

HEALTH & HUMAN SERVICES COMMITTEE MEETING MINUTES
JUNE 29, 2016

HEALTH & HUMAN SERVICES COMMITTEE MEMBERS PRESENT: LaPointe, Suprenant, Campbell, Pitts, Moore

HEALTH & HUMAN SERVICES COMMITTEE MEMBERS ABSENT: Shay, Fedler

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

Debra Prehoda, Clerk

Chris DeBolt, County Administrator

Al Nolette, Treasurer

Patty Hunt, Public Health Director

Gina Cantanucci-Mitchell, OFA Director

Kathy McIntyre, Deputy Director Public Health

Tina McDougall, Public Hlth Fiscal Manager

Claire Murphy, EOC Executive Director

Tammy DeLorme, Commissioner DSS

Mike Gray, Youth Bureau

Rob York, Director, Mental Health

Roger Wickes, County Attorney

Public

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1) Call to Order

2) Accept Minutes – May 16, 2016

3) Department Reports/Requests:

A. Public Health

1) New NYS Rule for Medicaid Submissions – Preschool Billing

2) Permission to Purchase WC Fair Items – Health Education/Lead Programs

3) Staffing Update

4) Miscellaneous

B. Department of Social Services

1) Request to Purchase Promotional Materials

2) Medicaid Program Change

C. Youth Bureau

1) On-Site Monitoring of Recreation Programs

2) Request for Budget Amendment – Recognizing NYS OCFS Funding - \$39,482

4) Discuss Transport Fees for Coroner Calls

5) Other Business

6) Adjournment

In the absence of Chairman Shay, Mr. LaPointe called the meeting to order at 10:00 A.M.

A motion to accept the minutes of the May 16, 2016 meeting was moved by Mr. Moore, seconded by Mr. Campbell and adopted.

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

- New NYS Rule for Medicaid Submissions – Preschool Billing – The NYS Health Department is fundamentally changing the way they submit their preschool billing claims for Medicaid. As of early next year, they are going to cease to fund. They have ended their contract with Central New York Regional Information Center which is like a clearing house and Public Health submits their billing data to this clearing house and they do what they need to with the data and then submit to CMS so Public Health can get their funding back from Medicaid. The State is not going to fund that anymore. Now each County or billing agency must figure out a way to replace that service either with a different software service or for Public Health it might mean adding staff. Public Health in July is meeting with IT and McGinnis to look at billing services for preschool and look at costs. The other way to do it would be for Public Health to do all the data entry but they have become so lean in their business department that they would need to add staff. Public Health receives about \$100,000 back each year from this process. Hopefully, she will have some options in July.
- Permission to Purchase Washington County Fair Items – Health Education/Lead Programs –

handouts attached. Requesting to purchase the following items for the lead program: backpacks and Halloween bag program at a cost of about \$6,000, 100% lead grant funded. A motion to approve Lead Program promotional items was moved by Mr. Pitts, seconded by Mr. Suprenant and adopted. Requesting to purchase the following items for the Washington County Fair: sunglasses, lip balm, shopper tote, whistles, spoke reflectors, knit hat for Winter Fest, disposable ponchos, purchase a banner for the CarFit Program, 100% state aid funding is used for these outreach and education items. A motion to approve items for the Washington County Fair was moved by Mr. Campbell, seconded by Mr. Pitts and adopted. WIC purchased a new van and the state requires it have the WIC logo on it and they need to have the logo detail added to the van, \$500. A motion to approve logo application for new WIC van was moved by Mr. Campbell, seconded by Mr. Pitts and adopted.

- Staffing Update – Marge Irwin, WIC Director, has retired and Pat Rozell has been appointed to that position. She detailed other recent staff changes that have gone through the Personnel Committee.
- Miscellaneous:
 - Travel Requests:
 - Pre-school Coordinator to attend a required training in Ithaca, three-day conference, two nights and that expense is budgeted. A motion to approve travel request was moved by Mr. Campbell, seconded by Mr. Moore and adopted.
 - Early Intervention Program Coordinator and Bookkeeper to attend NYSAC Conference in Niagara Falls for two nights, budgeted expense. A motion to approve travel request was moved by Mr. Pitts, seconded by Mr. Campbell and adopted.
 - Health Educator to attend Older Adult Fall Prevention Program. This is for the tai chi program and Public Health can be reimbursed \$50 per person for program completion through NYS. They have offered one program and there is a demand. Possibly going to partner with Mobile Integrated Health Program but if they cannot, Public Health is requesting permission to have the Health Educator to be trained. This is two days of training. A motion to approve training/travel request was moved by Mr. Campbell, seconded by Mr. Pitts and adopted.
 - Immunization Program – They want to do outreach in the fall for childhood immunization week and flu immunization week in November partnering with Warren County using immunization grant funds to place informational messages on the side of the Greater Glens Falls transit buses. Warren County will sponsor August and Washington County November's message. A motion to authorize permission to proceed based upon County Attorney review of contract was moved by Mr. Campbell, seconded by Mr. Pitts and adopted.
 - Opportunity to receive funding from the Regional Health Informational Organization Centers (RHIO) for electronic medical information which relates to the State Health Information Network of NY program (SHIN-NY). The Adirondack Rural Health Network is willing to put up the \$500 for the health departments that belong to the network to begin to start to talk to them about being connected. The Public Health Director has discussed this with the IT Department and staff goes through security training. A motion to authorize permission to accept \$500 for Adirondack Rural Health Network sponsoring our participation, pending County Attorney approval of contract, was moved by Mr. Pitts, seconded by Mr. Moore and adopted.
 - Neonatal Abstinence subcommittee is doing a lot of work with standardization of care;

babies born to a mother who has been addicted to heroin/opioids. They have seen an increase in the children being referred with issues related to that. For the committee's information, Theresa Roberts, PH Nurse Co-chair of that subcommittee, along with a local physician met with Senator Little asking for some funding to keep the work going.

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

- Request to purchase promotional/outreach materials with Safe Harbour funding (Human Trafficking). A motion to approve purchase of two year calendar planning books and pens with Safe Harbour funding was moved by Mr. Campbell and seconded by Mr. Suprenant. Discussion. Mr. Shaw asked for the cost. Two thousand of each: pens \$ 2000 and \$7800 planners. They will be distributed to providers they work with, counseling facilities and at other functions. The motion to approve purchase of two year calendar planning books and pens with Safe Harbour funding was moved by Mr. Campbell, seconded by Mr. Suprenant and adopted. Mr. Pitts opposed.
- Medicaid Program Change – Several years ago there was the intent from the State to take over the administration of Medicaid from DSS which they felt translated to they would no longer be doing it and end up having to reduce our workforce. The State continues to push out their timeline for taking over things and have now changed the rules. There has been an amendment to the NY Codes Rules and Regulations that are going to require an expedited determination of Medicaid eligibility from Medicaid applicants with an immediate need for personal care services or consumer directed personal assistance and expedited procedures for personal care services and consumer directed personal assistance assessments for Medicaid applicants and recipients with the immediate need for services. This is not a new program and done in the past but without having the expedited requirement. This process has to be done within twelve (12) days. If DSS adds on staff, it is 100% funded. This new timeline is effective July 1st but no materials received yet.
- Safe Harbour Program:
 - Safe Harbour Training Announcement – The attached handout is going out to all local providers. A light “working” will be provided for participants who attend a full day of training. She encouraged Supervisors to attend. A motion to approve providing lunch at the trainings (Safe Harbor grant funding), food will be prepared through the jail, was moved by Mr. Campbell and seconded by Mr. Moore. Discussion. Mr. Shaw stated the State is using the counties as a vehicle for this message and asked if we are sure we have all the costs covered with the grant funding. The Commissioner stated we are doing this with current staff and the grant funding is helping to provide training. The motion to approve providing lunch at the trainings, food will be prepared through the jail, was moved by Mr. Campbell, seconded by Mr. Moore and adopted.
 - Trauma Informed Care Training – All DSS staff are being put through this training. They did a large group full day training for about forty (40) management/senior level workers and lunch was provided. She is asking retroactively for permission to provide lunch. A motion to authorize payment of lunch expense in the amount of \$378 was moved by Mr. Campbell, seconded by Mr. Moore and adopted.
 - Training in Orange County, New York to help law enforcement to get more involved in this program and more training. It is free to DSS to attend and they would like to send someone from the Youth Bureau's staff and Investigator Hardy from the Sheriff's Department using Safe Harbour funding. This is a three day training. A motion to approve two (2) attendees at three day Safe Harbour related training with expenses

paid by grant funding was moved by Mr. Moore, seconded by Mr. Campbell and adopted.

- Sr. Account Clerk Training – Requesting to backfill Sr. Account Clerk position and allow person to train two weeks in advance of person leaving August 10th. Allow time to cross train. This would require a Staffing Pattern change, temporary position for two weeks, and she has discussed this with the Personnel Director. When they claim for staff in that area, it is a 25% share and that would be the added cost. A motion to approve temporary two week training and move to Personnel was moved by Mr. Campbell, seconded by Mr. Suprenant and adopted.
- STSJP Plan Updates (Supervision and Treatment Services for Juveniles Program) This has been an outlet of funding from the State throughout the last few years that replaced Detention Prevention funding. The funds are used to provide services for youths that either are or are alleged to be persons in need of supervision or juvenile delinquents and DSS works with the Youth Bureau to provide these services. Traditionally, plan funding has been utilized from April 1st – March 31st but this year it has changed to start October 1st. The State has given them permission to use any unspent funds from the previous year to cover this six months gap. DSS did not have any unspent STSJP funds but one of the things they do allow is transfer of detention funds to compliment STSJP. DSS has \$78,000 unspent from detention funds from the previous year and would like to submit a plan to the State to be able to use those funds for this April through September period. Did not have to draw any of these funds because no kids were placed in detention facilities. Moving these funds from detention into STSJP changes the funding level of it, 62% state share and 38% county match. The budget she has come up with working with the Youth Bureau is \$76,000 making the county share \$28,889. Monies are budgeted. Mike Gray, Youth Bureau Director, stated the budget impact is going to be \$25,000 net lower county cost on his budget.
- Problem with Homelessness in Washington County – Currently have 7 families and 17 single adults placed as homeless in Washington County.

OFA – Gina Cantanucci-Mitchell, Director, addressed the following items with the committee:

- Budget Amendment – A motion to recognize additional Office for the Aging program allocations in the amount of \$19,196, 100% Federal and State funds, was moved by Mr. Campbell, seconded by Mr. Pitts and adopted.
- Senior Picnic is scheduled for Friday July 8th at the Washington County Fairgrounds. Legislative representatives have been invited and plan to attend: Assemblyman Stec, Assemblywoman Woener and Representative Elsie Stefanik.
- The OFA Director has been asked to join a legal services initiative. The NYS OFA has taken the lead on this initiative and are developing a coalition. This is in the initial stages of development. The purpose is to educate community members about legal services that can be provided to them given various situations they may be experiencing.

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

- Thanked Chairman of the Board Henke for volunteering his time and equipment to get the garden ready.
- On-Site Monitoring of Recreation Programs – Every three years required by the State to do on-site recreation program monitoring meeting with program staff and will work with them on any corrective issues.
- Request for Budget Amendment – Requesting a budget amendment to recognize NYS OCFS Funding in the amount \$39,482 for runaway youth shelters. The Waite House will

receive these pass through dollars. They have about 80 youth per year and 30% are Washington County. The Youth Bureau serves as service coordinator for that and receive administration funds to do that. A motion to amend budget to recognize additional NYS OCFS funding in the amount of \$39,482 for runaway youth shelters, Waite House pass through funds, was moved by Mr. Campbell, seconded by Mr. Pitts and adopted.

- State Police – 3rd Outing – The State Police Association takes twenty five youth between the ages of 9 – 11 many of which, 60%, have a parent incarcerated/or been incarcerated and have a negative perception of police/law enforcement, on an outing The kids are going to the Great Escape and 100% paid for by the State Police Association. They plan to keep the same core group of kids.
- Washington County Fair Giveaways – If they do not receive a donation, requesting to spend up to \$200 for two bikes utilizing funds out their trust account. A motion to approve purchasing two bikes to giveaway at the Washington County Fair was moved by Mr. Pitts, seconded by Mr. Campbell and adopted.
- Safe Harbour – By working together with DSS on the Safe Harbour program, they have cost shifted the cost of a new copier by utilizing these grant funds.

OTHER BUSINESS

WIOA – Clare Murphy, EOC Director, addressed the following item with the committee:

- Requesting approval for the Chairman of the Board to sign the 2015/2016 Workforce Investment Opportunity contract for youth that they have worked on for the last year, received all the money and achieved all the outcomes. The contract expires on June 30th. A motion to authorize the Chairman to sign WIOA contract was moved by Mr. Campbell, seconded by Mr. Pitts and adopted.

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

- Requesting Chairman of the Board to sign one agreement on behalf of County to avoid departments each signing. A motion to authorize at no cost to the County, a participation agreement with Adirondack Health Institute (AHI) and the Washington County Departments of Public Health, Office for the Aging and Disabilities Resource Center, the Office of Community Services, and the Department of Social Services to allow receipt of DSRIP (New York State Delivery Systems Reform Incentive Payment Program) funding for specific projects carried out by each department in a form approved by the County Attorney was moved by Mr. Pitts, seconded by Mr. Campbell and adopted.

DISCUSS TRANSPORT FEES FOR CORONER CALLS – Mr. Pitts stated he was approached by Coroners in the southern part of the County stating our transport to Albany rate is not covering their cost, \$275.00. Glens Falls Hospital no longer does autopsies and they all have to go to Albany. Information on the rates attached. They would like us to consider looking at that cost. Recommendation was to discuss this at budget time and more justification for the increase is needed.

The meeting adjourned 11:45 A.M.

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

Items Approved at Committee June 2016

Prices do not include Shipping or Set up costs.

Re-Orders

Adult Neon Sunglasses 500 @ 1.00 ea

Lip Balm SPF 15 500@ .66 each

Shopper Tote 500@ 1.44

Disposable Poncho 1075 @ 1.70

New Items

Fly Swatter w/ Zika Message 1500 @ .65 each

Knit hat with cuff 500 @ 2.55 each

Sports Strap Pack. 600@ 2.43

Safety Items:

Whistle/Compass/Thermometer Carabiner 1,000 @ 1.35

9pc EZ Carry First Aid Kit w/ waterproof container 1,000 @ 1.50

Spoke Reflectors 1500 @.91 eac

Safety Reflection Vest 1,000 @ 1.41 eac

OTHER

Banner for CarFit Program 3x8 vinyl banner \$72.00

Vent Stick car air freshener 1,000 @ 1.38 each – Would like CarFit logo to be put on them.

A Busy Family's Budget Friendly Guide to Exercise and Eating Right – 1,000 @ 1.49

Backpack Project LPPP August 2016

Description of Item	Order From	Order #	Order Amount	Total
Backpacks	Adirondack Promo	AP5080	250 X 5.50 \$1555 (includes screen charge S&H)	\$1555
Pencils	Adirondack Promo	.40	500	\$200
Composition notebooks	Staples	1.29	250 \$322.50	\$322.50
Stickers(Leo the Lion)	NYSDOH	Free	250	\$0.00
Crayons	NYSDOH	Free	250	\$0.00
Coloring Books	NYSDOH	Free	250	\$0.00
Total				\$2,077.50

Community Organizations/Professional Groups:

Distribute Halloween Bags with lead prevention educational materials to WIC, Head Start, Pediatric offices/HCP in Washington County. This usually coincides with National Lead Poisoning Prevention Week October 2016.

Halloween Bag Project LPPP October 2016

Description of Item	Cost
Halloween Bags	70
Flashing Bracelets	525
Pencils	240
Finger Puppets	40
Crayons	Free
Leo the Lion Coloring Book	Free
Storybook	Free
Stickers	Free
WCPH Informational Flyer	Free
Total	\$875



**IMPORTANT
TRAINING
ANNOUNCEMENT!**

Washington County Department of Social Services is proud to announce that we have been chosen as a New York State “Safe Harbour” county. With that, and in conjunction with our partner agencies, over the next couple of years we will focus on the trafficking and exploitation of youth in our county.

As a first step in this process, we are excited to be able to host two trainings in late September of 2016.

In an effort to accommodate everyone’s busy schedules, and with the hope that participants will be interested and able to attend both trainings, we will conduct each training multiple times in the three day period of September 28th to September 30th, 2016.

More detailed information about each training is offered within the following pages.



Washington County Department of Social Services



Is proud to sponsor:

Human Trafficking Training & Trauma Informed Care Training

Training Dates & Times

Wednesday, 28th - Trauma Informed Care & Trafficking 101
Thursday, 29th - Trauma Informed Care & Trafficking 101
Friday, 30th - Trauma Informed Care (AM session only)

Morning sessions will be held: 9:00—Noon
Afternoon sessions will be held: 1:00—4:00

Each training is a half-day training. Our preference is for attendees to complete both trainings by attending one full day. When this is not possible, we will work to accommodate attendance on different days as long as space permits.

Lunch

A light "working" lunch will be provided for participants who attend a **full day of training** on September 28th or September 29th.



Training Location

Washington County
Department of Social Services
Basement Training Rooms
383 Broadway
Fort Edward, NY
&
WIC Annex 2
411 Lower Main Street
Hudson Falls, NY

Please be sure to provide contact information below so that we may confirm your registration and notify you of which location you have been assigned before the event.

Please register early as space is limited:

Name of Attendee: _____ Agency Phone: _____
Organization: _____ Mobile Phone: _____
Email: _____ Title: _____

Please indicate by marking an "X" next to the training(s) you plan to attend:

Sept. 28th Trauma Informed Care _____ Trafficking 101 _____
Sept. 29th Trauma Informed Care _____ Trafficking 101 _____
Sept. 30th - AM only Trauma Informed Care _____

If you are only interested in attending one session, please indicate if you have a preference to do so in the AM or PM. We will do our best to accommodate your request based on space.

** See attached sheet for course descriptions*

Please return to:
Catherine McMurry at 383 Broadway, Fort Edward, NY 12828 or respond via email at catherine.mcmurry@dfa.state.ny.us

Please Respond No Later Than August 1st.

“Human Trafficking 101”

This half-day training will offer insight into the world of child exploitation to include sexual and labor trafficking. Participants will learn about the magnitude of the problem in NYS and will leave the day with the understanding that this is not just an urban issue – it’s a very real issue that children & families in rural counties experience.

A victim of trafficking may look like someone you work with, or your neighbor, or the clerk at the grocery store. Participants will learn about what clues to look for and what questions to ask when faced with potential victims in need.

Topics will include:

- What is Human Trafficking?
- What is the commercial sexual exploitation of children (CSEC)?
- Who are the victims of child trafficking?
- How can I recognize child trafficking or CSEC?
- General Indicators of Child Trafficking
- Helpful hints to use when engaging a victim
- What can I do if I recognize a victim?

The trainer will be: **Madeline Hannan, MSW, Anti-Trafficking Coordinator with the New York State Office of Children and Family Services.**

“Trauma 101: An Overview”

This half-day training will help participants understand the essential elements of a trauma-informed system and how that understanding can be applied to daily practice and organizational culture.

There is growing awareness that trauma is pervasive and that the impact of trauma is often deep and life shaping. Trauma and toxic stress are often at the center of a person’s mental health challenges, substance use, physical health issues and/or involvement with the justice system.

Creating a trauma-informed system requires not only understanding the impact of trauma, but implementing changes in service delivery that align with the five core principles of trauma-informed care: safety, trust, choice, collaboration and empowerment.

Furthermore, a trauma-informed system recognizes and attends to the needs of both the recipients of services as well as the staff. This means that staff and system partners would be healthfully affected by implementing this approach.

Trainers working in conjunction on this project are: **Elizabeth Meeker, PsyD, Director of Training and Practice Transformation for Coordinated Care Services, Inc.** Ms. Meeker provides technical assistance in System of Care development, particularly in the area of Trauma Informed Care. She is also a Clinical Consultant for the Monroe County Office of Mental Health (MCOMH). Elizabeth presents and consults on a range of topics including trauma-informed care, trauma, grief and loss, and family engagement.

Heather Starks, Child & Family Services Behavioral Health Specialist, CCSI: Heather works with Monroe County, providing clinical consultation and training for caseworkers, supervisors, foster families and community providers in the behavioral health, child welfare and juvenile systems. Her expertise is in child and family services, particularly as related to behavioral health and cross-systems integration to meet the needs of children with behavioral health conditions. Heather’s current work includes Children’s Health Home planning as well as supporting NYS SUCCESS System of Care in the areas of Training and Technical Assistance.

Resolution No. 67 March 18, 2011
By Supervisors Lindsay, Hall, Banks, Henke, Gordon

TITLE: To Set Payments for Coroner Costs

WHEREAS, transportation costs incurred for autopsies have remained unchanged since 2006 and prior to that were last changed in 1995, and

WHEREAS, the Public Safety Committee has recommended changes in the fees to reflect the increases in costs; now therefore be it

RESOLVED, that costs and fees for coroner's operations be amended as follows effective April 1, 2011:

Transportation to Glens Falls Hospital	\$225.00
Transportation to Albany	\$275.00
Transport From Glens Falls to Albany 2 nd trip	\$125.00
Heavy Duty Pouch	\$65.00
Light Duty Pouch	\$30.00
Ziegler Case	At cost

BUDGET IMPACT STATEMENT: Additional costs as reflected. Actual costs varies on amount of work handled by coroners during the budget year.