

**HUMAN SERVICES COMMITTEE MEETING MINUTES  
TUESDAY, MARCH 3, 2020  
9:00 A.M.**

PRESENT: M. Walker, M. Falk, D. Wester, D. LeFeber, D. Mahus, A. Ellis, B. Mann, S. Hillier, J. Barry, J. Gunther-Intern

ABSENT: D. Babbitt Henry, I. Davis,

Human Services Chair Merilee Walker asked Lima Supervisor Mike Falk to lead the Pledge of Allegiance.

**VETERAN'S SERVICES AGENCY – DAVID TERRY**

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

**PROCLAIMING MARCH 29, 2020 AS VIETNAM WAR VETERANS DAY IN LIVINGSTON COUNTY**

WHEREAS, countless brave Americans have answered the call to patriotic duty, including Vietnam veterans who endured unspeakable hardships and risked their lives fighting for the ideals of democracy; and

WHEREAS, American involvement in the Vietnam War was one of the longest military conflicts in America's history that escalated to staggering statistics: over 3.4 million deployed to Southeast Asia; 2.7 million served in the designated war zone; over 58,000 were killed in theater of operation; and 153,000 were non-mortally wounded; and

WHEREAS, the last 2,500 American combat troops were withdrawn from the battlefields of Vietnam on March 29, 1973; and

WHEREAS, 4,120 of the names listed on the Vietnam Memorial Wall in our nation's capital are those of courageous young New Yorkers who went off to fight half way around the world, never to return; and

WHEREAS, the Vietnam War Veterans Recognition Act of 2017 amended title 4 United States Code, Section 6(d) to include National Vietnam War Veterans Day as an important occasion on which the flag should be raised; and

WHEREAS, the Livingston County Board of Supervisors solemnly commemorates the anniversary of this day and reflect upon its significance for past, present, and future generations for we have not forgotten, nor will we ever forget, all of the men and women who served so honorably in the Vietnam War; now therefore be it

RESOLVED, that the Livingston County Board of Supervisors hereby proclaims March 29, 2020 as "Vietnam War Veterans Day" in Livingston County.

Mr. Terry reviewed the proclamation for approval today. We did the same resolution last year. This date represents the last of our troops withdrawn from the fields on March 29, 1973.

*Motion: Mr. Falk moved and Mr. Mahus seconded to approve the foregoing resolution ..... Carried.*

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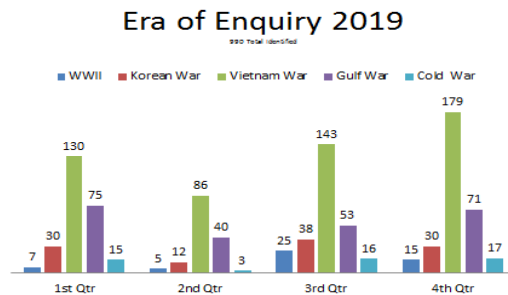
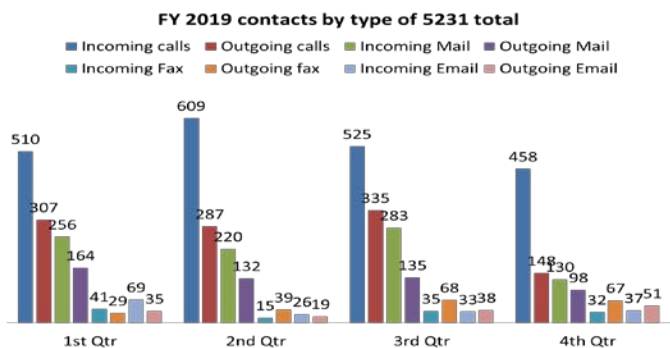
**Informational Item(s) Written Only**

**1. 2019 LIVINGSTON COUNTY VETERAN SERVICES STATISTICS:**

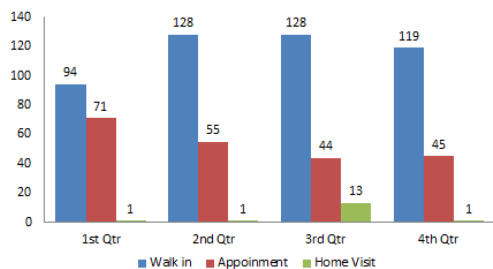
2019 was nearly the same as 2018 with 700 individual counseling sessions. The awards to claimants in 2019 equaled \$1,580,558.64 in additional revenue. We saw a down turn in pensions due to new laws effective October 2018. The new 3 year lookback and asset cap requires the VA to verify information with Social Security and the IRS. The 2 acre rule, also forces a claimant to sell off any acreage above 2. This hurts rural veterans. Pensions are needs based benefit and were already a labor intensive benefit application process.

Looking at the data it is clear that we have reached the point of diminishing returns with staffing in regards to office staff. In order to improve outcomes for pension applications we need a more hands on approach. The creation of a Veteran Service Officer position was approved last year and is included with this year's budget. We needed to hold off on hiring additional staff last year due to community outreach obligations. Now that we are somewhat stable with these extra projects primarily behind us we can explore a new strategy. Our hope is to provide mobile services to veterans. A Case Worker approach/Social Worker is needed to provide a higher level of services delivered in the veterans' home or nursing home. We believe that beneficiaries that are able to

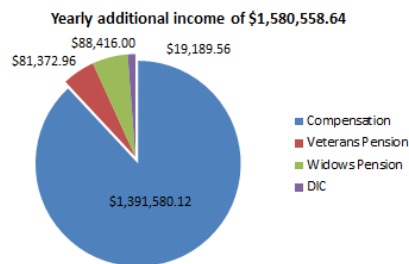
come in our office do, and those that don't or can't - really need VA Health Care in home services. This takes advocacy as the veteran can often forget that they must be prescribed in home services. If we are able to help veterans get connected to VA Health Care they can go to local urgent care facilities for free. Part of the mobile Veteran Service Worker's responsibility will be the gathering of documents and perform the leg work to develop pension applications.



**FY 2019 Office Visits 700**



**Awards in 2019**



**2. LIVINGSTON COUNTY VIETNAM WALL DISPLAY:**

The Livingston County Vietnam Wall display will be on display in Dansville at the American Legion on March 29th.

**WORKFORCE DEVELOPMENT – RYAN SNYDER**

**Action Item to Be Reported**

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY OFFICE OF WORKFORCE DEVELOPMENT: ARC OF LIVINGSTON/WYOMING**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Office of Workforce Development, and any future amendments to said contract, 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>
Arc of Livingston/Wyoming	6/1/20-8/30/20	Up to \$15,00.00

For: Summer youth employment programs for youth with disabilities

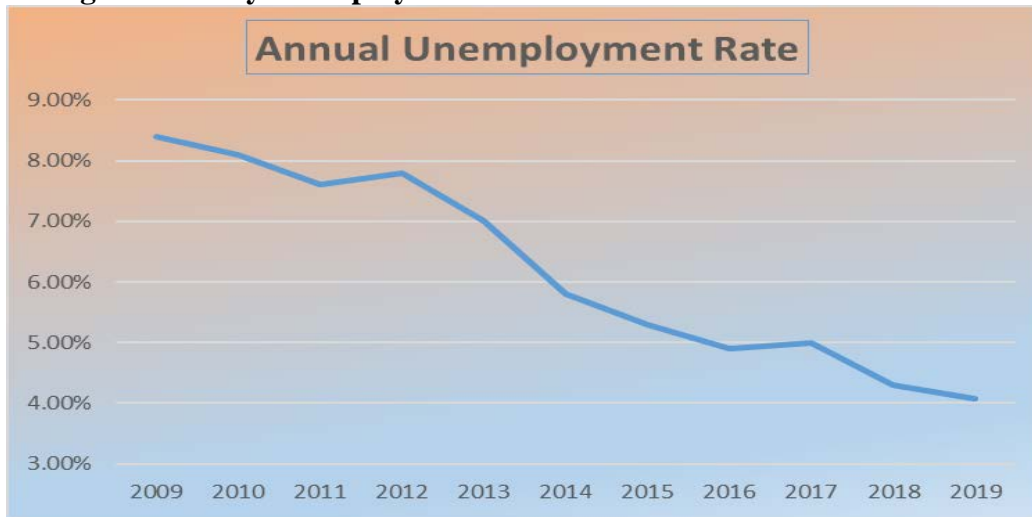
<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
Temporary Assistance for Needy Families (TANF)	\$0	Yes

Mr. Snyder reviewed the contract for approval. This contract enables us to offer services to youth with disabilities.

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

**Informational Item(s) Written Only**

## Livingston County Unemployment Rate



*The average annual unemployment rate fell to 4.08%, the lowest rate since 2000.*

### Department Activity Report

Activity	Jan 2019
Job Openings Posted with NYSDOL	332
Counselor Assisted Appointments	104
Workshop Attendees	44
Jail Workshop Attendees	0
Adults/Youth in Training	12
Adults/Youth in Paid Work Experience	3
WIOA Youth Enrolled in Services (26 by 6/30/20)	26
WIOA Adults Trained (32 by 6/30/20)	32
Temporary Assistance Clients Employed	26
Temporary Assistance Clients in Work Experience	19

### Program Report

Recruitment Specialist – Marianne Miller has been appointed to Recruitment Specialist and will start March 3<sup>rd</sup>.

Teen Recognition – 93 nominations were received for the dinner. Each Town has at least one nominee.

NYS Youth Council – Statewide judging is currently taking place and the youth selected to the NYS Youth Council will be informed via email by February 28<sup>th</sup>.

CNA Program – Recruitment for the next Nursing Assistant training program has begun and will continue until 3/16. The program is scheduled to start on 3/30. The program is free if selected.

Mini Job Fair – The next mini job fair is scheduled for March 10<sup>th</sup>. Remaining dates for 2020 are 4/14, 5/12, 6/9, 8/11, 9/8, 10/13 and 11/10.

Attain Lab – The work crew has been attending the SUNY Attain Lab in Perry each Wednesday, where participants have been utilizing the computer lab to conduct online career exploration and complete free occupational certifications.

WIOA Contract – Workforce Development has met all of their contracted performance goals from the Workforce Development Board, prior to the contract end date of 6/30.

### **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: WYOMING PROPERTIES, LLC, ACM MEDICAL LABORATORIES**

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, and any future amendments to said contract, according to the terms designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Wyoming Properties, LLC</b>	3/1/20-2/28/21	\$500.00/month
2071 Crittenden Road		\$6,000.00/year
Alden, NY 14004		

For: Warsaw WIC Clinic Lease Agreement

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS WIC Grant	0%	Yes

Director's Comments: This contract provides WIC with a clinic site in Warsaw, NY.

<b>ACM Medical Laboratories</b>	3/1/20-2/28/22	Chlamydia/GC - \$39.00
160 Elmgrove Park		HPV - \$39.00
Rochester, NY 14624		Thin Prep - \$22.51

For: Family Planning Laboratory Services Agreement

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Title X Family Planning Grant	0%	Yes

Director's Comments: This contract provides Laboratory Services for Reproductive Health Center.

Ms. Rodriguez reviewed the contracts for approval.

*Motion: Mr. Mahus moved and Mr. Falk seconded to approve the foregoing resolution ..... Carried.*

**2. PROCLAIMING THE MONTH OF MARCH 2020 AS COLORECTAL CANCER AWARENESS MONTH**

WHEREAS, the County of Livingston joins to support observances that raise awareness of health issues that affect people across our state, nation, and the world, such as the various types of cancer, including colorectal cancer; and

WHEREAS, colorectal cancer is a leading cause of cancer-related deaths among men and women in the United States; each year in New York State, more than 9,000 people develop colorectal cancer and more than 3,000 New Yorkers die from this disease; it is estimated that one in twenty people will develop colorectal cancer during their lifetime; and

WHEREAS, colorectal cancer occurs most often in older people; approximately 60% of people newly diagnosed with colon cancer are age 65 and older, and 90% of all colorectal cancers are diagnosed after age 50; and

WHEREAS, of the majority of colorectal cancer occurs in people who have no known risk factors; while the causes of colorectal cancer are not well understood, scientists agree that the following factors increase a person's risk of developing this disease: age, family history and hereditary conditions, personal health history, obesity, physical inactivity, diet, and other lifestyle factors such as cigarette smoking and excessive alcohol use; and

WHEREAS, those with a personal or family history of colon polyps, colorectal cancer, or a personal history of inflammatory bowel disease are at higher risk for developing colorectal cancer and should talk to their doctors about when to begin screening and how often to be screened; and

WHEREAS, men and women of any age with blood in their stool, unexplained weight loss, or a change in bowel habits including persistent aches and pains should talk to their doctor; and

WHEREAS, colorectal cancer often can be prevented through regular screenings that can detect small growths, called polyps, which can be removed before they develop into cancer; screening for colorectal cancer is a covered benefit through Medicaid as well as health plans participating in the New York State of Health, and

the New York State Cancer Services Program offers colorectal cancer screening to eligible uninsured individuals in every county and New York City borough; and

WHEREAS, in celebration of Livingston County achieving the national goal to screen 80% of adults, aged 50 and older, being regularly screened for colorectal cancer in 2019.

WHEREAS, New Yorkers and people everywhere are called upon to raise their awareness of colorectal cancer and take preventive steps to safeguard their health and that of loved ones from this disease;

RESOLVED, that the Livingston County Board of Supervisors, do hereby proclaim the month March 2020 as COLORECTAL CANCER AWARENESS MONTH in Livingston County.

The Main Street Goes Blue kickoff was last night at the Public Library in Lima.

*Motion: Mr. Falk moved and Mr. Wester seconded to approve the foregoing resolution ..... Carried.*

Ms. Rodriguez reviewed the letter received from the Board of Health on tobacco point of access and adopting a local law. The Clerk will add this to the board meeting communications.

Ms. Rodriguez reviewed the COVID-19 talking points and updated the Committee on current cases. There is another SUNY student under quarantine in her home in Cayuga County. This update and talking points will be sent out to the Supervisors to share with their board members and residents.

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

1. Discussion of law regulating the tethering of dogs-The County Attorney reviewed the email sent out in response to Mrs. Erdle's questions about a local law.

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

- *Be Well in Livingston* (Nunda) - Biggest Losers Competition, Community Coffee Club, Country Krafters (crafts and educational session.)
- *Be Well in Livingston* (Mt. Morris) - scheduling focus groups (one completed) and assessments, developing steering committee.
- Community Health Assessment and Community Health Improvement Plan - WYSL radio interview with UR Medicine/Noyes Health discussed CHA process and CHIP priorities, working with Genesee Valley Health Partnership to apply for three grants to support Be Well, S2AY rural health network meeting regarding CHIP workgroups.
- Workforce Development: analyze and review core competency assessment results with administrative staff, three step prioritize process with administrative staff in January, developed draft of Workforce Development Plan for 2020-2021, training day June 22 -topics/speakers.
- Breastfeeding Quality Improvement initiative- Breastfeeding Friendly Policy adopted and to be implemented by Livonia Public Library starting January 2020, flyers and postcards printed and distributed in community.
- Coordinating Medical Reserve Core NACCHO grant funding to recruitment and retention of volunteers, press release to media.
- RHC to participate in the Family Planning Program Patient Experience Improvement Initiative regarding Mt. Morris Clinic- meeting and conference call to date.
- Coordinating Main Streets Go Blue Kickoff with Town of Lima, URMC and Lima Public Library - March 2 at 6 PM at Lima Public Library.

### **LIVINGSTON COUNTY MENTAL HEALTH SERVICES SATISFACTION SURVEY RESULTS**

<i>% who Agrees</i>	2019	2018	2017	2016	2015
1 I like the services that I received here.	92	94	90	93	89
2 I feel listened to by my therapist or case manager.	98	95	90	93	93
3 I would recommend this agency to a friend or family member.	91	96	93	90	88
4 The people who answer the phone and greet me when I come in are helpful.	94	97	93	88	80
5 There is NOT too long of a wait to get an appointment.	87	80	90	50	79
6 Staff returned my phone calls within 24 hours.	87	87	79	80	83
7 Services are available at times that were good for me.	96	89	97	82	93
8 I, not staff, decide my treatment goals.	83	82	81	96	84
9 Staff here believe that I can grow, change and recover.	92	90	97	97	88
10 Staff encourage me to take responsibility for how I live my life.	92	89	93	90	81
11 I felt free to complain to staff or management.	94	90	90	83	78
12 I was given information about my	94	91	97	90	85
13 I felt comfortable asking questions about my treatment and medication.	96	89	93	87	79
14 Staff told me what side effects to watch out for.	80	74	85	90	63
15 I was able to see a prescriber about medication when I wanted to.	84	76	77	76	76
16 Staff respected my wishes about who is and who is not to be given information about my treatment.	94	91	93	90	87
17 Staff were sensitive to my cultural background (race, religion, language, etc.)	94	90	100	97	86
18 I was encouraged to use other community recovery resources (support groups, crisis phone lines)	90	80	81	70	81
19 I like the new way that I am receiving my appointment reminder calls.	81	79	89	75	75
20 I would like the option of appointment reminders texted to my	85	74	88	77	67
21 I would the option to attend group	30	29	58	32	32

Percentages are rounded to closest whole number.

**OFFICE FOR THE AGING – SUE CARLOCK**

**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 OFFICE FOR THE AGING: AIM INDEPENDENT LIVING CENTER, INC., COMFORT KEEPERS, GENESEE REGION HOME CARE OF ONTARIO COUNTY, INC., D/B/A HOME CARE PLUS, GENESEE VALLEY RURAL PRESERVATION COUNCIL, INC., HOME AND HEALTH CARE SERVICES, INC., UNLIMITED CARE, INC.**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Office for the Aging, and any future amendments to said contracts, according to the terms designated, subject to review by the County Attorney and County Administrator:

Contractor  
**AIM Independent Living Center, Inc.**  
 271 East First Street  
 Corning, NY 14830

Term  
 4/1/20-3/31/21 with two  
 one-year options to renew

Amount  
 \$17.64 per hour  
 Rates adjusted annually  
 based on New York State  
 approved rates.

For: Expanded In-Home Services for the Elderly Consumer Directed In-Home Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS EISEP Funding	25%	Yes

Director's Comments: For Fiscal Intermediary Services for Consumer Directed Expanded In-Home Services for the Elderly Program (EISEP); this option allows the consumer to interview and hire (and terminate when/if necessary) their own Personal Assistant, with payroll, etc. through the fiscal intermediary. Livingston County Office for the Aging still provides case management.

**Comfort Keepers** 4/1/20-3/31/21 \$27.00/hour PCI  
 1163 Pittsford Victor Rd. with two one-year options Rate schedule  
 Suite 215 to renew Rates subject to  
 Pittsford, NY 14534 change annually

For: Expanded In-Home Services for the Elderly Non-medical in-home homemaker chore services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS EISEP Funding	25%	Yes

Director's Comments: Funds non-medical in-home services to seniors 60 and over that have been assessed in need of assistance in completing activities of daily living as determined by a completed care plan. EISEP is a cost share program and clients are charged a fee based on income.

**Genesee Region Home Care of Ontario County, Inc.** 4/1/20-3/31/21 \$24.55/hour PCII  
**D/B/A Home Care Plus** with two one-year Rate schedule  
 3111 Winton Rd. South options to renew Rates subject to  
 Rochester, NY 14623 change annually

For: Expanded In-Home Services for the Elderly Non-medical in-home personal care services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS EISEP Funding	25%	Yes

Director's Comments: Funds non-medical in-home services to seniors 60 and over that have been assessed in need of assistance in completing activities of daily living as determined by a completed care plan. EISEP is a cost share program and clients are charged a fee based on income.

**Genesee Valley Rural Preservation** 4/1/20-3/31/21 N/A  
**Council, Inc.** with 2 one-year options to  
 5861 Groveland Station Rd. renew  
 Mt. Morris, NY 14510

For: Agreement for Congregate Meal Site at Wildbriar Estates

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
N/A No funds being exchanged. Meals funded through Federal IIIC-1	N/A	Yes

Director's Comments: Agreement for congregate meal site will outline responsibilities. LCOFA will provide meals; GVRPC will provide site, staff and supplies.

**Home and Health Care Services, Inc.** 4/1/20-3/31/21 \$27.61/hour PCI  
 City Hall with two one-year options \$27.95/hour PCII  
 82 Main St., 3<sup>rd</sup> Floor to renew Rate Schedule  
 Hornell, NY 14843 Rates subject to  
 change annually

For: Expanded In-Home Services for the Elderly Non-medical personal care and homemaker chore services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS EISEP Funding	25%	Yes

Director's Comments: Funds non-medical in-home services to seniors 60 and over that have been assessed in

need of assistance in completing activities of daily living as determined by a completed care plan. EISEP is a cost share program and clients are charged a fee based on income.

**Unlimited Care, Inc.**

1200 Jefferson Rd.

Suite 206

Rochester, NY 14623

For: Expanded In-Home Services for the Elderly

Non-medical personal care and homemaker chore services

4/1/20-3/31/21

with two one-year options

to renew

\$26.18/hour PCI and PCII

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS EISEP Funding	25%	Yes

Director's Comments: Funds non-medical in-home services to seniors 60 and over that have been assessed in need of assistance in completing activities of daily living as determined by a completed care plan. EISEP is a cost share program and clients are charged a fee based on income.

Ms. Carlock reviewed the contracts for approval. The congregate meal site PILOT at Wildbriar Estates has been very successful and Ms. Carlock recommends renewing this contract with a goal of serving 15 meals per day. The contribution level has been as good, if not better than we receive at the other sites.

*Motion: Mr. Falk moved and Mr. Mahus seconded to approve the foregoing resolution ..... Carried.*

Ms. Carlock reported that March is the month that meals on wheels across the country raise awareness about the importance of the federal congregate and home delivered meal program. The date chosen this year is March 18. Last year Chairman LeFeber served at the Avon site and Mr. Coyle delivered meals. Mrs. Walker is going to serve at one of the sites and Sheriff Dougherty will ride along to deliver meals. Anyone is welcome to volunteer at one of the four meal sites or to deliver on one of the eight routes. The volunteer income tax program keeps getting more popular each year. There are only ~25 appointments left from the 250 that were available. Our NYS Older American honorees this year will be David W. Parish and Paul McGinn and the event will be held in Albany on May 19. Seniorama is May 9. Most of the biographies have been received.

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

1. Expansion/Enhancement of Programs/Services for Older Adults in Livingston County-There were three priority objectives based upon the needs assessments and chosen to be addressed as part of the annual plan. Ms. Carlock distributed information on the path forward with one of her strategic objectives for review. Ms. Carlock reviewed the new positions to be created and their primary responsibilities. Ms. Carlock reviewed her plans to issue an RFP for exercise and wellness activities on an hourly basis. This could be different types of activities at different locations that can be identified around the county. Exercise is always one of the top responses at the public hearing with fall prevention and chronic disease management being the other top two priorities. They will continue to evaluate what works and what doesn't and readjust their plan moving forward. Ms. Carlock asked that the Supervisors share the information on the RFP request with anyone that may be interested.

**Informational Item(s) Written Only**

Livingston County

01/01/2020 and 01/31/2020

Report Run Date: 02/19/2020

**Service Type Summary**

<b>NAPIS Service Type</b>	<b>Total Units 2019</b>	<b>Total Units 2020</b>
Case Management	152 hours	160 hours



Congregate Meals	1,846 meals	1,848 meals
Home Delivered Meals	3,946 meals	3,748 meals
Information & Assistance	195 contacts	286 contacts
Nutrition Education	295 contacts	418 contacts
Personal Care	450 hours	560 hours
Transportation	371 one-way trips	606 one-way trips

**PROGRAM UPDATES:**

**Senior Nutrition:**

**Dietary RFP:** Has been issued and responses are due 3/12/2020.

**March for Meals:**

Every March, Meals on Wheels programs across the country raise awareness in their communities about the critical nutritional needs of older adults and the importance of healthy meals, and nutrition counseling and education. This year programs across New York State will be holding events on the same day, Wednesday, March 18<sup>th</sup>. If any Supervisor would like to participate during March by riding along on a meal route or serving at a congregate site, we ask that he/she call Jessica Wilkins or Sue Carlock at 243-7520 to make arrangements. We welcome your participation!

**Program closures:** The program has been closed once in 2020 due to weather. Last year we began distributing emergency meals to Home Delivered Meal clients to be used in the event of closing. The meal for the day of closing was subsequently delivered to replace the emergency meal. This alleviates the inconvenience of having to close. We will continue this practice moving forward. Program participants also receive shelf stable food from Foodlink quarterly.

**Health Promotion:**

**VITA (Volunteer Income Tax Assistance):** appointments have been made for qualified individuals through a partnership with SUNY Geneseo. A limited number of appointments are still available for March. Over 200 appointments have already been scheduled.

**New York State Office for the Aging Older New Yorker Day 2020:**

Honorees for Livingston County will be David W. Parish and Paul Maginn. The event in Albany will be held on May 19, 2020.

**Seniorama: May 9, 2020**

Biographies are starting to come in. Thank you. Please call Sue Carlock if you have questions.

**Census 2020:**

LCOFA is represented on the Livingston County Complete Count Committee and organized educational sessions on Census 2020 in an effort to maximize response.

**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 FOR THE LIVINGSTON COUNTY CENTER FOR NURSING AND REHABILITATION: CLINICAL STAFFING RESOURCES, INC., CROSS COUNTRY STAFFING, INC. & SHC SERVICES, INC.**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Department of the Livingston County Center for Nursing and Rehabilitation and any future amendments to said contract, 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>Clinical Staffing Resources, Inc.</b> 420 Broadway, 3 <sup>rd</sup> Floor Brooklyn, NY 11211	5/1/20-4/30/21	Fee Schedule
For: Supplemental Staffing: RN, LPN, CNA's		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Operating Budget	N/A	Yes
<b>Cross Country Staffing, Inc.</b> 5201 Congress Avenue, Suite 100 B Boca Raton, FL 33487 For: Supplemental Staffing Contract, RN, LPN, CAN	5/1/20-4/30/21	Fee Schedule
<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Operating Budget	N/A	Yes
<b>SHC Services, Inc.</b> 1640 W. Redstone Center Drive, Suite 200 Park City, Utah 84098 For: Supplemental Staffing Contract, RN, LPN, CAN	5/1/20-4/30/21	Fee Schedule
<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Operating Budget	N/A	Yes

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.

Mr. Woodruff reviewed the supplemental staffing contracts for approval. These are necessary and very important contracts for CNR operations.

*Motion: Mr. Falk moved and Mr. Mahus seconded to approve the foregoing resolution ..... Carried.*

**2. AMENDING THE 2020 LIVINGSTON COUNTY SALARY SCHEDULE: CENTER FOR NURSING AND REHABILITATION AND REFER THIS MATTER TO THE WAYS & MEANS COMMITTEE**

RESOLVED, that the 2020 Livingston County Salary Schedule is amended as follows:

Center for Nursing and Rehabilitation

- Create one full-time Assistant Director of Nursing position.

Director's Comments:

The current configuration of the administrative nursing team is comprised of the Director of Nursing Services and an Assistant Director of Nursing Services. This creation of this position is in alignment with the Agency's growing operational, regulatory, and clinical needs and is supported by recommendations received from Beacon Solutions, LLC, staffing assessment.

Mr. Woodruff reviewed the current management staff outside of a CBA and explained that the industry standard salary for this position is \$75,000-\$85,000.

*Motion: Mr. Mahus moved and Mr. Wester seconded to approve the foregoing resolution..... Carried.*

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

**FINANCIAL/OPERATIONAL UPDATES:**

- Occupancy – As of February 24, 2020 occupancy was 95.93% for the month, YTD 95.16%. Occupancy to date is 94.09%. December's Garden of Life program closed out at 88.88%.  
Cash Flow - The CNR's Cash Flow Report as of February 21, 2020, \$16,643.387 in Reserves.  
Budget Variance - The December 2019 budget variance report will be distributed and discussed at the committee meeting. Closing out Medicaid for the year, we were under \$1.566; Medicare under budget \$1.38; Private pay over budget \$1.943; Operating expenses under budget \$2.469; Garden of Life over budget ~\$125,000; Current cash reserves represents \$16,679,590. We now have four cases of influenza year to date. One case was discharged. Clinical assessment guidance for COVID19 was received yesterday and registered nurses have been trained on signs and symptoms. Mr. Woodruff will participate in a DOH conference call on Thursday. There will be another Medicaid redesign team meeting on 3/10/20 at 11 a.m. through WebX to see what this committee is going to recommend. The

Dietary Services RFP responses for the CNR and OFA are due 3/12/20. Supervisors Walker and Pangrazio have agreed to serve on the selection committee. The cooling tower bid was released and Mr. Woodruff is working together with Clark Patterson Lee (CPL) and Deputy County Administrator Mann. Responses were received on 2/27/20 and will be descoped this Friday. There is an emergency blood drive today in the Red Cross Mobile Unit on campus today. Mr. Mann stated that there were six responses for the cooling tower bid and all were received within range and with most of them being below the engineer's estimates for the project; so much so, that they believe they can accomplish some of the alternatives. An award recommendation will be coming to the April Committee meeting. Mr. Mann reported on other CIP projects at the CNR. They have come to an agreement on the scope of services with CPL on the patient lift system and a bid should be out soon; Mr. Woodruff and team have been visiting various counterpart locations throughout the area looking at different nurse call systems; finding out what works and what doesn't work for them as opposed to just listening to a sales pitch. Mr. Mann reviewed the maintenance work accomplished recently and the addition to staffing to get this work done.

**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 –16, Evening Shift –21, Day Shift –14
- 3) Nurse Recruitment – The CNR is actively recruiting qualified applicants.
  - a) There are currently 0 Part Time day shift LPN, 6 Full Time and 5 Part Time evening shift LPN and 5 Full Time and 2 Part Time LPN night shift vacancies.
  - b) There are currently 3 Full Time evening shift RN, & 2 Full Time night shift RN vacancies.
- 4) There are currently 0 Part time day shift, & 1 Part Time evening shift PCA vacancies at this time  
The Center continues to utilize agency staffing solutions in the interim to augment these vacancies.
- 5) EPC Project Updates-
  - a) Building envelope – infiltration seal – contacted contractor to investigate air blowing into the ceiling above resident rooms on the 3<sup>rd</sup> floor, this item remains open. Investigation is continuing.
  - b) Lighting- the contractor has been notified to replace lighting fixtures that are malfunctioning and will be replaced at no cost to the County. All but two outside lights have been replaced.
- 6) Beacon Solutions Monthly Report – to be distributed.
- 7) The immunization acceptance rates for the Residents this season is 91% and the rate for Staff is 98%.
- 8) CNR Influenza Report-

	Influenza A	Influenza B
October	0	0
November	0	0
December	0	0
January	0	0
February	4	0

- 9) MLTC Nursing Home Benefit Change – The transition date has been delayed from March 1, 2020 due to a systems problem identified late last week, the March 1<sup>st</sup> transition from MLTC to FFS will NOT occur as scheduled. We are awaiting additional information to share the new transition date when established.
- 10) The meetings of the new Medicaid Redesign Team (MRT 2) initiated on Feb 11, 2020 to lay the groundwork for deliberations with a presentation on Medicaid spending trends focusing on growth in long-term care (LTC) spending. The MRT 2 was convened as part of the Executive Budget to identify ways to close the gap in the State's Medicaid budget.
- 11) A Request For Proposals was released for: "Food Services: for the Livingston County Center for Nursing and Rehabilitation & Livingston County Office For the Aging" on February 7, 2020 with proposals due March 12, 2020.

- 12) A Request For Bids was released for: “Center for Nursing and Rehabilitation Cooling Tower Replacement.” The bid opening will occur on February 27, 2020. This project is scheduled for construction to be completed in November 2020.
- 13) An abbreviated survey was conducted at the CNR on 02/18/20, by the NYSDOH, resulting in the issuance of one low level f-tag specific to notification of changes and resident rights. A plan of corrective action will be filed on or before 03/05/2020.
- 14) The CNR submitted the annual Adult Day Health Program Survey Report (PSR) to the NYSDOH on February 12, 2020, for the period from October 1, 2018 through September 30, 2019.
- 15) On March 30, 2020, the CNR will be hosting a CNA class with Finger Lakes Community College.

## **BROADBAND EXPANSION/USDA GRANT APPLICATION UPDATE – ANGELA ELLIS & MEGAN CROWE**

Ms. Ellis reviewed the distributed map showing eligible locations for the USDA application and the fact sheet on the Light Up Livingston initiative, including the public survey results. Ms. Ellis reviewed the activities done to date to determine the broadband needs for expanding services throughout the county. The County contracted with Hunt Engineers to prepare a preliminary engineering report, which essentially looked to map out the County population that could be eligible for a USDA grant, to start identifying who the service providers are, what the speeds are for those needing the service and also to look at other funding sources that the County may want to consider for expanding service in the county. That led us to continuing to work with Hunt Engineers looking more closely at an application to USDA for the Reconnect Program. The USDA grant program focuses on rurality and funding sources to areas that are at speeds of 10 mbps down and 1 up. One change since the last funding cycle is that it used to be that 100% of a census block had to be all within that category and it is now changed to 90%, which improved the eligibility areas within the county. Another change, in the case of the USDA, is that the applicant needs to be the provider of the Internet service. This led us to issuing an RFP seeking interested Internet services providers (ISP). We targeted ~7 companies, but we advertised across New York State. A committee was put together that included Supervisors Falk, Fanaro and Pangrazio to meet with Empire Access Company to talk about their proposal to help us with the Light Up Livingston initiative. Empire Access is a local company headquartered in Prattsburgh that specializes in fiber to the home. They are a fourth generation company spread throughout the southern tier primarily, but they are moving in to Dansville, Perry, Warsaw and the southern part of the county. They provided us with a proposal that we vetted with them and decided would be a good company for us to further the discussion with to look at what type of partnership we could pull together for a USDA application.

Ms. Crowe reviewed the map showing the areas that we know are considered underserved or unserved by USDA Reconnect definition of Internet services. There are areas of the county now, which are eligible because the eligibility criteria is based upon density of residences, the USDA rurality factor, and speed. The real purpose of the survey was so that we had better data about what our citizens are receiving for Internet speeds. Ms. Crowe explained that the FCC publishes maps and service providers offer a speed that you pay for as part of an Internet package and those speeds are not always exactly what you receive at your home. This data provides a better incite as to the Internet infrastructure within the county and will be helpful for future grant opportunities. If you are looking at a particular area today that is not in a USDA block, we are prepping ourselves for additional funding opportunities. The purpose of the USDA areas is to provide that robust broadband technology and that infrastructure will fuel long-term economic development and opportunities within the county. The purpose of the USDA funding is rural economic development and quality of life. Ms. Crowe explained that we are now able to see Internet speeds people are receiving, contact information for particular people and we are able to demonstrate the need for broadband infrastructure. We can see what people are receiving, rather than just what they are paying for as part of an Internet package. This distribution of results is promising and we are able to see the need for broadband services. USDA funding is only one opportunity and this can help form the beta data. Ms. Ellis explained that the USDA eligible areas would serve approximately ~2,200 service locations, but we won't know the total number until it's refined through the grant process. It's important to note that, while it shows 2,200 service locations, it passes by another 3,500 locations totaling 5,500+ service locations where this grant will be able to help facilitate a connection to the home

service. In terms of the overall cost of the project, the grant allows up to a \$25M application at 75/25 share. The proposal that we received from Empire Access will be a \$17M project total that would be approximately \$13M in USDA funds and a match. We are currently discussing how the company could reimburse the County for that 25% match over time. There are all sorts of questions on how that would work involving the public service commission and some of the other regulatory agencies. The company is very willing to work with us on putting together a scenario that we hope will be acceptable to everybody involved. The County Administrator has had some conversations with the bonding company already trying to put together a funding scenario that would be presented to Ways and Means next week. A tremendous amount of work has been done on this first phase. Areas being served by Spectrum and other providers were intentionally pulled off of the map because they are already being served. Mr. Falk reported that Empire Access vans have been parked in Lima over the last week. There was discussion on the service locations, census blocks and service points. At the end of the process, Empire will end up owning the asset. The County is not getting into the broadband business. We are negotiating a contract where the County will be reimbursed over ten years or so for the funds the County put forth.

Mrs. Walker reminded the Committee about the Proclamation presentation at the Arc today at 11:00 a.m.

**ADJOURNMENT**

Mr. Mahus moved and Mr. Wester seconded to adjourn the meeting at 10:00 a.m.

**DEPARTMENT OF SOCIAL SERVICES – DIANE DEANE**

**Informational Item(s) Written Only**

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

	<u>Jan</u>	<u>% Change from Jan 1</u>
<b>Temporary Assistance Cases (TA):</b>		
Family Assistance	199	1.53%
Safety Net	246	4.24%
<b>Total</b>	<b>445</b>	<b>3.01%</b>

<b>Medicaid Cases (MA):</b>		
Community	1581	-5.50%
Chronic Care	223	-3.88%
Foster Care	156	-1.27%
SSI	1239	-0.64%
<b>Total</b>	<b>3199</b>	<b>-3.35%</b>

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

<b>Cases In Transit</b>	39
<b>NYSOH</b>	
<b>Livingston County DSS</b>	4424
<b>Total</b>	<b>4463</b>

**Medicaid Managed Care Individuals (Monthly Premium):**

These Individuals are included in above TA\MA.

Mainstream Managed Care	1712
HARP	346
Managed Long Term Care-Community	125

Managed Long Term Care-Nursing Home	60	
Total	2243	-0.09%
<b>Food Stamp Only Cases:</b>	2225	1.55%
<b>SSI Food Stamp Cases:</b>	788	-0.76%
<b>Child Care Cases:</b>	125	3.31%
<b>Fraud:</b>		
Front End Detection (FEDS) - During Applicant Status	0	
Fraud Referrals Received - Anonymous/Other	6	
Fraud Referrals Received - Internal/DSS	1	
Referrals sent to Sheriff & DA	0	
Pending with DA/Awaiting Disposition	8	
<b>Clients thru the lobby (Unduplicated #):</b>	1020	
<b>Total # of individuals served by reception staff:</b>	1728	
<b>Housing - Homeless Caseload:</b>		
Diversions	11	
Housed	33	
<b>Total</b>	<b>44</b>	
<b>Total Nights</b>	<b>451</b>	
Singles	371	
2 Adults	17	
Families	63	
Total Clients in Temp. Housing at end of month	16	
Clients entering Temp. Housing & remaining in the month	12	
<b>Code Blue - Below 32 Degrees</b>		
Cases	8	
Nights	103	
<b>Section 8 Vouchers Leased Up:</b>	505	
<b>Child Support:</b>		
Caseload Count	3,004	-0.33%
Dollars Collected	\$607,662	
<b>Child Protective Services (CPS): Ongoing</b>		
New Primary Investigation Assignments	59	
Secondary Assignments from Other Counties	26	
Petitions Filed	4	
1034 Court Ordered Investigations Completed	5	
<b>CPS Ongoing Case Management/Preventive Services:</b>	72	2.86%
CPS Ongoing Management Cases	47	
Article 10 Placement/Non-DSS Custody Cases (Out of Home)	21	

*Distinct Children	10	
Supervision Cases Remaining in Home	19	
*Distinct Children	41	
Supervision Cases on Behalf of Another County- Secondary	7	
*Distinct Children	10	
Probation Based # of Children Referred	45	
School Based Consults (Avon, Dansville, Livonia)	222	
TASA (Case Management for Pregnant/Parenting Teens) Active	0	
<b>Foster Care</b>	<b>50</b>	
<b>Foster Children - DSS Custody</b>	45	4.65%
<b>OCFS State Custody</b>	3	
Levels of Care:		
Foster Boarding Home	36	
Approved Relative Foster Home	0	
Institution	5	
Group Home	3	
Supervised Independent Living	0	
Other	1	
<b>Other Case Processing</b>	<b>5</b>	
ICPC Requests	0	
Supervision - Post Discharged - Court Ordered	4	
Supervision on behalf of another county	0	
Aftercare Services	0	
Children on Trial Discharge	0	
Children Discharged to Parent or other resource	1	
<b>Adoptions</b>	<b>0</b>	
<b>Protective Services for Adults (PSA):</b>	<b>47</b>	<b>-2.08%</b>
PSA Referrals Received	17	
Active Financial Mgmt. Cases	47	
Active Home Mgmt. Cases	47	
Personal Care Aide Cases	<b>36</b>	
Level I	6	
Level II	29	
Level I pending	1	
Cases waiting for an assigned Aide	4	
Guardianship Cases	2	
Awaiting discharge	6	
Pending	1	
Assessment Contacts	124	

3. Employees hired, resigned or retired in February:

Amy Holland	Resigned	Social Welfare Examiner	2/28/20	Lima
Ruth Swift	Retired	Housing Programs Coordinator – Section 8	2/28/20	Dansville

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