

**HUMAN SERVICES COMMITTEE MEETING MINUTES  
TUESDAY, JULY 3, 2018  
9:00 A.M.**

PRESENT: B. Donohue, M. Walker, I. Davis, M. Falk, I. Coyle, H. Grant, S. Hillier  
 ABSENT: D. Babbitt Henry,  
 PRESENT AFTER MEETING CALLED TO ORDER: D. LeFeber, D. Mahus,

Human Services Chair Brenda Donohue asked Nunda Supervisor Merilee Walker to lead the Pledge of Allegiance.

**DEPARTMENT OF SOCIAL SERVICES – DIANE DEANE**

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

Mrs. Deane explained that both actions today involve the official name change of the organizations that we contracted with.

**1. AMENDING A PORTION OF RESOLUTION 2018-11**

WHEREAS, Resolution No. 2018-11 authorized the Chairman of the Board of Supervisors to sign various contracts for the Livingston County Department of Social Services, and

WHEREAS, Resolution No. 2018-11 authorized a contract with the County of Steuben for Non-secure detention for children who are remanded to non-secure detention facilities by the Livingston County Family Court for a minimum amount of \$24,000, and

WHEREAS, the Department of Social Services needs to change the name of the contractor to Steuben County Department of Social Services; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign a contract for the Livingston County Department of Social Services, and any future amendments to said contract, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Steuben County Department of Social Services</b> 3 East Pulteney Square Bath NY 14810 For: Non-Secure Detention	1/1/18-12/31/18	Min. \$24,000.00

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
Federal IV-E – State Foster Care Block Grant	25-50%	Yes X No

and be it further,

RESOLVED, that Resolution No. 2018-11 is hereby amended.

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

**2. AMENDING A PORTION OF RESOLUTION 2017-395**

WHEREAS, Resolution No. 2017-395 authorized the Chairman of the Board of Supervisors to sign various contracts for the Livingston County Department of Social Services, and

WHEREAS, Resolution No. 2017-395 authorized a contract with Nicholas Noyes Memorial Hospital for Social Admissions for individuals eligible for Protective Services of Adults (PSA) for a per day rate of \$190.00, and

WHEREAS, the Department of Social Services needs to change the name of the contractor to UR Medicine\Noyes Health and change the per day rate to \$220.00 and increase the term to 2 years; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign a contract for the Livingston County Department of Social Services, and any future amendments to said contract, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>UR Medicine\Noyes Health</b> 111 Clara Barton St.	1/1/18-12/31/19	Per day \$220.00

For: Social Admissions for individuals eligible for Protective Services of Adults (PSA)

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Title XX – 65% Federal	35%	Yes X No

and be it further,

RESOLVED, that Resolution No. 2017-395 is hereby amended.

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

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

1. Update on Contracts with school districts-Mrs. Deane explained that she wanted to update you on the school based preventive caseworkers that were discussed last month. Mrs. Dean, Tracy McCaughey and Sharon Deming met with the Superintendents from Avon and Livonia Central. The June 14 meeting was a very good conversation about the roles of the caseworkers in the schools and how it differentiates between school districts and the contract in and of itself. The Superintendents have agreed to move around within the contract as it currently exists so that these caseworkers continue to work with children referred by school districts and also those referred by DSS that are within their school district or area. The number one thing that everyone agreed upon was the home to school connection that occurs with those caseworker roles. Mrs. Deane updated the Committee on a possible contractual opportunity with other counties. The Commissioners have gotten together to work together to help with staffing. Everyone is having the same staffing problems.

**Informational Item(s) Written Only**

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

<b>Temporary Assistance Cases (TA):</b>	<b><u>May</u></b>	<b><u>% Change from Jan 1</u></b>
Family Assistance	273	-6.83%
Safety Net	280	-10.26%
<b>Total</b>	<b>553</b>	<b>-8.60%</b>

<b>Medicaid Cases (MA):</b>		
Community	1651	-0.06%
Chronic Care	226	-6.61%
Foster Care	150	-1.96%
SSI	1273	0.00%
<b>Total</b>	<b>3300</b>	<b>-0.60%</b>

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

<b>Cases In Transit</b>	31
<b>NYSOH</b>	6940
<b>Livingston County DSS</b>	4807
<b>Total</b>	<b>11778</b>

<b>Food Stamp Only Cases:</b>	2260	-5.36%
<b>SSI Food Stamp Cases:</b>	831	0.73%
<b>Child Care Cases:</b>	148	-0.67%

<b>Clients thru the lobby (Unduplicated #):</b>	760
<b>Total # of individuals served by reception staff:</b>	1607

**Housing - Homeless Caseload:**

Diversions	29	
Housed	45	
<b>Total</b>	<b>74</b>	
Total Nights	<b>628</b>	
Singles	519	
2 Adults	46	
Families	63	
Total Clients in Temp. Housing at end of month	19	
Clients entering Temp. Housing & remaining in the month	10	
<b>Section 8 Vouchers Leased Up:</b>	520	
<b>Child Support:</b>		
Caseload Count	3,430	
Dollars Collected	\$566,079	
<b>Protective Services for Adults (PSA):</b>	63	<b>18.87%</b>
<u>Financial Mgmt</u>	46	
<u>Home Mgmt</u>	41	
<u>Personal Care</u>	<b>29</b>	
Level I	9	
Level II	18	
Level I pending	2	
<u>Guardianship Cases</u>	6	
Awaiting discharge	3	
Pending	1	
Assessment assists	105	
<b>Preventive Services:</b>	67	<b>-4.29%</b>
<u>Probation caseload</u>	38	<b>58.33%</b>
<u>School based consults</u>	236	
<u>School based active</u>	0	
<u>TASA (Case Management for Pregnant/Parenting Teens) Active</u>	0	
<b>Child Protective Services (CPS):</b>		
New Assignments	78	
Foster Care	<b>61</b>	
Foster Children - DSS Custody	36	<b>0.00%</b>
Adoptions	0	

3. Employees hired, resigned or retired in June:

Joni Neus	Resigned	Senior Caseworker	6/1/18	Geneseo
Tamara Gullo	Retired	Sr. Account Clerk	6/15/18	Leicester
George Macomber	Retired	Director of Admin. Services	6/28/18	Dansville
Melody Carlin	Retired	Sr. Support Investigator	6/29/18	Rochester

4. Met with Livonia and Avon Superintendents on June 14 for School Based Preventive status discussion.

**VETERAN’S SERVICES AGENCY – JASON SKINNER**

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

**REQUESTING FUNDING FOR THE ESTABLISHMENT OF THE PFC JOSEPH DWYER PEER-TO-PEER SUPPORT PROGRAM FOR LIVINGSTON COUNTY**

WHEREAS, the Livingston County Office of Mental Health is requesting the establishment of the PFC Joseph Dwyer Peer-to-Peer Support Program; and

WHEREAS, the Dwyer Program brings returning veterans together with other veterans in establishing a secure, anonymous setting in order to help one another to cope with the effects of Post-Traumatic Stress Disorder (PTSD) and Traumatic Brain Injury (TBI); and

WHEREAS, the purpose of the program was to design and implement a peer – based program with the following goals:

- (1) Pursue outreach and education;
- (2) Provide peer support;
- (3) Build resiliency among peers;
- (4) Encourage a connection among family, friends, and community;
- (5) Provide access to suicide prevention/intervention initiatives;
- (6) Foster hope; and

WHEREAS, the PFC Joseph Dwyer Peer-to-Peer program is funded through New York State and administered on the County level through the local Office of Mental Health; and

WHEREAS, this Board of Supervisors recognizes the honorable services and sacrifices rendered by the Veterans and families in Livingston County; now therefore be it

RESOLVED, that the County of Livingston Board of Supervisors hereby requests funding for the PFC Joseph Dwyer Peer-to-Peer program be placed in the New York State budget and provided to Livingston County; and be it further

RESOLVED, that the Clerk of this Board of Supervisors shall forward this resolution to Senator Catherine Young, Senator Patrick Gallivan, Assemblyman Joseph Errigo, and all others deemed necessary and appropriate.

Mr. Skinner reviewed the signs to be unveiled on the Courthouse lawn on 8/7/18 following the Human Services Committee meeting. Mr. Skinner gave a brief history for PFC Joseph Dwyer and reviewed the resolution requesting funding for the Peer-to-Peer Program. Mr. Skinner reviewed a photo of PFC Dwyer and some Chautauqua County programs on their website. Mr. Coyle explained that these funds are available from the state and that we just need to make the request. The funds will flow through Mental Health. There is zero local share. There has been quite a bit of interest already. \$186,000 is the maximum funding. We would need to request funding every year.

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

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

1. August 7th on Purple Heart Day we will be unveiling and dedicating the Purple Heart signs. The event will take place outside of the County Court House following the Human Services Committee. Refreshments will be provided following the ceremony.

**2. PFC Joseph Dwyer Program:**

Congressman Lee Zeldin grew up in Suffolk County, New York. He served in the New York State Senate representing the third district. In 2014, following four years in the State Senate, Congressman Zeldin was elected to the U.S. House of Representatives (NY-1).

After completing the Army ROTC program, Congressman Zeldin served on Active Duty. Throughout those four years in the U.S. Army, he served in different capacities, including as a Military Intelligence Officer, Prosecutor and Military Magistrate. While assigned to the Army’s elite 82nd Airborne Division, in the summer of 2006, Congressman Zeldin was deployed to Iraq with an infantry battalion of fellow paratroopers in support

of Operation Iraqi Freedom. Following his service on active duty, in 2007, Congressman Zeldin transitioned from Active Duty to the Army Reserves, where he continues to serve today with the rank of Major. In 2013 he created the PFC Joseph Dwyer Program, a peer to peer counseling program for veterans suffering from Post-Traumatic Stress Disorder (PTSD) and Traumatic Brain Injury (TBI); the program started in Suffolk County and quickly expanded across the state.

PFC Joseph Dwyer enlisted in the Army within days following the terrorist attacks of September 11, 2001. An Army medic, PFC Dwyer and his unit were deployed to Iraq in support of Operation Iraqi Freedom. During their combat mission to Baghdad, a photographer for the Military Times newspaper captured an image of PFC Dwyer cradling a wounded Iraqi boy.

The photo expressed everything about why PFC Dwyer wanted to serve his country. This image became iconic and graced the pages of newspapers across the country, acting as a perfect symbol of the American soldier's dedication to duty.

PFC Dwyer returned home, after serving honorably, but he was never the same. Due to complications from PTSD, consumed by his own demons and battling with substance abuse and depression, PFC Dwyer passed away on June 28, 2008 at the age of 31. He is survived by his wife Matina Dwyer, and daughter, Meagan.

The purpose of the Program was to design and implement a peer-based veterans program with the following goals:

1. pursue outreach and education
2. provide peer support
3. build resiliency among peers
4. encourage a connection among family, friends, and community
5. provide access to suicide prevention/intervention initiatives; and
6. foster hope

The program is now firmly established and continues to grow in other counties such as Chautauqua. It is crucial that we have the funding in place so the county can start working on long term sustainability and developing more public-private partnerships.

To provide maximum flexibility, each county designs and implements their Veteran Peer-to-Peer Program independent of each other with the same like-minded goal: to assist all veterans living with PTSD and TBI.

Program staff will attend dozens of veteran's events across the county to promote the program, including running competitions, Bike Runs, Car Shows, family picnics, Put-Put golf, kayaking, fishing derbies, and July 4th events. These may also include partnerships with community volunteers who have offered activity based recovery services such as Yoga, meditation, equine-assisted therapies, art and music therapies, and more.

This outreach has made for hundreds of meaningful conversations to help spread the word of the Dwyer Project through the veteran's community in other counties.

Expectations are that these meetings will lead to the need for more group services for couples, extended family members, and children – with an emphasis on those who have endured emotional and/or transitional wounds of war.

Once funds are awarded from the state Livingston County Health Department will assist in the hiring of a program coordinator and the distribution of funds. The Livingston County Veteran Service agency shall provide personnel management and support through its leadership and connections with various organizations. Program progress will be documented biannually and reports will be delivered to the Livingston County Department of Health, and the Board of Supervisors.

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

#### **Outreach:**

Our first suicide prevention training at the Livonia American Legion on June 23rd at 8:30 AM was a monumental success. All comment cards that were left behind thanked us for providing this training and said that it was very good. This is the first of three trainings to be held. The next one will be in Mt. Morris. The last

of the trainings will be in Dansville. Part of this training exercise is to put out feelers on how well received the Dwyer program will be among the veteran community. So far, the proposal of a peer to peer program for veterans to do activities in the community has been very positive.

**DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ**

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

**1. PROCLAIMING WORLD BREASTFEEDING WEEK 2018, AUGUST 1-7, 2018**

WHEREAS, the health and well-being of Livingston County residents are of utmost importance to the prosperity and livelihood of our local communities; and

WHEREAS, the United States Breastfeeding Committee declared August National Breastfeeding Month, and the World Alliance for Breastfeeding Action declared August 1-7, 2018, as World Breastfeeding Week to promote breastfeeding as a key to sustainable development; and

WHEREAS, exclusively breastfeeding infants for the first six months after birth with continued breastfeeding for at least twelve months ensures that both mothers and infants receive maximum health benefits; and

WHEREAS, breast milk is physiologically tailored to meet the needs of infants’ maturing digestive systems, which ensures proper growth and development, helps prevent a variety of acute and chronic diseases, reduces childhood obesity, and improves a child’s neurodevelopment; and

WHEREAS, breastfeeding provides women with health benefits such as reduced risk of ovarian, uterine, and breast cancer, osteoporosis, and high blood pressure; and

WHEREAS, breastfeeding enriches the bond between a mother and her baby; and

WHEREAS, comprehensive lactation support programs increase employee retention rates, decrease absenteeism, decrease health care costs, improve employee productivity, and support family-friendly communities; and

WHEREAS, all Livingston County employers are encouraged to accommodate the breastfeeding needs of mothers and their children; and

WHEREAS, as of March 23, 2010 Section 7 of the Fair Labor Standards Act (FLSA) (P.L.111-148); Employers are required to provide “reasonable break time for an employee to express breast milk for her nursing child for 1 year after the child’s birth each time such employee has need to express the milk” in addition to providing “a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public, which may be used by an employee to express breast milk.”; and

WHEREAS, keeping breastfeeding high on the public health agenda is critical in improving the health and well-being of mothers and babies; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors supports the World Breastfeeding Week 2018 and the Livingston County Department of Health in their efforts, and commands all who participate in such a worthy cause, and proclaims the first week in the month of August, as World Breastfeeding Week 2018.

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

Ms. Rodriguez reviewed the charts in the packet for service timelines from appointment to invoicing. It was a really good decision to use this program and she is glad the Board supported this contract.

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**Informational Item(s) Written Only**

- Environmental Health, with County Attorney Shannon Hillier, presented to Livingston County Code Enforcement Officers on responding to common property issues including garbage accumulation, mold, and insect/rodent infestation. The presentation highlighted key differences and similarities between Code Enforcement and Environmental Health in responding to these matters.
- Breastfeeding Friends of Livingston County Baby Cafe will be celebrating its third anniversary this summer. We are exploring adding an additional site in Livonia.

- The Communicable Disease and Surveillance Team have been investigating some unusual communicable disease reports including a traveler from Italy with measles who stopped at the truck stop in Dansville.
- Livingston County Hospice current census is 25 patients. As of the end of May, we are on track to make more patient visits than in 2017.

**CENTER FOR NURSING & REHABILITATION – FRANK BASSETT**

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

**1. AMENDING THE 2018 DEPARTMENT HEAD SALARY SCHEDULE: CENTER FOR NURSING AND REHABILITATION**

RESOLVED, that the 2018 Department Head Salary Schedule is amended as follows:

**Center for Nursing and Rehabilitation:**

- Create one full-time Staffing Services Specialist position at a salary range of \$45,000-\$52,000.

**AND, REFERRING THIS MATTER TO THE WAYS & MEANS COMMITTEE**

**Director’s Comments:**

The CNR has experienced chronic vacancy in many clinical titles in part due to the contracting labor force and competitive recruitment environment. The CNR requests to create a position that centralizes many of the recruitment and retention activities of the facility’s various departments into a single position with a focus on the organization’s recruitment and retention needs.

Mr. Bassett talked about the challenges in the employee marketplace and how the workforce is expecting the employer to meet their needs. Mr. Bassett reviewed the current vacancies and explained how the majority of applicants applying for positions today are not seeking full-time employment. There was discussion on the many difficulties posed that are causing employee challenges for the CNR. The majority of their workforce is at or below the age of 30. We need to recognize the changes resulting in this changing workforce. Mr. Bassett discussed the many changes and incentives being instituted to accommodate these challenges and also recognizing exemplary work. Mr. Bassett discussed how they need to schedule the staff to best care for their residents and the changes being made to do this. 15 of the 17 students completing the CNA training have already been signed. Mr. Bassett reviewed the job description for a staffing services specialist position and the salary range requested.

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

Mr. Bassett extended his appreciation to Mr. Coyle, Mr. LeFeber and the full Board for the Employee Recognition program.

**TYPICAL WORK ACTIVITIES:**

- Maintains a continuous recruiting model to find the best talent for the CNR;
- In conjunction with each Department Director, develops and implements a staffing plan and forecasts each department’s anticipated needs;
- Coordinates Job Postings (internal, website, traditional media, social media, staffing agencies, etc.);
- Develops and maintains an online recruiting presence using a diverse mix of recruiting tools and websites;
- Collaborates with Livingston County Grants & Public Information Officer on new recruitment ideas for the CNR website, employment websites, and social media;
- Plans employee and volunteer events in collaboration with other CNR team members;
- Develops and maintains an applicant tracking system to ensure an adequate pipeline of applicants;
- Participates in and/or facilitates recruitment process support:
  - o Placing ads in the paper
  - o Attending Job Fairs
  - o Interview Scheduling
- Establishes and maintains an active new employee and volunteer onboarding system;
- Works with each Department Director to build and maintain an orientation checklist specific to each title within their department;

Creates and implements onboarding programs specific to the needs of each department;  
 Conducts new employee onboarding general orientation, including mandatory soft skills;  
 Monitors completion status of each new employee's orientation requirements;  
 Conducts post-orientation interviews with new personnel at prescribed intervals to monitor adoption of essential work knowledge and workplace satisfaction;  
 Conducts data collection and analyzation of turnover statistics;  
 Collaborates with local and regional academia, i.e., vocational education, colleges, high schools, mentoring organizations, etc. to foster use of the CNR as an internship/clinical training site;  
 Spot assisting with Employee Relation issues; and  
 Performs other related duties.

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

1. FINANCIAL/OPERATIONAL UPDATES: Mr. Woodruff updated the Committee.
  - a.) Occupancy - As of June 25, 2018, occupancy was 90.6 % for the month, YTD 92.45%.
  - b.) Cash Flow - The CNR's Cash Flow Report as of June 22, 2018 reflects \$22,664,588 in reserves.
  - c.) Budget Variance - The April 2018 budget variance report will be distributed and discussed at the committee meeting.

There were two deficiencies received last week; one related to professional standards, quality for care was related to pain management secondary to an incident with injury prior to discharge to hospital and the second was accidents and supervision. This was a higher level of deficiency attributed to an employee not following a care plan and for not providing the correct level of assistance necessary. As part of our response, the Facility employed Leading Age Pro Care Consultant Services Elliott Frost, former DOH surveyor and Pro Care Consultant was on site June 26 and is scheduled to return on July 11 to complete training of staff and video to be followed. The plan of correction has been submitted as of July 2 and the balance of materials will be delivered to the regional office this afternoon. There was discussion on the role Leading Age will play.

**Informational Item(s) Written Only**

1. Reports - Absenteeism, Mandation, FMLA, Payroll Performance, Work Related Injuries, Report Card
2. NYS DOH Abbreviated Survey – A facility reported incident to the NYS DOH resulted in an on-site abbreviated survey ending June 11. The incident involved a caregiver failure to follow care plan resulting in a resident's fall and injury. The NYS DOH issued two deficiencies related to the incident, one of which is at a harm level. A Plan of Correction will be filed by July 5.
3. Current FT Nursing Assistant vacancies are: Night Shift – 9, Evening Shift – 8, Day Shift – 6.
4. Nurse Recruitment – The CNR is actively interviewing qualified applicants. Advertising of open positions has been placed in the Mt. Morris Shopper and on the County's website.
5. Peak Need Nursing Assistant Schedules – The Center is eliciting interest in Peak Need scheduling, in an effort to augment the current staffing levels during times of greatest resident care needs. The typical schedule provides for four (4) hour shifts (6-10 am & 5-9 pm), with an every other weekend requirement.
6. Personal Care Assistants (PCA's) – The Center is conducting interviews to fill the seventeen recently created part-time PCA positions. To date, 4 PCA's have been hired. There have been 8 additional conditional offers made, leaving a projected 5 remaining part time positions available. Orientation start dates are scheduled for July 9 and July 23. The PCA's will be available on the day and evening shifts to assist with many tasks, including, making beds; distributing ice and water, assisting in the dining room with beverages, cutting food and passing plates and distributing trays; and transporting residents to and from internal appointments.
7. EPC Project Activities – 1. The Lighting System Upgrade has been tentatively scheduled for September, with an anticipated 4 weeks for project completion. 2. Boiler Replacement: The boiler has been dismantled and removed. To date, the three new boilers have been placed on the concrete and in preparation of installation. 3. Chiller Replacement: Discussion on the Scope of Work for the chiller replacement has been entered into with engineering and contractors, with plans to develop a schedule.



8. Construction on the replacement Dining Room Counters was initiated on 06/26/18, with an anticipated completion within 3 days.
9. Dialysis Extension Clinic (DEC). To date, the majority of the demolition associated with this project is complete. The contractors are in process of completing floor cuts in preparation of plumbing. The Rehab Department has acclimated to their new location and Rehab services continue to be seamlessly delivered.
10. Director of Fiscal Services Recruitment – Six candidate interviews have been completed with the engagement of Dan Pangrazio, Ways and Means Chairman, Brenda Donohue, Human Services Chairperson, and Kelley DeMonte, from The Bonadio Group. The position remains unfilled, additional interviews will be conducted. Retired Director of Fiscal Services Barbara Keefe remains in a part-time status and is available through August, if necessary.

**9:40 OFFICE FOR THE AGING – IAN COYLE**

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

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING AGREEMENT FOR THE AGING MASTERY PROGRAM AGENCY DISTRIBUTION MODEL FOR THE LIVINGSTON COUNTY OFFICE FOR THE AGING – NATIONAL COUNCIL ON AGING**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following agreement for the Livingston County Office for the Aging, and any future amendments to said agreement for the Livingston County Office for the Aging, 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>National Council on Aging (NCOA)</b> 251 18 <sup>th</sup> Street South, Suite 500 Arlington, VA 22202	24 months from execution effective date automatic renewal for one year periods unless either party provides notice	Per rate schedule

For: Aging Mastery Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYSOFA grant	0	Yes No X

Director's Comments: Livingston County is one of a small number of counties selected by the New York State Office for the Aging to receive training and a license to offer the AMP (Aging Mastery Program) developed by the National Council on Aging. The Aging Mastery Program Agreement – Agency Distribution Model outlines the terms under which Livingston County can utilize the National Council on Aging's model and the costs of the licensing and materials that will be reimbursed through the grant and will be subject to County attorney review and approval.

- Livingston County is one of a small number of counties selected by the New York State Office for the Aging to receive training and a license to offer the AMP (Aging Mastery Program) developed by the National Council on Aging. NYSOFA will provide funding for the licensing, training, and materials. The program is evidence-based so federal IIID funding can be used for materials to sustain the program in future years. No additional match is being requested.
- The Aging Mastery Program was developed and is copyrighted by the National Council on Aging. A signed use agreement is required before any access to materials is granted. This use agreement outlines terms of use of program materials, etc. It references cost but has been modified to indicate that the costs are being covered by grant funding. It will be subject to County Attorney approval. S. Hillier has done a preliminary review and her concern regarding the section on Controlling Law is being addressed.
- The program was developed to address the fact that people are living longer lives. It empowers older adults to make and maintain small but impactful changes in their behaviors to increase health, wellness and quality of life. The program incorporates evidence-based materials, expert speakers, group

discussion, peer support, and small rewards to give participants the skills and tools they need to achieve measurable improvements in managing their health, remaining economically secure, and contributing actively to society. The 10 core classes are the introduction, exercise and you, sleep, healthy eating and hydration, financial fitness, medication management, advance planning, healthy relationships, falls prevention, and community engagement

Mr. Coyle explained that we were chosen to pilot this national program at the county level. There is no local share. This is a new offering that we can then offer to clients. The County Attorney has reviewed the contract. There was discussion on the controlling law mentioned in the notes.

*Motion: Mr. Davis moved and Mrs. Walker seconded to approve the foregoing resolution ..... Carried.*

### Served Client Summary

Livingston County

01/01/2018 and 05/31/2018

Report Run Date: 06/15/2018

### Service Type Summary

Service Type	Total Units/People Served January – May 2018	Total Units/ People Served January - May 2017
Caregiver Services	169 contacts/57	204 contacts/61
Case Management	928 hours/284	668 hours/270
Congregate Meals	10,440 meals/202	11,018/203
Consumer Directed In-Home Services	591 hours/4	0/Had not started yet
Health Promotion Services	477 units	274 units
Home Delivered Meals	20,774 meals/277	20,422 meals/282
In Home Contact & Support	26 sessions/3	27 sessions/4
Information & Assistance	804 contacts	772 contacts
Legal Services	75 hours/10	47 hours/12
Nutrition Counseling	11 hours/20	13 hours/25
Nutrition Education	2,367 contacts	2,090 contacts
Personal Care Level I	564 hours/14	367 hours/12
Personal Care Level II	1,154 hours/16	1,106 hours/21
PERS – Personal Emergency Response Systems	2,517 monthly units/401	2,660 monthly units/412
Transportation	1,967 one-way trips/41	2,526 one-way rides/51

Status Update on 2018 Goals Submitted with Budget Plan

### GOALS FOR 2018 – Livingston County Office for the Aging

**Health Promotion/Fall Prevention** was a major focus for 2017 expansion with significant results achieved. Evidence-based program opportunities were more than doubled. Five additional Matter of Balance series were offered as compared with the previous year. Tai Chi was piloted with 2 sets of classes offered. This effort continues for 2018 with the goal to maintain the expanded programming.

### Update:

2015-2016 minimal ability to offer evidence based Fall Prevention programs due to lack of

## Livingston County volunteers

2016 First Livingston County volunteers trained - 2 additional classes  
63 individuals participated in Evidence-Based programs/243 contacts

January – December 2017 6 classes 130 individuals/736 contacts

January - May 2018 80 individuals/477 contacts

Now have 4 individuals trained in Tai Chi for Arthritis

Have capacity to offer 5 - 6 MOB classes annually

With increased capacity, we are able to have classes in more areas around the County

**Consumer Directed In-Home Services** were implemented in July 2017 with the first two Livingston County older adults participating. Due to the shortage of home health aides in Livingston County and across the state, this option, where the client himself/herself hires, trains, and directs his/her In Home Assistant, is another option for older adults who need assistance with daily activities and want to remain in their homes. We anticipate a 25% - 50% increase in Consumer Directed Services for 2018.

### Update:

July 2017: First 2 clients enrolled in Consumer Directed In-Home Services

June 2018: 4 clients enrolled

Livingston County Office for the Aging will be developing a new **partnership with AIM Independent Living Center** in 2018. AIM will be collaborating with LCOFA to accomplish the goals of the NY Connects program. NY Connects is a No Wrong Door resource to provide information about long term service and support options for older adults, caregivers, helping professionals and individuals of any age with disabilities, regardless of income or insurance status. NY Connects staff can assist with screening for benefits and linkage to resources for home care, caregiver support, care coordination, respite care, transportation, home delivered meals, health insurance information and more, in order to help people remain independent in their daily lives.

### Update:

As of June 2018:

- MOU signed with AIM Independent Living Center
- Staff person on site with LCOFA
- Collaborative outreach being done for Medicare Savings Program/Senior Nutrition Farmers Market Program
- Training underway for NY Connects Information and Assistance

### **Other Updates:**

The Fiscal Audit by New York State Office for the Aging scheduled for June 11 and 12, 2018 was canceled by NYSOFA and has not been rescheduled to date.

Livingston County is one of a small number of counties selected by the New York State Office for the Aging to receive training and a license to offer the AMP (Aging Mastery Program) developed by the National Council on Aging. The Aging Mastery Program empowers older adults to make and maintain small but impactful changes in their behaviors. AMP offers an innovative approach to help individuals successfully navigate this phase of life. The program incorporates evidence-based materials, expert speakers, group discussion, peer support, and small rewards to give participants the skills and tools they need to achieve measurable improvements in managing their health, remaining economically secure, and contributing actively to society. The 10 core classes are the introduction, exercise and you, sleep, healthy eating and hydration, financial fitness, medication management, advance planning, healthy relationships, falls prevention, and community engagement.

Livingston County Office for the Aging had an informational table at the Mt. Morris Glory Days in June and is planning to be present at West Sparta Old Fashioned Day in July and the Avon Corn Festival in August.

**Upcoming Farmers Market Senior Nutrition/NY Connects outreach events:**

Avon Senior Nutrition Site: Avon Village Building - Tuesday through Friday, 10am-11:30am only (from June 26th through August 3rd)

Dansville Senior Nutrition Site: 5 Chestnut Avenue, Dansville - Monday through Thursday, 10am-11:30am only (from June 25th through August 2nd)

Mount Morris Senior Nutrition Site: 3 Elm Street, Mount Morris - Monday through Thursday, 10am-12pm only (from June 25th through August 2nd)

Caledonia Town Hall: 3109 Main Street, Wednesday, July 18th, 1:30pm-3:30pm

Conesus Town Hall: 6210 South Livonia Rd, Monday, July 30th, 1:15pm-3:15pm

Country Lane Apartments: (Upper South Street Senior Housing), 600 Country Lane, Geneseo, Tuesday, July 24th, 1:30pm-3:30pm

Dansville Farmers Market: Maple Street, Friday, July 13th, 1:30pm-3:30pm

Geneseo Farmers Market: Center Street @ Main Street, Thursday, July 19th, 3:00pm-5:30pm

Leicester Town Hall: 132 Main Street, Tuesday, July 10th, 1:30pm-3:30pm

Lima Farmers Market: (corner Rts. 5 & 20 and Route15A), Tuesday, July 17th, 3:00pm-5:00pm

Livonia Town Hall: 35 Commercial Street, Thursday, July 12th, 1:30pm-3:30pm

Nunda Government Center: Massachusetts Street, Thursday, July 26th, 1:30pm-3:30pm

Springwater Town Hall: 8022 S. Main Street (enter through Town Clerk's door), Monday, July 23rd, 1:30pm-3:00pm

**WORKFORCE DEVELOPMENT – RYAN SNYDER**

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

**1. APPOINTING MEMBER TO THE LIVINGSTON COUNTY YOUTH BOARD: ANDREW THOMAS WALKER**

RESOLVED, that the following member is hereby appointed to the Livingston County Youth Board for the term designated:

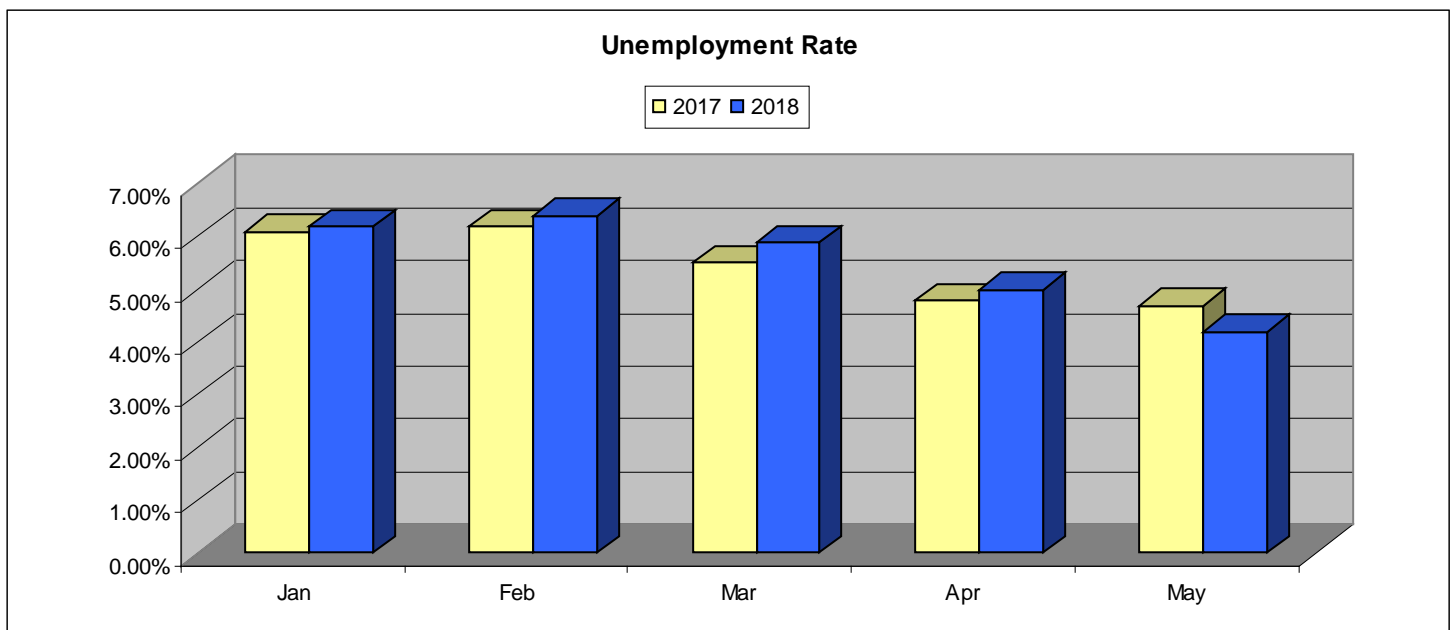
<b>Livingston County Youth Board</b>			
Name	Address	Agency	Term
Andrew Thomas Walker	33 Old Meadow Court, Livonia	Youth	At Pleasure

Mr. Coyle explained that this is a reappointment.

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

**Informational Item(s) Written Only**

**Livingston County Unemployment Rate**



*Unemployment in May fell to a 30 month low of 4.2%. This marks the first month in 2018 that the UI rate was below the same period in the prior year.*

**Department Activity Report**

Activity	May 2018
Total Openings (including multiple vacancies)	283
Workshop Participants	42
Youth in Paid Work Experience	3
Adults/Youth in Training	7
Industry Certifications Earned	11
Public Assistance Entries to Employment	6

**Program Report**

Job Fair - 135 job seekers and 103 HS students met with 48 employers at the annual job fair.

Summer Employment - 68 youth qualified for summer employment. 54 attended weeklong (mandatory) work readiness training and will be offered employment.

Community Center - The preliminary results of the nearly 2,000 responses to the Community Center survey indicate overwhelming support for the concept.

Grant - Workforce Development will receive \$25K as a partner for an integrated ESOL training grant designed to assist non-English speaking public assistance recipients with occupational training.

**ADJOURNMENT**

Mr. Mahus moved and Mr. Falk seconded to adjourn the meeting at 9:49 a.m.

Respectfully submitted,

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