

**HEALTH AND FAMILY SERVICES COMMITTEE**

**THURSDAY, January 12, 2017 9:15 AM**

**Committee Members: Nadia Rajs, Chair, Mark McCarthy, Vice Chair, Catherine Owens, Scott Samuelson,  
and Alan Sorensen**

**CALL TO ORDER**

**ATTENDANCE**

**COMMENTS: Committee Chair/Commissioner**

**REPORTS:**

1. **Division of Health & Family Services Monthly Report – Joseph Todora, Commissioner**

**PRESENTATION: None**

**DISCUSSIONS:**

1. **Tobacco Restrictions**

**RESOLUTIONS:**

**Adult Care Center Resolutions – None**

**Department of Community Services Resolutions – None**

**Department of Family Services Resolutions –**

1. **To authorize County Manager to enter into agreements for the provision of Child Support Related Legal Services for period from January 1, 2017 through December 31, 2017.**
2. **To authorize agreements for the provision of Non-Secure Detention Related Services from January 1, 2017 through December 31, 2017.**
3. **To enter into agreement for the provision of Welfare to Work, Employment and Training related services from January 1, 2017 through December 31, 2017.**
4. **To authorize County Manager to enter into agreement for the provision of Professional Services for period from January 1, 2017 through December 31, 2017.**
5. **To authorize County Manager to enter into an agreement for the provision of Welfare to Work, Employment related services for January 1, 2017 through December 31, 2017.**
6. **To authorize County Manager to enter into an agreement for the provision of Various Medical Assistance Program related services for January 1, 2017 through December 31, 2017.**
7. **To authorize County Manager to enter into agreements for funding and for the provision of Child Care related services for January 1, 2017 through December 31, 2017.**
8. **To authorize County Manager to enter into an agreement for the provision of Preventative related services for January 1, 2017 through December 31, 2017.**
9. **To authorize County Manager to enter into a contract between Sullivan County Department of Family Services and Dr. Eileen Treacy from January 1, 2017 through December 31, 2017.**
10. **To authorize County Manager to enter into an agreement with the Sullivan County Child Care Council, Inc. for the provision of Informal Child Day Care related services for January 1, 2017 through December 31, 2017.**

**Office for the Aging – None**

**Public Health Services Resolutions – None**

**Youth Bureau – None**

**MONTHLY REPORTS**

**Commissioners Report – 11-19**

**Adult Care Center - 20**

**Community Services - 21**

**Family Services -22-24**

**Office for the Aging – None**

**Public Health Services – 25**

**Public Comment**

**Adjournment**

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Joseph A. Todora, Commissioner of the Division of Health and Family Services

**Re:** Request for Consideration of a Resolution: 111-g Legal for Child Support Services with Qualified Local Attorneys

**Date:** 12/23/2016

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

Authorize agreement for the provision of 111-g Legal Services relative to Child Support Services.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Is subject of Resolution mandated? Explain:**

Yes, Section 111-g of the New York State Social Services Law.

\_\_\_\_\_

**Does Resolution require expenditure of funds? Yes  No**

**If "Yes, provide the following information:**

**Amount to be authorized by Resolution:** \$ 4,500.00

**Are funds already budgeted? Yes  No**

**If "Yes" specify appropriation code(s):** A6010 38 40 4008

**If "No", specify proposed source of funds:** \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ <u>1,575.00</u>	Grant(s)	\$ _____
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State	\$ <u>675.00</u>	Other	\$ _____
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Federal Government	\$ <u>2,250.00</u>	(Specify)	_____
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**Verified by Budget Office:** \_\_\_\_\_ 

**Does Resolution request Authority to Enter into a Contract? Yes  No**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**

Request for Authority to Enter into Contract with [ qualified local attorneys ] of [ various, local ]

Nature of Other Party to Contract: Local Supplier **Other:**

Duration of Contract: From 01/01/2017 To 12/31/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2016 To 12/31/2016

Amount authorized by prior contract(s): 4,500.00

Resolutions authorizing prior contracts (Resolution #s): 93-16,101-15,109-14,241-13,& 414-12

Future Renewal Options if any:

May be renewed annually to the extent funding remains available.

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes  No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

Section 111-g of the New York State Social Services Law. Legal Services are best provided through the purchase of services agreements to eliminate conflicts of interest where the Department of Family Services is approached by both parents in child support enforcement.

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$4500

Efforts made to find Less Costly alternative:

\_\_\_\_\_  
\_\_\_\_\_

Efforts made to share costs with another agency or governmental entity:


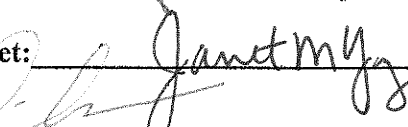
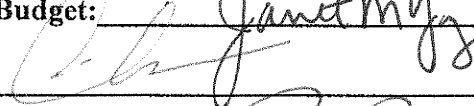

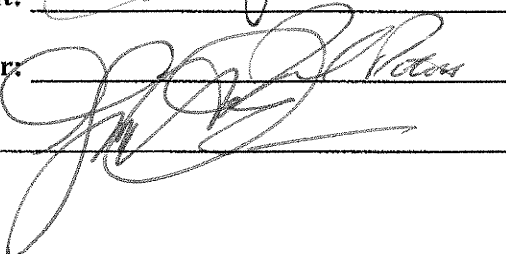
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\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

\_\_\_\_\_

Person(s) responsible for monitoring contract (Title): Child Support Coordinator

**Pre-Legislative Approvals:**

- A. <sup>Assistant</sup> Director of Purchasing:  Date 1/6/17
- B. Management and Budget:  Date 1/6/17
- C. Law Department:  Date 1/6/17
- D. County Manager:  Date 1/6/17
- E. Commissioner:  Date 12/16/16

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**Resolution No.**

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE  
RESOLUTION TO AUTHORIZE COUNTY MANAGER TO ENTER INTO  
AGREEMENTS FOR THE PROVISION OF CHILD SUPPORT RELATED LEGAL  
SERVICES FOR PERIOD FROM JANUARY 1, 2017 THROUGH DECEMBER 31, 2017**

**WHEREAS**, the County of Sullivan, through the Department of Family Services, is mandated to provide legal services to County residents seeking child support services, and

**WHEREAS**, said legal services are best provided through purchase of service agreements to eliminate conflicts of interest where the Department of Family Services is approached by both parents in child support enforcement, and

**WHEREAS**, local attorneys are willing and able to provide said legal services as described under Section 111-g of the New York State Social Services Law, and

**WHEREAS**, the cost of said legal services shall not exceed \$4,500 collectively for the period from January 1, 2017 through December 31, 2017, and

**WHEREAS**, costs incurred in the provision of said legal services are to be reimbursed to the County of Sullivan by the client, the respondent or by federal and state funding.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute agreements for the provision of said legal services during the period from January 1, 2017 through December 31, 2017, and

**BE IT FURTHER RESOLVED**, these contracts are at the County's discretion, subject to annual appropriation; and

**BE IT FURTHER RESOLVED**, the maximum of these legal services contracts not exceed the Department of Family Services budgeted amount for those child support related legal services; and

**BE IT FURTHER RESOLVED**, that the form of said contracts will be approved by the Sullivan County Department of Law.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2017.

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Joseph A. Todora, Commissioner of the Division of Health and Family Services

**Re:** Request for Consideration of a Resolution: Enter into contract with Berkshire Farm Center for Non-Secure Detention Services

**Date:** 12/23/2016

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To enter into a contract with Berkshire Farm Center and Services for Youth for the provision of Non-Secure Detention related services.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Is subject of Resolution mandated? Explain:**

Yes, 9 NYCRR Part 180, Juvenile Detention Facilities Regulations.

\_\_\_\_\_

**Does Resolution require expenditure of funds? Yes  No**

**If "Yes, provide the following information:**

**Amount to be authorized by Resolution:** \$ 85,000.00

**Are funds already budgeted? Yes  No**

**If "Yes" specify appropriation code(s):** A6123 46 4615

**If "No", specify proposed source of funds:** \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ <u>43,350.00</u>	Grant(s)	\$ _____
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State	\$ <u>41,650.00</u>	Other	\$ _____
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Federal Government	\$ _____	(Specify)	_____
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**Verified by Budget Office:** \_\_\_\_\_ 

**Does Resolution request Authority to Enter into a Contract? Yes  No**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**

Request for Authority to Enter into Contract with [Berkshire Farm Center] of [Canaan, New York]

Nature of Other Party to Contract: Out Of County Vendor **Other:**

Duration of Contract: From 01/01/2017 To 12/31/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2016 To 12/31/2016

Amount authorized by prior contract(s): \_\_\_\_\_

Resolutions authorizing prior contracts (Resolution #s): 96-16, 104-15, 111-14, 241-13, 145-13

Future Renewal Options if any:

May need to be renewed annually.

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes  No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

9 NYCRR Part 180, Juvenile Detention Facilities Regulations. The County utilizes NSD as prescribed by and in compliance with the Family Court Act and/or the Criminal Procedures Law, and the Regulations of NYS OCFS.

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$299 per diem (CY2017)

Efforts made to find Less Costly alternative:

\_\_\_\_\_  
\_\_\_\_\_

Efforts made to share costs with another agency or governmental entity:



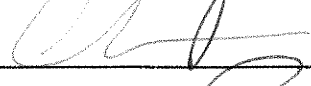

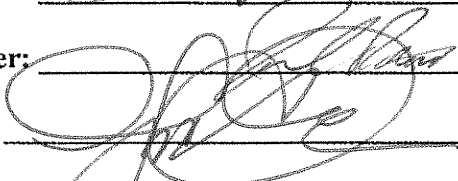
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

\_\_\_\_\_

Person(s) responsible for monitoring contract (Title): Director of Services

**Pre-Legislative Approvals:**

- A. <sup>Assistant</sup> Director of Purchasing:  Date 1/6/17
- B. Management and Budget:  Date 1/6/17
- C. Law Department:  Date 1/6/17
- D. County Manager:  Date 1/10/17
- E. Commissioner:  Date 12/16/16

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_



**Resolution No.**

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE  
TO AUTHORIZE AGREEMENTS FOR THE PROVISION OF NON-SECURE  
DETENTION RELATED SERVICES FROM JANUARY 1, 2017 THROUGH  
DECEMBER 31, 2017.**

**WHEREAS**, the County of Sullivan, through the Department of Family Services, is required to arrange the provision of non-secure detention services for Sullivan County youth and families, and

**WHEREAS**, the Department of Family Services contracts with Berkshire Farm Center and Services for Youth for Unreserved Usage, Non-Secure Detention services at annually adjusted per diem rates; and

**WHEREAS**, Berkshire Farm Center and Services for Youth Unreserved Usage, Non-Secure Detention per diem rate will be \$299.00 for the period from 1/1/2017 through 12/31/2017.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute an agreement as detailed above for the provision of the above named services from January 1, 2017 through December 31, 2017 and

**BE IT FURTHER RESOLVED**, the contract is at the County's discretion subject to annual appropriation; and

**BE IT FURTHER RESOLVED**, the maximum of the non-secure detention services contract is not to exceed the Department of Family Services budgeted amount for the services; and

**BE IT FURTHER RESOLVED**, that the form of said contract will be approved by the Sullivan County Department of Law.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2017.

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Joseph A. Todora, Commissioner of the Division of Health and Family Services

**Re:** Request for Consideration of a Resolution: Enter into Agreement with CWD for the Welfare to Work Employment & Training Program

**Date:** 12/23/2016

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize agreement between the Department of Family Services and the Sullivan County Center for Workforce Development for the Welfare to Work and Employment and Training Program.

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**Is subject of Resolution mandated? Explain:**

Yes, 18 NYCRR Part 385 Public Assistance and Food Stamp Employment Program Requirements.

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**Does Resolution require expenditure of funds? Yes  No**

**If "Yes, provide the following information:**

Amount to be authorized by Resolution: \$ 345,750.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): A6010 38 4001/A6010 52 R4610 R228

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ <u>131,385.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ <u>214,365.00</u>	(Specify)	_____

**Verified by Budget Office:** \_\_\_\_\_ 

**Does Resolution request Authority to Enter into a Contract? Yes  No**

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [ Sullivan County CWD ] of [ Monticello, New York ]

Nature of Other Party to Contract: Local Supplier Other:

Duration of Contract: From 01/01/2017 To 12/31/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2016 To 12/31/2016

Amount authorized by prior contract(s): 345,750.00

Resolutions authorizing prior contracts (Resolution #s): 170-16, 110-15, 252-15, 121-14, 127-13

Future Renewal Options if any:

Renewable to the extent funding is available.

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes  No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

18 NYCRR Part 385 Public Assistance and Food Stamp Employment Program requirements.

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$345,750

Efforts made to find Less Costly alternative:

Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

Person(s) responsible for monitoring contract (Title): TA Director

**Pre-Legislative Approvals:**

- Assistant*  
A. Director of Purchasing: *Crystal Lewis* Date *11/6/17*  
B. Management and Budget: *Janet Myers* Date *11/6/17*  
C. Law Department: *[Signature]* Date *11/6/17*  
D. County Manager: *[Signature]* Date *11/6/17*  
E. Commissioner: *[Signature]* Date *12/16/16*

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**Resolution No.**

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE  
TO AUTHORIZE COUNTY MANAGER TO ENTER INTO AGREEMENT FOR THE  
PROVISION OF WELFARE TO WORK, EMPLOYMENT AND TRAINING RELATED  
SERVICES FROM JANUARY 1, 2017 THROUGH DECEMBER 31, 2017**

**WHEREAS**, the County of Sullivan, through the Department of Family Services, is required to provide for various welfare-to-work, employment and employment training related services, and

**WHEREAS**, the Department will again contract with the Sullivan County Center for Workforce Development (CWD) for WTW Employment and Training (E&T) related services at a total cost not to exceed \$345,750.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute the above listed agreements for the provision of welfare-to-work, employment and employment training related services during the period from January 1, 2017 through December 31, 2017; and

**BE IT FURTHER RESOLVED**, these contracts are at the County's discretion, subject to annual appropriation; and

**BE IT FURTHER RESOLVED**, the maximum of these contracts not to exceed the Department of Family Services budgeted amount for welfare-to-work, employment and employment training related services; and

**BE IT FURTHER RESOLVED**, that the form of said contracts will be approved by the Sullivan County Department of Law.

**Moved by** \_\_\_\_\_,  
**Seconded by** \_\_\_\_\_,  
**and adopted on motion** \_\_\_\_\_, 2017.

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Joseph A. Todora, Commissioner of the Division of Health and Family Services

**Re:** Request for Consideration of a Resolution: Enter into contract with Experian for consumer credit reporting services

**Date:** 12/23/2016

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To enter into a contract with Experian for the provision of professional consumer credit reporting services.

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\_\_\_\_\_

\_\_\_\_\_

**Is subject of Resolution mandated? Explain:**

Yes, 18 NY CRR Chapter II Regs of the DSS, Subchapter B Public Assistance, Article 1 Determination of Eligibility-General & Article 2 Determination of Eligibility- Categorical

**Does Resolution require expenditure of funds? Yes  No**

**If "Yes, provide the following information:**

Amount to be authorized by Resolution: \$ 7,020.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): A6010 38 40 4001

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ <u>1,010.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ <u>6,010.00</u>	(Specify)	_____

**Verified by Budget Office:** \_\_\_\_\_ 

**Does Resolution request Authority to Enter into a Contract? Yes  No**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**

Request for Authority to Enter into Contract with [ Experian ] of  
[ Costa Mesa, CA ]

Nature of Other Party to Contract: National Vendor **Other:**

Duration of Contract: From 01/01/2017 To 12/31/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2016 To 12/31/2016

Amount authorized by prior contract(s): 7,020.00

Resolutions authorizing prior contracts (Resolution #s): 101-16, 109-15, 107-14, 145-13 & 517-11

Future Renewal Options if any:

May be renewed annually to the extent funding remains available.

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes  No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

18 NY CRR Chapter II Regs of the DSS, Subchapter B Public Assistance, Article 1  
Determination of Eligibility-General & Article 2 Determination of Eligibility- Categorical.  
Consumer credit reports is required for eligibility determinations.

If "No" provide other justification for County to enter into this Contract: [County does not  
have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state  
maximum potential cost): \$7,020.

Efforts made to find Less Costly alternative:

\_\_\_\_\_  
\_\_\_\_\_

Efforts made to share costs with another agency or governmental entity:


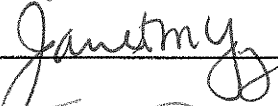
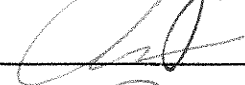
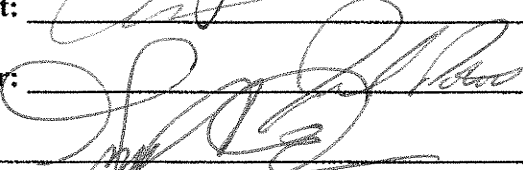
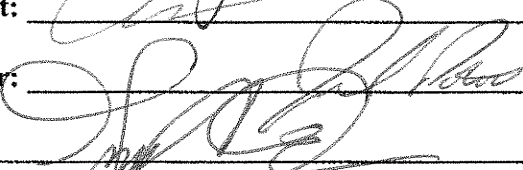
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\_\_\_\_\_  
\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

\_\_\_\_\_

Person(s) responsible for monitoring contract (Title): TA Director

**Pre-Legislative Approvals:**

- A. <sup>Assistant</sup> Director of Purchasing:  Date 1/6/17
- B. Management and Budget:  Date 1/9/17
- C. Law Department:  Date 1/4/17
- D. County Manager:  Date 1/26/17
- E. Commissioner:  Date 12/16/16

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_



**Resolution No.**

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE  
RESOLUTION TO AUTHORIZE COUNTY MANAGER TO ENTER INTO  
AGREEMENT FOR THE PROVISION OF PROFESSIONAL SERVICES FOR PERIOD  
FROM JANUARY 1, 2017 THROUGH DECEMBER 31, 2017**

**WHEREAS**, the County of Sullivan, through the Department of Family Services, requires the use of certain professional services; and

**WHEREAS**, the Department of Family Services needs to again contract with (Experian Information Solutions, Inc dba) Experian for consumer credit reporting services at a cost not to exceed \$7,020 for the period from January 1, 2017 through December 31, 2017.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute agreement for the provision of professional services with Experian for the period from January 1, 2017 through December 31, 2017; and

**BE IT FURTHER RESOLVED**, these contracts are at the County’s discretion, subject to annual appropriation; and

**BE IT FURTHER RESOLVED**, the maximum of these contracts not exceed the Department of Family Services budgeted amount for professional services; and

**BE IT FURTHER RESOLVED**, that the form of said contracts will be approved by the Sullivan County Department of Law.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2017.

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Joseph A. Todora, Commissioner of the Division of Health and Family Services

**Re:** Request for Consideration of a Resolution: Enter into contract with Industrial Medicine Associates for Welfare to Work Medical Exams

**Date:** 12/23/2016

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To enter into a contract with Industrial Medicine Associates for medical examinations and reporting services associated with welfare to work, employment and training program.

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\_\_\_\_\_

**Is subject of Resolution mandated? Explain:**

18 NY CRR Part 385 Public Assistance and Food Stamp Employment Program Requirements.

**Does Resolution require expenditure of funds? Yes  No**

**If "Yes, provide the following information:**

Amount to be authorized by Resolution: \$ 8,000.00

Are funds already budgeted? Yes  No  40 -

If "Yes" specify appropriation code(s): A6010 38 4017

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ <u>8,000.00</u>	(Specify)	_____

**Verified by Budget Office:** 

**Does Resolution request Authority to Enter into a Contract? Yes  No**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**

Request for Authority to Enter into Contract with [IndustrialMedicineAssociates] of [various- Tarrytown, Middletown, Albany NY]

Nature of Other Party to Contract: Local Supplier Other:

Duration of Contract: From 01/01/2017 To 12/31/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2016 To 12/31/2016

Amount authorized by prior contract(s): 8,000.00

Resolutions authorizing prior contracts (Resolution #s): 104-16,111-15,322-14,127-13,206-12

Future Renewal Options if any:

Renewable to the extent funding available.

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes  No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

18 NY CRR Part 385 Public Assistance and Food Stamp Employment Program Requirements.

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$8,000

Efforts made to find Less Costly alternative:

Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

Person(s) responsible for monitoring contract (Title): TA Director

**Pre-Legislative Approvals:**

- A. Director of Purchasing: Assistant  
Cyrus Lewis Date 1/6/17
- B. Management and Budget: Janet My Date 1/9/17
- C. Law Department: [Signature] Date 1/6/17
- D. County Manager: [Signature] Date 1/10/17
- E. Commissioner: [Signature] Date 12/16/16

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**Resolution No.**

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE TO AUTHORIZE COUNTY MANAGER TO ENTER INTO AN AGREEMENT FOR THE PROVISION OF WELFARE TO WORK, EMPLOYMENT RELATED SERVICES FROM JANUARY 1, 2017 THROUGH DECEMBER 31, 2017**

**WHEREAS**, the County of Sullivan, through the Department of Family Services, is required to provide for various welfare-to-work, employment related services, and

**WHEREAS**, the Department contracts with Industrial Medicine Associates, PC (IMA) for medical examination and reporting services; and

**WHEREAS**, the Department of Family Services budget includes \$8,000 for this contractual service.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute the above listed agreement at a total cost the not-to-exceed \$8,000 for the period from January 1, 2017 through December 31, 2017; and

**BE IT FURTHER RESOLVED**, this contract is at the County's discretion, subject to annual appropriation; and

**BE IT FURTHER RESOLVED**, the maximum of this contract not to exceed the Department of Family Services budgeted amount for welfare-to-work, employment related services; and

**BE IT FURTHER RESOLVED**, that the form of said contracts will be approved by the Sullivan County Law Office.

**Moved by** \_\_\_\_\_,  
**Seconded by** \_\_\_\_\_,  
**and adopted on motion** \_\_\_\_\_, 2017.

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Joseph A. Todora, Commissioner of the Division of Health and Family Services

**Re:** Request for Consideration of a Resolution: Agreements for various Medical Assistance  
Related Services (Personal Care /CDPAP Services)

**Date:** 12/23/2016

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

Authorize agreements for the provision of various Medical Assistance (MA or Medicaid) program related services such as Personal Care Services and Consumer Directed Personal Assistance Program (CDPAP).

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**Is subject of Resolution mandated? Explain:**

Yes, 18 NYCRR, Chapter II Regulations of the Department of Social Services, Subchapter E Medical Care.

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**Does Resolution require expenditure of funds? Yes \_\_\_ No**

**If "Yes", provide the following information:**

Amount to be authorized by Resolution: \$ \_\_\_\_\_

Are funds already budgeted? Yes \_\_\_ No \_\_\_

If "Yes" specify appropriation code(s): \_\_\_\_\_

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

**Verified by Budget Office:** Janetmy

**Does Resolution request Authority to Enter into a Contract? Yes  No \_\_\_**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**

Request for Authority to Enter into Contract with [Various] of  
[Various]

Nature of Other Party to Contract: ·

Other: State Approved

Duration of Contract: From 01/01/2017 To 12/31/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2016 To 12/31/2016

Amount authorized by prior contract(s): \_\_\_\_\_

Resolutions authorizing prior contracts (Resolution #s): 100-16,115-15,110-14,281-13,229-12

Future Renewal Options if any:

May be renewed annually to state model contractual requirements.

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes  No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

18 NYCRR, Chapter II Regulations of the Department of Social Services, Subchapter E  
Medical Care.

If "No" provide other justification for County to enter into this Contract: [County does not  
have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state  
maximum potential cost): None, Oversight Only

Efforts made to find Less Costly alternative:


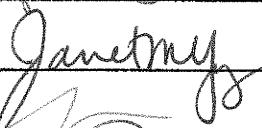



Efforts made to share costs with another agency or governmental entity:

NYS Medicaid provider enrollment and approval required.

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

Person(s) responsible for monitoring contract (Title): TA Director

**Pre-Legislative Approvals:**

- A. <sup>Assistant</sup> Director of Purchasing:  Date 1/6/17
- B. Management and Budget:  Date 1/9/17
- C. Law Department:  Date 1/6/17
- D. County Manager:  Date 1/16/17
- E. Commissioner:  Date 12/16/16

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_



**Resolution No.**

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE  
TO AUTHORIZE COUNTY MANAGER TO ENTER INTO AGREEMENTS FOR THE  
PROVISION OF VARIOUS MEDICAL ASSISTANCE PROGRAM RELATED  
SERVICES FOR PERIOD FROM JANUARY 1, 2017 THROUGH DECEMBER 31, 2017**

**WHEREAS**, the County of Sullivan, through the Department of Family Services, is required to arrange for the provision of various Medical Assistance (MA or Medicaid) program services for eligible Sullivan County individuals, and

**WHEREAS**, the Department of Family Services contracts with GTL Link to Life dba Critical Signal Technologies Inc. for Personal Emergency Response System (PERS) services; with Any-Time Home Care, Inc.; Access: Supports for Living Inc.; Independent Living, Inc.; Independent Home Care, Inc.; Mid-Hudson Managed Home Care, Inc.; Wellness Home Care, Ltd; and Litson Health Care, Inc. dba Willcare for Personal Care Services and/or Consumer Directed Personal Assistance Programs, and

**WHEREAS**, payments for the aforementioned services are made at New York State approved rates.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute agreements for the provision of various Medical Assistance program services, as detailed above, for the period from January 1, 2017 through December 31, 2017; and

**BE IT FURTHER RESOLVED**, that the form of said contracts will be approved by the Sullivan County Law Office.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2017.

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Joseph A. Todora, Commissioner of the Division of Health and Family Services

**Re:** Request for Consideration of a Resolution: MOU with OCFS & Subcontract with Sullivan County Child Care Council (Reg/Inspection Srvs)

**Date:** 12/23/2016

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

Authorize New York State Office of Children and Family Services MOU and subcontract (pass through funding) with Sullivan County Child Care Council, Inc. for Child Day Care Provider Registration and Inspection Services for the period of 1/1/2017-12/31/2017.

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**Is subject of Resolution mandated? Explain:**

Yes, 18 NY CRR Article 2 Family and Children Services, Part 415 Child Care Services.

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**Does Resolution require expenditure of funds? Yes  No**

**If "Yes, provide the following information:**

Amount to be authorized by Resolution: \$ 91,300.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): A6055 46 4615

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$ _____
State	\$ <u>91,300.00</u>	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

**Verified by Budget Office:** 

**Does Resolution request Authority to Enter into a Contract? Yes  No**

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

**Request for Authority to Enter into Contract with [ NYS OCFS & SCCCC, Inc. ] of [ OCFS Funding (Rensselaer NY)& SCCCC Subcontract(Liberty NY) ]**

**Nature of Other Party to Contract:** Local Supplier

**Other:**

**Duration of Contract:** From 01/01/2017 To 12/31/2017

**Is this a renewal of a prior Contract?** Yes  No

**If "Yes" provide the following information:**

**Dates of prior contract(s):** From 01/01/2016 To 12/31/2016

**Amount authorized by prior contract(s):** 91,300.00

**Resolutions authorizing prior contracts (Resolution #s):** 46-16, 100-15,8-14,&125-13

**Future Renewal Options if any:**

**Is Subject of Contract – i.e. – the goods and/or services Mandated?** Yes  No

**If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:**

18 NY CRR Article 2 Family and Children Services, Part 415 Child Care Services.

**If "No" provide other justification for County to enter into this Contract:** [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_

**Total Contract Cost for [year or contract period]:** (If specific sum is not known state maximum potential cost): -0- State funding passed through to subcontractor

**Efforts made to find Less Costly alternative:**

N/A State authorized provider for the Sullivan County area.

**Efforts made to share costs with another agency or governmental entity:**

N/A  
\_\_\_\_\_  
\_\_\_\_\_

**Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)**

N/A State authorized provider for the Sullivan County area.

**Person(s) responsible for monitoring contract (Title):** OCFS Division of Child Care Services

**Pre-Legislative Approvals:**

- A. <sup>Assistant</sup> Director of Purchasing: Cyrus Serrano Date 1/6/17
- B. Management and Budget: Jametry Date 1/9/17
- C. Law Department: [Signature] Date 1/6/17
- D. County Manager: [Signature] Date 1/6/17
- E. Commissioner: [Signature] Date 12/16/16

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION NO.                                        INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE  
RESOLUTION TO AUTHORIZE COUNTY MANAGER TO ENTER INTO AGREEMENTS FOR  
FUNDING AND FOR THE PROVISION OF CHILD CARE RELATED SERVICES FROM JANUARY 1,  
2017 THROUGH DECEMBER 31, 2017.**

**WHEREAS**, the County of Sullivan, through the Department of Family Services, is able to provide for certain child care related services for eligible Sullivan County families by obtaining funding through a state memorandum of understanding with New York State Office of Children and Family Services (OCFS); and,

**WHEREAS**, the Department of Family Services desires to enter into an agreement through a memorandum of understanding with OCFS to obtain funding; and,

**WHEREAS**, the Department of Family Services also desires to enter into agreement with the Sullivan County Child Care Council for provision of child care registration and inspection related services, at a cost not to exceed the amount funded by OCFS.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute agreements to obtain funding and provide services for the provision of child care registration and inspection related services during the period January 1, 2017 through December 31, 2017 at a cost not to exceed the amount funded by OCFS; and,

**BE IT FURTHER RESOLVED**, that the form of said contracts be approved by the Sullivan County Department of Law.

**Moved by** \_\_\_\_\_,

**Seconded by** \_\_\_\_\_,

**and adopted on motion** \_\_\_\_\_, **2017**

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Joseph A. Todora, Commissioner of the Division of Health and Family Services

**Re:** Request for Consideration of a Resolution: Enter into contract with RSS for preventive services of Multi-Systemic Therapy (MST)

**Date:** 12/23/2016

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To enter into a contract with Rehabilitation Support Services (RSS) for the provision of preventive related services of Multi-Systemic Therapy (MST).

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**Is subject of Resolution mandated? Explain:**

Yes, 18 NY CRR Part 423 Preventive Services Regulations.

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**Does Resolution require expenditure of funds? Yes  No**

**If "Yes", provide the following information:**

Amount to be authorized by Resolution: \$ 276,000.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): A6119 46 4615

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ <u>104,880.00</u>	Grant(s)	\$ _____
State	\$ <u>171,120.00</u>	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

**Verified by Budget Office:** \_\_\_\_\_

*Janet M. Yez*

**Does Resolution request Authority to Enter into a Contract? Yes  No**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**

Request for Authority to Enter into Contract with [ Rehabilitation Support Svcs ] of  
[ Altmont (Administrative) & Monticello, NY ]

Nature of Other Party to Contract: .

Other: Local & Out of County

Duration of Contract: From 01/01/2017 To 12/31/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2016 To 12/31/2016

Amount authorized by prior contract(s): 276,000.00

Resolutions authorizing prior contracts (Resolution #s): 103-16,107-15,118-14,145-13 & 516-11

Future Renewal Options if any:

May be renewed annually subject to continued funding availability.

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes  No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

18 NY CRR Part 423 Preventive Services Regulations.

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$276,000.00

Efforts made to find Less Costly alternative:

\_\_\_\_\_  
\_\_\_\_\_

Efforts made to share costs with another agency or governmental entity:

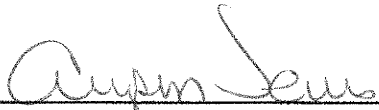
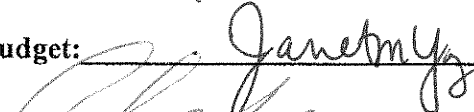
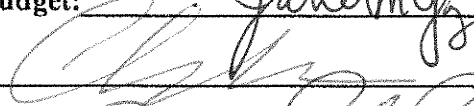

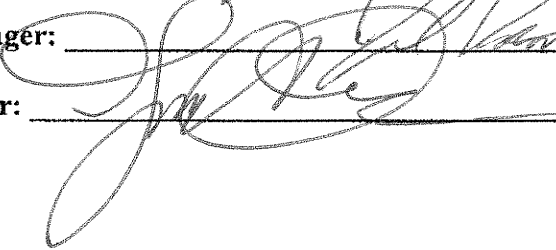
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

\_\_\_\_\_

Person(s) responsible for monitoring contract (Title): Director of Services

**Pre-Legislative Approvals:**

- A. <sup>Assistant</sup> Director of Purchasing:  Date 1/6/17
- B. Management and Budget:  Date 1/9/17
- C. Law Department:  Date 1/6/17
- D. County Manager:  Date 1/10/17
- E. Commissioner:  Date 12/16/16

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_



**Resolution No.**

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE  
TO AUTHORIZE COUNTY MANAGER TO ENTER INTO AGREEMENT FOR THE  
PROVISION OF PREVENTIVE RELATED SERVICES FOR PERIOD FROM  
JANUARY 1, 2017 THROUGH DECEMBER 31, 2017**

**WHEREAS**, the County of Sullivan, through the Department of Family Services, is required to provide certain preventive related services for Sullivan County youth and families; and

**WHEREAS**, the Department of Family Services contracts with Rehabilitation Support Services (RSS) for Multi-Systemic Therapy services at a cost not to exceed \$276,000.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute an agreement as detailed above for the provision of the above mentioned preventive related services during the period from January 1, 2017 through December 31, 2017, and

**BE IT FURTHER RESOLVED**, this contract is at the County's discretion, subject to annual appropriation; and

**BE IT FURTHER RESOLVED**, the maximum of preventive related services contracts is not to exceed the 2017 Department of Family Services budgeted amount for those preventive related services; and

**BE IT FURTHER RESOLVED**, that the form of said contract will be approved by the Sullivan County Department of Law.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2017.

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Joseph A. Todora, Commissioner of the Division of Health and Family Services

**Re:** Request for Consideration of a Resolution: Enter into contract with Dr. Eileen Treacy for the provision of evaluations, assessments & testimony

**Date:** 12/23/2016

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To enter into a contract with Dr. Eileen Treacy for the provision of forensic child sexual abuse evaluations, assessments and court testimony as required by the Commissioner of Health and Family Services.

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**Is subject of Resolution mandated? Explain:**

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**Does Resolution require expenditure of funds? Yes  No**

**If "Yes, provide the following information:**

Amount to be authorized by Resolution: \$ 30,000.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): A6070 46 4615

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ <u>11,400.00</u>	Grant(s)	\$ _____
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State	\$ <u>18,600.00</u>	Other	\$ _____
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Federal Government \$ _____	(Specify)	_____
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**Verified by Budget Office:** Janet M. Y.

**Does Resolution request Authority to Enter into a Contract? Yes  No**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**

Request for Authority to Enter into Contract with [ Dr. Eileen Treacy ] of  
[ 1516 Stadium Avenue, Bronx, NY 10465 ]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2017 To 12/31/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2016 To 12/31/2016

Amount authorized by prior contract(s): 30,000.00

Resolutions authorizing prior contracts (Resolution #s): 262-16,94-16 & 497-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes  No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$30,000

Efforts made to find Less Costly alternative:

N/A

Efforts made to share costs with another agency or governmental entity:

N/A

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)  
Specialized Services

Person(s) responsible for monitoring contract (Title): Director of Services

**Pre-Legislative Approvals:**

- A. <sup>Assistant</sup> Director of Purchasing: Cynthia Lewis Date 1/6/17
- B. Management and Budget: Janet Myers Date 1/9/17
- C. Law Department: [Signature] Date 1/6/17
- D. County Manager: [Signature] Date 1/6/17
- E. Commissioner: [Signature] Date 12/16/16

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION NO. \_\_\_\_\_ INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO ENTER INTO A CONTRACT BETWEEN SULLIVAN COUNTY DEPARTMENT OF FAMILY SERVICES AND DR. EILEEN TREACY FROM JANUARY 1, 2017 THROUGH DECEMBER 31, 2017.**

**WHEREAS**, the Sullivan County Department of Family Services requires a qualified professional to provide Forensic Child Sexual Abuse Evaluations and Assessments as required by the Commissioner of Health and Family Services; and,

**WHEREAS**, the Sullivan County Department of Family Services requires a qualified professional to provide Court Testimony services as required by the Commissioner of Health and Family Services; and,

**WHEREAS**, Dr. Eileen C. Treacy, in consultation with the Sullivan County Department of Family Services, has agreed to provide these services for the period of January 1, 2017 through December 31, 2017; and,

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to enter into a contract with Dr. Eileen C. Treacy to provide the Department of Family Services with assessments of the children that services are provided to and testimony at court proceedings as required; and,

**BE IT FURTHER RESOLVED**, that the contract will be from January 1, 2017 through December 31, 2017 and not exceed a cost of \$30,000; and,

**BE IT FURTHER RESOLVED**, that the form of said contracts be approved by the Sullivan County Department of Law.

**Moved by** \_\_\_\_\_,

**Seconded by** \_\_\_\_\_,

**and adopted on motion** \_\_\_\_\_, 2017

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Joseph A. Todora, Commissioner of the Division of Health and Family Services

**Re:** Request for Consideration of a Resolution: Contract with Sullivan County Child Care Council for Informal Child Care and CCTA Services

**Date:** 12/23/2016

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To enter into a contract with the Sullivan County Child Care Council, Inc. for the provision of Informal Day Care related and Child Care Time and Attendance (CCTA) Services.

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**Is subject of Resolution mandated? Explain:**

Yes, 18 NY CRR Part 415 Child Care Services, 415.4 Local District Responsibility.

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**Does Resolution require expenditure of funds? Yes  No**

**If "Yes, provide the following information:**

Amount to be authorized by Resolution: \$ 112,050.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): A6055 46 4615

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ <u>112,050.00</u>	(Specify)	_____

**Verified by Budget Office:** 

**Does Resolution request Authority to Enter into a Contract? Yes  No**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**

Request for Authority to Enter into Contract with [SCCCC, Inc.] of [Liberty, NY]

Nature of Other Party to Contract: Local Supplier **Other:**

Duration of Contract: From 01/01/2017 To 12/31/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2016 To 12/31/2016

Amount authorized by prior contract(s): 112,050.00

Resolutions authorizing prior contracts (Resolution #s): 99-16, 103-15, 103-14, 234-13, &159-12

Future Renewal Options if any:

Renewed annually providing that funding remains available and contract required.

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes  No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

Yes, 18 NY CRR Part 415 Child Care Services, 415.4 Local District Responsibility.

\_\_\_\_\_  
\_\_\_\_\_

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$112,050

Efforts made to find Less Costly alternative:

N/A- Sullivan County Child Care Council is a state approved CCRR provider for this region.

Efforts made to share costs with another agency or governmental entity:

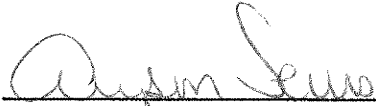
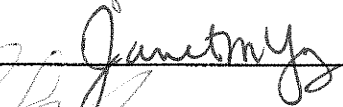

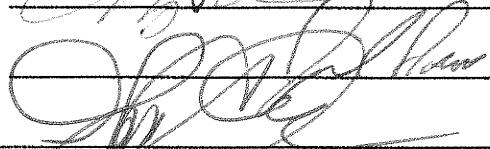
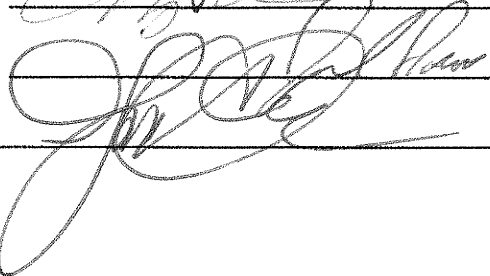
\_\_\_\_\_  
\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

\_\_\_\_\_

Person(s) responsible for monitoring contract (Title): TA Director

**Pre-Legislative Approvals:**

- A. <sup>Assistant</sup> Director of Purchasing:  Date 1/6/17
- B. Management and Budget:  Date 1/9/17
- C. Law Department:  Date 1/6/17
- D. County Manager:  Date 1/10/17
- E. Commissioner:  Date 12/16/16

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_



**Resolution No.**

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE  
TO AUTHORIZE COUNTY MANAGER TO ENTER INTO AGREEMENT WITH THE  
SULLIVAN COUNTY CHILD CARE COUNCIL, INC FOR THE PROVISION OF  
INFORMAL CHILD DAY CARE RELATED SERVICES**

**WHEREAS**, the County of Sullivan, through the Department of Family Services is required to arrange for the provision of Informal Child Day Care related services including the provision of Child Care Time and Attendance (CCTA) services; and

**WHEREAS**, the County of Sullivan, through the Department of Family Services contracts with the Sullivan County Child Care Council, Inc. for those services; and

**WHEREAS**, the Sullivan County Child Care Council, Inc. is capable of and willing to provide these services at a combined cost not to exceed \$112,050 during the period from January 1, 2017 through December 31, 2017.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute an agreement with the Sullivan County Child Care Council, Inc. for Informal Child Day Care related and CCTA services during the period January 1, 2017 through December 31, 2017; and

**BE IT FURTHER RESOLVED**, these contracts are at the County's discretion, subject to annual appropriation; and

**BE IT FURTHER RESOLVED**, the maximum of these contracts not to exceed the Department of Family Services budgeted amount for informal child day care related services; and

**BE IT FURTHER RESOLVED**, that the form of said contracts will be approved by the Sullivan County Department of Law.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2017.



# Division of Health and Family Services

November 2016 Monthly Report

**JOSEPH A. TODORA, COMMISSIONER**

January 12, 2017

# Division of Health and Family Services

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## November 2016 Monthly Report

### **Adult Care Center:**

#### Facility:

- Completed Interact Stop & Watch training in the facility.
- Thanksgiving dinners were held the evenings of November 15th -18th with over 353 attendees present.

#### Marketing:

- Attended Chamber of Commerce First Friday Breakfast on 11/04/16.
- Our video ad continued to run on TV screens at DMV, Blue Horizon Diner, Liberty Diner, Ted's Restaurant, and Peck's Market in Eldred. Radio advertising continued on Thunder 102.
- We created another edition of the facility newsletter for distribution through e-mail, with hard copies for visitors coming to facility. Mailed satisfaction surveys to all residents discharged in previous calendar month.
- Our Physical Therapist Judy Spafford was selected for recognition by SC Democrat as one of their featured Business and Professional Women. She was the subject of an article on November 8th. Our ¼ page ad with SC Democrat ran in conjunction with the article to congratulate Judy Spafford on her recognition.
- Our half-page color ad ran in the journal for Cornell Cooperative Extension's Denim and Diamonds event on 11/6/16.
- 150 promotional giveaway items was presented to the Chamber of Commerce and distributed at their annual meeting on 11/17.
- The Memory Care Unit nursing staff hosted an Alzheimer's Association fundraiser at the Hortonville firehouse on 11/11/16.
- Several marketing stops were made at various locations in Monticello.
- Marketing visit was made to Ellenville Regional Hospital. Representative met with Case Management and toured facility; brochures and information about the ACC were provided.

### **Community Services:**

#### Ongoing Operations:

- The Department was approved in 2015 for the OMH Vital Access Provider (VAP) grant was for four (4) years, so we are just finishing up our first year. With this grant DCS has been looking at purchasing additional programs to our scheduling system to allow for robotic appointment reminders (i.e.: telephone calls, text messages and/or e-mails) in hopes of reducing our no-show rates for scheduled appointments. These scheduled appointments are for clinicians and doctors which are in the afternoon, as the morning hours are open access with a first come first served process. There were three new clerical staff hired, plus two (2) coordinators with this VAP grant. The first coordinator is monitoring contracts for agencies, insurance companies, Health Homes, DSRIP's and other local government activities. A second coordinator is being split with Community Services doing applications for adult and children's SPOA (Single Point of Access) and with Office of the Aging doing NYConnects. Both coordinators started their jobs in July and are doing a great job so far. Community Services completed the annual Safety, Concurrent documentation and Trauma Informed Care trainings to staff and starting to gear up for the Corporate Compliance and HIPAA trainings.
- Community Services is still heavily involved with the implementation of Hudson River Regional planning groups. This is a specific set of stakeholders including the Office of Mental Health, Office of Health, County Mental Health depts., consumers, providers, and other stakeholders to review the implementation of BH Managed Care. It will be this group's responsibility to report back to the state wide group as to systems adequacy and the quality of consumer services being provided under managed care.



- Management and therapists continue to formulate and implement new treatment activities in our clinic to meet the needs of the community, such as the “Just-In-Time” scheduling which began in February of 2015 and has significantly helped reduce the no-show rate of the psychiatrists. The management team has been monitoring this scheduling. The care management unit continues to actively engage in both Health Home participants and the new HARP Services (Health and Recovery Plans) in the development of the health plans, as well as, enrolling those persons eligible in Care Management programs.
- Our Community Services Coordinator who is split between DCS and OFA has done the following: 1.) at November’s Adult SPOA Committee meeting, reviewed the status/updates of 33 referrals from the previous month of October. The status of 11 additional prior referrals was discussed and 16 new Adult SPOA referrals were received and reviewed by the SPOA Committee. Through ongoing collaboration with service providers in the community, clients were linked to care management services, RSS and Golden Ridge housing, Adult Homes, ATI/ILC, Sullivan PROS, and self-help or other support groups in the community. In addition, clients were linked to mental health and if applicable, substance abuse treatment providers. 2.) At November’s Children’s SPOA Committee meeting, we reviewed the status/updates of 4 referrals from the previous month of October. The status of 13 additional prior referrals was discussed and 2 new children’s SPOA referrals were received and reviewed by the SPOA Committee meeting. Through ongoing collaboration with service providers in the community, clients were linked to Sullivan ARC in-home and planned overnight respite, RSS Recreation, the Family Support Program, ATI, OPWDD Services and care management. 3.) Sullivan NY Connects offers information and assistance to consumers, caregivers, and professionals regarding long term care services for the elderly and for children and adults with physical disabilities. Sullivan NY Connects helps people make informed decisions about long term care by providing comprehensive and unbiased information about the long term care options in Sullivan County. Training continues into the month of November and data entry into the NYS Health Commerce System is being completed.
- The mental health housing wait list from our monthly SPOA meetings are as follows: fourteen (14) people for RSS Pleasant Street Community Residence, fourteen (14) people for RSS Revonah Hill MICA Community Residence, twenty-three (23) people for RSS Supportive Apartment Program, fifty-one (51) for RSS Supported Housing, one (1) for RSS Long Stay beds at RSS, seventeen (17) people for RSS Invisible Children’s Program and fifteen (15) people for Golden Ridge Supported Housing. The RSS Crisis Respite bed is occupied at this time. The Transitional Residence in Middletown has one (1) person who wants to remain in Orange County. There are four (4) Adult Homes in the county which are as follows: Arcadia has forty (40) people with a capacity of one hundred fourteen (114) and 85.00% of residents have mental illness (MI); Jeffersonville has fifty-seven (57) people with a capacity of sixty (60) and 94.74% have MI; Narrowsburg has sixty-eight (68) with a capacity of seventy-nine (79) and 91.18% have MI; and Swan Lake has twenty-three (23) with a capacity of twenty-seven (27) and 91.3% have MI. There are six (6) people waiting for a vacancy in an OMH/Family Care residence.

Local Government Units Activities:

- The department is still working with the regionally developed NYS Regional Delivery System Reform Incentive Payment programs (DSRIP) with its three stages: planning, development and implementation. The three entities which were approved for the development of patient provider service networks are REFUAH, Montefiore and Westchester Medical Center. The county has entered into agreements with Westchester Medical Center and Montefiore for the DSRIP in Sullivan County. There have been mergers of competing proposals in other regions in the state and still looking for this to come to our region.
- The Department is still working with local providers and continues to submit funding applications to provide help to families whose children have been diagnosed with serious emotional disturbances. Like the grant SullivanArc received for additional respite services to continue to help families who have children with serious emotional disturbances. The Department continues to monitor the family peer support workers with the Independent Living Center Inc.’s (ILC) peer services to Sullivan County residents. The Peer Bridger plan continues to do very well at CRMC. The Peer Bridger program is also utilized at the SC Jail when needed and seems to be working well.



- The Department has seen an increase need for a Suicide Prevention and has started a coalition through the Department of Community Services. This coalition seems to be taking hold with community agencies even though this is still fairly new coalition, so DCS is hoping this will do well.

Other activities participated in:

- Regional Planning Consortium Advisory Group held its first meeting with participants from the community mental health Directors in the 7 Hudson region counties, community based providers, peers, youths and families, managed care organizations (MCO's), hospitals & health providers, state field office staff and PHIPs, PPS, LDSS & LHD's. The RPC Advisory Group will formulate an issues agenda, use data to inform their discussions, collaborate together and resolve the issues identified within their region. The board will come together on a quarterly basis, and members will serve as an access point for providers and consumers to bring concerns.
- Article 81 Training in Albany.
- Health Homes for both Adult & Children.
- Monthly All-Staff meeting at DCS.
- Meet with various county departments:
  - Management & Budget to review the 2017 department budget.
  - SC Jail.
  - DFS/Housing Taskforce.
- Participated in the Montefiore & Westchester County Medical Center DSRIP Steering & Governance committee meetings.
- Meet with the following agencies:
  - SALT (Sullivan Agencies Leading Together).
  - BAT's for Veterans.
  - RSS regarding the PROS program.
  - Conference of Local Mental Health Directors and Assemblywoman Gunther.
  - CRMC.

Other regular activities performed were:

- the meeting of the internal corporate compliance committee reviewing internal operations, Office of Mental Health (OMH), Office of People with Developmental Disabilities (OPWDD) directors and leadership meetings, Conference of Local Mental Hygiene Directors Executive and Directors meetings, Legislative committee & actions and the Community Services Board along with its Behavioral Health Subcommittee.

**Family Services:**

Contracts:

- Basic workload volume: In November 2016 this office began with 85 active DFS agreements in place. Contracts were prepared for Independent Living, Action Toward Independence, Sullivan County Head Start, Community Action Commission to Help the Economy and Office of the Aging for HEAP application assistance. An agreement was also prepared for the Healthy Families program with Sullivan County Public Health Services. No resolutions were prepared this month. A meeting was held with interested parties to start discussion on the operation of the County warming centers this winter. An RFQ will be prepared in December for this purpose. A report was created for Tracs 2 with information obtained from the Town of Walkkill Boys and Girls Clubs. Exclusion screening for all contractors was conducted this month as well.
- Contract Monitoring: The practice of visiting contracted providers continued and site visits were conducted at St. Catherine's Center for Children and the diagnostic center of Access Supports for Living where reports were written and sent to the contractor for their records. A site visit was also conducted at Community Action Commission to Help the Economy to continue the review of their contract for Preventive Services and a draft report was written. Monthly reviews took place for the documentation associated with the invoicing of one on one services for two contracted providers. A



discussion also took place with the Dispute Resolution Center to talk about ideas to increase utilization of the service. During the month this office received data for compliance from the contract providers Town of Wallkill Boys and Girls Clubs, Community Action Commission to Help the Economy and the Sullivan County Child Care Council.

#### Special Investigations

- As of 11/1/16 the Special Investigations Unit had 579 Active Investigations. During the month 66 total Fraud Referrals were received resulting in 54 investigations assigned to the Unit and 12 were dismissed. The Fraud Investigators completed 74 investigations. As of 11/30/16 the end of the month total was 559 active investigations.
- The unit received 47 referrals and closed 50 Front End Detection and Eligibility Verification Review Investigations. 8 of the closed investigations were denied/withdrawn due to the investigation which resulted in an \$85,014 Monthly Cost Avoidance.
- The unit collected \$21,500 for Accident Lien Recovery, \$1,510 for Estate Claim Recovery and \$200 in mortgages, a total of \$23,210 in Resource Recovery.
- The Unit received 13 requests for indigent burials resulting in 9 burials being approved, \$23,345 total indigent burial costs.

#### Child Support Enforcement:

The Child Support Enforcement Unit Collections for the month of November 2016 are \$633,783. The total TANF collections are \$44,624 and the total DFS NON-TANF collections are \$13,933. The DFS total amount collected was \$58,557. There were 23 petitions filed in the month of November 2016 and 12 Paternity Establishments (including acknowledgements). Total CSEU cases open as of November 2016 are 5352.

#### Services

##### Foster Care/Adoption

- As of November 30, 2016 there are 83 children in foster care; 54 children are placed in regular and therapeutic community foster homes or home on trial, 29 additional children are in congregate care placement, and there were no children AWOL. Twenty-two of the total number of children in foster care are freed for adoption, seven additional have a goal of adoption. Three children with the goal of adoption have been placed in an adoptive home and four children are currently awaiting placement. There is on-going activity to reduce the number of children in foster care through discharge to a parent or other appropriate resource, discharge to independent living or adult custodial care as well as adoption.

##### Child Protective Services

- The CPS unit received 136 new reports alleging child abuse and/or maltreatment in November 2016. Thirty-two of these reports were assigned to the FVRT.

##### Preventive

- The preventive unit has 125 open cases at the end of November, 2016. Of the 125 open cases, 22 are active referrals that are receiving assessments and/or short term services. There were 18 new referrals received during the month of November.

##### Adult Services

- The Adult Services unit has 201 open PSA cases at the end of November 2016. Ninety-seven of the 201 cases are representative payee cases, and 29 are guardianships.
- Personal care aide services are provided to 46 cases.
- There are 10 PERS (personal emergency response) cases and no long term care cases.

#### Temporary Assistance (TA)

As of 11/30/16, the breakdown of Temporary Assistance active cases was as follows:

- 331 PA TANF cases (Public Assistance, Temporary Aid to Needy families)
- 293 PA SN cases ( Public Assistance, Safety Net)
- 5793 NPA FS (Non- Public Assistance, Food Stamps)



### Medical Assistance (MA)

As of 11/30/16, the breakdown of Medical Assistance active cases was as follows:

- 4624 MA cases (Medical Assistance)
- 2693 MA/ SSI cases ( Medical Assistance/ Supplemental Security Income)

### Department Updates:

- The regular component of HEAP began on 11/14/16 and the Heating Repair and Replacement Component started on 11/7/16.
- The Clean and Tune component of the Home Energy Assistance Program was going to close on 11/4/16 but was extended until further notice.
- Continued interviews for the remaining 4 SWE position vacancies. All SWE positions will be filled by December 2016.
- Hired the last HEAP Temporary Clerk.
- Hired 2 AC/ DB workers and 1 AC.
- The transition of individuals who are eligible under a Modified Adjusted Gross Income (MAGI) eligibility group from the Welfare Management System (WMS) to NY State of Health is continuing. Cases continue to be pulled the first Saturday of every month. However, we haven't seen a huge decrease in the amount of cases being handled by the local district.
- Attended a training for Social Services Civil Rights Designees offered by OTDA.

### Office of the Aging:

- EISEP Services-(non-medical, non-Medicaid homecare services)-638 hours of homemaker/personal care services provided to 18 participants. Participants also received 105 hours of case management.
- Home Delivered Meals-3,692 meals provided to 200 homebound participants
- Congregate Meals-1029 meals provided to 154 participants
- Medical Transportation-66 medical trips provided by RSVP/Sullivan county Transportation to doctor's offices and medical facilities in and out of the county.
- Shopping Bus-72 trips provided by Sullivan County Transportation
- Emergency Medical Alerts provided to 45 individuals.
- HIICAP-(Health Insurance Information Counseling and Insurance Program)-160 individuals assisted with health insurance/prescription issues.
- HEAP-217 applications processed.
- Sixty-nine individuals assisted/assessed for Office for the Aging programs and other services they might be eligible for.
- Presentation at Delaware Valley Youth Center for Delaware Seniors Young at Heart regarding aging services.
- Met with regional coordinator from TRAIID (Technology Related Assistance for Individuals with Disabilities). Program lends assistive technology to individuals with disabilities, assists them in identifying what technology may be helpful to them.

### Public Health Services:

#### Administration

- Attended the monthly school superintendent's meeting with our health emergency planner to review current protocols and risk communication during communicable disease outbreaks.
- Attended annual NYSACHO monthly meeting for Commissioners/Directors
- Attended legislative committee meeting for OMB/budget discussions with department heads
- Attended Health & Family Services Committee, Executive, Full Board
- Held two focus groups with PHS staff to obtain input for Community Health Assessment update
- Attended various emergency planning committee meetings



- Discussions with OGS regarding status of health impact assessment RFP
- Conference calls with NYSDOH on various initiatives, New York Medical College and the NY Health Foundation on a potential grant project for 2017
- Facilitated RHN monthly meeting and focus group for CHIP update
- Attended Kingfisher project planning meeting at WJFF on opioid abuse prevention
- Discussions with NYSDOH District office staff and MPH intern to discuss project for January
- Worked with personnel on various personnel issues and posting vacancies
- Worked on contract related issues with OGS
- Discussed budget and personnel needs with Division Commissioner and County Manager
- Worked with Fiscal Administrative officer to prepare for budget discussions
- Analyzing focus group and survey data with vendor and reviewing statistical data in preparation for preparing final draft of Community Health Improvement Plan update
- Attended Sullivan 180 meeting
- Discussions with CRMC regarding Community Health Improvement Plan (CHIP) and their Community Needs Assessment to coordinate priority areas of concern to address health outcomes planning.
- Prepared 2016 accomplishments report and department goals for 2017.

#### Certified Home Health Care Agency/ Long Term Care:

- In November, the LT patient census remained stable at 43. Two new nurses are being oriented in the CHHA. The CHHA census decreased from 172 to 148 patients, which is a low normal for this time of year. Peer teams of nurses finished the Plan of Correction by implementing several in-services concerning following the plans of care, how to perform the medication regimen regime, and the why's and how-to's of coordination of services. The CHHA ceased to initiate therapy only cases; going forward, nurses will be the case managers throughout all active cases. Also, the CHHA continued to pilot a physical therapist utilizing the electronic medical record for his documentation, as well as use of the electronic signature.

#### Early Intervention:

- The Account Clerk/Database position in the Early Care Program was filled on November 21, 2016.
- The Early Care Program has begun its community outreach initiative with a visit to Dr. Trivedi's office. We hope to visit all of the pediatricians in the County over the next several months. We are offering an updated in-service to those providers that have had staff turnover to familiarize them with the Early Intervention and Preschool Special Education Programs.

#### Health Education:

In November, educational outreach included smoking cessation and recognizing drug abuse. Public Health educators participated in the Great American Smokeout. Activities on the Liberty campus were designed to give county employees who are smokers activities to do during breaks and lunch other than having a cigarette. Activities included a "Turkey Trot" where people could take a quick walk. At lunch time, we offered "Turkey Bowling" in the basement of the Family Services building. We had about 30 people participate.

Presented to the Boys and Girls Club in the Liberty Elementary School, talking about the dangers of smoking and the effects of smoking on their bodies. They learned about the respiratory system and played a game to show how smoking affects the ability to breathe. The kids also participated in an arts and crafts project where they put together a windpipe to take home to show what they learned. There were 30 kids in the session.

Presented information on the signs of drug use at the Benjamin Cosar Elementary School's parent teacher conference day. The display table included the drug display box, and information for parents and teens on drug use, as well as general public health topics.

November activities also included participation in Community Health Assessment Update surveys and focus groups, National Diabetes Prevention Program (NDPP) discussions with HR Health Care and the Prevention Agenda meetings as well as representing Sullivan County PHS at a critical partners brunch hosted by





Monticello High School. This meeting was to help Monticello students become more "Life Ready" and discussing the skills students today need to be successful.

#### Smoking Cessation Outreach:

Two quit smoking classes held at Golden Park - Apartment manager continues to post notices in their newsletter for free patch program and classes on site to start in January. Health issues continue to plague this group but core four students declare they are almost smoke free. All of these residents attending do not use NRT due to major health issues. This class has been for support and encouragement. Two residents are moving into new non-smoking apartments.

Conducted smokerlyzer and tobacco outreach at Catholic Charities for eight residents.

During the Great American Smoke Out three staff from the Department of Social Services and four from SCCC were voluntarily tested for nicotine levels as part of health education about tobacco.

Meeting with Rehabilitation Support Services clinician to set up tobacco outreach for patients living in Monticello.

Great American Smoke Out Activities- there were 21 smokers during the course of that week that signed pledges from three different worksites plus two local residents. 16 Support Buddies offered help to their smoking friends for the day. (At least 7 staff were Public Health employees. We had the most support and participants.)

#### Worksite Wellness:

Nov 18- Introductory meeting with Rehabilitation Support Services - regarding worksite wellness ideas.

Nov 30th – Meeting with Monticello Housing to discuss new program ideas for staff wellness and wording for non- smoking policies being adopted Jan 2017.

#### Drug Prevention Outreach:

Liberty High School meeting- for January drug prevention outreach

Paperwork being filled out for the county prescription drug take back day in January.

#### Networking Activities:

Visited Thunder Radio- announcing GASO on Nov 17th and National Rural Health Day

Participated in Community Assessment Focus Group at Monticello Library

Rural Health Network Meeting- focus group conducted and distribution of TFAC Tobacco Survey report

#### Healthy Families Program:

- In November 2016 , Healthy Families hired a Supervisor and collected applications and resumes for a new FSW position. Healthy Families Quarterly board meeting was held on Nov. 4th, 2016, at PHS. Program manager also attended a Statewide Leadership meeting on Nov. 9th, 2016, in Albany. Family Assessment worker also had a site visit from Healthy Families New York on Nov. 17th,2017, at our site at PHS. FSW 's have a total of 71 families in the program and completed 171 home visits and 10 attempted visits. FSW's also helped families with preparation for the Thanksgiving holiday by referring them to other agencies in the county that could help provide food for the holiday. Program Manager completed a home visit observation, with the other home visit observations (3) in December as well as Family Assessment observation, which occur annually. New supervisor will be assisting program manager with home visit observations.

#### Epidemiology/Disease Control:

- The EPI department continues to investigate communicable disease reports of Pertussis in the community; communication continues with Healthcare Providers and local school districts as needed.



- Rabies: During month of November, there has been One positive rabies specimen ( skunk); this was a domestic animal exposure which is on a 6 month quarantine
- The Childhood Lead Poisoning & Prevention Program continues follow cases and investigates reports of elevated Blood levels as reported in Sullivan County children.
- Health Emergency Preparedness Program :
  - Planning has been initiated for a required regional full- scale exercise that is planned for February, 2017.
  - Trainings: staff continues to participate in scheduled webinars/teleconferences during the month of November.

WIC:

- In November, the WIC Coordinator attended a regional Coordinator/Director's meeting in NYC. Updates on WIC procedures and a review of the upcoming LACASA (an auditing visit) scheduled in February, 2017, were discussed. WIC moms initiate breastfeeding at a rate of 80%. The WIC Coordinator and breastfeeding per consultants continue to participate in the Sullivan County Breastfeeding Coalition. Birth and baby Fest plans are well underway. The dental hygienist, Gail, continues to attend the Liberty clinic twice per month and conducts dental screenings for interested WIC participants. Along with all NY WIC agencies, we are working on strategies that will improve WIC participation retention rates. Expanding hours once/month into the evening at the Monticello clinic is being considered for the convenience of maintaining participation of eligible toddlers and older children at WIC.

Youth Bureau:

- No report.





SULLIVAN COUNTY DEPARTMENT OF  
COMMUNITY SERVICES  
STATISTICAL SUMMARY FOR: November 1, 2016 -November 30 ,2016

PROGRAM	CLIENTS ON ROLLS:			CLIENTS ON ROLL:	CLIENTS SERVED	UNITS OF SERVICE
	11/1/2016	ADMISSIONS	DISCHARGES			
***SULLIVAN COUNTY MENTAL HEALTH CLINIC	525	41	42	524	566	1,460
***CHILDREN'S UNIT	43	1	7	37	44	179
TREATMENT REACHING YOUTH (SCHOOL-BASED)	177	7	4	180	184	227
FORENSIC UNIT	70	6	10	66	76	87
DOMESTIC VIOLENCE INTERVENTION & TREATMENT					10	10
<b>TOTAL MENTAL HEALTH</b>	<b>815</b>	<b>55</b>	<b>63</b>	<b>807</b>	<b>880</b>	<b>1,963</b>
ADULT CASE MANAGEMENT	55	0	1	54	55	854
HEALTH HOME	113	1	2	112	114	325
HEALTH HOME (KENDRA) AOT	3	0	0	3	3	16
BLENDED ICM/SCM (CHILD)	11	0	0	11	11	53
SPOA - Adult	46	0	0	46	46	84
SPOA - Child	10	0	0	10	10	12
CHEMICAL DEPENDENCY CLINIC	104	16	12	108	120	451
CHEMICAL DEPENDENCY- FORENSIC	22	0	0	22	22	2
<b>TOTAL TREATMENT PROGRAMS</b>	<b>364</b>	<b>17</b>	<b>15</b>	<b>366</b>	<b>381</b>	<b>1,797</b>
RCPC-MICHELE EHERTS	12	0	0	12	12	
CM CIS					4	20
	<b># of calls</b>	<b>#of ph interv</b>	<b>Outreaches</b>	<b>Hosp Ref</b>	<b>Admits</b>	
MOBILE MENTAL HEALTH	325	148	35	8	5	

SULLIVAN COUNTY DEPARTMENT OF  
COMMUNITY SERVICES  
STATISTICAL SUMMARY FOR: Nov 1, 2015 - Nov 30, 2015

PROGRAM	CLIENTS ON ROLLS:			CLIENTS ON ROLL:	CLIENTS SERVED	UNITS OF SERVICE
	11/1/2015	ADMISSIONS	DISCHARGES			
***SULLIVAN COUNTY MENTAL HEALTH CLINIC	583	2	30	555	1,022	770
***CHILDREN'S UNIT	53	6	6	53	151	69
TREATMENT REACHING YOUTH (SCHOOL-BASED)	170	14	20	164	143	312
FORENSIC UNIT	106		9	97	194	28
DOMESTIC VIOLENCE INTERVENTION & TREATMENT						18
<b>TOTAL MENTAL HEALTH</b>	<b>912</b>	<b>22</b>	<b>65</b>	<b>869</b>	<b>1,510</b>	<b>1,197</b>
ADULT CASE MANAGEMENT	43	3	6	40	108	208
HEALTH HOME	178		10	168	110	352
HEALTH HOME (KENDRA) AOT	1	2	0	3	3	3
BLENDED ICM/SCM (CHILD)	19	2	1	20	9	43
SPOA - Adult					41	103
SPOA - Child					3	5
CHEMICAL DEPENDENCY CLINIC	96	9	17	88	514	
CHEMICAL DEPENDENCY- FORENSIC				38	194	
<b>TOTAL TREATMENT PROGRAMS</b>	<b>337</b>	<b>16</b>	<b>34</b>	<b>357</b>	<b>982</b>	<b>714</b>
RCPC-MICHELLE EHERTS	11	1	1	11	11	48
RPC-KATHY RYAN	24	2	2	24	22	
	<b>#of calls</b>	<b>#of ph interv</b>	<b>Outreaches</b>	<b>Hosp Ref</b>	<b>Admits</b>	
MOBILE MENTAL HEALTH	6	153	33	6	5	
CM CIS	0	0	0	0	0	



**COUNTY OF SULLIVAN**  
**Division of Health and Family Services**  
**SULLIVAN COUNTY HUMAN SERVICES COMPLEX**  
COMMUNITY LANE  
PO BOX 231  
Liberty, NY 12754

Division of Health and Family Services Office of Contracts Compliance  
Monthly Report: November 2016

<b>November 2016</b>	<b>DFS</b>
Total number of formal agreements in effect at the end of the month:	85
Total number of agreements which expired/were terminated at the end of the month:	0
Total number of agreements renewed, extended, or re-initiated at the end of the month:	6
Total number of agreements which were initiated this month:	0
Number of RFP's, Bids, Proposals, Etc. coordinated this month:	0
Number of new agreements, addenda and/or modifications developed this month:	0
Number of intra-county agreements coordinated this month:	2
Performance and outcomes measures developed, identified and/or evaluated:	3
Reports received from on-site monitoring visits and/or follow-ups performed:	3
Reports received from state oversight contract providers:	1
Reports received from self-report contract providers:	3
Reports received from in-house end users:	2
DSS related Plans/Plan updates received:	0
Trend analysis of need indicators performed:	1
Total contract related technical assistance/supports provided:	78
Total number of number of program areas/types of service currently handling:	11
Total number of contracts currently managing:	85

SULLIVAN COUNTY DEPARTMENT OF FAMILY SERVICES

CHILD SUPPORT UNIT	2015 YTD	2016 YTD	2016 NOV
SUPPORT COLLECTIONS	9,102,262	7,625,942	633783
TOTAL NON-DFS	8,487,906	7,084,234	575226
TOTAL DFS	614,356	541,708	58557
TANF	419,412	403,905	44624
NON-TANF	194,944	140,204	13933
TOTAL PETITIONS FILED	284	303	23
# PATERNITIES ESTABLISHED	64	190	12
# OPEN CASES	5467	5352	-37
ADULT SERVICES UNIT:	2015 YTD	2016 YTD	2016 NOV
PERSONAL CARE AIDES			
CASES OPENED	7	9	1
CASES CLOSED	84	15	0
# CASES (AVG.)	95.33333333	48.09090909	46
PERS			
CASES OPENED	2	0	0
CASES CLOSED	37	13	0
# CASES (AVG.)	36.08333333	12.54545455	10
PSA REFERRALS			
16A Neglect by Caregiver	38	14	3
16A Physical Abuse	11	8	1
16A Sexual Abuse	4	1	0
16A Psychological Abuse	10	6	1
16A Financial or Other Exploitation	29	18	1
16B Neglects Own Basic Needs	84	49	6
16B Untreated Medical Conditions	52	27	2
16B Self-endangering Behaviors	30	27	1
16B Unable to Manage Finances	35	27	2
16B Environmental Hazards	44	47	2
PSA			
CASES OPENED	198	227	24
CASES CLOSED	122	208	3
# CASES (AVG.)	144.9166667	192.0909091	201
GUARDIANSHIPS			
OPEN	17	29	1
CHILDREN SERVICES UNIT:	2015 YTD	2016 YTD	2016 NOV
FOSTER CARE			
AVG. MONTHLY CASELOAD (*COMMUNITY)	71.41666667	61.45454545	54
AVG. MONTHLY CASELOAD (**CONGREGATE)	13.58333333	25.63636364	29

CHILDREN SERVICES UNIT:	2015 YTD	2016 YTD	2016 NOV
CHILD PROTECTIVE SERVICES:			
# OF NEW REPORTS	1573	1526	136
# OF INDICATED REPORTS	232	214	23
PHYSICAL ABUSE	16	10	0
EMOTIONAL ABUSE	0	0	0
SEXUAL ABUSE	3	0	0
NEGLECT	40	72	10
DOMESTIC VIOLENCE	11	3	0
EDUCATIONAL NEGLECT	40	34	2
# OF UNFOUNDED REPORTS	873	600	44
# OF COURT ORDERED 1034 INVESTIGATIONS	32	34	3
PREVENTIVE			
AVG. MONTHLY CASELOAD	156.5	139	125
SPECIAL INVESTIGATIONS UNIT:	2015 YTD	2016 YTD	2016 NOV
FRAUD COMPLAINTS AND INVESTIGATIONS:			
# REFERRALS RECEIVED	1,864	901	66
# COMPLAINTS DISMISSED	545	230	12
# ASSIGNED FOR INVESTIGATION	1,319	671	54
# CASES COMPLETED	1,356	1,119	74
# CASES; MONTH END	1,007	559	559
FRONT END DETECTIONS (FEDS) (INCLUDES EVR):			
# CASES REFERRED	735	375	47
# CASES COMPLETED	841	357	50
# CASES DENIED/WITHDRAWN	0	68	8
COST AVOIDANCE	\$ 4,100,186	\$ 714,978	\$ 85,014
RESOURCES UNIT (RECOVERIES):			
ACCIDENT LIENS	\$250,811	\$81,457	\$21,500
PROPERTY LIENS	\$25,404	\$10,008	\$0
ESTATE CLAIMS	\$149,977	\$191,871	\$1,510
INSURANCE, MORTGAGES	\$1,100	\$1,000	\$200
RESOURCE UNIT TOTAL:	\$427,292	\$284,336	\$23,210
BURIALS:			
# REQUESTED	119	154	13
# APPROVED	87	114	9
COSTS	\$227,123	\$291,565	\$23,345
COLLECTIONS:	2015 YTD	2016 YTD	2016 NOV
RECOUPMENTS	\$55,704	\$50,969	\$4,442
RESTITUTION	\$366,543	\$210,510	\$16,063
COLLECTIONS TOTAL	\$422,247	\$261,479	\$20,505

\* Formerly Traditional  
 \*\*Formerly Residential

**SULLIVAN COUNTY DEPARTMENT OF FAMILY SERVICES**

**CASELOADS**

MONTH	PA TANF			PA SAFETY NET			NPA FS			IMA			MA/SSI		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
JANUARY	438	366	370	363	276	299	5850	5805	5880	6675	7059	6242	2702	2636	2700
FEBRUARY	438	357	358	362	277	293	5871	5877	5892	6705	6970	6243	2696	2666	2682
MARCH	436	355	371	353	275	313	5865	5779	5844	6761	6897	6213	2702	2664	2677
APRIL	430	367	356	348	297	305	5834	5745	5918	6890	6797	6158	2652	2646	2686
MAY	422	381	358	355	319	296	5783	5744	5880	6931	6661	6084	2640	2668	2672
JUNE	412	383	354	345	308	300	5746	5712	5857	6935	6639	6024	2654	2680	2680
JULY	418	357	356	308	301	284	5675	5638	5698	6974	6574	5666	2639	2696	2676
AUGUST	408	358	350	301	283	295	5708	5648	5695	7164	6515	5339	2587	2691	2680
SEPTEMBER	379	362	346	283	278	288	5701	5617	5707	7259	6451	5113	2578	2695	2678
OCTOBER	372	369	339	265	287	288	5773	5600	5851	7263	6428	4608	2590	2697	2680
NOVEMBER	364	357	331	273	294	293	5814	5706	5793	7214	6303	4624	2579	2721	2693
DECEMBER	373	362		279	296		5864	5792		7174	6270		2547	2712	
AVERAGE	407.5	365	354	320	291	296	5790	5722	5820	6995	6630	5665	2631	2681	2682
	-18%	-10%		-22%	-9%		3%	-1%		9%	-5%		-3%	1%	

# Sullivan County Public Health Services

## Monthly Report: November 2016



### Certified Home Health Agency

# of new patients: 96  
 # of discharges: 112  
 # of home visits made (includes HHA visits): 1234 Approx.

### Maternal Child Health Program

# of referrals: 22  
 # of visits made: 58

### Car Seat Program and Cribs for Kids Program

# of car seat installations: 16  
 # of car seat checks: 1  
 # of cribs and education sessions: 5

### Communicable Disease Program

# of communicable diseases reported: 93  
 # of STDs reported: 30  
 # of Rabies-related incidents: 22  
 # Rabies Clinics: 0  
 # of animals receiving rabies vaccines: 0  
 # people receiving post exposure prophylaxis for rabies exposure: 2  
 # of HIV Testing: 0                      positive: 0

### Long Term Home Health Care Program

# of skilled nursing home visits made: 76  
 # of total patients on program: 43  
 # of other home visits made: 14

### Healthy Families of Sullivan Program

# of families on program: 71  
 # of home visits made: 171  
 # of referrals: 38

### Immunizations

# of immunizations given: 45  
 # of flu clinics: 4

### Lead Poisoning Prevention Program

# children screened: 93  
 # children with elevated Blood Lead Levels: 1  
 # homes requiring NYSDOH inspection: 0

### Bilingual Outreach Worker

# visits made: 47  
 # of outreach: 60  
 Attended all immunization clinics 11/2

### **WOMEN, INFANTS & CHILDREN (WIC) PROGRAM:**

# of WIC participants served: 2155 (Women: 400 Infants: 382 Children: 914)

### **CHILDREN WITH SPECIAL HEALTH CARE NEEDS (CSHCN) PROGRAM:**

#### Early Intervention Program

# of children in program: 142

#### Pre-K Program

# of children in program: 222

#### Physically Handicapped Children's Program

# of children on PHCP: 0  
 # of children in CSHCN program: 0

#### Child Find Program

# of children in program: 78

#### Children Served in 2015 Through October

Early Intervention Program: 409  
 Pre-K Program: 396  
 PHCP: 1  
 \*\*\*\* - Numbers are not available in NYEIS or EI Billing.

#### Children Served in 2016 Through October:

Early Intervention Program: \*\*\*\*  
 Pre-K Program: 369  
 PHCP: 0