga Downs, and Get there. We have sent out invitations to C-Tran, Crown, Cork, and Seal, and FedEx, with no response. We are continuing to have meetings with Waverly High School regarding the March job fair. Currently there are 9 companies already registered for the event.

Bob Murphy came to Career Center to discuss grants that are currently available in Broome County, for Tioga County residents. Mr. Murphy also asked Tioga to be guest speakers at this month's Youth Council meeting. Mr. Murphy recognized the great success and good rapport that we have had over the years with our schools and would like to model Broome County's Youth Program after it.

REFERRED TO:

HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -23

AMEND RESOLUTION 286-22;
CREATE AND FILL SEASONAL SOCIAL WELFARE
EXAMINER POSITIONS AND SEASONAL OFFICE
SPECIALIST I POSITIONS FOR THE HEAP PROGRAM
DEPARTMENT OF SOCIAL SERVICES

WHEREAS: Resolution 286-22 authorized the creation and filling of three Office Specialist I (Seasonal) positions for the HEAP Program within the Department of Social Services; and

WHEREAS: The Department of Social Services only filled two of the three requested positions:

Penny Walker was hired as a full-time seasonal Office Specialist I for the period October 11, 2022, through February 24, 2023, at the starting salary of \$13.20 per hour, and

Nancy Leonard was hired as a full-time, seasonal Office Specialist I for the period October 24, 2022, through January 27, 2023, at the starting salary of \$13.20 per hour; and

WHEREAS: The Department has a need to extend the end dates of both of these positions to ensure adequate coverage until the end of the HEAP Program and the Department's budget allows for such; and

WHEREAS: The NYS Minimum Wage is scheduled to increase on December 31, 2022, to a rate to be published by the Commissioner of Labor on or before October 1, 2022, and Tioga County intends to pay at least minimum wage so the hourly rates for Office Specialist I positions will be adjusted accordingly as of December 31, 2022; therefore be it

RESOLVED: That Resolution 286-22 be amended to reflect the end date extension for Penny Walker from February 24, 2023 to March 10, 2023 and Nancy Leonard end date from January 27, 2023 to February 24, 2023 at the 2023 NYS Minimum Wage of \$14.20 per hour.

REFERRED TO:

HEALTH & HUMAN SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. - 23

AUTHORIZE SALARY ABOVE CSEA BASE FOR
CASE SUPERVISOR, GRADE B (DONNA CORBIN)

WHEREAS: Legislative approval is required to hire above the established CSEA salary base; and

WHEREAS: The Commissioner of Social Services appointed Donna Corbin as Case Supervisor, Grade B (2022 CSEA SG XIV \$53,384 - \$54,384) at a salary of \$53,384 on December 19, 2022; and

WHEREAS: Donna Corbin has eighteen years of prior relevant work experience; therefore be it

RESOLVED: That Donna Corbin's 2023 CSEA salary be increased to \$55,986 (2023 CSEA SG XIV \$54,986-\$55,986) retroactive to January 1, 2023.

**COUNTY OF TIOGA
EXECUTIVE PROCLAMATION**

WHEREAS: Each year, January is recognized as National Human Trafficking Awareness Month and January 11 is Wear Blue for Human Trafficking Awareness Day. Tioga County's Safe Harbour Task Force takes steps each January, and throughout the year to identify, support and help keep safe youth and children in Tioga County who are impacted by the Commercial Sexual Exploitation of Children. Tioga County Safe Harbour also works with community agencies, schools, families, and services organizations to reduce the risk of exploitation of our children by providing education, prevention, and awareness; and

WHEREAS: The commercial sexual exploitation of children is not only a global, but a local problem; the safety of our children depends on a community response; and

WHEREAS: The aftermath of child sexual exploitation is evident not only among the child affected, but their family and community at large; and

WHEREAS: The success of prevention and awareness programs such as Safe Harbour is enhanced by strong alliances with established services such as the Tioga County Department of Mental Hygiene, A New Hope Center, Tioga Opportunities, the Tioga County District Attorney's Office, Mothers and Babies Perinatal Network, and many others; and

WHEREAS: All adults, youth and children should be aware of and be able to recognize the signs of commercial sexual exploitation of children, the risk it poses to our youth and the importance of children having a safe, risk-free community within which to live; therefore

THE TIOGA COUNTY LEGISLATURE, County of Tioga, does hereby Proclaim the month of January 2023 as

HUMAN TRAFFICKING AWARENESS MONTH

in Tioga County and call upon all citizens, community agencies, religious organizations, medical facilities, and businesses to increase their participation in our efforts to recognize and reduce the risk of the commercial sexual exploitation of children.

Dated: January 10, 2023

MARTHA SAUERBREY, CHAIR
TIOGA COUNTY LEGISLATURE

LEGISLATIVE COMMITTEE MEETING
Health & Human Services

The regular meeting of the Health & Human Services Committee was held in the Legislative Conference Room, Tuesday, December 6, 2022, at 8:30 AM.

Present: Mr. William Standing	Chair of the Committee
Mr. Dennis Mullen	Legislator
Mr. Tracy Monell	Legislator
Mr. Jake Brown	Legislator
Ms. Lori Morgan	Director of Community Services
Mr. Chris Korba	Director of Administrative Services - MH
Mr. Shawn Yetter	Commissioner of Social Services
Mr. Gary Grant	Deputy Commissioner of Social Services
Ms. Lisa McCafferty	Public Health Director
Mr. Denis McCann	Director of Administrative Services - PH

Guests: Ms. Marte Sauerbrey	Legislative Chair
Mr. Peter DeWind	County Attorney
Ms. Cathy Haskell	Legislative Clerk

Legislator Mullen expressed his appreciation to Commissioner Yetter for his input on the Retention Committee and for being very instrumental in making the bonus come to fruition.

MENTAL HYGIENE

1. Financial

- Mr. Chris Korba noted that the 2022 budget is tracking well. He is expecting to have a return at the end of year. Fee-For-Service Revenue is for ten months, and Expense tracking is for eleven months. Only 39% of the local share has been used. There will be end of the year adjustments made during December and January.

2. Old Business

- Criminal Psych – No new orders to report.
- OASAS Grant – Ms. Morgan is still waiting for word on this grant approval.

3. New Business

- None.

4. Personnel

- None.

4. Resolutions – Legislators approved resolutions to continue.

- Authorize Contract with Trinity to Administer Prevention and Jail Services.
- Authorize Contract with Catholic Charities to Administer Ongoing Integrated Supported Employment Services.
- Authorize Contract with AspireHopeNY, Inc. to Administer Parent Support Services.

- Authorize Contract with Rehabilitation Support Services, Inc. to Administer Psychosocial Club, Health Home Non-Medication Care Management, Health Home Service Dollars & Administration, Supported Housing Rental Assistance & Community Services, Warm Line and Drop-In Center.
- Authorize Contract with Helio Health for Contracting for Mental Hygiene Employees.

6. Proclamations

- None.

Legislator Standinger asked for a motion to approve the November 8, 2022 HHS Committee minutes as written. Motion made by Legislator Mullen. Seconded by Legislator Brown. Motion Carried.

PUBLIC HEALTH

1. Financial

- Mr. Denis McCann shared that the 2022 budget is "tracking well." Revenues continue to come in as expected. Although report shows the Local Cost/Share is above target through November, significant amount of reimbursed revenue still to come in 2022. Mr. McCann expects to have a return at year end.

2. Old Business

- None.

3. New Business

- Agency Report for November 2022 forwarded to committee. Highlighted activities were water supply projects and new rules and regulations regarding water quality parameters.

4. Personnel

- None.

5. Resolutions – Legislators approved resolutions to continue.

- Authorize the Re-Appointment of Lisa McCafferty as Public Health Director.
- Recognition of Joseph Picco's 11 Years of Service to Tioga County Board of Health.
- Reappoint Member to the Tioga County Board of Health.

6. Proclamations

- Stress Management and Seasonal Affective Disorder Month (New-Katie Wait to receive).

Legislative Chair Sauerbrey asked about audits. Ms. McCafferty provided updates on the following audits/site reviews:

- Article 28 Clinics (Dental – file documentation)
- Financial Audit – PH preparedness
- Random Water Program Site Survey

Ms. McCafferty reminded that she had discussed these a couple of months ago at the HHS meeting and gave a brief summary of the three.

Legislator Standinger stated that he had previously received an update and the final document of the Article 28 Clinic Audit.

Chair Sauerbrey would like all Legislators to be updated on audit results.

SOCIAL SERVICES

1. Financial

- Mr. Gary Grant shared that Foster Care has stabilized over the last few months. Safety Net and Cash Assistance are both down. Mr. Grant reached out to the car dealer regarding the three cars he has on order. The earliest they will arrive is March. Reimbursement on the vehicles is around 70%.

2. Old Business

- None.

3. New Business

- Caseloads
During November, Cash Assistance decreased 3 cases, with Family Assistance decreasing 5 cases and Safety Net increasing 2 cases.
MA-Only increased 12 cases.
MA-SSI increased 3 cases.
Total Individuals on Medicaid increased 9 cases to 3,811.
SNAP increased 23 cases.
Day Care increased 5 cases.
See Caseload Summary and Charts.
- Tioga Career Center report is attached. The unemployment rate in Tioga County (2.2) remains below the State (3.6) & Federal (3.4) rates. The center continues to work closely with outside agencies, businesses, and schools.

4. Personnel Changes

- Michele Robins, Seasonal HEAP SWE, hired 11/1/22 and resigned 11/15/22.
- Karen Signs, Accounting Associate III, resigned effective 11/4/22.
- Amber Duke, Social Welfare Examiner, hired effective 11/7/22.
- Amber Smacher, Caseworker, hired effective 11/7/22.
- Jared Giannicchi, Caseworker, hired effective 11/21/22.
- Alyssa Kinney, Caseworker, hired effective 11/21/22.

5. Resolutions – Legislators approved resolutions to continue.

- Authorize the Re-Appointment of Shawn L. Yetter as Commissioner of Social Services.
- Authorize Salary Above CSEA Base for Caseworker (Andrea Gleason).
- Authorize Contract with Glove House.
- Authorize Contract with Literacy Volunteers of Broome Tioga Inc.

- Authorize Contract with A New Hope Center.
- Authorize Contract with Liberty Resources.

Chair Sauerbrey expressed her appreciation to the departments for submitting their contract information.

6. Proclamations

- None.

ADJOURNED:

Motion by Legislator Mullen, seconded by Legislator Monell to move into Executive Session at 8:58 AM to discuss a personnel matter.

Legislator Monell motioned to adjourn Executive Session at 9:21 AM, seconded by Legislator Brown.

County Attorney DeWind and Legislative Clerk Haskell remained in attendance.

Health & Human Services Committee adjourned at 9:21 AM.

Respectfully submitted,
Gail V. Perdue
Executive Secretary, Social Services