

**HEALTH AND HUMAN SERVICES COMMITTEE
MINUTES
AUGUST 1, 2007 – 3:00 P.M.
SCOTT HEYMAN CONFERENCE ROOM**

Present: N. Shinagawa, Chair, M. Robertson, M. Sigler, Vice Chair (arrived 3:55), M. Koplinka-Loehr F. Proto
Staff: P. Carey, Department of Social Services; N. Zahler, Youth Services, L. Holmes, Office for the Aging; K. Schlather, N. Burston, Human Services Coalition; S. Whicher, County Administrator; S. Martel-Moore, Human Rights Commission, M. Lynch, Public Information Officer; K. Fuller, Deputy Clerk
Guest: L. Jackier, Drop-In Center; S. Dale-Hall, Day Care and Child Development Council; T. Ashmore, Ithaca Journal

Call to Order

Chair Shinagawa called the meeting to order at 3:04 p.m.

Chair's Report

Mr. Shinagawa spoke of Mr. Joseph's memorandum to department heads and legislators that reminded individuals of the need to submit items for agendas by one week prior to the meeting.

Additions to the Agenda

It was MOVED by Mr. Koplinka-Loehr, seconded by Mr. Shinagawa to add the following items to the agenda:

- Resolution – Authorization to Enter Into a Five-Year Lease Agreement for the Tompkins County Human Rights Commission in Ithaca, New York
- Department of Social Services – Budget Transfer
- Department of Social Services – Budget Adjustment

A voice vote on the motion resulted as follows: Ayes – 3; Noes – 1 (Proto); Excused – 1 (Sigler).
ADDITIONS APPROVED.

Deletions from the Agenda

There were no deletions from the agenda.

Office for the Aging

Ms. Holmes provided updates on the following topics:

Berger Commission/Lakeside Update

The work group related to this subject met on July 10th, and discussed how to proceed to best assist the community. Lakeside has been working on a restructuring plan and submitted the State HEAL4 funding application on July 16. The application is to seek funds to assist in the cost of closure and/or restructuring to meet the requirements laid out by the Berger Commission. Ms. Holmes reported there have been 62 applications received by the State to date. She said the State has \$550 million available for these efforts, however the applications are totaling over \$6 billion. Ms. Holmes noted that Lakeside representatives met with the State Department of Health had reviewed the HEAL4 application prior to

submission and indicated it looked favorable. Ms. Holmes said that the State has issued the Request for Proposals for the assisted living program; Lakeside will apply in September. It is hoped that it will be able to restructure in order to continue serving the population.

2008 Budget

Ms. Holmes said the overall 2008 budget is looking good. She said the challenging part is to determine the appropriate fringe to come out of the numerous accounts the department deals with. In terms of anticipated funding she believes the department will be in good shape. She spoke of the following programs that will be areas of focus in 2008:

- Caregiver's Resource Center – A \$6,000 grant was received from the Community Health Foundation of Western and Central New York. The Office for the Aging will act as lead agency, collaborating with: Cayuga Medical Center, Hospicare, Lifelong, Department of Social Services Long Term Care Services, and Family and Children's Services. It will provide the ability to train seven trainers on evidence-based curriculum and powerful tools for caregivers. Training to the public will begin in 2008.
- Personal Emergency Response System (PERS) – This highly successful self-sustaining program has seen a 29 percent increase in clients served since 2001, partly due to the increased number of units available. At this time over 500 frail elders per year are served. Presently there is 1 FTE working on the program and she feels that the program revenues, derived from a sliding scale fee, could sustain a .5 FTE individual to assist (with a position for outreach presently on the books), with no local share required. Ms. Holmes noted that Mr. Stevenson, liaison, has indicated support of the expansion of the program. Ms. Holmes is also looking into the Office of the Aging being a Medicaid provider for the PERS program. Currently a Medicaid program through Department of Social Services Long-Term Care Program utilizes private providers to serve approximately 220 clients. If the PERS program increases its capacity it could be approved for the Medicaid program, with would benefit clients and the program.
- Long Term Care Point of Entry Update – Ms. Holmes reported there has been a successful collaboration between Office for the Aging and Department of Social Services for the past twelve years. Last year, the State Office for the Aging and Department of Health officially designated Long Term Care Services the official point of entry in Tompkins County. The County is considered a "Group A" county due to its long-term history of this partnership. With funding received from New York State this continued to be strengthened, with steering committees formed at the agencies, joint quarterly meetings, and Long Term Advisory Committee. It has been determined to focus on a public information campaign, to include graphic materials, to notify the public of services and long term care in general.

Ms. Holmes also informed the Committee that she and Liz Norton of the Long Term Care Services have completed their first year of participation in the Community Health Foundation Health Leadership Fellows Program, geared toward professions to serve frail elders and children in poverty. A special project to be undertaken by Ms. Holmes, Ms. Norton, and others in Cortland and Onondaga Counties to serve frail elders is planned; it is hoped that the project will be funded by the Foundation.

- Office for the Aging Public Hearing Schedule – This year public hearings of the proposed plans for the coming years will include outreach to rural communities. This year they will be held on September 12th in Trumansburg, September 26th in Groton, and on October 25th at Titus Towers. The department plans to select other rural communities next year.
- Ithaca College Gerontology Institute's Rural Aging Summit – The summit, to be held September 20, and 21, 2007, is a collaboration with the New York State Assembly and Senate Committee's on Aging, the New York State Legislative Commission on Rural Resources, the New York State Office For the Aging, and Cornell University. The goal for the summit is to develop a comprehensive report of policy recommendations to address concerns at the State and local levels.

Appointment

It was MOVED by Mr. Proto, seconded by Mr. Koplinka-Loehr, and unanimously adopted by voice vote by members present, to recommend approval of the following appointment to the full Legislature:

Personal Emergency Response Service Advisory Board – Liz Norton, Agency Representative – term to expire December 31, 2009.

Human Rights Commission

RESOLUTION NO. – AUTHORIZATION TO ENTER INTO A FIVE-YEAR LEASE AGREEMENT FOR THE TOMPKINS COUNTY HUMAN RIGHTS COMMISSION IN ITHACA, NEW YORK ARCHIVES

It was MOVED by Mr. Shinagawa, seconded by Mr. Proto, to recommend adoption of the following resolution to the full Legislature. Mr. Proto indicated his desire to insert language within the RESOLVED that would provide for the County Administrator, or his designee, to be authorized to *negotiate* and sign a lease agreement. Following a discussion, during which Ms. Martel-Moore noted the resolution provides for a five-year extension, with no increase in the rent, and with an eighteen-month escape clause. Mr. Which stated his preference for a one-year escape clause. Ms. Martel-Moore said that as this was an extension that has the eighteen-month escape clause. In addition, she noted the location, handicap accessibility, and low-rent were all beneficial to the department.

A voice vote on the motion resulted as follows: Ayes – 4; Noes – 0; Excused – 1 (Sigler).
RESOLUTION ADOPTED.

WHEREAS, the Lease Agreement presently covering the offices in which the Tompkins County Human Rights Commission transacts business, located at 120 West State Street, in the City of Ithaca, County of Tompkins, State of New York, shall expire on August 30, 2007, and

WHEREAS, this location provides convenient access to the public, and

WHEREAS, the Human Rights Commissioner has negotiated a five-year extension with no increase in rent and an early termination clause, now therefore be it

RESOLVED, on recommendation of the Health and Human Services and the Facilities and Infrastructure Committees, That the County Administrator, or his designee, is hereby authorized to negotiate and sign a lease agreement with the landlord, Novarr-Mackesey Property Management, for the period of September 1, 2007, through August 31, 2012.

SEQR ACTION: TYPE II-20

* * * * *

Department of Social Services

RESOLUTION NO. - REDUCTION OF HOURS - SOCIAL SERVICES ATTORNEY

It was MOVED by Ms. Robertson, seconded by Mr. Koplinka-Loehr, to recommend adoption of the following resolution to the full Legislature. Ms. Carey explained that approximately three years ago one attorney was increased to forty hours to provide supervision. At the present time assessments of the workloads is being undertaken. At the present time there is one child welfare and one support attorney on staff, neither of which could provide supervision. This reduction will provide for a second thirty-five hour child welfare position. Ms. Carey noted that the Department also has outside attorneys that are approved for contracted work if needed due to vacations or conflicts of interest in a case. Additionally, she reported that the cases are assigned to the attorneys according to specific judges. A review of the workloads will continue and if necessary she will come to the Committee to request an increase in hours.

In response to a question by Mr. Proto concerning the possibility of a non-attorney assisting in cases she clarified it must be an attorney, even though the work may be done without the need for a trial.

A voice vote on the motion resulted as follows: Ayes – 4; Noes – 0; Excused – 1 (Sigler).
RESOLUTION ADOPTED.

WHEREAS, for reasons of fiscal economy, the Commissioner of Social Services wishes to reduce the standard work week of one position of Social Services Attorney from 40 hours per week to 35 hours per week, and

WHEREAS, this reduction in hours would be beneficial to the taxpayers of the County, now therefore be it

RESOLVED, on recommendation of the Health and Human Services Committee, That the standard workweek for one position of Social Services Attorney, (88-233), position ID#1144, shall be reduced from 40 hours per week to 35 hours per week effective immediately.

SEQR ACTION: TYPE II-20

* * * * *

Budget Adjustments

It was MOVED by Mr. Koplinka-Loehr, seconded by Ms. Robertson, to recommend approval of the following budget adjustments to the full Legislature for approval. Ms. Robertson asked if the written material could be produced in a second language, perhaps Spanish. Ms. Carey said while it is the standard default language it appears that Asian and Russian population is growing. She said they would review the demographic information available to determine what might be the most appropriate. Ms. Robertson suggested material from New York City or other large communities be reviewed to come up with additional ideas for the promotion.

A voice vote on the motion resulted as follows: Ayes – 4; Noes – 0; Excused – 1 (Sigler).
BUDGET ADJUSTMENTS APPROVED.

Revenue Acct	Title	Amt	Approp Acct	Title(s)
6010.43610	State: DSS Admin.	\$47,000	6010.54442	Professional Services
6010.43610	State: DSS Admin.	\$ 5,000	6010.54330	Printing

Explanation: Through its Office for the Aging, Department of Health, and Office of Temporary and Disability Assistance, New York State is providing one hundred percent funding for counties to establish and promote public awareness about the Long Term Care Point of Entry program co-created by County Office for the Aging and Department of Social Services. The current state-approved budget will pay for creation of a logo, website, promotional materials, and print media advertising campaign, as well as printing costs for pre-existing informational brochures.

Revenue Acct	Title	Amt	Approp Acct	Title(s)
6010.43610	State: DSS Admin.	\$16,850	6010.51000581	Senior Caseworker Salary
6010.43610	State: DSS Admin.	\$ 6,572	6010.58800	Fringes

Explanation: New York State Office of Children and Family Services has granted Department of Social Services \$23,422 in one hundred percent funding to support temporary increases in Child Protective Services staffing. This budget adjustment will authorize the Department to implement its OCFS-approved plan to pay certain workers salary (rather than to allow them to accrue Compensatory Time credit) for hours worked between 35 and 40.

Cornell Cooperative Extension

Satellite Farmers Market

Mr. Schlather reported the four satellite farmers markets in Trumansburg, Groton, Caroline, and Danby have been highly successful. Senior Citizens and thirty-nine families participating in the CSA subsidized share food program receive coupons providing free produce at the farmer's markets and it appears that the program will be expanded. He also showed the minimal size container the CSA program participants receive. He explained that the Trumansburg market began as a Youth Employment Service (YES) program and has grown substantially. He said these satellites utilize vegetables grown by local producers and are leftover product from the Ithaca Farm Market or to be sold on consignment by the youth at the rural farmers markets. The CSA program offers cooking courses on-site at the farmers market to provide various recipes for the products. Mr. Schlather said this provides many benefits for all involved; farmers who would not have had the opportunity may sell their produce and the youth are learning marketing and nutrition skills. He said the Caroline market has expanded a good deal as well. He reported the initial target for the satellite markets were senior citizens in order to provide them the opportunity to participate. Mr. Schlather shared an experience of how the youth and a disabled individual have cooperated within the nutrition demonstrations and both have benefited.

National Leaders Initiative

Mr. Schlather reported on this collaboration of Cooperative Extension, Greater Ithaca Activities Center, the Multicultural Resource Center, and Tompkins Community Action. It was started in January 2007 to provide training and support to people to grow as community leaders, provide training and support to community organizations, boards and committees who want to increase their capacity to foster diverse participation and leadership, and help collaborating organizations increase their staff's capacity to integrate leadership development activities into their ongoing programs. The twelve participants in the first class were selected as they have been active in their communities. It was believed that with appropriate training they would have the ability to see and develop relationships across urban and suburban settings. Mr. Schlather spoke of a program that is being undertaken with Cornell University that would provide small amounts of funding for these individuals to undertake projects within their communities. There will be a request for proposals to receive the funds. In response to Ms. Robertson, he noted that anyone could be selected to participate within the program; the first class was chosen by staff.

Childhood Obesity Prevention

Mr. Schlather provided the Committee with a handout that addressed childhood obesity prevention that provided different levels of activities and support within the community relating to this topic. CCE is working on a web-based database that includes geographic information as well. This will be a useful resource for individuals in the human services and/or medical field.

Mr. Sigler arrived at this time (3:55 p.m.).

Cluster Concept Map

Mr. Schlather provided a consent map that is to be used for a planning exercise. Various questions were asked to a target group working with local legislatures and municipalities and 220 ratings were returned. He explained the process of the mapping, noting the answers will provide various opinions of how individuals view such topics as economic resources and infrastructure, community relationships and priorities, and community policies and systems within the County. Mr. Schlather said this information was then refined with the top ten "high importance/high feasibility" ideas being: (1) Transportation, (2) Balanced and productive Land Use, (3) Employment/Health Care, (4) Respectful Inclusion and Support, (5) Youth Development and Education, (6) Opportunities and Support for all ages, (7) Community Connections and Capacity, (8) Environmental Awareness, (9) Local Economic Capacity,

and (10) Equity, Access, and Voice. Mr. Schlather hopes that the information can be utilized for future planning purposes.

Human Services Coalition

RESOLUTION NO. - APPROPRIATION FROM CONTINGENT FUND – DROP IN CHILDREN’S CENTER

Mr. Shinagawa said the resolution had been amended by the Budget and Capital Committee and he felt it should come back to Committee for review. It was noted the additional handout that is made reference to within the body of the resolution, was requested by Budget to provide additional clarity to the current financial situation of the Center.

A brief discussion occurred with regard to the actual financial situation and how the document clearly shows what is the operating expense, what is debt due to the expansion, and specifies the shortfall. Mr. Whicher said the shortfall for 2007 is \$50,000, and it had started with the expansion delay and has carried forward since then. He said there is a need to clean up the outstanding bills for vendors within the operational budget. The balance of the sheet was reviewed, showing how the outstanding debt from expansion also has created a shortage, and noted the debt needs to be eliminated as well. Mr. Whicher said if the Center completes the accreditation, it would increase the reimbursement, reducing shortfalls in the future.

Mr. Proto was excused at this time (4:15 p.m.).

The Committee reviewed the amendments made at Budget and Capital Committee. With regard to developing a group to review the situation, Mr. Whicher said it is important for the Legislature to be involved in the process. Following a brief discussion on the matter, the Committee determined there presently is a group to review the matter. Ms. Carey offered to act as a liaison with the group as she will be involved due to the use of the Center by her clients. Mr. Koplinka-Loehr spoke to the purpose of the amendments, particularly the involvement within a group to review the financial matter and feels it is important to retain.

It was MOVED by Ms. Robertson, seconded by Mr. Koplinka-Loehr, to recommend approval of the following resolution to the full Legislature. The Committee reviewed the remaining amendments, and Ms. Schlather reviewed the paragraph stating “WHEREAS, the Executive Director of the Human Services Coalition does not anticipate any substantial additional request for County financial assistance from human services agencies under the County’s purview during 2007”, saying that this request is one of three or four within the past fifteen years. She has spoken to Mr. Booth, who said the intent is to provide notice that the Legislature is not in a position to provide additional contingent fund requests from human services agencies. Mr. Whicher said he believes it was to indicate that no further requests are anticipated, in order to prevent additional requests. Mr. Koplinka-Loehr felt it should remain, stating that it only said that the Human Services Executive Director does not have any anticipated requests; in the event some emergency were to occur the Committee would discuss the matter. Ms. Robertson believed it should not be included as it only targets the human services agency.

It was MOVED by Ms. Robertson, seconded by Mr. Shinagawa, to remove the “WHEREAS, the Executive Director of the Human Services Coalition does not anticipate any substantial additional request for County financial assistance from human services agencies under the County’s purview during 2007”. A voice vote on the motion resulted as follows: Ayes – 2 (Robertson,Shinagawa); Noes – 2 (Koplinka-Loehr, Sigler); Excused – 1 (Proto). MOTION LOST.

A voice vote on the original document resulted as follows: Ayes – 3 (Robertson, Shinagawa, Sigler); Noes – 1 (Koplinka-Loehr); Excused – 1 (Proto).

WHEREAS the Drop-in Children’s Center has been serving the childcare needs of Tompkins County residents for more than 30 years being a consistent resource for low and moderate income residents, and

WHEREAS the necessity for safe, affordable child care is an integral part of a strong, healthy economy, and

WHEREAS The Drop-in Children's Center is not only a full-time day care facility, but is also the only center where parents can drop off their children for child care with a minimum of notice and for short periods, offering residents the flexibility to keep appointments, interview for jobs and take care of other immediate needs, and

WHEREAS the lack of affordable child care was ranked as the number one personal issue in the household survey of the Compass II Report and was ranked in the top five issues by all respondents, and

WHEREAS the Drop-in Children's Center provides a bridge for the working poor for transitioning from Public Support and need childcare in order to work, and

WHEREAS the Drop-in Children's Center will need \$50,000 in 2007 to meet a portion of a shortfall in anticipated revenues (as summarized on the attached document) ~~and to pay the Center's remaining debt left from the 2005 expansion~~ **related to the deficit** and to be the shortfall relating to the ~~shortfall~~ from the 2005 expansion, and

WHEREAS, the Drop-in Children's Center does not anticipate making any additional funding request, in 2007, and

WHEREAS, the Executive Director of the Human Services Coalition does not anticipate any substantial additional request for County financial assistance from human services agencies under the County's purview during 2007, now therefore be it

RESOLVED, on recommendation of the Health and Human Services Committee, That the Legislature ~~recommends~~ **supports** the formation of a group, **to include the Department of Social Services Commissioner**, ~~as soon as possible~~, to work on the long-term fiscal sustainability of the Drop-In Children's Center, including ~~the seeking out of~~ additional partners to help fund the Center,

RESOLVED, on recommendation of the Health and Human Services and Budget and Capital Committees, That Tompkins County Legislature approves the following request and the Director of Finance is hereby authorized to make the following budget appropriation:

FROM:	A1990.54440	Contingent Fund	\$50,000
TO:	A6305.54400	Human Service Agencies	\$50,000

SEQR ACTION: TYPE II-20

ATTACHMENT

Drop-In Children's Center Contingency Request:

\$50,000

1. To pay operating for 2007
\$25,000 – operating deficit from delay in opening 2005 expansion
\$25,000 – to reduce gap between fees and costs of care - remainder of 2007

This will allow the Drop-in Children's Center to continue for the remainder of 2007 and develop plans to address the operating deficit and outstanding loans.

2. Operating 2008 (estimated)
\$91,000 gap between fees and costs of care
+ 16,000 estimated payments on outstanding loans (\$110,000)
\$107,000 total shortfall

- \$ 17,000 – restored accreditation funding
- \$ 26,000 – increase in base recommended by HSC (out of \$47,000 request)
- \$ 10,000 – additional increase recommended by S. Whicher
- \$ 5,000 – HSC recommended one-time assistance in loan payments
\$ 49,000 estimated shortfall for 2008

The \$49,000 remainder will have to be paid through increased support, increased fees, or by limiting access to the most needy families (above and beyond the approximate \$51,500 fundraising commitment already in the 2008 budget).

3. Loans outstanding
AFCU - \$90,000
IURA - \$20,000
\$110,000

The carrying cost of these loans is estimated at \$16,000 per year and contributes to the difficulties in the Operating budget. Steve Whicher suggests that the best solution will be to begin discussions on how to eliminate these outstanding loans since the operating budget simply cannot support this level of debt.

Urgent Rx Update

Ms. Schlather reported that the pilot Urgent Rx plan, which provides prescriptions to low-income and uninsured patients being treated at the emergency room is expanding. This program will now be available to patients utilizing the Ithaca Free Clinic and in-patients who are being discharged from the hospital.

Youth Services

Ms. Zahler requested the Committee withdraw the resolution regarding the Recreation Partnership Agreement; other municipalities have requested amendments that must be approved by the Recreation Partnership Board. Upon completion she will bring back the resolution.

Minutes of June 1, 2007

It was MOVED by Ms. Robertson, seconded by Mr. Koplinka-Loehr, and unanimously adopted by voice vote by members present, to approve the minutes of June 1, 2007.

Adjournment

On motion the meeting adjourned at 4:42 p.m.

Respectfully submitted by Karen Fuller, Deputy Clerk