

HUMAN SERVICES COMMITTEE AGENDA
Location: Yates County Legislative Chambers
Date: July 6, 2021 at 3:00 p.m.

Join from a PC, Mac, iPad, iPhone or Android device:

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<https://us02web.zoom.us/j/89628664060?pwd=VmlXOWdtR3I4aURGSm5TY0hXWFUzUT09>

Webinar ID: 896 2866 4060

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Or One tap mobile:

+16465588656,,89628664060# US (New York)

+13017158592,,89628664060# US (Washington DC)

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 558 8656 or +1 301 715 8592

Committee members: Leslie Church, Ed Bronson, Terry Button, Carlie Chilson, Dick Harper, Bonnie Percy

- Leslie and Carlie will sign the audit this month
- Approve minutes of the June meeting
- Public Comment

PUBLIC DEFENDER: Steve Hampsey

- Statistical report
- Grant updates

COMMUNITY SERVICES – George Roets

- SAFE Act
- Program updates
- Mary Perrin, the HEALing Communities Study

PUBLIC HEALTH: Annmarie Flanagan

- COVID update
- ELC Grant Funding
- Chronic Health Conditions
- Rabies
- SAY Network
- Resolution – Amend Resolution 194-21
- Resolution – Sign Amendment #2 With The Trustees of Columbia University In The City Of New York
- Resolution – Amend Resolution No. 491-20

VETERANS: Philip Rouin

- Administrative Clerk/Veteran Transportation Coordinator (Part-Time)
- Project & Training updates
- Statistics
- Upcoming events
- Claims settled

OFFICE FOR THE AGING: Zachary Housworth

- Program updates – unable to attend the meeting

ASSIGNED COUNCIL ADMINISTRATOR – Dianne Lovejoy

- Statistics

SOCIAL SERVICES: Amy Miller

- Resolution – Amend Resolution 232-21 Allocate WIOA Funding
- Resolution – Workforce Investment Board Reappointments
- Youth Bureau appointments

- Eviction Assistance
- Eligibility Program update
- Unemployment rates
- Flexible Fund for Family Services
- Youth Bureau updates

COUNTY ADMINISTRATOR: Nonie Flynn

- FOIL Request – The NYS Department of Health fulfilled my FOIL request for the reconciliation of our eFMAP (federal reimbursement for Medicaid) money. We are owed \$710,127 for NYS fiscal years 2016-17, 2017-18, 2018-19 and 2019-20. The NYS Department of budget has not yet release a date when counties will receive their credit.
- Project Status Report - attached.

Executive Session if needed

Public Defender

Report for Month of June, 2021

Court		Type		January	February	March	April	May	June	July	August	September	October	November	December	Year to Date		
Criminal	Trial Level	Felony	Violent	2	2	1	0	0	4							9		
			Non-Violent	2	5	7	5	6	6							31		
		Misdemeanor/Violation		8	10	34	25	23	31								131	
	Appeal	Felony	Violent	Verdicts														
				Guilty Pleas														
				Other														
			Non-Violent	Verdicts														
				Guilty Pleas														
				Other														
	Misdemeanor	Verdicts																
		Guilty Pleas																
		Other																
	Other	Violation of Probation		2	1	3	1	1	3								11	
		Parole Hearings								1							1	
		Conflict Cases (Note 1)		3	5	3	5	2	2								20	
		Drug Court (Note 1)		1	1	3	0		1								6	
		Other															0	
Monthly Totals			14	18	45	31	30	45	0	0	0	0	0	0	0	183		
Cases Closed/Vouchered			4	4	38	30	34	41								151		
Case Load Change			10	14	7	1	-4	4	0	0	0	0	0	0	0	32		
Family	Trial Level		8	4	6	7	10	15								50		
	Appeal															0		
	Conflict Cases (Note1)				5	1	1	1								8		
	Monthly Totals			8	4	6	7	10	15	0	0	0	0	0	0	50		
	Cases Closed/Vouchered			2	4	10	3	13	7							39		
	Case Load Change			6	0	-4	4	-3	8	0	0	0	0	0	0	11		
Ongoing	Total Active Cases		323	337	340	345	338	350	350	350	350	350	350	350	350			

Notes: 1. Not included in totals.

YATES COUNTY					
Non-Competitive Grants					
Grant	Grant Term	Amount	Claimed	Balance Remaining	Comments
Dist. #1	June 1, 2011 - May 31, 2012	\$7,134.00	\$1,155.19	\$5,978.81	Grant closed with funds unspent.
Dist. #2	June 1, 2012 - May 31, 2015	\$48,684.00	\$19,994.63	\$28,689.37	YC does not have additional expenditures.
Dist. #3	June 1, 2013 - May 31, 2016	\$48,684.00	\$0.00	\$48,684.00	YC does not have expenditures applicable to this time period.
Dist. #4	January 1, 2014 - December 31, 2016	\$48,684.00	\$0.00	\$48,684.00	YC does not have expenditures applicable to this time period.
Dist. #5	January 1, 2015 - December 31, 2017	\$97,368.00	\$0.00	\$97,368.00	YC does not have expenditures applicable to this time period.
Dist. #6	January 1, 2016 - December 31, 2018	\$48,684.00	\$0.00	\$48,684.00	YC does not have expenditures applicable to this time period.
Dist. #7	January 1, 2017 - December 31, 2020	\$48,684.00	\$22,875.00	\$25,809.00	Claim for \$12,125 received 9/4/2020. Contract term was extended to December 31, 2020.
Dist. #8	January 1, 2018 - December 31, 2020	\$64,912.00	\$64,912.00	\$0.00	Grant Expired. Claim for \$32,456 received 9/3/2020. Claim for \$32,456 received 11/20/2020.
Dist. #9	January 1, 2019 - December 31, 2021	\$48,684.00	\$10,569.88	\$38,114.12	Claim for \$4,057.00 received 5/13/2021. Claim for \$6,512.88 received 3/8/2021
Dist. #10	January 1, 2020 - December 31, 2022	\$48,684.00	\$4,057.00	\$44,627.00	Claim for \$4,057.00 received on 6/25/2021. Fully executed contract received.
Dist. #11	January 1, 2021 - December 31, 2023	\$97,368.00	\$0.00	\$97,368.00	Submitted Claim for \$8,114.00 on 6/9/2021. Fully executed contract received 6/9/2021.
Statewide (H-H Year 1)	April 1, 2018 - March 31, 2023	\$347,233.80	\$229,792.99	\$117,440.81	Claim for \$147,501.81 received 5/20/2021. Need to submit claim for Experts in ACP section. Submitted Year 3 and Year 4 Budget on March 31. Matt Alpern accepted it. Conference #1 held 5/5 @ 3:00. Claim for \$65,559.23 received 10/6/2020 Claim for \$16,731.95 received 12/8/2020

Competitive Grants					
Grant	Grant Term	Amount	Claimed	Balance Remaining	Comments
Counsel at First Appearance (CAFA)	6/01/13 to 5/31/16 (Extended to 7/31/2019)	\$156,200.00	\$132,178.40	\$24,021.60	Grant Expired. Claim for \$3,517.55 received 11/2/2020.
Upstate Quality Improvement and Caseload Reduction (Upstate QI)	1/01/14 to 12/31/16 (Extended to 12/31/18)	\$122,111.00	\$91,003.00	\$31,108.00	Grant Expired.
Second Upstate Quality Improvement & Caseload Reduction (2 nd Upstate QI)	7/01/17 to 6/30/21	\$298,500.00	\$97,010.23	\$201,489.77	Submitted Contract Extension Request on 6/22/2021. Claim for \$3,332.64 received 3/24/2021 Budget Modification Request Sent 2/9/2021 Submitted claim for \$1,550.00 11/19/2020 Claim for \$12,000 received 8/5/2020 Claim for \$1,175.16 received 12/31/20
Third Upstate Quality Improvement & Caseload Reduction (3rd Upstate QI)	7/01/2020 to 6/30/2023	\$298,500.00			Brand New Grant. Will submit proposal by end of week 7/9.

Year to Date Summary - Claims received: \$341,582.22
Submissions pending: \$9,664.00

Year to Date Summary

Grant	Date Submitted	Amount	Date Received	Amount	Grant Amount Remaining
2 nd Upstate QI			8/5/2020	\$12,000.00	\$206,097.57
Dist. #8			9/3/2020	\$32,456.00	\$32,456.00
Dist. #7			9/4/2020	\$12,125.00	\$25,809.00
H-H Year 2			10/6/2020	\$65,559.23	\$281,674.57
CAFA			11/2/2020	\$3,517.55	Grant Expired (\$24,021.60 unclaimed)
Dist. #8			11/20/2020	\$32,456.00	Grant Expired (\$0 unclaimed)
H-H Year 2			12/8/2020	\$16,731.95	\$264,942.62
2 nd Upstate QI			12/31/2020	\$1,175.16	\$204,922.41
2 nd Upstate QI	11/19/2020	\$1,550.00			
Dist. #9			3/8/2021	\$6,512.88	\$42,171.12
2nd Upstate QI			3/24/2021	\$3,432.64	\$201,489.77
H-H Year 2			5/20/2021	\$147,501.81	\$117,440.81
Dist. #9			5/13/2021	\$4,057.00	\$38,114.12
Dist. #10			6/25/2021	\$4,057.00	\$44,627.00
Dist. #11	6/9/2021	\$8,114.00			
Total	Submitted	\$9,664.00	Received	\$341,582.22	

Human Services Legislative Committee
Community Services Department, June, 2021

Action Items:

SAFE Act:

3 reports received and investigated: 0 reported to DCJS:

Fiscal:

2020 CFR process underway.

AOT:

Current cases: 0 Investigations: 0

Program: Yates Suicide Prevention Coalition:

The Coalition has launched a summer program which is in response to the seasonal rise of rates of suicide. That plan includes increasing the awareness of Mental Health Care and support. Promote Family and Community Support, and problem-solving skills.

Outreach events have been scheduled with messaging promoting help seeking and mental health. Volunteer opportunities are available for those who are able to talk about suicide prevention, helping connect people to resources.

YatesSuicidePrevention@gmail.com

Program: Yates INSYGHT:

Yates INSYGHT. (Inclusive Network Supporting Youth and Families Toward Growth, Health, Teamwork). Continues to meet with general membership and the Point of Accountability Committee (POA) monthly. Work groups continue to meet monthly. The Common Language workgroup continues to focus on insuring consistency from providers to children and families seeking services. Training related to Systems of Care was initiated for member agencies and families. The Front Door work group is working closely with the community sites (Our Town Rocks, The Living Well Mission) to add the capacity to identify and link youth and families in need of behavioral health services. The community sites are purchasing computer, furniture and other equipment to promote assistance with community access to services.

The Marketing work group is working with a Website Developer on an INSYGHT web page. Additional work is continuing on publicity and community messaging.

The Training and Education work group continues to work with schools, regarding training needs and the community regarding ACE's and trauma training. The work group is also working with the community sites regarding training needs and plans.

High Fidelity Wraparound (HFW) provided by Pathways has been initiated at Penn Yan and Dundee CSD. That program focused at the highest need population will continue to grow in 2021

The Family/youth survey is nearing survey target numbers. Once finished the results will be analyzed, shared and used to support a strategic planning process later in 2021. That data along with the biannual school population survey data will be made available widely and promote better planning.

This completed the first year of the Federal Grant. The second-year budget was submitted and efforts will continue to accelerate in developing an improved redesigned Systems of Care for Yates County families and children.

Program: Crisis Intervention Training (CIT):

The CIT work group continues to meet monthly to review and discuss the systems transformation effort in Yates County. The goal remains to divert behavioral health cases to the behavioral health system rather than Law Enforcement or the Criminal Justice System.

The work group supports the Director for Community Services responsibility monitor the systems that intercept the behavioral health population in need of assessment and treatment. Changes in local systems have been made including training, procedures, policies, and operations. Data is shared, trends reviewed, issues discussed with a focus on engagement by or referral to behavioral health services. Changes have been made and are monitored to ensure that the number of behavioral health intercepted by the medical, law enforcement and judicial systems decreases over time.

We continue on an effort to better provide early intervention for those noted by history, current behavior, poor decision making and appear to be moving toward a crisis. When identified by any of the CIT partners, a community planning session is provided under the authority of the Community Services Director (DCS) to develop a plan to change to course by engagement with the individual, the family, and by referrals to community social support, community behavioral health support or treatment services.

Current focus on the Emotionally Disturbed Person (EDP) and the use of the MHL 9:41, Custody/Transport by certain Peace Officers and Police Officers to a MHL 9:39 Hospital/C.P.E.P. for examination or admission.

These sections of the Mental Hygiene Law provide a vehicle to intervene when an individual is suffering from mental illness and is a risk to self or others. Data from the sheriff's office and the Penn Yan Police Department were provided for a discussion and review. A small portion of the EDP's end up under MHA. Most end up with the offer of social determinants of health, general information, providing referral information, or social greetings.

Columbia University HEALing Communities Study (HCS):

HCS as part of the National Institutes of Health HEAL Initiative is designed to investigate how tools for preventing and treating opioid misuse and Opioid Use Disorder (OUD) are most effective at the local level.

The goal is to reduce opioid related overdose deaths by 40% over the course of three years. Partnerships with community stakeholders, the Office of Community Services and FLACRA.

See report (6/22//2021)

Yates County Crisis Services Plan Update:

Yates County has benefited from a number of new projects which pulled many of our local and county providers into those projects. This includes the Heal Study, CIT project, Systems of Care (Yates INSYGHT) and the FLACRA Comprehensive Community Behavioral Health Clinic (CCBHC). There are a number of areas where the work is not finished and may require additional resources. We have an incomplete system of crisis care for the behavioral health population in Yates County. The missing elements include **in home crisis services, in clinic crisis services, expanded mobile crisis services, expanded crisis respite and crisis residential services.**

In addition, an expanded drop-in center and psychosocial club with additional community peers. Discussions have been completed with FLACRA to develop 2 new community peer positions to increase support, outreach and follow-up for individuals at risk in the community.

Transitional Care Management/ Adult Single Point of Accountability (SPOA):

Services for individuals leaving jail, in-patient treatment or for those threatened with homelessness are provided to individuals in Yates County. The focus is on applications for services, residential needs and social supports. Walk in clients and phone/mail referrals are served regardless of funding.

A relationship with the County Jail allows follow up with those with needs before release (usually). SPOA operates as a team and provides review of needs for housing, treatment, support for those who are homeless, homeless threatened, new inpatient discharges etc. This program served 24 individuals in June.

Children's Single Point of Entry (C-SPOA):

C-SPOA Operates a Children's team of specialists that accept referrals for children/youth with behavioral health needs, school issues, residential needs, social support, family support, care management, treatment as well as referrals for higher levels of care.

The team meets with the parent, guardian, school representative, family advocate, health home care coordinator child/youth and other significant individuals to develop a plan of care and treatment. _____ individuals were served in June.

The HFW team will be meeting with the C-SPOA team to review all enrolled cases for consultation and additional service connections as well as ongoing monitoring.

Yates Substance Abuse Coalition:

The Coalition continues to support active prevention activities in the community and schools. THC education and zoning is a current priority in keeping with the legalization. Consultation and education efforts with and villages as they prepare for and consider zoning and local laws. Continued youth to youth messaging aimed at prevention were designed and plans for distribution to the schools and community. Current concerns have been raised regarding new drug use involving methamphetamine in combination with other illegal substances. Emergency departments are reporting increases and law enforcement report street availability. In addition, several individuals who admit to use are being monitored given the likely occurrence of overt symptoms and possible violence in the future. Support and consultation with the Heal Study continues as the official Heal Grant advisory committee.

Human Services Report
Yates County Public Health
July 2021

1. Annmarie has a few days off and Sara Christensen will be at this month's Human Services Committee Meeting for July 2021 and give the report
2. COVID Updates
3. ELC Grant Funding for schools: the ELC funding for schools includes hiring on a temporary basis: 4 nurses to conduct COVID testing and screening for the next academic year. Inclusive of the grades K-12 and also includes Pre-K for the schools that have these programs. You will be updated monthly on the progress related to this grant. Presently it remains in the planning stages to be consistent with the school's needs. The biggest hindrance to moving forward is the guidelines have not been shared with the schools as of the writing of this report.
4. Chronic Health Conditions: we continue outreach via: social media posts, and information set up at Gordman's.
5. Rabies calls are up, but this is the time of year for bats and other wildlife to come out and join us. One positive raccoon since the last report.
6. SAY Network Director Search in progress: here is the link to share with individuals who may be interested. The Indeed post is very comprehensive and gives a good overarching description of the network and the role. <https://www.indeed.com/job/executive-director-2f77db4c4e962bf4>

AMEND RESOLUTION 194-21
Sign Agreements with ARC of Yates DBA Keuka Lake School

WHEREAS, resolution 194-21 authorized Yates County Public Health to sign agreements the ARC of Yates; and

WHEREAS, the ARC of Yates is now known as Mozaic Chapter NYSARC, Inc. dba Keuka Lake School;

NOW, THEREFORE, BE IT RESOLVED that resolution 194-21 be corrected to read Mozaic Chapter NYSARC, Inc. dba Keuka Lake School; and be it further

RESOLVED, that a copy of this resolution be sent to the Public Health office, and the Treasurer.

**AUTHORIZE CHAIRMAN TO SIGN AGREEMENT WITH THERESA LEHMAN,
TEACHER OF THE VISUALLY IMPAIRED**

WHEREAS, Yates County Public Health seeks to sign an agreement with Theresa Lehman, Teacher of the Visually Impaired, to provide services to children with developmental delays and disabilities in the Preschool Program;

NOW, THEREFORE, BE IT RESOLVED, that upon approval of the County Attorney, the Chairman of the Legislature be hereby authorized to sign an agreement with Theresa Lehman, Teacher of the Visually Impaired, at the following all-inclusive rates for the period 6/1/2021 to 5/31/2026:

Visual Therapy - \$60.00 in 2021, \$61.00 in 2022, \$62.00 in 2023, \$63.00 in 2024, \$64.00 in 2025, and \$65.00 in 2026;

Assistive Technology - \$35.00 in 2021, \$36.00 in 2022, \$37.00 in 2023, \$38.00 in 2024, \$39.00 in 2025, and \$40.00 in 2026; and be it further

RESOLVED, that a copy of this resolution be sent to the Public Health office, and the Treasurer.

**SIGN AMENDMENT #2 WITH THE TRUSTEES OF COLUMBIA UNIVERSITY IN
THE CITY OF NEW YORK**

WHEREAS, Yates County Public Health has received notice of the grant award for Year 3 with Columbia University in the amount of \$202,950.17; and

WHEREAS, said grant award will be for the period of April 1, 2021 – March 31, 2022;

NOW, THEREFORE, BE IT RESOLVED, that the Chairman is hereby authorized to sign an agreement with The Trustees of Columbia University in the City of New York for the period April 1, 2021 through March 31, 2022 for Amendment #2; and be it further

RESOLVED, that a copy of this resolution be sent to the Public Health office and the Treasurer.

AMEND RESOLUTIONS NO. 491-20

WHEREAS, Resolution 491-20 authorized signature of agreements for Sexual Behaviors Outreach Consultants and persons; and

WHEREAS, revised fees have been provided;

NOW, THEREFORE, BE IT RESOLVED, that Resolution 491-20 be amended as follows:

Sexual Behaviors Outreach Consultants	Individual and Group Treatment	\$200/Group as needed and \$200/assessment Not to exceed \$5,00000
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And be it further

RESOLVED, that copies of this resolution be provided to the Public Health office, Community Services and Yates County Treasurer.

Human Services Committee Meeting
July 6th, 2021
Veterans' Services Agency (VSA)

I. Personnel, Project & Training Updates:

- **Administrative Clerk / Veteran Transportation Coordinator (part-time)**

Veterans' Services respectfully requests permission to create a part-time administrative clerk / transportation coordinator position. This will ensure funds are made available in order to sustain continuity, in the event of diminished federal resources. Currently our office is benefitting from administrative support that is provided through A4TD program, funded by federal resources, but this is a temporary placement and cannot be relied upon for long-term assistance. The county Veteran Services' Agency Administrative Assistant (A6510-51215) was vacated in the fall of 2016, with the creation of a Veteran Service Officer (VSO) role, and has not been filled. The Veterans' Services office experiences a significant inflow of phone calls due to the high demand for Veteran medical transportation requests which can overwhelm our staff. When a call is received by a VSO, they need to stop what they are doing to answer incoming calls, speak with health care system providers and caregivers, make electronic vehicle reservations with the central garage, contact a volunteer driver, and plan medical transportation trips, and effectively document transportation mileage. The Veteran Service Officer and my primary roles are focused on trauma-informed, client-centered Veteran-related benefit counseling, federal applications and claims for service-connected disability benefits and state Veteran benefits. The addition of this person would greatly enhance the operation of the program as this new administrative clerk could take responsibility for effectively communicating with veterans via telephone, email, and in person. Understanding resources, and developing innovative methods in outreach, are key elements in the success of fulfilling our mission. The position will be included in our department's budget proposal for next fiscal year. The estimated cost to fill the position is \$17,000.

(See attached VSA Administrative Clerk's duties and responsibilities)

- VSA director led Yates County monthly Management Team and Suicide Prevention Coalition Advisory Committee meetings via virtual platform on (June 16th and 29th).
- VSA staff completed the following training:
 - Department of Veterans Affairs
 - Veteran Suicide Risk Management & Lethal Means Restriction (June 23rd)
Veteran attrition from mental health care, impacts of transitional stress and experiences on Veteran behavior.
 - New York State Division of Veterans' Services (NYS DVS)
 - Veteran Secondary Service-Connected Disability Connection (June 24th)

II. Veteran Services Update:

- **Contact Report:** Our Monthly Contact Report for June shows **300** services were provided (see our attached spreadsheet).
- **Transportation:** VSA staff and volunteers, using County vehicles, transported **22** Veterans to medical appointments.

III. Upcoming Veteran-Related Training, Meetings, and Community Events:

- **VA Finger Lakes Health Care System – Virtual Town Hall meeting**
Date: Thursday – July 1st, 10:00 a.m. – 11:00 a.m.
Location: via teleconference
- **VA Finger Lakes Health Care System – Veteran Advisory Council meeting**
Date: Wednesday – July 7th, 10:30 a.m.
Location: via Microsoft Teams platform
- **Veteran Operation Recognition**
Date: Wednesday – July 7th, 6:30 p.m.
Location: Penn Yan School District Board of Education meeting
- **Finger Lakes Workforce Investment Board – Veteran Outreach Committee meeting**
Date: Thursday – July 15th, 9:00 a.m. – 10:00 a.m.
Location: via Zoom platform
- **Yates County Suicide Prevention Coalition Advisory Committee meeting**
Date: Tuesday – July 27th, 5:00 p.m. – 6:30 p.m.
Location: via Google Meet platform

IV. Claims Settled & Disbursements to our Veterans/Surviving Dependents:

Monthly total compensation for VA claims settled this month: \$8,393.72
Total monthly compensation and disbursements year-to-date: \$187,734.30

V. Informational Item(s):

It is important to recognize our national holidays, especially the one upcoming that celebrates our independence declared 245 years ago.

Independence Day, July 4, marks the courageous delegates from our original 13 colonies adopted the **Declaration of Independence**, pledging their “... *Lives ... Fortunes and ... sacred Honor.*”¹ Of note, it was two days earlier, July 2, 1776, that “... *the Second Continental Congress took the momentous step of declaring America’s independence from Britain.*”² Some of our founding fathers – John Adams in particular – considered

July 2 America's "Independence Day." He even wrote to his wife, Abigail, that "... *July 2 'will be celebrated, but succeeding Generations, as the great anniversary Festival' and that the celebration should include 'Pomp and Parade ... Games, Sports, Guns, Bells, Bonfires, and Illuminations from one End of this Continent to the other.'*"³ However, as the years unfolded, Americans gravitated to celebrating the **July 4 adoption of Declaration of Independence** instead.

When you gather this weekend with family and friends, please remember that **Freedom Is Not Free!** Forty-two million Americans men and women have served and sacrificed in time of war ... **more than one million have purchased freedom with their lives.**

¹Thomas Jefferson, "Declaration of Independence: A Transcription," *Archives.gov*, National Archives and Records Administration, 2020, <https://www.archives.gov/founding-docs/declaration-transcript>, (Retrieved June 29, 2021). ² ³History.com Editors, "Fourth of July – Independence Day," *History.com*, A&E Television Networks, 2021 (2009), [https://www/history.com/topics/holidays/july-4th](https://www.history.com/topics/holidays/july-4th) (retrieved June 29, 2021).

VETERANS SERVICE AGENCY - SERVICES PROVIDED TO VETERANS AND THEIR FAMILIES - JUNE 2021

	Type of Service	Jan 2021	Feb 2021	Mar 2021	April 2021	May 2021	June 2021	June 2020	July 2020	Aug 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020
F E D E R A L	Disability Compensation	79	54	69	100	84	85	118	90	66	68	86	90	107
	Pension	20	6	27	45	34	24	19	19	35	33	28	26	32
	Healthcare	48	23	26	47	48	32	9	16	10	26	29	35	38
	Education				1		1			1	4		10	1
	Insurance									1	4	2	1	2
	Home Loan				2			1	2	2	2	2	1	
	Burial	15	20	4	15	20	8	14	24	20	25	25	17	14
	Medals		2	2	5	7	5	6	9	6	8	10		10
	Military Records	7	10	12	11	8	8	6	6	11	11	5	10	8
	Other ₄	67	24	105	108	176	80	164	15	74	101	34	29	7
S T A T E	Gold Star Parents													
	Blind Annuity			1				1						
	Supp Burial	2				1	4				4	5	2	
	Education	1	1		1		4							
	Home Loan				1									
	Parks Passes	1			2									
	Hunting & Fishing Passes				1	3		1						
	Employment	2	8			2						4		
	State Veterans Home	1				2	2	1	1				4	
	State Medals							20	6					
Other	3	2	6	4	5	5	2	6		1	2	2	2	
L O C A L	Transportation Coord.	25	39	17	19	16	12	21	6	7	15	19	20	8
	Property Tax	8	20	1	2	1	2	2	5	4	6	3	2	1
	Other ₂	43	43	63	75	87	28	21	20	16	16	53	39	69
Totals: ₃		322	252	333	439	494	300	406	225	253	328	303	288	299
Actual Transports		12	22	35	23	19	22	13	18	13	20	26	18	11
Initial Veteran Contacts ¹		3	4	3	1	1	1	1	0	4	4	2	5	1

Note: 1 - Initial veteran contacts - first time veteran has been to office - not necessarily a new veteran

Notes: 2 & 3 - Outreach with Veterans who are home-bound, self-isolated, or in nursing homes/assisted living centers

Note: 4 - Veteran database system clean-up project



Yates County Veterans' Services Agency
417 Liberty Street, Suite 2120
Penn Yan, NY 14527

VSA Administrative Clerk / Transportation Coordinator Duties and Responsibilities

Title: VSA Administrative Clerk / Veteran Transportation Coordinator

Job Summary:

Under direct supervision of the Yates County Director of Veterans Services, the administrative clerk holds responsibility in effectively communicating with veterans via telephone, email, and in person. Understanding resources and developing innovative methods in outreach, developing a concrete knowledge of the daily operations within the agency, and observing social work skills that are applied within the job.

Core Duties and Responsibilities:

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10. VA Benefits.....	4

Brief description of Duties and Responsibilities of the Administrative Clerk

Clerical work is vital within Yates County Veterans Services; utilizing organizational skills, communication via telephone, scheduling, Excel, Microsoft word, keyboarding, data entry, filing forms, faxing, filing, and all other necessary tasks related are essential to the smooth ongoing operation of the agency.

Transportation is a service that is offered to veterans; administrative clerk may be required to transport Veterans to other Veterans' facilities and/or specific services. Valid driver's license will need to be provided in order to conduct such services.

The administrative clerk may "shadow" their supervisor during meetings; as requested per supervisor. Obtaining a more concrete knowledge of skills used within the agency when speaking with veterans will be essential.

Purpose and Background of Yates County Veterans Services

Understanding the purpose and history of the agency will ensure knowledge of what some of the tasks may consists of.

Purpose

Veterans Services mission statement: To assist Veterans and their families in identifying and applying for the benefits they are entitled as a result of their military service.

Veterans Services Vision: The vision of the Veterans Service Agency (VSA), in partnership with the Veterans Affairs both federal and state, as well as other county agencies and departments, is to provide all veterans and their dependents with the benefits they have earned; strengthen the county's economic base; engender the veterans and veterans organization trust; expand community outreach; and enhance the quality of life of the Yates County veteran community.

Background

In New York, every County is to have a Veterans Service Agency; Thus due to the greater need of representatives advocating for our veterans. It is the VSO responsibility to act on behalf of the veteran whom is dealing with the VA.

1. Health Insurance Portability and Accountability Act of 1996 (HIPAA).

“The HIPAA Privacy Rule establishes national standards to protect individuals’ medical records and other personal health information and applies to health plans, health care clearinghouses, and those health care providers that conduct certain health care transactions electronically. The Rule requires appropriate safeguards to protect the privacy of personal health information, and sets limits and conditions on the uses and disclosures that may be made of such information without patient authorization. The Rule also gives patients’ rights over their health information, including rights to examine and obtain a copy of their health records, and to request corrections.” – Office for Civil Rights (OCR)

Following HIPAA is mandatory within the agency; there will be medical documents and secure information seen. It is a federal law to protect healthcare information – taking precautions by turning off your computer screen when someone is in the office, covering any records that are out, not emailing records, and locking filing cabinets & securing files. This is a key responsibility within all departments handling secure information. When/If attempting to gather medical records from a provider that is pertaining to a claim, there generally must be a consent form filled out by the veteran. An exception may be that there is a Power of Attorney (POA) able to sign.

2. Computer Security

There will be a training that is required to take on computer security awareness. This is conducted via internet. It is essential to understand what information can and cannot be sent electronically as well as what you should and should not do on the county computers. Understanding what “Phishing” is, and when to open a link in an email. IT will also ensure that your usernames and passwords are set up. Any technical issues would call for an IT ticket request.

3. VetraSpec Database

VetraSpec is a database that is utilized within VSA; this database holds sensitive secure information on all of our veterans. The clerk will obtain access to this database as it will be necessary in maintaining proper communication with VSO’s. Any communication with a veteran will be logged on this database – as well as any changes, forms, etc. Your supervisor will train you in operating this system. Due to the nature of the sensitive information, it is especially important to follow computer security and follow HIPPA.

4. Death and Burial

Understanding the necessary steps to take when receiving a call that a veteran has passed away will be essential. Along with the steps to take it is important to understand proper communication with family who are grieving. Part of this will be reading the 5 stages of death and how to understand what stage someone may be at. Beyond the steps to take, having knowledge on what benefits may be available to the family of a deceased veteran – will be beneficial in assisting the family. Once eligibility of benefits has been determined, a form is able

to be filled out and filed to the VA. The death benefits will vary based on the time that they served, and how service connected they may have been.

5. Resources

These can be found throughout the office in forms of pamphlets, brochures, cards, books, etc. There may be times where we are unable to help a veteran directly as it is out of our scope, but we are always able to direct the veteran to someone who is able to assist them. Knowing resources is a form of helping our veterans. It is important for the clerk to become as familiar as possible with available resources.

6. Claims

Claims are prepared by the VSO's within the agency and are a big portion of what the office is focused on. While the clerk will not prepare claims, they can assist in collecting documentation from veterans and their family members to aid and expedite the process.

7. Scheduling

Part of the administrative clerk's clerical duties includes scheduling. Making appointments with veterans for supervisor and VSO through outlook shared calendars and calling for any rescheduling will be part of this. When a veteran calls needing transportation to an approved appointment; the administrative clerk is responsible for scheduling this and finding a volunteer driver.

8. Transportation

The transportation that is offered through VSA is made up of all volunteer drivers with valid driver's licenses. The vehicles that are used are through the County. When a trip is scheduled there will be forms that need to be filled out in requesting a vehicle through the garage. The volunteer driver will be given a gas card, or reimbursed if they use their personal vehicle. The miles must be logged for finance documentation purposed – as all expenses need to be accounted for. It is important to clarify the pickup location, the destination, and time frames to the driver. When a transportation has been requested it is required for it to be documented in our log.

9. Yates County Veterans Services Website

Our website is through the County's main site at www.yatescounty.org through government -> department -> Veterans services. Part of the administrative clerk's duty is updating the website's news and information with current events, laws, resources, etc. Implementing ideas to the site to make it user-friendly and organizing information will be beneficial to the agency and Yates County residence/veterans. By doing this it contributes to our outreach services.

10. VA Benefits

Benefits may be available to the veteran based on the year that they served, their disability, where they served, and for how long they served. There are many different benefits

available, however, every situation will be different. It is important to have a basic understanding of some of the major benefits available, such as illnesses related to Agent Orange, and other types. Training will be provided to familiarize the clerk with these resources.

**Yates County Human Services Committee Meeting
Pro Action Yates Report
July 2021**

Action Items:

Program Updates:

1. Farmers Market Coupons:

We have received 520 coupon booklets valued at \$20 each so total of \$10,400 potential revenue coming to Yates County Farmer Markets. Distribution started on 7/1. There are only 2 Certified Farmer Markets for Yates County on the current list. (Tomion's Farm Market and Yates County Co-op Farm & Craft Market).

2. Health Promotion:

Exercise classes have finally resumed back to in person. Of the 33 people signed up for Bone Builders, 12 people who came back to class were unable to do the classes on Zoom. Most of those did not have access to a computer or Wi-Fi. They are thrilled to be back in person. The church where classes are held mandate us to wear masks at this time. Out of the 33 who attend class, there is only 1 senior who has not been vaccinated. The class is very excited to have our Registered Dietitian, Mimi Litsche, back in person also. They gain valuable information from her on senior nutrition.

Of the 10 people in Advanced Tai Chi class, 2 people were unable to do classes on Zoom. They also did not have access to computers. They have all commented on how much better it is to be doing tai chi face to face. All of the people are fully vaccinated in this class.

3. EISEP/ Home Care:

The waitlist currently has 9 people needing PCI and 2 needing PCII services. We have applied \$40,000 in unmet need funds that will be used to assist those on the wait list through March 2022. Calls are currently being made to assess individuals and start their services.

4. Transportation:

120 medical trips were provided to 29 individuals in May. We are seeing larger numbers of people that request rides for more invasive/ ongoing treatment. More of our former riders are calling for other appointments as well now that they are vaccinated and feel safer.

We purchased a new Toyota Sienna with CSBG Transportation funds that were not fully utilized in the past 16 months due to COVID 19. Once our flexible 11 passenger accessible vehicle is delivered by NYSDOT we will have finished our fleet upgrades. The plan will be to start replacing 1 vehicle per year starting in 2022 or 2023 to keep our fleet safe and updated, save on

maintenance costs, and maximize our return for the used vehicles at auction to reinvest in our next purchase.

5. Personal Emergency Response System:

We installed the first cellular add-on to a PERS unit in 5/2021 for a person who does not have a landline telephone. All seems to have gone well so we will pursue purchasing more.

6. Senior Nutrition:

Interviews are currently underway for the Dundee Site Manager position. As soon as we can hire a Site Coordinator, we will have them train on the job with guidance from our Yates Program assistant and restart the congregate meals at St. Mark's.

Other:

1. Fiscal and Contract Update:

There have been no further updates on our AU as NYSOFA seems to have changed their focus to address the unspent funds that were not carried over by several counties. We do not fall into that category, so we expect to hear back from the Attachment C Committee once they are finished with that project.

Court	Type		January	February	March	April	May	June	July	August	September	October	November	December	Year to Date		
Criminal	Trial Level	Felony	Violent												0		
			Non-Violent					1								1	
		Misdemeanor/Violation		1	1	2	1	2								7	
	Appeal	Felony	Violent	Verdicts												0	
				Guilty Pleas				1								1	
				Other												0	
			Non-Violent	Verdicts													0
				Guilty Pleas													0
				Other													0
		Misdemeanor	Verdicts													0	
			Guilty Pleas													0	
			Other													0	
	Other	Violation of Probation														0	
		Parole Hearings														0	
		Conflict Cases (Note 1)														0	
		Drug Court (Note 1)														0	
		Other														0	
	Monthly Totals			1	0	1	2	2	3							9	
Cases Closed/Vouchered			2	2	2	1	5	6							18		
Case Load Change			-1	-2	-1	1	-3	-3							-9		
Family	Trial Level		15	6	3	3	5	22							54		
	Appeal														0		
	Conflict Cases (Note 1)														0		
	Monthly Totals		15	6	3	3	5	22							54		
	Cases Closed/Vouchered		11	5	8	4	10	13							51		
	Case Load Change		10	5	-5	-1	-5	9							3		
Ongoing	Total Active Cases		434	437	431	431	423	429	429	429	429	429	429	429			

Notes: 1. Not included in totals.

Attorneys assigned cases:

	Trial Level	Appeal
Criminal	11	4
Family	15	2

Human Services Committee
Social Services Report
July 2021

Resolutions

Amend Resolution 232-21 Allocate WIOA Funding
Workforce Investment Board Reappointments

The Youth Bureau recommends the reappointment of the following members to the Yates County Youth Board for a three-year term beginning 7/12/21 and ending on 7/12/24:

Jill Dillon
Katie Campbell
Amy Miller
Dan Condella

The Youth Bureau recommends the appointment of the following members to the Yates County Youth Board for a three-year term beginning 7/12/21 and ending 7/12/24:

Madison Alessi
Melissa Green

Eviction Assistance

June 1 started the outreach for the Emergency Rental Assistance Program (ERAP).
Commissioner's receive daily updates from the Office of Temporary and Disability Assistance regarding the number of completed applications for rental and utility assistance

The eviction moratorium is currently in place until August 31.

Eligibility Program Update

The waivers are scheduled to be over!

Beginning August 1, 2021 districts may resume:

- In-person employment assessments and mandatory in-person work activity assignments
- In-person orientations, as long as social distancing guidelines are utilized, and proper safety and sanitation procedures are in place
- Conducting assessments and developing employment plans via in-person meetings
- Assignment to mandatory job search and job readiness activities

The Department will not be renewing waivers of in person interviews and recertifications. Emergency orders related to the pandemic generally prohibited us from closing public assistance cases for the usual reasons. As a result, our caseload has increased.

In May of 2019 there were 102 open cases, in May of 2021 there are 140 open cases.

Unemployment rates

2020-2021	May 2021	May 2020	June 2019
Yates	3.5	8.9	3.0
Seneca	4.8	11.2	3.2
Wayne	4.3	10.1	3.3
Ontario	4.1	10.1	3.3
Monroe	5.1	11	3.7

As you probably saw in the local media, Yates county has the lowest unemployment rate in the state. This seems to be a conflicting message with all the “help wanted” signs we see all over the county. The methodology for determining the unemployment rate is problematic, it also does not account for people who own their own business or those who are no longer looking for work. The latest Department of Labor report indicates that there are 11,000 employed people in Yates County, that’s 1,000 more than last year at this time. **Unfortunately, that number does not differentiate between people who are employed full time and people who are part time or occasional workers.** The total county population is 24,600. 20% of the population is 65 or older (the NYS rate is 16%), 20% of the population is under 18. That leaves us a workforce of less than 15,000 people. Of course, there are people over 65 and under 18 who do work. We also have a large percentage of our population where the women in the household do not engage in labor that is reportable to the Department of Labor.

Also, in spite of our low unemployment rate, 11.4% of our population lives in poverty (15% of children). 77% of children in Yates County are eligible for free or reduced lunch.

Flexible Fund for Family Services

The Flexible Fund for Family Services (FFFS) amounts for 2021-2022 have been announced. FFFS funds are allocated by the state to each district to support a range of services to address the needs of low-income families consistent with local priorities. The programs that may be funded by FFFS are as follows:

- Allowable non-assistance TANF employment programs
- TANF services
- Child welfare services
- Emergency Assistance to Families (EAF), foster care maintenance, administration and tuition costs if authorized under prior law
- Persons in Need of Supervision (PINS)/Preventive services
- Pregnancy prevention
- Drug/Alcohol (D/A) assessment and monitoring
- Domestic violence (DV) screening and assessment
- EAF PINS foster care and related costs
- EAF juvenile delinquent (JD) and related costs only if authorized under prior law
- Districts may also transfer funds from FFFS to Child Care, and/or Title XX services (TANF-funded portion)

The Yates County allocation this year is \$965,718. This amount is comparable to last year. Our district uses this funding primarily for Child Welfare, Title XX, and Employment funding.

There is a percentage that we are required to spend on Child Welfare, this year that minimum is \$347,864 (so it is not really that flexible).

Youth Bureau

All 2020 funding has been received from NYS, there was no withholding.

In addition to the returning programs for 2021 Modeste Bedient Library has applied for Youth Bureau funding this year.

**AMEND RESOLUTION 232-21 AUTHORIZE WORKFORCE DEVELOPMENT
BUDGET ALLOCATIONS**

WHEREAS, Yates County received funding from the Office of Temporary and Disability Assistance for the Summer Youth Employment Program;

NOW, THEREFORE BE IT RESOLVED, that the following amounts be allocated to the 2021-2022 Workforce Budget;

CD6294 1A	Staff Wages	\$6,900
CD69294 8A	Staff Fringe	\$1,807
CD6294 11A	Participant Wages	\$40,774
CD6294 81A	Participant Fringe	\$5,550
CD6294 4A	Operating	\$14,640
CD6294.42802	Revenue	\$69,671

and be it further

RESOLVED, that copies of this resolution be provided to the Yates County Commissioner of Social Services, and the Yates County Treasurer.

REAPPOINTMENT TO THE FINGERLAKES WORKFORCE INVESTMENT BOARD

WHEREAS, this legislature, by resolution, has authorized the creation of the Finger Lakes Workforce Investment Board for the Counties of Yates, Ontario, Seneca and Wayne in compliance with the Workforce Investment and Opportunity Act (WIOA) of 2014; and

WHEREAS, the Workforce Investment Board members must be appointed by the respective legislative boards; and

WHEREAS, the Executive Director has solicited nominations in accordance with the Law; and

WHEREAS, the Finger Lakes Workforce Investment Board Bylaws state voting members shall be appointed for terms of three (3) years, and that the terms shall be staggered,

NOW, THEREFORE, BE IT RESOLVED, that this Legislature does hereby re-appoint the following representatives to the Finger Lakes Workforce Investment Board to fill a three-year term from July 1, 2021 to June 30, 2024.

Mike Davis
IBEW 840

Bob Doebelin
Geneva Housing Authority

Richard House
Wayne County Administrator

Michelle Jungermann
Ontario County ARC

Mike Mankowski
Ontario County Economic Development

Julia Murphy
Department of Labor

Bonnie Percy
Yates County Legislator

Vicki Ramos
Wayne-Fingerlakes BOCES

Eileen Tiberio
Ontario County Social Services

Kathy Baker
Reliant Community Bank

Tom Facer
Farm Fresh First

Joseph Pellorite
O'Connell Electric

Sarah Eighmey
Anthony Road Winery

and be it further;

RESOLVED, that certified copies of this resolution be sent to Wayne, Ontario and Seneca Counties, The Yates County Department of Social Services, the Finger Lakes Workforce Investment Board, and to the aforementioned appointees.



Yates County: Project Status Report

Summary											
Item #	Committee	Department	Item	Status	Importance	Responsible	Consulted	Description	Due Date	Closed Date	Updates (include date)
2	Finance	Planning	Manage ReConnect Grant	In Progress	High	Marian/Dan L. Committee		Hire Construction Firm			Committee formed. Hired Hunt to apply for grant. Received \$10.3M Grant! Hired Empire as ISP. Hired NYES for engineering services.
27	Finance	Planning	Oversight of airport sewer project.	In Progress	Medium	Dan Long	Doug		8/31/21		Res.211-19 YC/Milo Agreeemt.
40	Finance	RP	Implement County Assessment Services	In Progress	Critical	Meghan	Nonie		9/1/21		Need to hire assessor
41	Finance	Cty. Admin.	Separate duties of Treasurer & Finance Director	In Progress	Medium	Nonie			12/31/21		
42	Gov't. Ops.	Historian	Prepare for 2023 Bicentennial Year Celebration	In Progress	High	Len	Nonie	Form ad-hoc committee	12/31/22		
38	Gov't. Ops.	IT	Cyber Security	In Progress	Critical	Tim G.	Nonie	Review DHS risk assessmt. & implement recommended security. Implement MDM, data encryption & 2 factor authentication.	12/31/21		
44	Gov't. Ops.	IT	Train dept. heads on using laserfiche for contracts	New	Medium	Tim G.	Nonie		12/31/21		
49	Gov't Ops	Personnel	Implement New Policies	In Progress	Medium	Kerry	Nonie	Adopt Retiree Insurance Policy	7/31/21		Implemented Controlled Substance, Dept. Head Recruiting, Light Duty, Telecommunication, Vacancy Review policies
45	Public Safety	OEM	Prepare countywide EMS study	New	Medium	Brian	Nonie		12/31/21		
19	Public Safety	Probation	Implement transition plan for "Raise the Age".	On Hold	Medium	Sharon	Nonie	LDC formed.			
46	Public Safety	Sheriff	Communications Project	In Progress	High	Ron S.	Doug P.	Replace Italy Hill, Dundee and Angus towers	10/1/22	10/31/22	Reviewing RFPs for consultant
47	Public Works	B & G	Work w/ developer to construct solar power on county property.	In Progress	High	Joe	Nonie		12/31/21		Waiting on approval.
48	Public Works	Highway	Highway Building Project	New	Medium	Craig	Nonie	Hire engineering firm		12/31/23	
CLOSED:											
16	Human Services	Public Defender	Office staff.	Closed	High	Katie	Nonie	Hired Steve Hampsey 2/13		1/22/19	
3	Finance	Planning	Form GIS committee.	Closed	High	Dan Long	Committee	Committee formed in Feb.		1/25/19	
7	Gov't. Ops.	Legislature	Create standard form for dep't. heads' goals.	Closed	Critical	Nonie	RG HR		3/30/19	2/27/19	
33	Gov't. Ops.	Personnel	Investigate Workers' Comp. apportionments	Closed	Medium	Kerry	Nonie		4/30/19	3/4/19	
13	Gov't. Ops.	Personnel	Investigate deferred compensation plan vendors.	Closed	Medium	Kerry	Nonie	Met w/ Nationwide reps	3/31/19	3/4/19	
10	Gov't. Ops.	Personnel	Complete Employee Handbook.	Closed	High	Kerry	Committee	Bringing to March Comm. Mtg.	2/1/19	5/8/19	
14	Gov't. Ops.	Historian	Fill Historian position.	Closed	Medium	Nonie	Kerry	3 applications received.		5/11/19	
20	Public Safety	Sheriff	Implement Criminal Justice Coordinating Council	Closed	Medium	Doug	Ron			5/13/19	Committee formed
25	Gov't. Ops.	IT	Analyze departments' phone charges	Closed	Medium	Tim G.	Nonie		5/31/19	6/3/19	Proposal to GO in June



Yates County: Project Status Report

Summary											
Item #	Committee	Department	Item	Status	Importance	Responsible	Consulted	Description	Due Date	Closed Date	Updates (include date)
17	Human Services	Public Defender	Ensure proper functioning of centralized arraignment.	Closed	Medium	Katie	Nonie	Phone calls, staffing, etc.	6/30/19	6/3/19	Mtg. 5/7/19-NYS & justices
29	Finance	Planning	Determine feasibility of Charging Station.	Closed	Medium	Dan Long	Chargepoint		5/30/19	6/20/19	Rcvd. Library approval, need agreemt. w/ library
34	Public Works	B & G	Investigate feasibility of horse & buggy shelter at library	Closed	Medium	Joe	Nonie		9/1/19	6/20/19	Working on agreemt.
31	Human Services	Public Defender	Grant reimbursement submission to NYS.	Closed	High	Katie	Nonie		12/31/19	12/31/19	\$97K 2019 budget,vouchered \$42k
15	Gov't. Ops.	Historian	Implement Laserfiche system.	Closed	Medium	Nonie	Town of Milo	Shared services grant w/ Town of Milo.		10/31/19	Submitted 2/27/19, 7/1/19 announcmt.-rcvd. grant mtgs. 5/11,5/15,Self-ins.
12	Gov't. Ops.	Personnel	Investigate health insurance alternatives.	Closed	Medium	Kerry	Nonie	I.e., self-insured, consortium.	9/30/19	11/4/19	Options to GO in June,met with union reps.waiting on rates
23	Public Works	Highway	Complete needs assessment for highway buildings.	Closed	Medium	Dan Long	Dave	Get quote from 3 sources	8/30/19	11/4/19	May walk-thru with Hunt Eng.,ini
8	Gov't. Ops.	Legislature	Hold sessions w/ RG HR for mgmt. training.	Closed	High	Nonie	Kerry	Professional Development	12/31/19	11/19/19	1st session 2/26, 2nd 3/12,next
28	Finance	Planning	Implementation of Expanded GIS.	Closed	Medium	Dan Long	ESRI		12/31/19		Mtg. 3/21,4/17,5/16,ESRI training in December 2019
9	Gov't. Ops.	Legislature	Complete non-union compensation study.	Closed	Critical	Doug	Legislators		9/30/19	12/30/19	Consultant chosen.
5	Gov't. Ops.	Legislature	Add page to Legislative Handbook defining a legislator's role.	Closed	Low	Connie	Nonie		12/31/19	12/30/19	
35	Gov't. Ops.	Legislature	Create Shared Services Plan	Closed	Medium	Nonie	Committee	Meet 2x's with towns,villages,schools,fire districts to create plan	12/31/19	12/31/19	Meeting 5/31 w/ towns&villages,7/25
6	Gov't. Ops.	Legislature	Plan budget orientation session for new legislators.	Closed	Low	Nonie			1/31/20	1/7/20	
21	Public Safety	Sheriff	Complete needs assessment for Communications.	Closed	High	Dan Long	Ron		11/26/19	1/31/20	Scope mtg. 5/16,Present to PS & Finance in June,RFP due 7/12,1 vendor responded
22	Public Safety	Sheriff	Research potential sites for Italy Hill Tower.	Closed	Medium	Dan Long	Ron	waiting on MidState report	1/31/20		Lease thru 11/2022,Emerson Rc
11	Gov't. Ops.	Personnel	Update Administrative Manual.	Closed	High	Kerry	Committee		12/9/19	5/11/20	Mtg. 6/14, 8/22,waiting on attorney review. adopted
18	Human Services	Indigent Legal Services	Evaluate office	Closed	Medium	Ed Bronson	Nonie		9/30/19	5/11/20	Staff office using 5 year ILS grant,hired new employees
32	Public Works	B & G	Investigate feasibility of solar panels at Torrey landfill	Closed	Medium	Joe	Nonie		11/30/19	5/19/20	RfPs sent by 8/30,signed contract w/ BQ Energy
36	Finance	Planning	Manage Septic Replacemt. Grant	Closed	Medium	Dan Long	Legislature		5/1/20	6/30/20	Applications rcvd. For final \$102K
4	Public Works	B & G	Determine whether YC qualifies as a Clean Energy Community.	Closed	Medium	Joe	Nonie	4 of 10 items qualify	9/30/19	11/1/20	Waiting on NYSEDA's input
24	Public Works	B & G	Review Safety Audit recommendations	Closed	Medium	Joe	Nonie		12/31/20	11/1/20	
1	Gov't. Ops.	IT	Plan for use of twelve unused strands.	Closed	High	Tim Groth	Committee		12/31/20	11/30/20	Mtg. 3/7,Committee formed, 4/12 mtg.Dresden splice completed,Frontier cutting over 10/28
30	Finance	Planning	Update Comprehensive Plan	Closed	Medium	Dan Long	Planning Committee		11/30/20	12/30/20	Monthly mtgs.
43	Gov't. Ops.	Cty. Admin.	Implement new dept. head performance evaluations	Closed	High	Nonie			12/31/20	12/31/20	
26	Finance	Planning	Oversight of county-wide water infrastructure study	Closed	Medium	Dan Long	Leslie	Working w/ Municipal Solutions & Clark	12/31/20	3/31/21	Waiting for contracts. Kick-off mtg. 5/2 NYS submitted contracts
50	Gov't Ops	Personnel	Implement Countywide Credit Card Transaction Availability	Closed	Medium	Kerry	Nonie			3/31/21	Implemented for Clerk, Personnel and Treasurers' offices
50	Gov't Ops	Personnel	Implement Countywide Credit Card Transaction Availability	Closed	Medium	Kerry	Nonie			3/31/21	Implemented for Clerk, Personnel and Treasurers' offices



Yates County: Project Status Report

Summary

Item #	Committee	Department	Item	Status	Importance	Responsible	Consulted	Description	Due Date	Closed Date	Updates (include date)
39	Gov't. Ops.	Personnel	Prepare Pandemic Preparedness Plan	Closed	High	Kerry	Nonie		4/1/20	4/1/21	Requested essential employee list from dept. heads.
37	Finance	Planning	Public Safety Building Needs Assessment	Closed	Critical	Dan Long	Ron	Proposals received	7/1/20	5/31/21	RFP needed