

**ULSTER COUNTY LEGISLATURE
COMMITTEE MEETING MINUTES (Draft Until Adopted by Committee)**

NAME OF COMMITTEE: Human Development and Personnel Committee

DATE: February 23, 2009

TIME: 4:45 P.M.

PLACE: C.O.B. Legislative Library, 6th Floor

LEGISLATORS PRESENT: Chairman Donald J. Gregorius, Legislators Peter Loughran, Jeanette Provenzano, Philip Terpening, Paul Hansut, Glenn Noonan, Catherine Terrizzi

LEGISLATORS ABSENT: All in Attendance

OTHERS ATTENDING: Deputy Co. Exec. Marshall Beckman, Deputy Co. Exec. Bea Havranek, DSS Comm. Roberto Rodriguez, DSS Dir. Resource Recovery Susan Warman, Dir. Purchasing Robin Peruso, Deputy Purchasing Bob DiBella, Comm. Finance Paul Hewitt, Dir. Personnel Brenda Bartholomew, LWV Lee Cane, Leg. Employee Nettie Tomshaw

The meeting was called to order by Chairman Gregorius at 4:45PM.

A motion to approve both November 24, 2008 Committee Meeting Minutes and January 26, 2009 Minutes was offered by Legislator Hansut, Seconded by Legislator Terpening, All in Favor, Carried.

1.) Fleet Manager Position : Committee lengthy discussion to include R. Peruso, B. DiBella, B. Bartholomew, Chairman D. Donaldson.

Draft Resolution March 11, 2009 : Creating Full-Time Fleet Manager Position For Ulster County Amending The 2009 Ulster County Budget - Department of Purchasing

A motion to move Resolution forward for "Discussion" made by Legislator Hansut, Seconded by Legislator Terpening.

- Should a new Fleet *Manager* position be created. Position would oversee existing Fleet *Maintenance* position – not replace, but in addition too.
- Salary clarification / job description discussed - justification made after concern that current employee/position will earn more than potential management position.
- Purchasing Dept. was given the task to review and after a year of data collection a lot has changed. Research shows the need to have a supervisory role overseeing Maintenance and Central Auto.
- Previously formed Admin. Services Subcommittee reviewed all concerns being brought up today.
- Fleet oversight needed as Legislators do not have a level of confidence needed to make resolution decisions when it comes to the purchase of new vehicles.
- Job will pay for itself in less than a year and actually save the county money.

- Two very distinct jobs.
- 234 Vehicles currently – fuel mgmt. is key, accident mgmt., inventory – parts, annual budget, compliance with Clean Air Act etc.
- Fleet management position will have a relationship with every Department in Ulster County. The manager will know everything about the vehicles in every department – Supervisory skills.
- Should not be utilizing our Purchasing Director & Deputy to fulfill daily fleet operations.
- The committee has identified a problem – this is an important position in need of creation.
- Legislature & this Committee decide if the position is needed. County Executive determines who will be hired.
- Impressed with the work of the Admin. Services Committee leading up to today's discussion.
- Job qualifications today are different than a couple years ago.
- Daily reporting of vehicles must be maintained in computer system.
- Fleet saving decisions on a larger scale need to be made by someone in a supervisory capacity.
- Economic times do not allow for the creation of another job not already part of the budget.
- Consider hiring an assistant to the current coordinator position at lesser pay - save money and still be able to cover managerial duties.
- Fleet Management Position can be submitted to State as competitive or non-competitive. Would prefer exempt management position be written as non-competitive.
- Job description for both positions submitted to committee and can be revised accordingly.

**Motion made to call the question forward by Legislator Gregorius, Seconded by Legislator Hansut.
5 in favor - Gregorius, Loughran, Provenzano, Hansut, Terpening
2 opposed - Noonan, Terrizzi**

2.) Sheriff Office Reclassify Positions: Committee discussion to include B. Bartholomew, B Havranek.

Draft Resolution March 11, 2009 : Reclassifying Positions – Amending The 2009 Ulster County Budget – Sheriff's Office

- SAVINGS ~ Financial Impact: \$7913.00 savings for 2009 and \$9897.00 future annual savings, salary & benefits.
- 1 Warden , 2 Assistants Wardens
- Reclassify Correction Lieutenant (Grade 15) to Assistant Warden (Management) and pending anticipated retirement of the incumbent on 3/7/09 thus provide efficiency in jail staffing and operations.
- State Commission Mandate Requirements / Staffing Analysis call for more supervisory positions to accommodate the managed growth of inmates.
- Must be done in form of resolution.
- What's the down side were not seeing.

Motion made to move Resolution forward by Legislator Noonan, Seconded by Legislator Terrizzi, Unanimously in Favor, Carried.

Department of Social Services Reclassifying Position:

Draft Resolution March 11, 2009 : Reclassifying a Principal Social Welfare Examiner Position – Amending The 2009 Ulster County Budget – Department of Social Services

- Increase the Social Welfare Examiner Staff to adequately serve the 26% increase in applicants.
- We ask people to do a lot of work and they need our help.

Motion made to move Resolution forward by Legislator Noonan, Seconded by Legislator Provenzano, Unanimously in Favor, Carried.

Salient: Committee discussion to include M. Beckman, R. Rodriguez, S. Warman.

- What is the counties expectation for the program and are we using the program to its fullest.
- Medicaid computer program designed to identify fraudulent recipients or providers by gathering statistics in all areas of the county.
- Creates and identifies statistics – trends which detects things such as abusing medications, doctors over prescribing, people abusing multiple pharmacies, etc.
- Program simplifies the extraction of data better than state system which is very confusing and difficult.
- County has been fully reimbursed for the entire Salient program through Medicaid.
- Any savings by identifying fraud go to the State - not to the county.
- Identify staff employees - match skill sets – high expectations for program.
- Program training ongoing process – still determining who in department could utilize program best. Met 4-5 times with Salient for training. County not fully utilizing program, however trying to go forward to better understand the scope of the program – takes time.
- Approach being taken now is to spread out the original intent of the program by using with other departments – retrofit to meet county needs.
- 2 years in the making.
- Licenses can be shared with other county departments.
- Talking with other counties.
- Accessing cost effectiveness and will report back in reasonable amount of time.

A87 Report

A County Wide Central Service Cost Allocation Plan and Dept. of SS Indirect Cost Report Proposal: Discussion to include P. Hewitt.

- Report dated “Fiscal Year Ended December 31, 2007” submitted to committee for review.
- Conrad Caruso has created this annual report for approx. 30 years.
- Report helps capture costs that can be attributed to DSS ~ to submit for Federal reimbursements.
- Report reflects costs that are not directly billed to DSS that include overhead and other departments and services that indirectly affect DSS.
- Also to review if the county is maximizing their dollar ~ interviewing departments.
- Direct billing to DSS creates a better rate of return vs. .50 -.75cents on the dollar thru A87. Not true with all programs - however true for some. This report identified more programs to direct bill such as Sheriffs, Attorney, Public Defender, Contract Mgmt., Purchasing and County Executive Office. Offices that can be directly billed will have a higher return rate on the dollar.

- Also developed a rate study – to attribute cost that captures administrative - Indirect Work vs. Direct Work. A87 should be used for indirect billing purposes for a better rate of return.
- This study is now our bible that is used to justify cost with the Federal Government.
- A87 future returns will eventually go down as less administrative /overhead services are put through it.
- Double billing *has not* occurred as previously thought as prior discussions were premature and preliminary.
- We have NO liability.

Attorney's Salary: (follow up discussion with M. Beckman, R. Rodriduez)

- The Executive office is meeting with the Social Services Dept. and District Attorney Office and studying this issue – but nothing specific to report at this time. Another month or so will yield more information to share with the Committee.
- Now down 3 attorneys - urgency is needed – they are really in a hole now.

Case Loads for Medicaid Staff : (follow up discussion with M. Beckman)

- Working to come up with an objective tool - way to measure productivity.
- Requires detail of who does what and how long it takes.
- Working over the next couple of weeks to map out everyone's workload.

NYSAC Annual Mtg. Update, Glenn Noonan: (Special Guest Speaker Glenn Noonan otherwise known as Mr. NYSAC)

- Glenn chairs the Medicaid Committee and Human Services Committee in the state.
- Gave overview of meeting.
- Two Resolutions were passed, 1) Urging the Governor and State Legislature to reject the shift of local service administrative cost; 2) Urging the Governor and State Legislature to not eliminate community optional preventive services programs on a *retroactive* basis. The State is looking at taking the money out of the budget but retroactive to last October. Found this disturbing as services have already been provided and monies spent, but we will not be reimbursed right now as the budget stands. Glenn's committee asked that they give the county 120 days notice in the future.
- Three DSS Commissioners spoke about the State budget. One from Broome, Oswego, and one from Orange County. Each spoke about a different aspect of what the budget is going to be.
- Stimulus package was not addressed at the NYSAC meeting.
- Positive meeting, good speakers, large audience with good questions.

Motion to Adjourn meeting 6:16 PM

Motion offered by Legislator Noonan, Seconded by Legislator Loughran. All in Favor.

Respectfully Submitted,

**Donald J. Gregorius, Chairman
Human Development & Personnel Committee**

