

HEALTH & HUMAN SERVICES COMMITTEE MEETING MINUTES
OCTOBER 24, 2018

HEALTH & HUMAN SERVICES COMMITTEE MEMBERS PRESENT: Idleman, Skellie, Campbell, Moore, Ferguson, Middleton, Clary

HEALTH & HUMAN SERVICES COMMITTEE MEMBERS ABSENT: None.

SUPERVISORS: Henke, LaPointe, Shaw, Hicks, O'Brien

Debra Prehoda, Clerk

Chris DeBolt, County Administrator

Al Nolette, County Treasurer

Sue Mowrey, Deputy Director Youth Bureau

Patty Hunt, Director Public Health

Tammy DeLorme, Commissioner DSS

Kathy McIntyre, Assistant Director PH

Tina McDougall, PH Financial Manager

Rob York, Director Mental Health

Public & Media

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1) Call to Order

2) Accept Minutes – August 29, 2018; October 2, 2018

3) Department Reports/Requests:

A. Public Health

- 1) Legacy Records Archiving Update
- 2) AHI-DSRIP BOS Training Due
- 3) Recognize Tai Chi Funding
- 4) Recognize DSRIP Funding
- 5) Health Education Materials Request

B. Mental Health/Community Services

- 1) Request for 2018 Budget Amendments
 - a) \$2,111 – 100% State Aid
 - b) \$580 – Federal Aid - DSRIP
- 2) Informational – Court Ordered Psychiatric Expenses

C. DSS

- 1) Department Updates
- 2) Request for RFP
- 3) Supplemental Plan Waiver Request

D. OFA/ADRC

- 1) Request to Recognize DSRIP Award
- 2) Request to Purchase Equipment – Home Delivered Meals Program

4) Other Business

5) Adjournment

Chairwoman Idleman called the meeting to order at 10:00 A.M.

A motion to approve the minutes of the August 29th and October 2nd meetings was moved by Mr. Campbell, seconded by Messrs. Ferguson and Middleton and adopted.

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

- Legacy Records Archiving Update – To date the Temporary Clerk has imported 6000 plus clinical records and just started today on the 6000 financial records. There are about 22 steps per record to enter into a folder. They are making progress but the Temporary Clerk's time is coming to an end and requesting to extend her time for this project at a cost of about \$7,040 for another six months with funds within the budget. A motion to extend time of Temporary Clerk for six months was moved by Mr. Campbell and seconded by Mr. Middleton. Discussion. The Public Health Director is working with the Personnel Director on this request. A motion to extend time of Temporary Clerk for six months was moved by Mr. Campbell, seconded by Mr. Middleton and adopted.
- AHI-DSRIP BOS Training Due – As part of receiving DSRIP funding, annual training is required. The Public Health Director stated the required training slides will be sent to all

Supervisors for review to meet compliance requirements. This requirement also applies to the departments receiving the DSRIP funds. Last year, Chairman Henke signed off on documents for County compliance.

- Recognize Tai Chi Funding – A motion to recognize Tai Chi funding in the amount of \$2,500 in the 2018 budget was moved by Mr. Skellie, seconded by Mr. Campbell and adopted.
- Recognize DSRIP Funding – A motion to recognize DSRIP funding in the amount of \$750 in the 2018 budget was moved by Mr. Campbell, seconded by Mrs. Clary and adopted.
- Health Education Materials Request – A motion to approve Health Education materials for restocking items, Winter Fest and other programs including: sunglasses, lip balm, reflective wrist bands, jar openers, book magnifier, mittens, ice scrapper, hand warmers, magnets, LED zipper pull, lip balm holder, RFID protective covering and table cover for health fairs, promotion items covered under Article VI funding was moved by Mr. Campbell, seconded by Messrs. Ferguson and Middleton and adopted. Winter Fest is usually the first Saturday in February.
- Public Health is due to revalidate with the State their Medicaid enrollment for their Early Intervention service coordination in the amount of \$569. This allows them to bill Medicaid. A motion to approve expending funds for revalidation was moved by Mr. Campbell, seconded by Mr. Ferguson and adopted. This is paid through petty cash.
- Introduced Donna Rae Brown, RN BS student intern from SUNY Plattsburgh.
- The County Administrator stated that we have been notified in writing that Albany Med plans to close the morgue. Twelve counties use this facility. He has a conference call tomorrow with those twelve counties and Albany Med and on November 5th meeting in Albany with all area Coroners/Medical Examiners and Albany Med staff trying to figure out what we can do; trying to work through this issue.

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

- Budget Amendments:
 - \$2,111 – 100% State Aid – A motion to amend the 2018 budget to accept \$2,111 (100% State Aid) from the NYS Office of Mental Health, designated for the Warren-Washington Association for Mental Health representing additional Workforce Enhancement/COLA funds was moved by Mr. Moore, seconded by Mr. Ferguson and adopted.
 - \$580 – Federal Aid – DSRIP – A motion to amend 2018 budget to accept \$580 in DSRIP funding from the Adirondack Health Institute designated for the Office of Community Services to offset the costs of the office was moved by Mr. Campbell, seconded by Mr. Skellie and adopted.
- Informational – Court Ordered Psychiatric Expenses – Last month, a budget amendment increased this expense line by \$20,000 transferring funds from contingency to pay an invoice from July. They have received another billing for August in the amount of \$32,000 for two individuals hospitalized for competency noting that they were there in September and are still there. He wants to wait and amend budget toward the end of the year rather than amend monthly. The account will run in the red until he knows a more accurate number. This confinement is court ordered.

SOCIAL SERVICES – Tammy DeLorme, Commissioner, addressed the following items:

- Department Updates:
 - Funding – Supervision and Treatment Services for Juveniles Program (STSJP) – 62% State 38% County for programming to prevent placement of juvenile offenders/prevent them from going to detention. These are services usually provided through the Youth Bureau/Alternative Sentencing. It also provides a capped amount of detention funding for juveniles within the STSJP description and does not include Raise the Age detention. They are allowed through STSJP to transfer funds from detention into STSJP. The detention funding is a 50/50 split. They have in the past transferred funds from detention to STSJP programs and have currently submitted a plan to do that and it should be approved and allow transfer of funds.
 - Child Support Incentive Funding – Child support services administrative functions funding is up slightly from last year. This is what they built their budget on; it is not new money.
 - Every Student Succeeds Act – It governs transportation to school for children placed in foster care. Children are kept in their home school district. They have to submit plans regarding how they are going to do this and who is going to pay. The Commissioner is scheduled to meet with a group of School Superintendents next week.
 - Outreach planned to law enforcement agencies relating to the homeless community and code blue requirements to provide housing in cold weather. This housing has been funded at 100% but she has not received the plan to submit for this year.
- Request for RFP – Within their flexible fund for family services \$50,000 was set aside to be utilized for services not funded through Raise the Age but will not be needed. This is the only way to provide additional programming/discretionary training for the Services Division. She planned to use these funds for specialized recruitment for children that are in foster care; shift more from our system to family members. She would like to do more training in house and is considering the Redlich Horwitz Foundation for training. Their mission is to improve the foster care system and they have done grants with select counties and looking to do something with them. She does not need an RFP now but is moving toward doing something more toward kinship care than foster care. This is for staff training to understand the value of placing in kinship care verses foster care and training/certification for the family.
- Supplemental Plan Waiver Request – The shelter grant that is included in temporary assistance is a dismal amount. She came to committee last year and submitted a plan to provide additional dollars towards that and it was approved. This involves the Safety Net population which is 79% County cost. The limit was no more than 25 people for no more than two years and get them in a permanent living situation out of motel rooms. She would now like to apply for a waiver to provide additional supplement to families. Looking to identify household with an adult that is work limited, currently not able to work but should within the two years. A motion to support applying for supplemental plan waiver was moved by Mr. Campbell, seconded by Mr. Middleton and adopted.
- Vehicle Purchases – The County Administrator stated if they can purchase a vehicle for under \$26,000 we can claim and get on average 75% reimbursement. The vehicle must be assigned to DSS for three years and then it can be rolled into the car pool fleet. Requesting approval to send out mini bid to purchase three all-wheel drive Ford Fusions estimating \$23,500 per vehicle. A motion to approve sending out mini bid and forward a budget amendment to the Finance Committee was moved by Mr. Moore and seconded by Mr. Campbell. Discussion. The County Administrator stated he will bring another vehicle

purchase request late winter/early spring. A motion to approve sending out mini bid and forward a budget amendment to the Finance Committee was moved by Mr. Moore, seconded by Mr. Campbell and adopted.

OFFICE FOR THE AGING: In the absence of the OFA Director, DSS Commissioner DeLorme addressed the following item:

- Request to Recognize DSRIP Award – Requesting the \$750 DSRIP funding be placed in the office equipment line for the purchase of (4) four insulated carrying bags for home delivered meals and (10) ten coolers to replace older coolers. The County Administrator stated these should not be coded as office equipment and the coolers due to their cost are not equipment but contractual. A motion to recognize DSRIP funds in the amount of \$750 and forward to the Finance Committee for a budget amendment with account lines to be determined was moved by Mr. Campbell, seconded by Mr. Middleton and adopted. The County Administrator is recommending recognizing DSRIP funding quarterly.

OTHER BUSINESS: Mr. Campbell addressed with the DSS Commissioner concerns about the elderly and SNAP recipients having to use self-check outs at stores.

The meeting adjourned at 10:51 A.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors