



HEALTH & HUMAN SERVICES COMMITTEE

Monday, January 5, 2026, Time: 10:00 AM
Committee Room 213, 2nd floor, 74 Ontario Street,
Canandaigua, NY 14424

1. Call To Order:

The Health & Human Services meeting was called to order at 10:00 AM on January 5, 2026.

Members Present: Supervisor(s) Frederick Wille, Michael Baker, Donald Cotter, James Kennedy, Tim Schiefen, Nancy Yacci.

Others present in addition to committee members:

- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Meghan Maslyn, Deputy County Administrator
- Holly Adams,
- Barry McFadden, Assistant County Attorney
- Kate Ott, Public Health Director
- Peter Guarino, Deputy Mental Health Director
- Phil Personale, DSS Commissioner
- Lance Rearick, Veterans Services Officer
- Missy White, Fiscal Manager (Webex)
- William Wellman, BOS Chairman
- William Namestnik, Town of Hopewell Supervisor
- Kristin Voss, BOS Clerk
- Jessica Mitchell, Mental Health Director
- Triciajean Saxton, Office for the Aging Director
- Marsha Foote, Youth Bureau Director
- Patricia Bertino, Youth Bureau Director Appointee
- Gwen Van Leaken, Director of Ontario Cares
- Mary Gates, Finance Director (Webex)
- Shelly Gray, Fiscal Manager (Webex)

Chairman Wille named Supervisor James Kennedy as his Vice-Chair for 2026.

2. Approval Of Minutes:

Supervisor Nancy Yacci motioned to approve the December 8, 2025 draft minutes of the Health & Human Services meeting. The motion was seconded by Supervisor James Kennedy. The motion passed.

Yes: Supervisor(s): Frederick Wille, Michael Baker, Donald Cotter, James Kennedy, Tim Schiefen, Nancy Yacci. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. Public Health:

Kate Ott, Director of Public Health, gave a brief overview of her department and their responsibilities.

Kate Ott presented a resolution entitled, "Authorization to Amend Contract with Finger Lakes Community Health for 2025-2029".

Supervisor Nancy Yacci motioned to approve the resolution as presented. The motion was seconded by Supervisor Michael Baker. The motion passed.

Yes: Supervisor(s): Frederick Wille, Michael Baker, Donald Cotter, James Kennedy, Tim Schiefen, Nancy Yacci. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Director Ott reminded everyone that it is flu season. Get your flu shot and wash your hands.

Supervisor Kennedy shared a letter from the resident of the City of Geneva complimenting the Public Health department.

4. Mental Health Services:

Dr. Jessica Mitchell, Director of the Mental Health Department, gave a brief overview of the department and all that they do for residents.

Jessica Mitchell presented a resolution entitled, "Authorization to Contract with William Mitchell".

Supervisor Nancy Yacci motioned to approve the resolution as presented. The motion was seconded by Supervisor Donald Cotter. The motion passed.

Yes: Supervisor(s): Frederick Wille, Michael Baker, Donald Cotter, James Kennedy, Tim Schiefen, Nancy Yacci. No: Supervisor(s): None. Abstain: Supervisor(s): None.

5. Office For The Aging:

Office for the Aging Director, Triciajean Saxton, reviewed the department fact sheet in the committee packet.

Triciajean Saxton presented a resolution entitled, "Appointment of Kay Viggiani to the Office for the Aging Advisory Council".

Supervisor Tim Schiefen motioned to approve the resolution as presented. The motion was seconded by Supervisor Nancy Yacci. The motion passed.

Yes: Supervisor(s): Frederick Wille, Michael Baker, Donald Cotter, James Kennedy, Tim Schiefen, Nancy Yacci. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Triciajean Saxton presented the following two resolutions entitled:

~ Authorization to Contract with Geneva Housing Authority for the Senior Nutrition Program Meal Site

~ Authorization to Contract with Canandaigua Salvation Army for the Senior Nutrition Program Services.

Supervisor Nancy Yacci motioned to approve these two resolutions, as presented as a block. The motion was seconded by Supervisor James Kennedy. The motion passed.

Yes: Supervisor(s): Frederick Wille, Michael Baker, Donald Cotter, James Kennedy, Tim Schiefen, Nancy Yacci. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Triciajean Saxton presented a resolution entitled, "Authorization for a Memorandum of Understanding Between the Office for the Aging and The Retired & Senior Volunteer Program (RSVP) 2026-2028".

Supervisor Nancy Yacci motioned to approve the resolution as presented. The motion was seconded by Supervisor Michael Baker. The motion passed.

Yes: Supervisor(s): Frederick Wille, Michael Baker, Donald Cotter, James Kennedy, Tim Schiefen, Nancy Yacci. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Triciajean Saxton presented a resolution entitled, "Authorization for Memorandum of Understanding Office for the Aging and Sheriff's Department 2026".

Supervisor James Kennedy motioned to approve the resolution as presented. The motion was seconded by Supervisor Tim Schiefen. The motion passed.

Yes: Supervisor(s): Frederick Wille, Michael Baker, Donald Cotter, James Kennedy, Tim Schiefen, Nancy Yacci. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Triciajean Saxton presented a resolution entitled, "Authorization to Contract with Legal Assistance of Western New York, Inc.".

Supervisor Michael Baker motioned to approve the resolution as presented. The motion was seconded by Supervisor Donald Cotter. The motion passed.

Yes: Supervisor(s): Frederick Wille, Michael Baker, Donald Cotter, James Kennedy, Tim Schiefen.
No: Supervisor(s): None. Abstain: Supervisor(s): Nancy Yacci. Supervisor Yacci has a family member works for Legal Assistance of Western NY.

6. Youth Bureau:

Marsha Foote and Patricia Bertino talked about all the Youth Bureau does. Marsha will be retiring at the end of January and Patricia has been appointed as the new Youth Bureau director.

7. Department Of Social Services:

DSS Commissioner, Phil Personale, briefly reviewed all the ways that the Social Services department helps all that reside in Ontario County.

Phillip Personale presented a resolution entitled, "2026 DSS Burial Fee Schedule".

Supervisor James Kennedy motioned to approve the resolution as presented. The motion was seconded by Supervisor Donald Cotter. The motion passed.

Yes: Supervisor(s): Frederick Wille, Michael Baker, Donald Cotter, James Kennedy, Tim Schiefen, Nancy Yacci. No: Supervisor(s): None. Abstain: Supervisor(s): None.

8. Veterans Service Agency:

Lance Rearick, Veterans Services Officer, briefly talked about the Veterans Services Agency and the fact sheet provided in the committee packet.

Lance Rearick presented a resolution entitled, "Authorization for Professional Consultant Contract with Compeer of Rochester".

Supervisor James Kennedy motioned to approve the resolution as presented. The motion was seconded by Supervisor Nancy Yacci. The motion passed.

Yes: Supervisor(s): Frederick Wille, Michael Baker, Donald Cotter, James Kennedy, Tim Schiefen, Nancy Yacci. No: Supervisor(s): None. Abstain: Supervisor(s): None.

9. Unfinished Business Or Other Items To Be Brought Before The Committee:

County Administrator, Chris DeBolt, thanked department heads for providing their fact sheets and department overviews.

10. Next Meeting Date And Time:

Monday, February 9, 2026 at 10:00 AM.

11. Adjournment:

On a motion of Supervisor Nancy Yacci, seconded by Supervisor James Kennedy, the Health & Human Services meeting was adjourned at 11:29 AM.

Respectfully Submitted, Kristin A. Voss, Clerk