

**DSS/OFA/PUBLIC HEALTH/COMMUNITY SERVICES COMMITTEE MEETING  
May 16, 2018**

**PRESENT:** Legislators John Lehman, Randy LaChausse, Bryan Moser, Thomas Osborne and Andrea Moroughan, County Manager Ryan Piche, DSS Commissioner Jenny Jones, OFA Director Kelly Hecker, Public Health Director Penny Ingham, Director of Community Services Patricia Fralick, Human Resources Director Chris Boulio and Reporter Nick Altmire

The meeting was called at 8:30 a.m.

Legislator Lehman made a motion to approve the minutes of the 4/18/18 committee meeting, seconded by Legislator Moser and carried.

The following dockets were approved:

- 1-Appropriate Contingency into OFA Legal Services line-\$5,000
  - 2- Agreement Birnie Bus to transport Pre-School Education Children-\$175.10/day thru 6/30/20
  - 3-Agreement w/Cooperative Extension for parent education services to families-\$500/month Not to Exceed \$61,500/hr.
  - 4-Agreement w/LC Opportunities for Homeless Apartment Initiative-Not to Exceed \$26,585/yr.
  - 5-Agreement w/Multicultural Assoc of Medical Interpreters thru 5/31/19-Local Share 25%
  - 6-Authorize refilling Employment & Training Specialist, Social Services program Examiner and Community Services Worker positions. Jenny Jones inquired the need to request for refilling positions that are budgeted. Legislator Moser reasoned it a good idea to have Department Heads justify positions to be refilled. Penny Ingham asserted that the departments have been pared down to minimum levels suggesting that Department Heads are constantly analyzing staff efficiencies and knowledgably request refills. Ryan Piche proposes that Department Heads be given discretion to refill positions as long as expenses are within budgetary allocations.
  - 7-Create Student Worker program and appropriate Pratt-Northam Foundation funds-\$4,478.00
  - 8-Appoint Jeff-Lewis Workforce Development Board members: 7/1/18-6/30/21
  - 9-Appoint Youth Bureau Advisory Board members: 7/1/18-6/31/20
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**Director of Community Services Pat Fralick**

Pat reported there were no budget issues; and awaits the Cost of Living Adjustment (COLA) figures from the State agencies.

The Mental Health commemorative walk is set for 5/17/18, which is supported by the Northern Regional Center For Independent Living (NRCIL), ARC, Head Start, Youth Bureau, Social Services and the Croghan Community members. The walk will start at the Lowville Firehall with a proclamation presentation and be followed by a dinner.

A Community Services Resource Guide is being compiled in collaboration with school districts to encompass their needs, and available for all related agencies.

The Priorities Council has completed their assessment with a goal to enhance professional staff recruitment and retention efforts. They will compose a standardized message for use by all related service departments and agencies when advertising job openings. Pat is discussing with Planning Director Frank Pace and JCC representatives the possibility of establishing certificate programs that may help human service candidates achieve their employment objectives.

On 5/22/18 the Community Services Board (CSB) will meet jointly with Sub-Committees to review the 2019 Local Services Plan.

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