

**Office of Community Services for Warren and Washington Counties  
Warren County Community Services Board  
Washington County Community Services Board  
February 08, 2018**

**Warren County**

**Present:** K. Brayton; Chair, J. Grishkot; Vice-Chair, H. Irion, M. Schmidt, A. Molloy, J. Dexter, C. Bessen

**Excused:** B. Boggia, L. Cosgrove

**Washington County**

**Present:** S. Hall; Chair, T. DeLorme; Vice-Chair, P. Hunt, H. Adams-Wendell, C. Bromley, M. Burke

**Staff:** R. York, H. Carlson, L. Coutu, L. Wright, C. Lawrence

**Guests:** T. Alvaro, D. Klippel, B. Driscoll

Agenda Item	Outcome	Action
<b>2018 Washington County CSB Organizational Meeting –Call to Order</b>	Quorums were confirmed for Washington County and the 2018 Organizational meeting of the Washington County Community Services Board was commenced at 3:00pm held at 230 Maple St, Glens Falls. Outcomes are presented in the report detailed below.	S. Hall presided over the meeting
<b>2018 Washington County Organizational Meeting Report</b>	Election of Officers not needed as they are mid-term; Samuel Hall – Chair (Term: 1/1/2017 – 12/31/2018) Tammy DeLorme – Vice-Chair (Term: 1/1/2017 – 12/31/2018) Crystal Lawrence – Secretary to the Community Services Boards (Term: 1/1/2017 – 12/31/2018)  The dates and time of the regular meetings of the Washington County CSB were established to be the 2 <sup>nd</sup> Thursday of the month at 3 p.m.  Standing committee assignments were appointed as presented in the Board packets. None were opposed.	N/A  Washington Motion: T. DeLorme Second: P. Hunt Abstentions: None Motion carried with unanimous vote  Washington Motion: T. DeLorme Second: P. Hunt Abstentions: None Motion carried with unanimous vote
<b>Regular joint CSB meeting Call to order</b>	Quorums for both Warren and Washington County CSBs were confirmed and the February regular Meeting of the Community Services Boards was convened.	K. Brayton, Warren Co, and S. Hall, Washington Co. co-chaired the meeting.
<b>Approval of Meeting Minutes of Organizational and Regular joint meeting of CSB</b>	Minutes of the January 11, 2018 CSB meeting and Warren Co. CSB Organizational meeting were distributed with the February meeting notice and presented for approval.	Warren Motion: M. Schmidt Second: C. Bessen Abstentions: None- Motion

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<p><b>Approval of Meeting Minutes of the November 9, 2017 joint meeting of the Community Services Boards (Washington County Only)</b></p>	<p>Minutes of the November 9, 2017 joint CSB meeting were distributed with the January meeting notice and presented for approval.</p>	<p>carried with unanimous vote</p> <p>Washington Motion: P. Hunt Second: H. Adams-Wendell Abstentions: None Motion carried with unanimous vote</p>
<p><b>Approval of Meeting Minutes of Organizational and Regular joint meeting of CSB</b></p>	<p>Minutes of the January 11, 2018 CSB meeting and Warren Co. CSB Organizational meeting were distributed with the February meeting notice and presented for approval.</p>	<p>Washington Motion: P. Hunt Second: T. DeLorme Abstentions: None Motion carried with unanimous vote</p>
<p><b>Executive Session (3:15p)</b></p>	<p>S. Hall and K. Brayton both made motions that the Warren &amp; Washington County Community Services Boards enter into Executive Session to review the medical, financial, credit or employment history of a particular person, program or corporation; or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person, program or corporation.</p> <p>The guests present stepped out of the room for the duration of the Executive Session.</p>	<p>Warren Motion: K. Brayton Second: J. Grishkot/M. Schmidt Abstentions: None Motion carried with unanimous vote</p> <p>Washington Motion: S. Hall Second: P. Hunt/T. Delorme Abstentions: None Motion carried with unanimous vote</p>
<p><b>Executive Session closed (3:25p)</b></p>	<p>Motions carried for both county CSBs to close the executive session and guests were invited back in to continue the regular joint CSB meeting.</p> <p>No action was taken as a result of the Executive Session.</p>	<p>Warren Motion: J. Grishkot Second: M. Schmidt Abstentions: None Motion carried with unanimous vote</p> <p>Washington Motion: T. DeLorme Second: P. Hunt Abstentions: None Motion carried with unanimous vote</p>

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<p><b><u>New Business</u></b>  <b>2018 Budget and contract amendments: NYS OMH/OASAS Minimum wage enhancement, 3.25% Workforce COLA and Supported Housing increase</b></p>	<p>R. York and H. Carlson discussed budget and contract amendments needed to pass through NYS OMH and OASAS Minimum Wage enhancement and 3.25% Workforce COLA's to our contract agencies, in accordance with a table included in the meeting packet. H. Carlson noted the WWAMH amount also includes a Supported Housing increase.</p>	<p>Warren Motion: A. Molloy  Second: J. Dexter  Abstentions: None  Motion carried with unanimous vote</p> <p>Washington Motion: H. Adams-Wendell  Second: M. Burke  Abstentions: None  Motion carried with unanimous vote</p>
<p><b>RFP award for Assertive Community Treatment (ACT) team</b></p>	<p>R. York updated the members about the RFP that went out in late December from NYS OMH for the ACT team. The opening occurred on 2/6/18. There was only one proposal submitted. The one response was from Northern Rivers Family Services/Parson's Child and Family Center. This is a known provider to us, currently providing a range of both C&amp;Y services and adult services (mobile crisis team) in our counties. R. York stated he reviewed the response, which appeared to be in line with the RFP specifications and in accordance with the NYS OMH ACT team guidelines. He requests CSB approval to accept Parsons response and will provide us with more information as the approval and contracting processes progress.</p>	<p>Warren Motion: H. Irion  Second: J. Grishkot  Abstentions: None  Motion carried with unanimous vote</p> <p>Washington Motion: T. DeLorme  Second: H. Adams-Wendell  Abstentions: None  Motion carried with unanimous vote</p>
<p><b>Request to develop 'as needed' contracts with additional C&amp;Y respite providers (Warren Co. only)</b></p>	<p>R. York discussed the amount budgeted (\$59,396) for respite services which has previously been split between Northeast Parent and Child Society and Wait House. This year, \$10,000 was held back from the Northeast contract due to prior year under-utilization. R. York requests CSB approval to develop 'as needed' contracts with additional respite provider agencies, who would voucher against the \$10,000 pool of remaining funds. L. Wright offered possible additional providers could include agencies such as Capital District Respite, Parsons/Merriam House and Vanderheyden Hall.</p>	<p>Warren Motion: J. Grishkot  Second: M. Schmidt  Abstentions: None  Motion carried with unanimous vote</p>

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<p><b>Resolution requests for Washington County CSB appointments (Washington Co. only)</b></p>	<p>Resolution requests were presented for Washington County CSB, to nominate for appointment to unexpired terms as follows: Desiree Boucher, Hudson Falls, for the term of 1/1/17-12/31/20; Linda Michaud, Hudson Falls, for the term of 1/1/16-12/31/19; and Sharon Mead, Hudson Falls, for the term of 1/1/17-12/31/20.</p>	<p>Washington Motion: M. Burke Second: P. Hunt Abstentions: None- Motion carried with unanimous vote</p>
<p><b>Request for Warren and Washington County resolutions calling on NYS to provide Counties funding for jail-based substance abuse and release transition services</b></p>	<p>R. York asked to request a County Resolution calling on the NYS OASAS and the Governor of the State of NY to provide state funding to support treatment and transition services to individuals with substance use disorders (SUD) who are incarcerated in the Washington County Correctional Facility. This request is part of an organized effort by the NYS CLMHD to request an annual state funding allocation of \$12.8 million statewide, which will translate to \$156,000 per year for smaller counties to arrange for these critical treatment and transition services. A sample Resolution was provided in the packet. Sheriff Murphy has communicated his support and Sheriff York is reviewing the information.</p>	<p>Warren Motion: A. Molloy Second: J. Grishkot Abstentions: None Motion carried with unanimous vote</p> <p>Washington Motion: T. DeLorme Second: C. Bromley Abstentions: None Motion carried with unanimous vote</p>
<p><b>Washington County New Business</b></p>	<p>S. Hall voiced his concern about the recent proposed needle exchange program in the Village of Hudson Falls. He questioned if we were solicited for input on this decision, since the Boards oversee Substance Abuse-related services. R. York noted that we were not solicited for that type of input, as a needle exchange program such as what was proposed in under the purview of the NYS Department of Health and not NYS OASAS. Therefore, no formal opportunity for input or comment was forwarded to the Office of Community Services. S. Hall would like to maintain an interest and be involved in the process if we can. R. York will work with the Chairs to put together a letter from the CSB Chairs and the Director of Community Services to DOH and/or the Alliance for Positive Health to indicate a desire to be able to provide input to the decision making process for developing and siting these types of programs in our community. He suggested copying the Chairmen of the Boards of Supervisors and the County Committee Chairs for both counties showing our interest.</p>	<p>N/A</p>

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<b>Informational Items:</b> <b>2017 Accomplishments/2018 Goals</b>	<p>R. York reviewed the 2017 accomplishments and 2018 goals for Office of Community Services (attachment provided). Although there are numerous departmental and system-wide goals as listed on the 2018 goals document, three specific goals have been prioritized: 1) Implement Open Access models in two OMH-licensed outpatient mental health clinics to increase access to outpatient mental health services; 2) Work with local providers to develop an ambulatory detox service to help address the heroin and opioid addiction crisis; and 3) Resolve the uncertainty related to residential substance abuse services in the community by developing a contract with the Addictions Care Center of Albany (ACCA) and assisting them in securing appropriate facilities.</p>	N/A
<b>School-based services expansion</b>	<p>R. York provided an update on the development of school-based outpatient clinic services in the counties. Parsons is currently providing services in Queensbury and Cambridge (also serves Salem and Greenwich) School Districts, and they were recently approved for Hartford Central School District as well. They are in planning stages with Hadley-Luzerne and Warrensburg districts and are preparing the required NYS OMH EZ PAR applications. CDPC has clinic satellite services in Glens Falls City School District and Hudson Falls School District. WWAMH provides clinic satellite services in both Granville and Whitehall school districts. R. York noted the importance of these services in helping to address the need for improved access to outpatient clinic services.</p> <p>J. Dexter stated that by next year BOCES will be able to hold contracts with agencies to offer certain school-based services, including mental health services.</p> <p>A. Molloy commented about a law going into effect July 1<sup>st</sup> about bringing mental health education into schools.</p>	

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<b>Provider updates</b>	As a review, we have County-level approval to contract with ACCA for residential substance abuse services but do not yet have the funding from NYS OASAS returned to our State Aid letter. We continue to monitor staffing and census levels at the 820 River St. Community Residences. ACCA has proposed to 820 River St. that they would like to lease the Granville women's residence until they can get another property up and running and also to purchase the Crandall St. residence.	
<b>Board member Code of Ethics forms</b>	R. York asked the CSB members that have not yet completed the annual CSB member Code of Ethics form, to please do so and return to Crystal Lawrence.	
<b>Adjournment and next meeting</b>	The meeting was adjourned at 4:10pm. <b>The next scheduled meeting of the Community Services Boards will be held at 3p on March 8, 2018, location TBD.</b>	Washington motion: T. DeLorme Second: M. Burke

Minutes respectfully submitted by Crystal Lawrence, Secretary to the Boards