

HEALTH & HUMAN SERVICES COMMITTEE MEETING MINUTES
JANUARY 27, 2016

HEALTH & HUMAN SERVICES COMMITTEE MEMBERS PRESENT: Shay, LaPointe, Pitts, Fedler, Moore

HEALTH & HUMAN SERVICES COMMITTEE MEMBERS ABSENT: Suprenant, Campbell

SUPERVISORS: Henke, Gang, Shaw, Hicks, O'Brien, Hogan

Debra Prehoda, Clerk

Chris DeBolt, Assistant Co. Administrator

Al Nolette, Treasurer

Gina Cantanucci-Mitchell, OFA Director

Patty Hunt, Public Health Director

Tammy DeLorme, Commissioner DSS

Mike Gray, Dir. Youth/Alternative Sentencing

Rob York, Director Community Services

Tina McDougall, Fiscal Manager PH

Sam Hall, Veterans Director

Public

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1) Call to Order

2) Accept Minutes – November 25, 2015

3) Department Reports/Requests:

A. Mental Health

1) Overview – Office of Community Services

B. Youth Bureau

1) Lifeguard Training

2) Winter Fest Update/Permission to Purchase Refreshments

3) Program Updates

C. Veterans

1) Out-of-State Travel Request

D. ADRC/OFA

1) Program Updates

E. Social Services

1) Program Updates

2) 2016 Goals

F. Public Health

1) Program Updates/Miscellaneous

4) Other Business

5) Adjournment

Chairman Shay called the meeting to order at 10:00 A.M.

A motion to approve the minutes of the November 25, 2015 meeting was moved by Mr. Pitts, seconded by Mrs. Fedler and adopted.

MENTAL HEALTH – Rob York, Director, addressed the following item with the committee:

- Overview of the Office of Community Services for Warren and Washington Counties – Distributed and explained attached overview. Rob York is the Director of Community Services for both Warren and Washington Counties and the office is a shared administrative office between Warren and Washington Counties for mental hygiene services. They are in the process of printing a resource guide and copies will be provided. He is available along with any of his service providers to address town boards regarding the programs and services they provide.

YOUTH – Mike Gray, Director, addressed the following items with the committee:

- Lifeguard Training – A free Red Cross certified lifeguard training course is scheduled for February 15th – 19th at the Hudson Falls Middle School. Possibly another training will be provided in April. The instructors volunteer their services for the training.

- Winterfest Update/Permission to Purchase Refreshments – Winterfest 2016 will be held at Lake Lauderdale on Saturday, February 6, 2016 from 9AM to 3PM, flyer attached. A motion to approve purchase of food from the Jail (estimated at approximately \$750.00 budgeted for food) was moved by Mrs. Fedler, seconded by Mr. LaPointe and adopted. The Treasurer stated that there should be a future conversation regarding paying the Jail for the food because it is all county dollars and one department is paying another department.
- Program Updates:
 - Youth leadership forum is scheduled for February 9th in Albany. They bring several students down to talk to legislators about youth related issues and he is requesting permission to buy them lunch. A motion to approve lunch expense for youth attending youth leadership forum in Albany on February 9th was moved by Mr. Pitts, seconded by Mrs. Fedler and Mr. Moore and adopted.
 - 2016 Goals: Working with DSS on Safe Harbor funding – look at the impact of sexually exploited youth and human trafficking – five year funding stream.

VETERANS – Sam Hall, Director, addressed the following items with the committee:

- 2016 Goals and Objectives – Distributed and discussed the attached Veteran Services 2016 goals. Mr. Hall discussed his goal of initiating a Veterans Court within Washington County to address those needs. He plans to retire at the end of April and there is a requirement for the individuals in leadership positions to be accredited and they have hired Kenneth Marrwinchell, who will be the new Deputy Director for Mr. DePalo once Mr. Hall retires, on a part time basis to fill in for the part time Deputy Director who is out on medical leave. Once Mr. Hall retires and the current Deputy Director Andy DePalo is appointed Director, they will have the same staffing level that they currently have: Director, full time Deputy Director and part time Deputy Director – one day per week. Mr. Shay asked that the current Deputy Director and proposed new Deputy Director start attending meetings. Mr. Hall stated Mr. DePalo will start to attend meetings in February.
- Travel Requests – Distributed 2016 accreditation travel requests included in the 2016 budget, attached. A motion to approve two 2016 overnight in state stays for accreditation training was moved by Mr. LaPointe, seconded by Mrs. Fedler and adopted. A motion to approve 2016 out-of-state travel, National Association of County Veterans Service Officers Basic and Advance Accreditation training course, for the Director and Deputy Director in Myrtle Beach, SC May 13 - 21, 2016 was moved by Mr. Moore, seconded by Mr. LaPointe and adopted. (Resolution required.)

OFFICE FOR THE AGING – On behalf of OFA Director Gina Cantanucci-Mitchell, Tammy DeLorme, DSS Commissioner, addressed the following items with the committee:

- Program Updates:
 - OFA Advisory Appointments, handout attached – A motion to approve OFA Advisory Council appointments and reappointments was moved by Mr. LaPointe, seconded by Mrs. Fedler and adopted.
 - Budget Amendment – The County Administrator addressed an oversight in the 2016 budget. A motion to amend 2016 budget increasing restaurant dining program \$3,000 and harmony software program \$4,000 out of the contingency account and forward to the Finance Committee was moved by Mr. LaPointe, seconded by Mr. Moore and adopted.

DEPARTMENT OF SOCIAL SERVICES – Tammy DeLorme, Commissioner, addressed the following items with the committee:

- Program Updates:
 - State Budget – She is leaving this meeting to attend a NY Public Welfare Association conference and more detailed information will be provided on the State budget.
 - Executive Order 151 regarding housing homeless (colder weather) – DSS already works with this population on housing needs. Clients are screened to verify their eligibility and have to comply with requirements. Clients had to comply to get that benefit and Executive Order 151 takes that away. She stated it does impact them enforcing eligibility. She stated Code Blue shelters commonly operate at 20 degrees or below versus Executive Order 151 that declares it to be in effect at 32 degrees and below and that includes wind chill factors. There is no state identified funding for this Executive Order however there was a requirement to submit a plan and she has done that for Washington County. The County Administrator stated this is something that we need to take a look at long term and get some guidance from the State. One of her 2016 goals is to “Monitor impacts of Homelessness in Washington County as experienced through DSS. Share information with Board of Supervisors members and community, as appropriate, to help educate and assess the needs of our area.” She stated probably on average, they see ten to fifteen families with children and another twenty (20) single adults that are homeless and housed through DSS at either motels or the shelter at any one time. There is a lack of affordable housing in the county.
- 2016 Goals – distributed and explained attached 2016 goals. The County Administrator stated he listed leadership training for management staff on his goals and plans to pursue training options.

PUBLIC HEALTH – Patty Hunt, Director, addressed the following items with the committee:

- Minority or Women Owned Business Enterprise (MWBE) – When they applied for WIC funding they had a waiver and that required WIC to purchase 30% of goods and services from Minority or Women Owned Businesses that are on a state registry. On January 22, 2016, they were advised it was 30% of the entire award from MWBE which equates to about \$600,000 over a five year period no matter the cost and that is the issue. The County Administrator stated this is very time consuming to comply with and the Governor stated in his State of the State Address, that this will apply to any state funding not just grant funding. Compliance with the MWBE requirements puts departments in violation of the Purchasing Policy and he recommends amending the policy; if a funding source requires MWBE utilization, the purchasing department can have relief from this policy to fulfill the requirements of the granting agency.
- Adirondack Rural Health Network – Requesting permission to use County shield for community outreach through the Adirondack Rural Health Network relating to the agency’s goals and objectives for the Community Health Plan. A motion to allow participation in community outreach effort and use of County shield was moved by Mr. Moore, seconded by Mr. LaPointe and adopted.
- Copier Lease Issues – They are experiencing problems with their Xerox copier lease; machine without ink, taking days to service. A local vendor, Rick Gallop, is willing to buyout current lease with Eastern and service the machine. The County Administrator stated he has met with two local companies, Seeley’s and National Business Machines, and planned to address at a Government Operations meeting releasing an RFP for managed print services.

He stated about half the counties in the state do managed print services. He stated there is currently no central location to address copier/printer needs. These companies inventory our equipment, track copy count and then come back with a proposal for a per copy charge and maintain the machine and supplies. Counties that have done this have save a considerable amount of money. Public Health is willing to hold off on making any change. He reported that the County has 47 copiers and 216 printers in service.

- Reappropriate Public Health Grant Funds from 2015 to 2016 – A motion to reappropriate unspent 2015 Public Health Preparedness Grant, Early Intervention Administrative Grant, Prevention Agenda Grant, and Passenger Safety Seat Program grant funds into the 2016 budget, recognize WIC COLA funding in the 2016 budget and forward to the Finance Committee was moved by Mr. LaPointe, seconded by Mrs. Fedler and adopted.
- WIC Program Request – A motion to purchase measuring board, adult professional scales and infant scale and case and allow waiver from Purchase Policy to allow compliance with MWBE was moved by Mr. LaPointe, seconded by Mr. Pitts and adopted.
- WIC Reorders – A motion to approve resupplying clinic carrying bags, sippy cups, toothbrushes and produce cookbooks was moved by Mr. Pitts, seconded by Mrs. Fedler and adopted.
- NYS WIC Conference April 17 - 20 in Niagara Falls and requesting permission for two WIC staff to attend. WIC will be undergoing significant leadership and staffing changes this year with anticipated retirement of the WIC Coordinator. The cost is \$950 conference registration fee and \$357 for three nights lodging. A motion to approve travel request was moved by Mrs. Fedler, seconded by Mr. Moore and adopted.
- Hosting Trauma Informed Concepts Training – Public Health is partnering with the Council for Prevention on a Trauma Informed Care Learning Collaborative to be held February 11th from 8:30AM to 11AM in Training Room #2 in the Municipal Center.
- Zika Virus – This has been in the news and please contact her office if information is requested.

OTHER BUSINESS:

The meeting adjourned 11:51 A.M.

*Respectfully submitted,
Debra Prehoda, Clerk
Washington County Board of Supervisors*

OFFICE OF COMMUNITY SERVICES FOR WARREN AND WASHINGTON COUNTIES

230 Maple St., Suite 1

Glens Falls, NY 12804

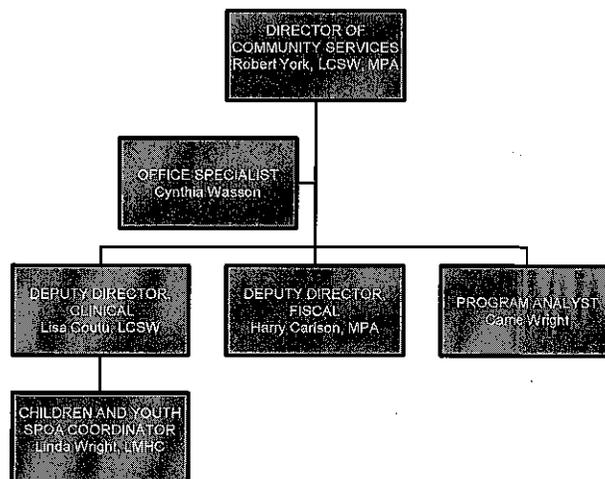
(518) 792-7143

www.warrencountyny.gov

www.washingtoncountyny.gov

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OFFICE OF COMMUNITY SERVICES



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State Agencies

- NYS Office of Mental Health (OMH)
- NYS Office of Alcoholism and Substance Abuse Services (OASAS)
- NYS Office of People with Developmental Disabilities (OPWDD)

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New York State Mental Hygiene Law

- MHL Article 41 directs local governments to either “provide or arrange for” “preventive, rehabilitation, and treatment services” for the “mentally ill, the developmentally disabled, and those suffering from the disease of alcoholism and substance abuse”.

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New York State Mental Hygiene Law

- MHL Article 41 requires the establishment by the county of a Local Governmental Unit (LGU), given authority in accordance with Article 41 to provide or arrange for local services.
- The Office of Community Services is the local governmental unit (LGU) given this authority by both Warren and Washington Counties.

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Shared Local Governmental Unit

- Warren and Washington Counties have executed an Intermunicipal Agreement which details the sharing of one administrative office, the Office of Community Services for Warren and Washington Counties.
- Administrative costs are totaled and split evenly between the two counties, through an annual chargeback to Washington County.

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New York State Mental Hygiene Law

- MHL Article 41 requires each local governmental unit (LGU) to have a Community Services Board (CSB).
- In counties with a population less than 100,000, the CSB can consist of either 9 or 15 members. Our counties each have nine-member boards.
- CSB members serve four year terms; officers are elected for two-year terms.

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Washington County Community Services Board

- Rick Demers, Chair - Director, Employee Assistance Program
- Christina Bessen, Vice-Chair - Parent, Probation Officer
- Michelle Burke - Health Coordinator, Hudson Falls School District
- Tammy DeLorme - Commissioner, Social Services
- Kathy Flanagan - Retired, Washington County Head Start
- Sue Clary - Parent
- Samuel Hall - Director, Washington County Veterans Services
- Patricia Hunt - Director, Washington County Public Health
- Robert Miles - Retired, Glens Falls National Bank

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Warren County Community Services Board

- Kimberly Brayton, JD, Ph.D., Chair – Psychologist, Private Practice
- Joan Grishkot, Vice-Chair – Former Director, Warren County Public Health
- Barbara Boggia – Retired School Psychologist
- Lu Thomas-Cosgrove, LCSW – Clinical Social Worker, Private Practice
- James P. Dexter – District Superintendent of Schools, WSWHE BOCES
- Holly Irion-Sweet, LMHC – Counselor, SUNY Adirondack
- Amy Molloy, MSW, M.Ed.
- Maureen Schmidt – Commissioner of Social Services
- Vacant – (formerly Peter Fisher, Peer Representative)

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New York State Mental Hygiene Law

- MHL Article 41 requires the direction and administration, by each LGU, of an annual local comprehensive planning process.
- This is accomplished through a subcommittee structure.
- The Local Services Plan for Warren and Washington Counties is posted on the County websites.

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New York State Mental Hygiene Law

MHL Article 41 requires each Community Services Board (CSB) to have separate subcommittees for:

- Mental Health
- Alcoholism and Substance Abuse
- Developmental Disabilities

Additionally, we have established:

- Children and Youth Subcommittee

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New York State Mental Hygiene Law

The CSB Subcommittees provide venues for

- Service system planning
- Implementation/coordination of local services
- Provider collaboration
- Information sharing
- Multi-stakeholder problem solving

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New York State Mental Hygiene Law

- Subcommittees are comprised of CSB members, LGU staff, service providers, service recipients, and family members.
- Subcommittees meet at least quarterly throughout the year.

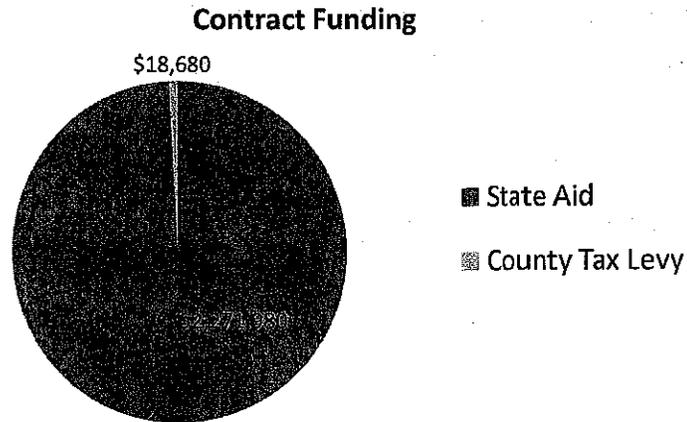
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Contract Agencies - Washington

Agency	2016 Contract
Behavioral Health Services (Glens Falls Hospital)	\$609,765
Community, Work and Independence, Inc. (CWI)	\$35,890
Council for Prevention of Alcohol and Substance Abuse	\$228,642
Liberty House Foundation, Inc.	\$129,982
PEOPLE, Inc.	\$143,536
Warren-Washington Association for Mental Health 820 River St.	\$853,247
Total	<u>\$289,598</u> \$2,290,660

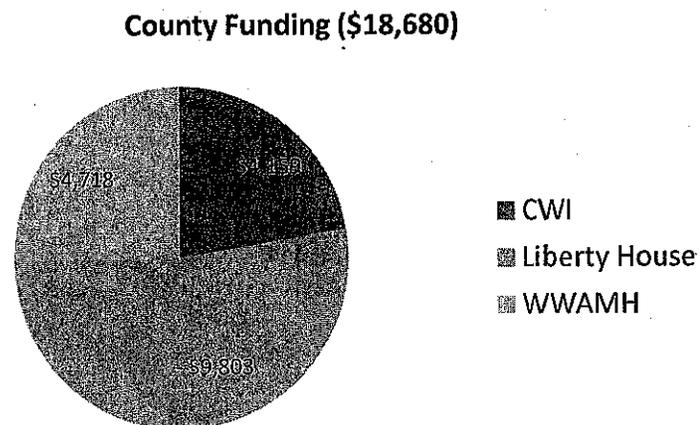
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State Aid vs. County Tax Levy - Washington



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County Funding by Agency - Washington

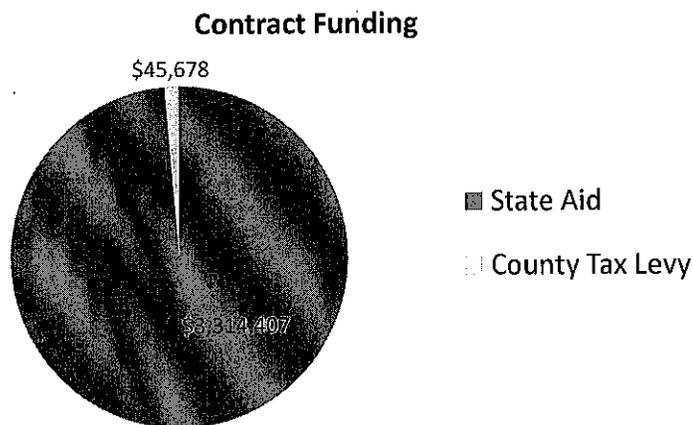


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Contract Agencies - Warren

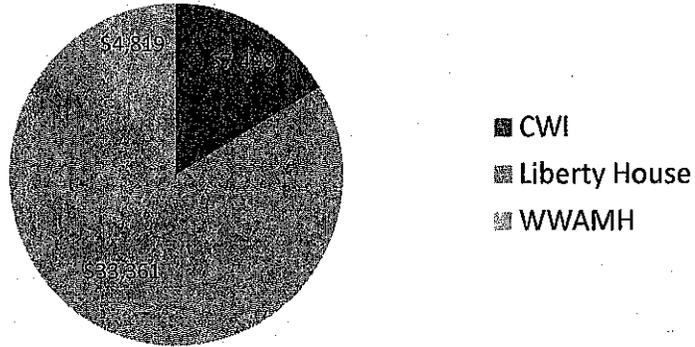
Agency	2016 Contract
Behavioral Health Services (Glens Falls Hospital)	\$601,985
Community, Work and Independence, Inc. (CWI)	\$51,633
Council for Prevention of Alcohol and Substance Abuse	\$223,844
Liberty House Foundation, Inc.	\$256,188
Northern Rivers Family Services (Parsons)	\$956,247
Northeast Parent and Child	\$26,104
PEOPLE, Inc.	\$138,407
Wait House	\$33,729
Warren-Washington Association for Mental Health	\$850,865
820 River St.	<u>\$221,083</u>
Total	\$3,360,085

State Aid vs. County Tax Levy - Warren



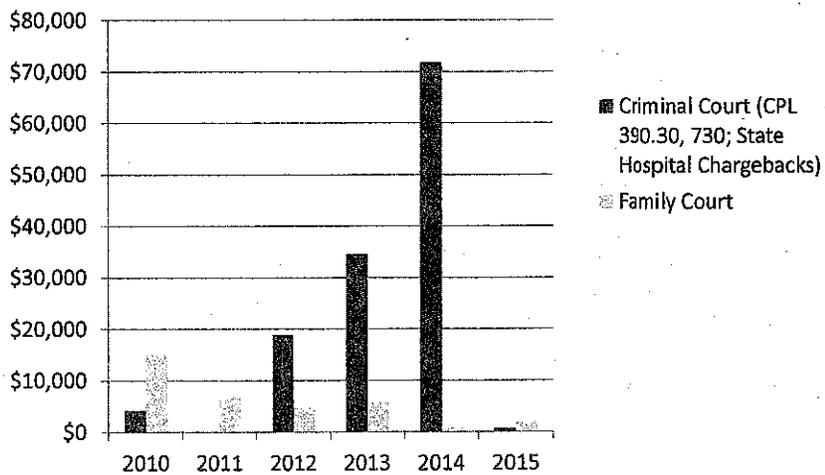
County Funding by Agency - Warren

County Funding (\$45,678)

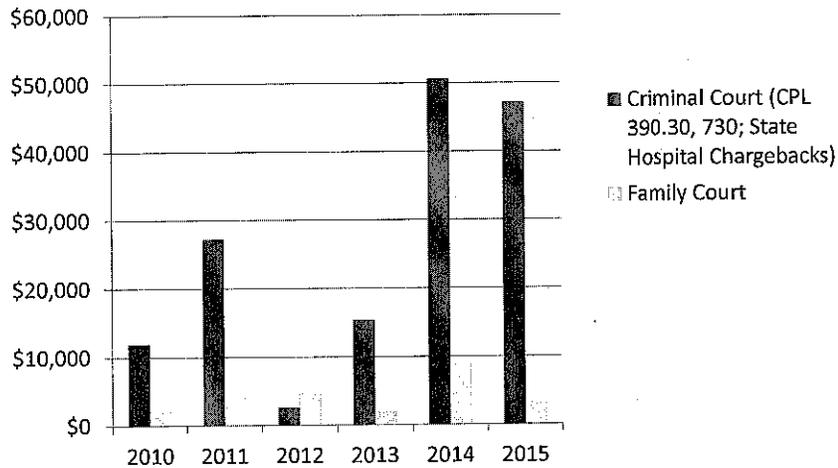


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Forensic Evaluations – Washington



Forensic Evaluations – Warren



Contract Agencies

- Behavioral Health Services (Glens Falls Hospital) www.glensfallshospital.org/Behavioral.htm
- Community, Work and Independence www.cwinc.org
- Council for Prevention www.councilforprevention.org
- Liberty House Foundation www.libertyhousefoundation.net
- Northern Rivers Family Services/Parsons Child and Family Center www.northernrivers.org
- Northeast Parent and Child Society www.neparentchild.org
- PEOPLE, Inc. www.projectstoempower.org
- Wait House Homeless Youth Shelter www.hycwaithouse.org
- Warren-Washington Association for Mental Health www.wwamh.org
- 820 River St., Inc. www.pyhit.com

Some Additional Local Governmental Unit Responsibilities...

- Fiscal Management/Reporting
- Single Point of Access (SPOA) Process
- Assisted Outpatient Treatment (AOT) Program
- Certificate of Need/Expansion of Service Approvals
- Overall System Coordination
- Emergency Removals (MHL 9.45 "pick-up orders")
- Coordinate County Disaster Mental Health Team
- SAFE Act Reporting
- Active involvement with various regional healthcare planning structures and initiatives to lower costs, improve the efficiency and effectiveness of the health and behavioral health care systems and to improve outcomes for the residents of our Counties

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OFFICE OF COMMUNITY SERVICES FOR WARREN AND WASHINGTON COUNTIES

230 Maple St., Suite 1

Glens Falls, NY 12804

(518) 792-7143

www.warrencountyny.gov

www.washingtoncountyny.gov

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Beat the Winter Blues Winterfest 2016

Lake Lauderdale, Route 22, Jackson, NY

Saturday, February 6, 2016

9-3pm

Here's just some of the activities for you to enjoy!

Ice Skating*

Sledding*

Fishing Outing *

Bon Fire

(Fishing license NOT required)

Water Rescue Demo

Guided Snowshoeing

and More!!!

Geocaching

Use our equipment or bring your own!

A fun day out
for the whole
Family!

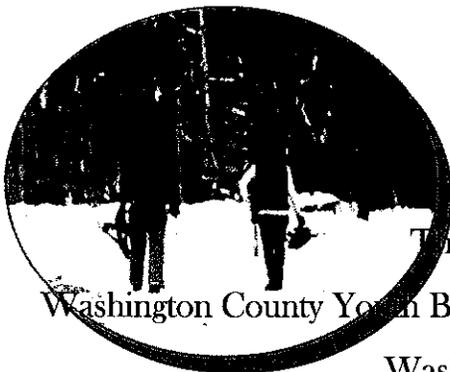
For more information, please contact
Washington County Youth Bureau

518-746-2330

Washington County Public Health

518-746-2400

*Weather Permitting



This Free Community Event is in Partnership with:

Washington County Youth Bureau; Washington County Public Health; Cornell Cooperative Extension;

Washington County Sportsmen Federation and more!

Veteran Services 2016 Goals

Continue Automation of Claims processing and file retention.

Complete and maintain accreditation of both the Director and Deputy Director.

Initiate discussion regarding a Veterans Court within Washington County. Discussion would include, but not be limited to, Alternative Sentencing, Social Services, District Attorney, Sheriff's Department, and Representatives from the Court System.

Continue to monitor the budget and attempt to identify any areas over or under estimated and submit adjustments for approval.

2016 Accreditation Travel Requests

The following travel is for mandatory accreditation training and was discussed in our 2016 budget presentation and approved in our 2016 budget.

The following requires committee approval only it is for in state overnight lodging:

American Legion Accreditation Training Basic Course

Attendee: Deputy Director

Syracuse, NY May 22 – 27, 2016

Lodging - \$500.00 Per Diem \$175.00 Total \$675.00

American Legion Accreditation Advanced Training Course

Attendees: Director / Deputy Director

Syracuse, NY Oct 10 – 15, 2016

Lodging - \$1,000.00 Per Diem \$350.00 Total \$1,350.00

The following requires a resolution by the Board of Supervisors:

National Association of County Veteran Service Officers Basic and Advance Accreditation Training Course

Attendees: Director / Deputy Director

Myrtle Beach, SC May 13 – 21, 2016

Lodging - \$2,112.00 Per Diem - \$560.00 Air Travel - \$916.00 Total \$3,588

Total for all training \$5,613.00



Washington County
Office for Aging and Disabilities Resources

383 Broadway
Fort Edward, New York 12839-2650

TELEPHONE: (518) 746-2420
FAX: (518) 746-2418 or 746-2571

Gina Cantanucci-Mitchell
Executive Director

MEMO

To: Health and Human Services Committee
C. DeBolt, County Administrator

From: Gina Cantanucci-Mitchell

Date: January 22, 2016

Re: OFA Advisory Council Reappointments and Appointments

I would like to request that the following individuals be reappointed or appointed to serve on the Office for Aging Advisory Council. This is a two year term, for the period of December 2015 through December 2017:

- Carol Kuhr – Argyle
- Carol Hamilton – Cambridge and White Creek
- Judith Stevens - Easton
- Gretchen Stark – Fort Ann
- Marcia Sullivan – Fort Edward
- Carol McGivern – Granville
- Gerald Foelsch – Greenwich
- William Lawrence – Hampton
- Lettie Hayes – Hartford
- Alice Coldwell – Hebron
- Sharon Dunn - Jackson
- Sandy Wheeler – Kingsbury
- Dave McNitt – Salem
- Patricia Provost - Whitehall
- Mary Ann Nichols – At large member
- Patricia Cantanucci – At large member
- Antonia Estrada – At Large member
- Jodie Smith – DSS Designee
- Max McDonnell – Community Organization Designee
- Patty Hunt – Public Health Designee

**WASHINGTON COUNTY
DEPARTMENT OF SOCIAL SERVICES**

383 Broadway, Fort Edward, New York 12828

Telephone (518) 746-2300

Fax (518) 746-2355



Tammy L. DeLorme, Commissioner

2016 Goals

- Assess “pilot” of iPads obtained through 2016 budget for effectiveness in worker security and increased efficiency. Continue focus on security of workers.
- Monitor impacts of Homelessness in Washington County as experienced through DSS. Share information with Board of Supervisors members and community, as appropriate, to help educate and assess the needs of our area.
- Contribute and work collectively with other Departments and local provider agencies on prevalent issues such as poverty and the Heroin Epidemic.
- Coordinate a new sequence of leadership training for mid-level (and higher) managers within DSS. Continue focus on developing future leaders while realizing best practice across all programs.