



# **LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE**

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

COMMITTEE: HUMAN SERVICES

DATE: APRIL 2, 2019

TIME: 9:00 A.M

## Committee Members

B. Donohue, Chairman  
M. Walker, Vice Chairman  
D. Babbitt Henry  
I. Davis  
M. Falk  
D. LeFeber  
D. Mahus

## **PLEDGE OF ALLEGIANCE:**

### **9:00 DEPARTMENT OF SOCIAL SERVICES – DIANE DEANE (1 Attachment)**

#### **Action Item(s) To Be Reported**

#### **1. PROCLAIMING THE MONTH OF APRIL AS CHILD ABUSE PREVENTION MONTH**

WHEREAS, Livingston County believes all children need safe, stable, nurturing homes and communities to foster their healthy growth and development; and that child abuse and neglect result in physical and psychological trauma that survivors carry with them for the rest of their lives; and prevention through practical measures and programs mitigate the factors contributing to abuse and neglect; and strategies succeed because of partnerships created among citizens, social service agencies, schools, faith based organizations, health care providers, civic organizations, law enforcement agencies, and the business community; and that communities that make every effort to promote preventive programs that benefit children and their families; and provide parents with the social support, knowledge of parenting and child development and concrete resources to help them cope with stress make a strong commitment to reducing child abuse and ensuring all children grow to their full potential; and

WHEREAS, Everyone in the community needs to be more aware of child abuse prevention and consider helping parents raise their children in a safe, nurturing environment; and recognize April as the month to bring awareness to the role that Communities play to help reduce child abuse and neglect; by working together as a community, we can all play a part in strengthening families and promoting children's well-being; now, therefore be it

RESOLVED, that the Livingston County Board of Supervisors does hereby proclaim **April 2019** as Child Abuse Prevention Month, and during this month and throughout the year, Livingston County is dedicated to supporting families through prevention efforts thereby reducing the risk of child abuse and neglect in the communities in which we live.

#### **2. PROCLAIMING THE MONTH OF APRIL AS FAIR HOUSING MONTH**

WHEREAS, The County of Livingston recognizes April 7, 2019 as the fifty-first anniversary of the National Fair Housing Law, Title VIII of the Civil Rights Act of 1968; and

WHEREAS, Every American has the right to Fair Housing, the right to live where they choose, to raise a family, to own a home in dignity and without fear of discrimination; and

WHEREAS, the County of Livingston hereby provides assurance and proclaims its dedication to the goal of Fair Housing Opportunities for all members of the community without regard to race, color, national origin, religion, sexuality, disabilities, age, family status or gender identity and expression; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors does hereby proclaim April 2019 as Fair Housing Month, and during this month and throughout the year, Livingston County is dedicated to raising awareness and supporting the Fair Housing Law.

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#### **Informational Item(s) Written Only**

1. Statement of Appropriations (Monthly) (February) – Attached
2. Statistics (Monthly) (February)

cc: BOS, Administration, Shannon Hillier, Frank Bassett, Jennifer Rodriguez, Diane Deane, Sue Carlock, Jason Skinner, Ryan Snyder



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| <b>Temporary Assistance Cases (TA):</b> | <b>Feb</b> | <b><u>% Change<br/>from Jan 1</u></b> |
|---|------------|---------------------------------------|
| Family Assistance                       | 223        | -3.88%                                |
| Safety Net                              | 273        | 7.06%                                 |
| <b>Total</b>                            | <b>496</b> | <b>1.85%</b>                          |

|              |             |               |
|--------------|-------------|---------------|
| Community    | 1625        | -1.81%        |
| Chronic Care | 228         | -2.98%        |
| Foster Care  | 148         | 1.37%         |
| SSI          | 1246        | -0.88%        |
| <b>Total</b> | <b>3247</b> | <b>-1.40%</b> |

### Livingston County Citizens receiving some form of Medicaid service:

|                       |              |
|-----------------------|--------------|
| Cases In Transit      | 35           |
| NYSOH                 | 6929         |
| Livingston County DSS | 4549         |
| <b>Total</b>          | <b>11513</b> |

|                               |      |        |
|-------------------------------|------|--------|
| <b>Food Stamp Only Cases:</b> | 2227 | 2.86%  |
| <b>SSI Food Stamp Cases:</b>  | 817  | -0.85% |
| <b>Child Care Cases:</b>      | 141  | -7.24% |

### Fraud:

|  |   |
|--|---|
| Front End Detection (FEDS) - During Applicant Status | 1 |
| Fraud Referrals Received - Anonymous/Other           | 6 |
| Fraud Referrals Received - Internal/DSS              | 1 |
| Referrals sent to Sheriff & DA                       | 0 |

|  |      |
|--|------|
| <b>Clients thru the lobby (Unduplicated #):</b>          | 725  |
| <b>Total # of individuals served by reception staff:</b> | 1331 |

### Housing - Homeless Caseload:

|                     |            |
|---------------------|------------|
| Diversions          | 19         |
| Housed              | 40         |
| <b>Total</b>        | <b>59</b>  |
| <b>Total Nights</b> | <b>398</b> |
| Singles             | 354        |
| 2 Adults            | 17         |
| Families            | 27         |

|   |    |
|---|----|
| Total Clients in Temp. Housing at end of month          | 15 |
| Clients entering Temp. Housing & remaining in the month | 12 |

|  |     |
|--|-----|
| <b>Section 8 Vouchers Leased Up (Beg. of Month):</b> | 496 |
|--|-----|

### Child Support:

|                   |           |
|-------------------|-----------|
| Caseload Count    | 3,302     |
| Dollars Collected | \$525,889 |



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**Child Protective Services (CPS): Ongoing**

|   |    |        |
|---|----|--------|
| New Primary Investigation Assignments       | 45 | 25.00% |
| Secondary Assignments from Other Counties   | 16 |        |
| Petitions Filed                             | 4  |        |
| 1034 Court Ordered Investigations Completed | 5  |        |

**CPS Ongoing Case Management/Preventive Services:**

|  |     |        |
|--|-----|--------|
| CPS Ongoing Management Cases                               | 64  | 6.67%  |
| Article 10 Placement/Non-DSS Custody Cases (Out of Home)   | 40  |        |
| *Distinct Children   | 19  |        |
| Supervision Cases Remaining in Home                        | 43  | -4.44% |
| *Distinct Children   | 15  |        |
| Supervision Cases on Behalf of Another County-Secondary    | 36  |        |
| *Distinct Children   | 6   |        |
| Probation Based # of Children Referred                     | 8   |        |
| School Based Consults (Avon, Dansville, Livonia)           | 26  |        |
| TASA (Case Management for Pregnant/Parenting Teens) Active | 174 |        |
|  | 0   |        |

**Foster Care**

|                               |    |        |
|-------------------------------|----|--------|
| Foster Children - DSS Custody | 44 | -2.70% |
|-------------------------------|----|--------|

**OCFS State Custody**

Levels of Care:

|                               |    |  |
|-------------------------------|----|--|
| Foster Boarding Home          | 36 |  |
| Approved Relative Foster Home | 1  |  |
| Institution                   | 24 |  |
| Group Home                    | 2  |  |
| Supervised Independent Living | 8  |  |
| Other                         | 0  |  |

**Other Case Processing**

|   |   |  |
|---|---|--|
| ICPC Requests                                   | 8 |  |
| Supervision - Post Discharged - Court Ordered   | 1 |  |
| Supervision on behalf of another county         | 5 |  |
| Aftercare Services                              | 0 |  |
| Children on Trial Discharge                     | 0 |  |
| Children Discharged to Parent or other resource | 1 |  |

**Adoptions**

**Protective Services for Adults (PSA):**

|                                    |    |       |
|------------------------------------|----|-------|
| PSA Referrals Received             | 52 | 1.96% |
| Active Financial Mgmt. Cases       | 17 |       |
| Active Home Mgmt. Cases            | 49 |       |
| Personal Care Aide Cases           | 46 |       |
| Level I                            | 34 |       |
| Level II                           | 9  |       |
| Level I pending                    | 23 |       |
| Cases waiting for an assigned Aide | 2  |       |
| Guardianship Cases                 | 3  |       |
| Awaiting discharge                 | 5  |       |
| Pending                            | 0  |       |
| Assessment Contacts                | 70 |       |

3. Employees hired, resigned or retired in March:

|               |          |               |        |       |
|---------------|----------|---------------|--------|-------|
| Teena Wampole | Resigned | Senior Typist | 3/1/19 | Nunda |
|---------------|----------|---------------|--------|-------|



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|                  |                       |                        |         |           |
|------------------|-----------------------|------------------------|---------|-----------|
| Gretchen Simpson | Hired                 | Seasonal HEAP Examiner | 3/6/19  | Conesus   |
| Nina Shelton     | End of Temp. position | Seasonal HEAP Examiner | 3/25/19 | Caledonia |
| Nina Shelton     | Hired                 | Senior Typist          | 3/26/19 | Caledonia |

4. DSS held a Valentine's Day Dress Down fundraiser in honor of Liz Green, a Social Worker at Avon Central School who passed away on February 4. A total of \$359 was donated to the Avon Central School District's Backpack Program "Stone's Closet".
5. DSS held a Food Initiative in February in an effort to replenish the local food pantries due to the governmental shutdown and early release of February 1<sup>st</sup> SNAP benefits. A total of 688 items were collected and distributed to food pantries in Mt. Morris, Hemlock & Springwater.
6. Special events for United Way have raised in excess of \$900 to date.
7. Livingston County now participates in NYDocSubmit, a mobile document upload application available at both the Apple App Store and Google Play. The application allows some recipients to submit documents using this mobile upload process and not come to the Department, or use the US Postal service. Information about the process is being shared at the Department and on the Livingston County website.
8. Jennifer Noto, Senior Social Services Attorney participated in a Community Forum in Nunda on the topic of drugs and opiates and the effects they have on our communities.

## 9:10 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 CONTRACT(S) FOR THE LIVINGSTON COUNTY DEPARTMENT OF HEALTH: CASA TRINITY, MTM/NATIONAL COUNCIL FOR BEHAVIORAL HEALTH, NICHOLAS NOYES HOSPITAL/UR MEDICINE (2) & S2AY NETWORK

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Department of Health and any future amendments to said contracts, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

| <u>Contractor</u>  | <u>Term</u>    | <u>Amount</u>   |
|--|----------------|---|
| <b>CASA- Trinity</b><br>4216 Millennium Drive<br>Geneseo, NY 14454 | 7/1/18-6/30/19 | \$717,026.00 Residential Program<br>\$60,000.00 jail-based services |

For: State funding for the Residential Program that CASA has built and \$60,000 for in-jail services.

| <i>Funding Source</i> | <i>Local Share</i> | <i>Budgeted?</i>                           |
|-----------------------|--------------------|--|
| OASAS State Aide      | 0%                 | Yes <input checked="" type="checkbox"/> No |

Director's Comments: This contract provides state funding for CASA Residential Program and \$60,000 for in-jail services.

|  |                 |             |
|--|-----------------|-------------|
| <b>MTM/National Council for Behavioral Health</b><br>1400 K Street NW, Suite 400<br>Washington, DC 20005 | 3/1/19-12/31/19 | \$13,700.00 |
|--|-----------------|-------------|

For: GAP Assessment of clinical services and JIT prescribing assessment and protocol

| <i>Funding Source</i> | <i>Local Share</i> | <i>Budgeted?</i>                           |
|-----------------------|--------------------|--|
| FLPPS                 | 0%                 | Yes <input checked="" type="checkbox"/> No |

|  |                |   |
|--|----------------|---|
| <b>Nicholas Noyes Hospital/UR Medicine</b><br>111 Clara Barton Street<br>Dansville, NY 14437 | 2/1/19-1/31/24 | \$52.00 visit/all-inclusive rate<br>\$25.00 contact other than<br>Patient Services (in-services,<br>meetings) |
|--|----------------|---|

For: Nutritional Services for Hospice



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| <i>Funding Source</i>                | <i>Local Share</i> | <i>Budgeted?</i> |
|--------------------------------------|--------------------|------------------|
| Various 3 <sup>rd</sup> party payors | Varies by payor    | <b>Yes X</b> No  |

Director's Comments: This contract provides nutritional services for Hospice patients.

**Nicholas Noyes Hospital/UR Medicine** 2/1/19-1/31/24 \$52.00 visit/all-inclusive rate  
111 Clara Barton Street \$25.00 contact other than  
Dansville, NY 14437 Patient Services (in-services, meetings)

For: Respiratory Services for Hospice

| <i>Funding Source</i>                | <i>Local Share</i> | <i>Budgeted?</i> |
|--------------------------------------|--------------------|------------------|
| Various 3 <sup>rd</sup> party payors | Varies by payor    | <b>Yes X</b> No  |

Director's Comments: This contract provides Respiratory services for Hospice patients.

**S2AY Network** 7/1/18-6/30/19 \$2,000.00  
P.O. Box 390  
Canandaigua, NY 14424  
For: Emergency Planning Services

| <i>Funding Source</i> | <i>Local Share</i> | <i>Budgeted?</i> |
|-----------------------|--------------------|------------------|
| PHEP Grant            | 0%                 | <b>Yes X</b> No  |

Director's Comments: This contract provides services and mutual aid for emergency preparedness regional activities, including drills, table top exercises, and state deliverables.

## 2. PROCLAIMING APRIL 1-7, 2019 AS "NATIONAL PUBLIC HEALTH WEEK" AND THE THEME IS "CREATING THE HEALTHIEST NATION": FOR SCIENCE, FOR ACTION, FOR HEALTH."

WHEREAS, since 1995, the American Public Health Association, through its sponsorship of National Public Health Week, has educated the public, policymakers and public health professionals about issues important to improving the public's health; and

WHEREAS, U.S. life expectancy has decreased in recent years and the three-year drop represents the longest sustained decline in expected lifespan since the Great Recession; further, studies consistently show the United States has a lower life expectancy than comparable countries; and

WHEREAS, there is a significant difference in health status, such as obesity, poor mental health and drug use, among people living in rural areas compared with people living in urban areas, and this variance increases because rural residents are often more likely to face social determinants that negatively impact health, such as poverty, transportation barriers and lack of economic opportunity; and

WHEREAS, public health professionals help communities prevent, prepare for, withstand and recover from the impact of a full range of health threats, including disease outbreaks such as measles, natural disasters and disasters caused by human activity; and

WHEREAS public health action, together with scientific and technologic advances, has played a major role in reducing and in some cases eliminating the spread of infectious disease, and in establishing today's disease surveillance and control systems; and

WHEREAS, 60 percent of Americans live with a preventable chronic disease, and health risks such as alcoholism, obesity and tobacco use are the primary reason for 7 of every 10 deaths annually in the United States; now therefore be it

RESOLVED, by the Livingston County Board of Supervisors that the Supervisors-

1. Support the observance of do April 1-7, 2019, as National Public Health Week in Livingston County, NY;
2. Partner across public and private sectors to make sure decisions are made with the public's health in mind;
3. Recognize and applaud the Livingston County Department of Health for providing information about the importance of prevention and making healthy life choices for the residents of Livingston County;



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4. Urge the residents of Livingston County to observe this week by helping our families, friends, neighbors, co-workers and leaders better understand the value of public health and supporting great opportunities to adopt preventive lifestyle habits in light of this year's theme, "Creating the Healthiest Nation: For science. For action. For health."

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### **Informational Item(s) Written Only**

- The WIC program has applied to the Regional Office for approval to pilot a once a month clinic in Geneseo. It would support one Mt. Morris Tuesday clinic per month, as Geneseo has the fourth largest number of participants of our Livingston County zip codes and could draw from other zip codes such as Lakeville, Lima, York and Piffard.
- Quality Improvement project to decrease the rate of high maternal weight gain.
- Maternal Infant Child Health Collaboration (MICHC) Program referrals increased 175 from 2017 to 2018. A 33% increase in Spanish speaking referrals from 2017 to 2018. Anecdotally, this was due to the hurricane in Puerto Rico and people coming to live with their family members here.
- In 2018, MICHC collaborated with SUNY Geneseo to develop and implement a student tutoring program assisting individuals, including children, who want to learn or improve their proficiency in English. The first class was offered in September of 2018, with eight (8) adult participants and three (3) children, ages 7 to 11 years old. The second class began in February 2019, has ten (10) adults and twenty (20) children ages 4 to 16, participating. The classes are offered once a week on the SUNY campus with transportation available at no charge.
  - Continue to conduct Community Health Assessment process using MAPP process in collaboration with UR Medicine I Noyes Health and GVHP - community survey was conducted and results were reviewed, CHA Leadership Team to meet on February 27 and discussed the Local Public Health System Assessment results, focus groups continue to be conducted for Community Themes and Strengths, Force of Change Assessment were conducted at Continuum of Care Coalition and LC Youth Board. SHAPE Work plan activities: Wellness Programs scheduled and coordinating SHAPE 5K.
  - Planning LCDOH staff training day as per Workforce Development Plan.
  - Coordinating Senator Young's Cancer Services initiative, a \$50,000, media/outreach campaign, Integrated Approach to Reducing Cancer Risk on March 20 at 7:00 p.m. at UMC in Geneseo with 16 attendees, the Mobile Mammography Unit February 27, 4:00 p.m. -700 p.m. in Nunda was cancelled due to weather and was unable to reschedule. March 13<sup>th</sup> in Livonia, Colon Cancer Screening and update for HCPs at Noyes Health on March 29.
  - Coordinating Main Streets Go Blue for the month of March. Education and outreach efforts were implemented with community volunteers and a Kick Off event with community partners on March 4<sup>th</sup> at St. Agnes School.
  - Continued discussions with URMC regarding CSP (Cancer Services Program) grant transition.
  - Media and outreach efforts: Mobile Mammography events, Integrated Approach to Reducing Cancer Risk Community Presentation and County Health Rankings.
  - Orienting a new Public Health Educator.
  - Updating the Continuity of Operations Plan (COOP).
  - Updating the Public Health Asset Distribution Plan (PHAD).
  - Completed a tabletop drill in preparation for upcoming drill in April.
  - Coordinating the State of the County Health Report.

### **9:25 CENTER FOR NURSING & REHABILITATION – STEPHEN WOODRUFF**

#### **Action Item(s) To Be Reported**

1. **AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY**



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## DEPARTMENT OF THE LIVINGSTON COUNTY CENTER FOR NURSING AND REHABILITATION - SHC SERVICES, INC., CROSS COUNTRY HEALTHCARE, INC., CLINICAL STAFFING RESOURCES CORPORATION, UNIVERSITY OF ROCHESTER MEDICAL FACULTY GROUP A DIVISION OF THE UNIVERSITY OF ROCHESTER

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Department of the Livingston County Center for Nursing and Rehabilitation and any future amendments to said contracts, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

|   |                |               |
|---|----------------|---------------|
| <u>Contractor</u>   | <u>Term</u>    | <u>Amount</u> |
| <b>SHC Services, Inc.</b>   | 5/1/19-4/30/20 | Fee Schedule  |
| 1640 W. Redstone Center Drive, Suite 200<br>Park City, Utah 84098 |                |               |
| For: Supplemental Staffing Contract, RN, LPN, CNA                 |                |               |

|                       |                    |                  |
|-----------------------|--------------------|------------------|
| <i>Funding Source</i> | <i>Local Share</i> | <i>Budgeted?</i> |
| Operating Budget      | N/A                | X Yes No         |

|   |                |              |
|---|----------------|--------------|
| <b>Cross Country Healthcare, Inc.</b>                           | 5/1/19-4/30/20 | Fee Schedule |
| 5201 Congress Avenue, Suite 100 B<br>Boca Raton, Florida, 33487 |                |              |
| For: Supplemental Staffing Contract, RN, LPN, CNA               |                |              |

|                       |                    |                  |
|-----------------------|--------------------|------------------|
| <i>Funding Source</i> | <i>Local Share</i> | <i>Budgeted?</i> |
| Operating Budget      | N/A                | X Yes No         |

|   |                |              |
|---|----------------|--------------|
| <b>Clinical Staffing Resources Corporation</b>          | 5/1/19-4/30/20 | Fee Schedule |
| 420 West B<br>Broadway, 3rd Floor<br>Brooklyn, NY 11211 |                |              |
| For: Supplemental Staffing Contract, RN, LPN, CNA       |                |              |

|                       |                    |                  |
|-----------------------|--------------------|------------------|
| <i>Funding Source</i> | <i>Local Share</i> | <i>Budgeted?</i> |
| Operating Budget      | N/A                | X Yes No         |

Director's Comments:

Staffing agencies have had limited personnel available and are experiencing the same recruiting difficulties as the CNR and other providers. This contract will enable the select and limited use of agency personnel to meet staffing needs.

|   |                |                          |
|---|----------------|--------------------------|
| <b>University of Rochester Medical Faculty Group</b>                  | 5/1/19-4/30/20 | \$19,660 per year,       |
| <b>a division of the University of Rochester</b>                      |                | plus travel expenses, if |
| 601 Elmwood Avenue  |                | necessary                |
| Rochester, NY 14642   |                |                          |
| For: Remote psychiatric consultation services (telemedicine services) |                |                          |

|                       |                    |                  |
|-----------------------|--------------------|------------------|
| <i>Funding Source</i> | <i>Local Share</i> | <i>Budgeted?</i> |
| Operating Budget      | N/A                | Yes X No         |

Director's Comments:

The provision of remote psychiatric consultation services (telepsychiatry) is necessary to meet the specific needs of residents and patients within the CNR. Currently, the CNR has been the recipient of these services for the past two years at no cost to the county, under the Finger Lakes Performing Provider System (FLPPS) grant, of which project funding ends on 03/31/19. The Center will retain the hardware (I-Pad and mobile Cart), for purposes of continued use of bedside telepsychiatry services, under this contract. This agreement will be of great value for continuity of services.

**Pre-approved Informational Item(s) To Be Reported**

1) FINANCIAL/OPERATIONAL UPDATES:

cc: BOS, Administration, Shannon Hillier, Frank Bassett, Jennifer Rodriguez, Diane Deane, Sue Carlock, Jason Skinner, Ryan Snyder



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- a) Occupancy - As of March 25th occupancy was 94.2 % for the month, YTD 96.1%.
- b) Cash Flow - The CNR's Cash Flow Report as of March 25th 2019 reflects \$19,369,746 in reserves.
- c) Budget Variance - The January 2019 budget variance report will be distributed and discussed at the committee meeting.
- d) CNA Staffing Update.

## Informational Item(s) Written Only

- 1) Reports - Absenteeism, Mandation, FMLA, Payroll Performance, Work Related Injuries, Report Card
- 2) Current FT Nursing Assistant vacancies are: Night Shift – 15 , Evening Shift – 15 , Day Shift – 8 .
- 3) Nurse Recruitment – The CNR is actively recruiting qualified applicants.
  - a) There are currently 1 Part Time Day shift LPN, 5 Full Time and 2 Part Time evening shift LPN and 3 Full Time and 1 Part Time LPN night shift vacancies.
  - b) There are currently 1 Full Time Day Shift RN, 1 Full Time evening RN shift & 1 Full Time Night Shift RN vacancies.
  - c) There are currently 6 Part Time Day shift PCA and 3 Part Time Evening Shift PCA vacancies.
  - d) The Center continues to utilize agency staffing solutions in the interim to augment these vacancies.
- 4) Part-Time / Per Diem Nursing Assistants (CNA's) - County Administrator Coyle has approved the creation of 20 Part-Time / Per Diem Nursing Assistant position to provide further opportunities for applicants seeking this level of employment.
- 5) Personal Care Assistants (PCA's) - County Administrator Coyle has approved the creation of 10 part time positions in an effort to further support each neighborhood with non-clinical resident / patient needs of Center and to further improve the resident / patient experience.
- 6) The Center will host a C.N.A. class with FLCC, starting on 04/04/19. There are currently 12-14 students enrolled in this class. The minimum class size requirement for this program is 12 enrollees.
- 7) Dialysis Extension Clinic - UR Medicine / Noyes Health has printed Dialysis Center Brochures for distribution.
- 8) EPC Project Updates-
  - Lighting System Upgrade - Complete installation – awaiting turnover documentation on fixtures and lamps.
  - Boiler Replacement - The boilers are completely installed –performance details are being evaluated, specifically, the vent for boilers will be worked on to correct minor leaking seals when weather permits.
  - Chiller Replacement – Installation of chiller complete – the tentative chiller start up is April 4th, start up, performance operation and training, pending seasonal conditions.
  - Canopy Entrance - Complete installation – with exception of area requiring cameras and lighting is not on the programmed on / off schedule or circuit (lights on 24/7). A photo sensor will be installed to cycle canopy lights for day / night operation.
  - OT /PT - Permanent therapy way finding signage has been installed.

### 9) Influenza-

|          | Influenza A | Influenza B |
|----------|-------------|-------------|
| December | 1           | 0           |
| January  | 0           | 0           |
| February | 0           | 0           |
| March    | 7           | 0           |

- 10) Greater Rochester Mutual Aid Plan (GRMAP) - Director of Long Term Care, Stephen Woodruff, has been elected to serve a one year term as Co-Chair for the plan. This plan comprises 1:4 plans spanning from Syracuse, to the Southern Tier, to Buffalo, responsible for disasters where an unpredictable event requires the immediate, short term evacuation of residents and to help assist facilities with procurement of supplies and transportation of evacuated residents of Skilled Nursing and Adult Care Facilities.





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- 11) Kimberly Kavanagh, Activities Director, has been nominated to serve on the GRMAP Steering Committee for the 2019 year. In this role, she will be involved in the GRMAP EOC, Incident Command System roles, during two scheduled Full Scale Exercises (FSE's) this year.
- 12) Kimberly Hunt, Finance Supervisor, resigned her position in March. The Center has received a number of qualified applicants and has begun the interview process.
- 13) The Deputy Director of LTC interviews have begun. Qualified applicants will be interviewed in the beginning of April by an interviewing panel, with recommendation to follow.
- 14) Morgan Peraino, Staffing Services Specialist, has resigned her position. The Center is actively recruiting her replacement.
- 15) The Morrison Community Living dietary services contract was renewed for the period of June 1, 2019 through May 31, 2020. This renewal is the second of two one-year option terms.
- 16) A Request For Proposals (RFP) was developed for Dental Services. The bid will be released 04/01/19, with proposals due 04/30/19, 1:00 PM EST. The current Dental Services contract expires on 06/30/19.
- 17) Training on CMS Phase III, Requirements of Participation (RoP), was facilitated by LeadingAge New York Procure on 03/21/19. Training addressed programmatic changes requiring extensive staff training, including infection prevention, trauma-informed care, cultural competency and QAPI.
- 18) Wound care management training was facilitated by Medline wound care specialists in March, under the direction of the Medical Director. A clinical trial will be initiated of this wound care product line on one neighborhood in the month of April.
- 19) The Bonadio Group initiated field work of the Center's 2018 budgeted financials, on the week of 03/26/19.
- 20) Director Woodruff and Greg Bump, Superintendent of Mount Morris Consolidated Schools executed a renewal of the Site Evacuation Agreement Memorandum of Understanding, initiated on February 1, 2015.
- 21) The Center will be hosting its annual Easter Egg Hunt for the children of staff members throughout the home. This is scheduled from 9:00 a.m.-11:00 a.m. on April 13th, 2019.
- 22) United Way Campaign - To date, the Center has raised \$1,000 in special events fundraising.

## **9:40 OFFICE FOR THE AGING – SUE CARLOCK**

### **Action Item(s) To Be Reported**

1. PROCLAIMING THE MONTH OF MAY OLDER AMERICANS MONTH  
WHEREAS, President John F. Kennedy first designated May as "Senior Citizens Month" in 1963; and  
WHEREAS, Older Americans Month acknowledges the past and present contributions of older Americans by recognizing the achievements of seniors and encouraging participation in community activities; and  
WHEREAS, older adults play an important role in Livingston County by contributing experience, knowledge, and wisdom; and  
WHEREAS, older adults are active, productive community members involved in volunteering, mentorship, and civic engagement; and  
WHEREAS, older adults continue to make valuable contributions to Livingston County, ensuring a better life for future generations; now therefore be it  
RESOLVED, that the Livingston County Board of Supervisors does hereby proclaim May 2019 as Older Americans Month and honors the valuable contributions that Older Americans make to Livingston County; and encourages people to recognize the important role of Older Americans by providing opportunities for older people to share their wisdom, experience, and skills.

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### **Informational Item(s) Written Only**

#### **Service Type Summary**



# LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

| Service Type             | Total Units       |
|--------------------------|-------------------|
| Caregiver Services       | 70 contacts       |
| Case Management          | 310 hours         |
| Congregate Meals         | 3,481 meals       |
| Home Delivered Meals     | 7,398 meals       |
| Information & Assistance | 375 contacts      |
| Nutrition Education      | 700 contacts      |
| Personal Care            | 895 hours         |
| Transportation           | 779 one-way trips |

### Program Updates:

VITA (Volunteer Income Tax Assistance) Partnership with SUNY Geneseo: All appointments have been filled for this year.

Law – NY will offer an educational workshop on Advanced Directives on 4/5 covering Powers of Attorney, Health Care Proxies, Living Wills, and Wills.

Second Aging Mastery Series being offered at Morgan Estates on Tuesdays through April 23, 2019. Class is full; attendance has been excellent.

March for Meals was celebrated on March 22, 2019. Thank you to Supervisor LeFeber and Assemblywoman Byrnes for helping to serve meals at the Congregate Site and to County Administrator Coyle for participating by helping to deliver meals to homes.

Needs Assessment for Next Four-Year Plan: Visits were made to the Geneseo Young at Heart and the York Leicester Towner Groups to provide updates/solicit feedback. Both paper and electronic surveys are ready for administration. A new electronic survey for professionals in the field is new for this cycle.

### Other Upcoming Dates:

- April/May Tai Chi for Arthritis Classes begin in Avon, Mt. Morris and Dansville
- April 17th Foodlink Shelf Stable Food Distribution to all HDM routes begins
- 3/22, 4/15, 5/14 Medicare Savings Program Enrollment Events – Geneseo, Nunda and Springwater
- May 7th Powerful Tools for Caregivers begins in Geneseo, 6 Tuesdays 1 – 2:30 PM
- May 11th Seniorama, 1:30 – 3:30 PM, York Central School
- September 20th Annual Fall Prevention Event, Lakeville Training Grounds

### 9:50 ADJOURNMENT

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### WORKFORCE DEVELOPMENT – RYAN SNYDER

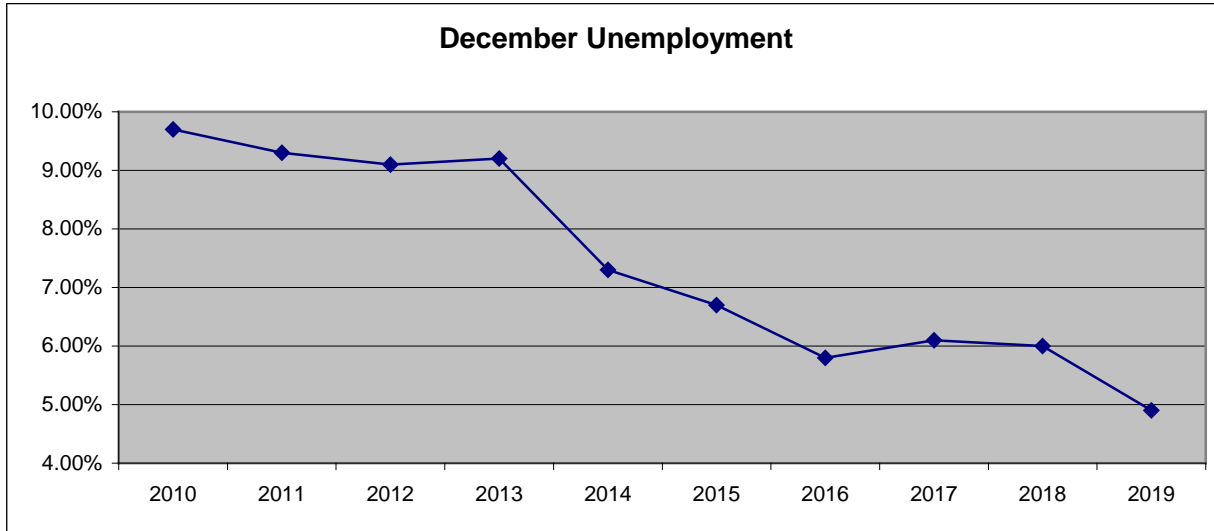
#### Informational Item(s) Written Only

Livingston County Unemployment Rate



# LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030



The unemployment rate for December 2018 was 4.9%. This is the lowest rate for the month of December in more than 30 years.

## Department Activity Report

| Activity  | February 2019 |
|---|---------------|
| Job Openings Posted with NYSDOL                 | 591           |
| Adult Customers Served                          | 120           |
| Youth Customers Enrolled in Services            | 41            |
| Workshop Attendees                              | 60            |
| Jail Workshop Attendees                         | 6             |
| Counselor Assisted Appointments                 | 71            |
| Adults/Youth in Occupational Training           | 7             |
| Public Assistance Clients Assigned to Work Crew | 7             |

## Program Report

WIOA RFP - The GLOW Workforce Development Board is competitively procuring workforce development funds for the first time. These funds make up approximately 35% of the annual operating budget for the Livingston County Office of Workforce Development. Proposals are due on 4/24/19.

Edge Factor - Edge Factor is an interactive library of media and other resources designed to inspire the next generation of CTE and advanced manufacturing students. School districts and employers across GLOW are purchasing memberships to access the information.

Teen Recognition - 96 outstanding teens will be honored at the annual dinner on Wednesday April 24th.

CNA Program - A record low amount of applications were received for the Certified Nursing Assistant (CNA) program being held in the spring at the CNR.

Mini Job Fair - The next Mini Job Fair is scheduled for Tuesday April 9th from 4 to 6pm at the Government Center.

Census Jobs - The US Census Bureau is looking to recruit Census Takers in Livingston County.



# **LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE**

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

United Way - The County Worker Campaign has eclipsed \$30,000 of our \$40,000 goal, with 4 weeks remaining.

**Statement of Appropriations, Expenditures and Balances**

25-Mar-19

| Account             | Appropriation       | MONTH OF        |                           | February-19           |                        | Calendar % ==>          |              |
|---------------------|---------------------|-----------------|---------------------------|-----------------------|------------------------|-------------------------|--------------|
|                     |                     | 2017 Carry-Over | Current Month Expenditure | Expended To Date      | Balance                | Avg Monthly Expenditure | YTD % Expend |
| .1 Salaries         | \$6,188,500         | 0.00            | 436,830.04                | 752,165.77            | 5,436,334.23           | \$376,082.89            | 12.15        |
| .2 Equipment        | \$20,000            | 0.00            | 0.00                      | 0.00                  | 20,000.00              | \$0.00                  | 0.00         |
| .4 Contractual      | \$24,000,345        | 0.00            | 1,553,030.30              | 2,977,914.38          | 21,022,430.62          | \$1,488,957.19          | 12.41        |
| .8 Fringes          | \$4,365,042         | 0.00            | 235,434.68                | 536,434.51            | 3,828,607.49           | \$268,217.26            | 12.29        |
| <b>2018 DOLLARS</b> | <b>\$34,573,887</b> | <b>\$0.00</b>   | <b>\$2,225,295.02</b>     | <b>\$4,266,514.66</b> | <b>\$30,307,372.34</b> | <b>\$2,133,257.33</b>   | <b>12.34</b> |

**Encumbrances from 2018**

|                                    |                       |                     |                     |                     |
|------------------------------------|-----------------------|---------------------|---------------------|---------------------|
| Personal Services (6010.1000)      | \$122,624.05          | \$0.00              | \$122,624.05        | \$0.00              |
| Temporary Services (6010.1950)     | \$1,646.83            | \$0.00              | \$1,646.83          | \$0.00              |
| Overtime (6010.1951)               | \$1,197.03            | \$0.00              | \$1,197.03          | \$0.00              |
| FICA (6010.8100)                   | \$9,598.25            | \$0.00              | \$9,598.25          | \$0.00              |
| Travel, Training (6010.4020)       | \$30,000.00           | \$1,225.82          | \$24,665.19         | \$5,334.81          |
| Telephone (6010.4055)              | \$9,300.00            | \$2,743.70          | \$5,888.64          | \$3,411.36          |
| Office Supplies (6010.4060)        | \$480.00              | \$0.00              | \$479.52            | \$0.48              |
| Professional Services (6010.4080)  | \$33,372.00           | \$31,171.00         | \$33,307.75         | \$64.25             |
| Gasoline (6010.4124)               | \$350.00              | \$0.00              | \$219.32            | \$130.68            |
| Agency Contracts (6010.4190)       | \$275,618.00          | \$48,315.24         | \$199,512.71        | \$76,105.29         |
| Advertising (6010.4200)            | \$2,215.00            | \$764.90            | \$1,452.38          | \$762.62            |
| Paternity Test (6010.4353)         | \$100.00              | \$0.00              | \$100.00            | \$0.00              |
| Unemployment (6010.8500)           | \$4,000.00            | \$111.88            | \$111.88            | \$3,888.12          |
| Day Care (6055.4240)               | \$60,000.00           | \$3,640.88          | \$57,114.85         | \$2,885.15          |
| Purchase of Services (6070.4240)   | \$73,000.00           | \$8,605.57          | \$55,909.34         | \$17,090.66         |
| TANF (6109.4240)                   | \$100,000.00          | \$4,038.47          | \$98,810.30         | \$1,189.70          |
| Child Care (6119.4240)             | \$140,000.00          | \$0.00              | \$121,249.03        | \$18,750.97         |
| Institutional Care PHC (6120.4240) | \$20,000.00           | \$0.00              | \$0.00              | \$20,000.00         |
| Juv. Delinq. (6123.4240)           | \$6,500.00            | \$6,500.00          | \$6,500.00          | \$0.00              |
| State Training Sch. (6129.4240)    | \$215,600.00          | \$0.00              | \$0.00              | \$215,600.00        |
| Safety Net (6140.4240)             | \$30,000.00           | \$2,347.46          | \$16,969.04         | \$13,030.96         |
| <b>Total Encumbrance</b>           | <b>\$1,135,601.16</b> | <b>\$109,464.92</b> | <b>\$757,356.11</b> | <b>\$378,245.05</b> |

**Statement of Appropriations, Expenditures and Balances**

| Account                            | Appropriation | MONTH OF           |                              | February-19         |                 | 25-Mar-19      | YTD %<br>Expend |
|------------------------------------|---------------|--------------------|------------------------------|---------------------|-----------------|----------------|-----------------|
|                                    |               | 2017<br>Carry-Over | Current Month<br>Expenditure | Expended<br>To Date | Balance         | Calendar % ==> |                 |
| <b><u>PROGRAM EXPENDITURES</u></b> |               |                    |                              |                     |                 |                |                 |
| 6055.4240 DAYCARE                  | \$1,250,000   |                    | \$78,375.49                  | \$139,049.45        | \$1,110,950.55  | \$69,524.73    | 11.12           |
| 6070.4240 SERV/RECIPIENT           | \$588,500     |                    | \$39,453.18                  | \$54,814.20         | \$533,685.80    | \$27,407.10    | 9.31            |
| 6101.4240 MEDICAID                 | \$1,000       |                    | \$0.00                       | \$0.00              | \$1,000.00      | \$0.00         | 0.00            |
| 6102.4240 MMIS                     | \$8,900,000   |                    | \$691,032.00                 | \$1,554,822.00      | \$7,345,178.00  | \$777,411.00   | 17.47           |
| 6109.4240 TANF                     | \$4,004,000   |                    | \$236,352.12                 | \$389,793.86        | \$3,614,206.14  | \$194,896.93   | 9.74            |
| 6119.4240 CHILD CARE               | \$1,986,000   |                    | \$157,666.89                 | \$183,554.15        | \$1,802,445.85  | \$91,777.08    | 9.24            |
| 6120.4240 INST CARE/HAND           | \$200,000     |                    | \$0.00                       | \$0.00              | \$200,000.00    | \$0.00         | 0.00            |
| 6123.4240 JUV DELINQ               | \$200,000     |                    | \$14,777.76                  | \$16,777.76         | \$183,222.24    | \$8,388.88     | 8.39            |
| 6129.4240 ST TR SCH                | \$100,000     |                    | \$0.00                       | \$0.00              | \$100,000.00    | \$0.00         | 0.00            |
| 6140.4240 SAFETY NET               | \$2,815,000   |                    | \$173,928.04                 | \$347,550.25        | \$2,467,449.75  | \$173,775.13   | 12.35           |
| 6141.4240 HEAP                     | \$5,000       |                    | (\$11,718.49)                | (\$15,945.14)       | \$20,945.14     | (\$7,972.57)   | -318.90         |
| 6142.4240 EAA                      | \$150,000     |                    | \$10,598.23                  | \$15,152.75         | \$134,847.25    | \$7,576.38     | 10.10           |
| SUBTOTAL PROGRAM                   | \$20,199,500  |                    | \$1,390,465.22               | \$2,685,569.28      | \$17,513,930.72 | \$1,342,784.64 | 13.30           |

Livingston County Department of Social Services  
**Statement of Appropriations, Expenditures and Balances**

25-Mar-19

MONTH OF **February-19**

Calendar % ==> 16.67

| Account                        | Appropriation       | 2017<br>Carry-Over | Current Month<br>Expenditure | Expended<br>To Date   | Balance                | Avg Monthly<br>Expenditure | YTD %<br>Expend |
|--------------------------------|---------------------|--------------------|------------------------------|-----------------------|------------------------|----------------------------|-----------------|
| <b>ADMINISTRATION</b>          |                     |                    |                              |                       |                        |                            |                 |
| 6010.1000 Personal Serv        | \$6,086,000         |                    | \$427,604.09                 | \$733,804.47          | \$5,352,195.53         | \$366,902.24               | 12.06           |
| 6010.1950 Temp Serv            | \$26,300            |                    | \$5,256.33                   | \$10,001.93           | \$16,298.07            | \$5,000.97                 | 38.03           |
| 6010.1951 Overtime             | \$76,200            |                    | \$3,969.62                   | \$8,359.37            | \$67,840.63            | \$4,179.69                 | 10.97           |
| 6010.2050 Office Equip         | \$10,000            |                    | \$0.00                       | \$0.00                | \$10,000.00            | \$0.00                     | 0.00            |
| 6010.2100 Automotive Equip     | \$0                 |                    | \$0.00                       | \$0.00                | \$0.00                 | \$0.00                     | 0.00            |
| 6010.2200 D. P. Electronic     | \$10,000            |                    | \$0.00                       | \$0.00                | \$10,000.00            | \$0.00                     | 0.00            |
| 6010.4020 Travel, Train        | \$333,200           |                    | \$10,319.31                  | \$10,459.31           | \$322,740.69           | \$5,229.66                 | 3.14            |
| 6010.4025 Conferences          | \$0                 |                    | \$0.00                       | \$0.00                | \$0.00                 | \$0.00                     | 0.00            |
| 6010.4045 MLR                  | \$1,304,406         |                    | \$93,015.08                  | \$221,043.24          | \$1,083,362.76         | \$110,521.62               | 16.95           |
| 6010.4055 Telephone            | \$87,100            |                    | \$7,255.17                   | \$7,308.03            | \$79,791.97            | \$3,654.02                 | 8.39            |
| 6010.4060 Supplies             | \$36,600            |                    | \$3,203.13                   | \$3,075.54            | \$33,524.46            | \$1,537.77                 | 8.40            |
| 6010.4070 Serv Contract        | \$97,500            |                    | \$935.54                     | \$1,348.77            | \$96,151.23            | \$674.39                   | 1.38            |
| 6010.4075 Data Processing      | \$252,696           |                    | \$0.00                       | \$0.00                | \$252,696.00           | \$0.00                     | 0.00            |
| 6010.4080 Prof Serv            | \$208,180           |                    | \$10,369.14                  | \$15,005.28           | \$193,174.72           | \$7,502.64                 | 7.21            |
| 6010.4090 Vol Insurance        | \$0                 |                    | \$0.00                       | \$0.00                | \$0.00                 | \$0.00                     | 0.00            |
| 6010.4100 Postage              | \$40,000            |                    | \$9,611.28                   | \$5,773.78            | \$34,226.22            | \$2,886.89                 | 14.43           |
| 6010.4124 Gasoline             | \$5,000             |                    | \$316.85                     | \$316.85              | \$4,683.15             | \$158.43                   | 6.34            |
| 6010.4127 Outside Repair       | \$0                 |                    | \$0.00                       | \$0.00                | \$0.00                 | \$0.00                     | 0.00            |
| 6010.4140 Equip Repair         | \$0                 |                    | \$0.00                       | \$0.00                | \$0.00                 | \$0.00                     | 0.00            |
| 6010.4150 Equip Rental         | \$20,700            |                    | \$3,018.68                   | \$3,018.68            | \$17,681.32            | \$1,509.34                 | 14.58           |
| 6010.4190 Agency Cont.         | \$1,402,613         |                    | \$24,604.97                  | \$24,803.77           | \$1,377,809.23         | \$12,401.89                | 1.77            |
| 6010.4200 Advertising          | \$8,150             |                    | \$0.00                       | \$0.00                | \$8,150.00             | \$0.00                     | 0.00            |
| 6010.4332 Physicals            | \$1,700             |                    | \$0.00                       | \$43.98               | \$1,656.02             | \$21.99                    | 2.59            |
| 6010.4353 Paternity Test       | \$3,000             |                    | (\$84.07)                    | \$147.87              | \$2,852.13             | \$73.94                    | 4.93            |
| 6010.8100 FICA                 | \$471,890           |                    | \$31,069.89                  | \$52,876.78           | \$419,013.22           | \$26,438.39                | 11.21           |
| 6010.8200 Retirement           | \$1,034,312         |                    | \$0.00                       | \$0.00                | \$1,034,312.00         | \$0.00                     | 0.00            |
| 6010.8300 Health Ins           | \$1,628,881         |                    | \$123,527.54                 | \$249,138.82          | \$1,379,742.18         | \$124,569.41               | 15.30           |
| 6010.8311 Retiree Health Ins   | \$1,063,579         |                    | \$78,882.49                  | \$158,748.94          | \$904,830.06           | \$79,374.47                | 14.93           |
| 6010.8313 Deferred Comp Match  | \$22,000            |                    | \$1,954.76                   | \$3,870.47            | \$18,129.53            | \$1,935.24                 | 0.00            |
| 6010.8400 Worker's Comp        | \$128,980           |                    | \$0.00                       | \$71,799.50           | \$57,180.50            | \$35,899.75                | 55.67           |
| 6010.8500 Unemployment         | \$15,400            |                    | \$0.00                       | \$0.00                | \$15,400.00            | \$0.00                     | 0.00            |
| <b>SUBTOTAL ADMINISTRATION</b> | <b>\$14,374,387</b> | <b>\$0.00</b>      | <b>\$834,829.80</b>          | <b>\$1,580,945.38</b> | <b>\$12,793,441.62</b> | <b>\$790,472.69</b>        | <b>11.00</b>    |