

**HEALTH AND FAMILY SERVICES COMMITTEE**

**TUESDAY, April 18, 2017 1:00 PM**

**Committee Members: Nadia Rajsz, 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: None**

**RESOLUTIONS:**

**Adult Care Center Resolutions –**

1. **To authorize the submission of an application to Walmart for a Community Grant.**

**Department of Community Services Resolutions –**

2. **To amend Resolution No. 449-16.**
3. **To authorize a contract with Healthlink NY to share and exchange health data.**

**Department of Family Services Resolutions –**

4. **To authorize the County Manager to enter into agreements for the provision of Professional Services for period from June 1, 2017 through May 31, 2018.**

**Office for the Aging –**

5. **To authorize the continuation of grant renewal and submission of a 2017 Corporation for National and Community Service (CNCS)/Retired Senior Volunteer Program (RSVP) Grant application; and to accept an award of funds if granted.**
6. **To amend Resolution 50-16 the continuation of grant renewal and submission of a 2016 Corporation for National and Community Service (CNCS)/Retired Senior Volunteer Program (RSVP) grant application; and to accept an award of funds granted.**

**Public Health Services Resolutions –**

7. **To authorize contract(s) with the New York State Department of Health for Funding of the Rabies Program.**

**Youth Bureau – None**

**MONTHLY REPORTS**

Commissioners Report – 8-16

Adult Care Center - 17

Community Services - 18

Family Services -19-21

Office for the Aging – None

Public Health Services – 22

**Public Comment**

**Adjournment**

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

**To:** Sullivan County Legislature

**Fr:** Shennoy Wellington

**Re:** Request for Consideration of a Resolution: Submit grant application to Walmart

**Date:** March 24, 2017

**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 the ACC to submit an application to Walmart / Sam's Club for a  
Community Grant that will fund the purchase of three televisions with wall  
mounts/stands for \$2,500.00.

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

No.

**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 \_\_\_**

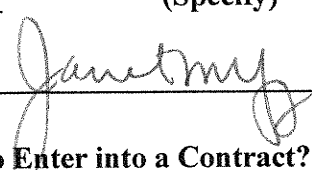
**If "Yes" specify appropriation code(s):** \_\_\_\_\_

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

**Estimated Cost Breakdown by Source:**

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

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



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

**If "Yes", provide information requested on Pages 2 and 3.**

Request for Authority to Enter into Contract with [ \_\_\_\_\_ ] of  
[ \_\_\_\_\_ ]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

Is this a renewal of a prior Contract? Yes \_\_\_ No \_\_\_

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

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

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

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): \_\_\_\_\_

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.)

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Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

Pre-Legislative Approvals:

A. <sup>Assistant</sup> Director of Purchasing: Amyson Lewis Date 4/10/17

B. Management and Budget: Janetmy Date 4/10/17

C. Law Department: [Signature] Date 4/11/17

D. County Manager: [Signature] Date 4/11/17

E. Other as Required: [Signature] Date 3/27/17

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

**RESOLUTION INTRODUCED BY THE HEALTH AND FAMILY SERVICES COMMITTEE TO AUTHORIZE THE SUBMISSION OF AN APPLICATION TO WALMART FOR A COMMUNITY GRANT,**

**WHEREAS**, Walmart makes available Community Grants that strengthen local communities and that address Walmart's/Sam'sClub core areas of giving;

**WHEREAS**, the SCACC would like to enhance the lives of its residents by promoting socialization, and by improving the experience of watching and participating in group programs;

**WHEREAS**, Walmart will fund up to a maximum of \$2,500 for a Community Grant with no matching requirement;

**WHEREAS**, the SC ACC would like to submit a Walmart/Sams Club Community Grant application for funds to purchase three televisions with wall mounts/stands for the facility's multipurpose dining/community room on 1<sup>st</sup> floor, Adult Day Health Services multipurpose room and lobby;

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager and /or Chairman of the County Legislature and / or their authorized representative (*as required by the funding source*) to execute any and all documents necessary to submit the Walmart Community Grant application for funding;

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager and / or Chairman of the County legislature (*as required by the funding source*) to accept the award, and enter into an award agreement or contract to administer the funding secured in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that should the funding be terminated, the County shall not be obligated to continue any action undertake for the use of this funding.

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/Director**

**Re: Request for Consideration of a Resolution: To amend Res. No. 449-16 to correct the name of the provider.**

**Date: March 17, 2017**

**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 amend Resolution No. 449-16 to change the name from "Open Door Family Medical Center, Inc. (A/K/A Hudson Valley Care Coalition)" to Hudson Valley Care Coalition".

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Yes, with the passing of the Patient Protection & Affordable Care Act which allows the implementation of Health Homes.

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

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

**Amount to be authorized by Resolution: \$ 26,000.00**

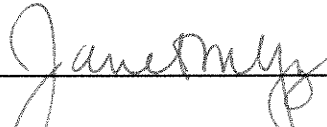
**Are funds already budgeted? Yes  No**

**If "Yes" specify appropriation code(s): A4320-42-40-4013**

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

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ <u>26,000.00</u>
Federal Government	\$ _____	(Specify)	<u>Reimbursement from Medicaid billing.</u>

**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 [ Executive Director/CEO ] of  
[Open Door Family Medical Center, Inc. (A/K/A Hudson Valley Care)]

Nature of Other Party to Contract: .

**Other:** Health Homes

Duration of Contract: From 01/01/2016 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 04/01/2013 To 12/31/2015

Amount authorized by prior contract(s): 26,000.00

Resolutions authorizing prior contracts (Resolution #s): 182-14

Future Renewal Options if any:

Renewable every two years.

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:

Under the Federal Patient Protection and Affordable Care Act.

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): \$26,000.00

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.)

N/A

Person(s) responsible for monitoring contract (Title): Joseph A. Todora, Commissioner/Director

**Pre-Legislative Approvals:**

- Assistant*  
A. Director of Purchasing: Amyson Lewis Date 4/10/17  
B. Management and Budget: Janetmy Date 4/10/17  
C. Law Department: [Signature] Date 4/11/17  
D. County Manager: [Signature] Date 4/17/17  
E. Other as Required: [Signature] Date 3/21/17

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



Resolution No. \_\_\_\_\_

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE.**

**RESOLUTION TO AMEND RESOLUTOIN NO. 449-16**

**WHEREAS**, Resolution No. 449-16, adopted by the Sullivan County Legislature (hereinafter "Legislature"), which authorized the County Manager to extended a contract between the County of Sullivan, through the Department of Community Services (DCS) and Open Door Family Medical Center, Inc. (A/K/A Hudson Valley Care Coalition); and

**WHEREAS**, Open Door Family Medical Center, Inc. is no longer doing business, but is doing business under Hudson Valley Care Coalition; and

**WHEREAS**, Resolution No. 449-16 which reads "To extend the contract with Open Door Family Medical Center, Inc. (A/K/A Hudson Valley Care Coalition)..." should read "To extend the contract with Hudson Valley Care Coalition...", and

**NOW, THEREFORE, BE IT RESOLVED**, the Sullivan County Legislature hereby amends Resolution No. 449-16 authorizes the County Manager to extend an agreement for a term of January 1, 2016 and shall remain in effect till December 31, 2017 between the Department of Community Services and Hudson Valley Care Coalition; and

**BE IT FURTHER RESOLVED**, the form of said agreement be approved by the Sullivan County Attorney's 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/Director

**Re:** Request for Consideration of a Resolution: To contract with HealthlinkNY

**Date:** 3/27/2017

**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.]

Participate in interface and exchange of participants electronic health records with HealthlinkNY and the State Health Information Network of New York (SHIN-NY). This data exchange will be in accordance with the health information technology standards and specifications. The data will include patient demographics interface and clinical data interface via transmission of the continuity of care.

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

Not at this time.

**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:** \_\_\_\_\_ 

**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 [ Christina Galanis, Exec. Drctr ] of [ HealthlinkNY ]**

**Nature of Other Party to Contract:** Not-For-Profit Corporation    **Other:**

**Duration of Contract:** From 05/01/2017 To 04/30/2018

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

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

**Dates of prior contract(s):** From \_\_\_\_\_ To \_\_\_\_\_

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

**Resolutions authorizing prior contracts (Resolution #s):** \_\_\_\_\_

**Future Renewal Options if any:**

Yearly renewal for the contract.

**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.]:

With the implementation of Health Homes, sharing information is critical with other agencies for the well-being of the client.

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

**Total Contract Cost for [year or contract period]:** (If specific sum is not known state maximum potential cost): 0

**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.)**

This is the only company in the area that is providing this service.

**Person(s) responsible for monitoring contract (Title):** Joseph A. Todora, Commissioner/Director

**Pre-Legislative Approvals:**

- A. <sup>Assistant</sup> Director of Purchasing: Amison Lewis Date 4/10/17
- B. Management and Budget: [Signature] Date 4/10/17
- C. Law Department: [Signature] Date 4/14/17
- D. County Manager: [Signature] Date 4/17/17
- E. Commissioner: [Signature] Date 3/28/17

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

Resolution No. \_\_\_\_\_

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE.**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH HEALTHLINK NY.**

**WHEREAS**, the County of Sullivan, wishes to contract with HealthlinkNY to share and exchange health data with HealthlinkNY and the State Health Information Network of New York (SHIN-NY); and

**WHEREAS**, the contract will be in accordance with applicable health information technology standards and specification; and

**WHEREAS**, the information will include but not limited to patient demographics, clinical data interface for the continuity of care document (CCD); and

**WHEREAS**, the contract shall be an annual contract, renewable by written notice annually; and

**NOW, THEREFORE, BE IT RESOLVED**, the Sullivan County Legislature authorizes the County Manager to contract with Healthlink NY, Inc. to share and exchange the data electronically.

**BE IT FURTHER RESOLVED**, the form of said contract shall be approved by the Sullivan County Attorney's 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: Professional CPS Related Services with JFC Consulting and WIHD

**Date:** 3/24/2017

**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 Professional Services to accomplish CPS related services with JFC Consulting and Westchester Institute for Human Development (WIHD).

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

Yes, SOS.LAW § 423-a: NY Code- Section 423-a: Child advocacy centers established and NY Code- Title 6: Child Protective Services (CPS).

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

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

Amount to be authorized by Resolution: \$ 50,000.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): 6119-46-4615

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

**Estimated Cost Breakdown by Source:**

County	\$ <u>19,000.00</u>	Grant(s)	\$ _____
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State	\$ _____	Other	\$ _____
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Federal Government	\$ <u>31,000.00</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 [JFC Consulting,LLC & WIHD] of [Armonk, NY (JFC,LLC) & Valhalla, NY (WIHD)]

Nature of Other Party to Contract: ·

**Other:** Local & Out of County

Duration of Contract: From 06/01/2017 To 05/31/2018

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 06/01/2016 To 05/31/2017

Amount authorized by prior contract(s): 50,000.00

Resolutions authorizing prior contracts (Resolution #s): 169-16, 256-15

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:

Yes, SOS.LAW § 423-a: NY Code- Section 423-a: Child advocacy centers established and NY Code- Title 6: Child Protective Services (CPS).

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): JFC Consulting, LLC NTE \$35,000 & WIHD NTE \$15,000 annually.

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): Services Director

**Pre-Legislative Approvals:**

- A. <sup>Assistant</sup> Director of Purchasing: Aimee Lewis Date 4/10/17
- B. Management and Budget: Janet Myers Date 4/10/17
- C. Law Department: [Signature] Date 4/11/17
- D. County Manager: [Signature] Date 4/17/17
- E. Commissioner: [Signature] Date 3/23/17

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 PROFESSIONAL SERVICES FOR PERIOD FROM JUNE 1, 2017  
THROUGH MAY 31, 2018**

**WHEREAS**, the County of Sullivan, through the Department of Family Services requires certain professional services to accomplish the provision of Child Protective Services (CPS) related services for Sullivan County youth and families; and

**WHEREAS**, the Department of Family Services wishes to develop an entry into a viable Child Advocacy Center (CAC) while working toward developing a more local CAC; and

**WHEREAS**, the Department of Family Services wishes therefore to contract with

- JFC Consulting, LLC for the provision of child abuse and/or neglect medical consultant services at an annual cost not-to-exceed \$35,000; and
- Westchester Institute for Human Development for the provision of non-acute clinical sexual abuse services at an annual cost not-to-exceed \$15,000.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute agreements for the provision of the above mentioned professional services during the period from 6/1/2017 through 5/31/2018; 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 professional services contracts collectively not exceed the Department of Family Services budgeted amount for these 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:** Deborah E. Allen, Director, Office for the Aging

**Re:** Request for Consideration of a Resolution:

**Date:** 3/9/2017

**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 the Continuation of grant renewal and submission of a 2017 Corporation for National and Community Service (CNCS)/Retired Senior Volunteer Program (RSVP) Grant Application; and to accept an award of funds if granted. Year two of a 3 year cycle.

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

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

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

**Amount to be authorized by Resolution:** \$ 230,514.00

**Are funds already budgeted? Yes  No**

**If "Yes" specify appropriation code(s):** A7610-89 - 2017 Projected Budget

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

**Estimated Cost Breakdown by Source:**

County	<u>\$162,285.00</u>	Grant(s)	<u>\$0.00</u>
State	<u>\$6,368.00</u>	Other	<u>\$8,000.00</u>
Federal Government	<u>\$53,861.00</u>	(Specify)	<u>Fundraising</u>

**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 [ \_\_\_\_\_ ] of  
[ \_\_\_\_\_ ]

Nature of Other Party to Contract: ·

Other:

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

Is this a renewal of a prior Contract? Yes \_\_\_ No \_\_\_

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

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

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

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): \_\_\_\_\_

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): \_\_\_\_\_

**Pre-Legislative Approvals:**

- A. <sup>Assistant</sup> Director of Purchasing: Amson Lewis Date 4/10/17
- B. Management and Budget: Granmy Date 4/10/17
- C. Law Department: [Signature] Date 4/11/17
- D. County Manager: [Signature] Date 4/10/17
- E. Commissioner: [Signature] Date 3/9/17

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

**RESOLUTION \_\_\_\_\_ INTRODUCED BY THE HEALTH & FAMILY SERVICES COMMITTEE TO AUTHORIZE THE CONTINUATION OF GRANT RENEWAL AND SUBMISSION OF A 2017 CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (CNCS)/ RETIRED SENIOR VOLUNTEER PROGRAM (RSVP) GRANT APPLICATION; AND TO ACCEPT AN AWARD OF FUNDS IF GRANTED.**

**WHEREAS**, the Sullivan County Office for the Aging (SCOFA) presently operates a Retired Senior Volunteer Program (RSVP) federally funded via the Corporation for National and Community Service (CNCS); and

**WHEREAS**, the CNCS has notified the SCOFA that they are eligible for a continuation of the Grant Renewal as the incumbent agency for federal funds of \$53,861.00 for the period of April 1, 2017 through March 31, 2018 (year two of a 3 year cycle). The total projected 2017 budget of 230,514.00\*(this includes \$6,368.00 in State funding and \$8000.00 in in-kind and fund raising match) with the actual total county match being 162,285.00.

**WHEREAS**, the SCOFA seeks to continue the RSVP as part of the effort to improve lives, strengthen our communities and foster civic participation through senior service and volunteering; and

**WHEREAS**, the SCOFA is considered eligible to submit a renewal application for 2016-2019 RSVP funding.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager and / or the Chairman of the County Legislature (*as required by the funding source award agreement / contract*) to execute any and all necessary documents to submit the RSVP renewal application for funding, to accept the award should one be granted, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that should the 2016-2019 RSVP funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

**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:** Deborah E. Allen, Director, Office for the Aging

**Re:** Request for Consideration of a Resolution: Resolution to Amend Resolution 50-16

**Date:** 3/9/2017

**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.]

Resolution to amend the 2016 Corporation for National and Community Service (CNCS)/Retired Senior Volunteer Program (RSVP) Grant Application; and to accept an award of funds granted.

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

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

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

**Amount to be authorized by Resolution:** \$ 240,438.00

**Are funds already budgeted? Yes  No**

**If "Yes" specify appropriation code(s):** A7610-89 - 2016 Projected Budget

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

**Estimated Cost Breakdown by Source:**

County	\$ <u>169,105.00</u>	Grant(s)	\$ <u>0.00</u>
State	\$ <u>5,972.00</u>	Other	\$ <u>8,000.00</u>
Federal Government	\$ <u>57,361.00</u>	(Specify)	<u>Fundraising</u>

**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 [ \_\_\_\_\_ ] of  
[ \_\_\_\_\_ ]

Nature of Other Party to Contract: ·

Other:

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

Is this a renewal of a prior Contract? Yes \_\_\_ No \_\_\_

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

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

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

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): \_\_\_\_\_

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): \_\_\_\_\_

**Pre-Legislative Approvals:**

- A. Director of Purchasing:** Assistant  
Alyson Lewis Date 4/10/17
- B. Management and Budget:** Janet Myers Date 4/10/17
- C. Law Department:** [Signature] Date 4/11/17
- D. County Manager:** [Signature] Date 4/17/17
- E. Commissioner:** [Signature] Date 3/9/17

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



**RESOLUTION \_\_\_\_\_ INTRODUCED BY THE HEALTH & FAMILY SERVICES COMMITTEE TO AMEND RESOLUTION 50-16 THE CONTINUATION OF GRANT RENEWAL AND SUBMISSION OF A 2016 CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (CNCS)/ RETIRED SENIOR VOLUNTEER PROGRAM (RSVP) GRANT APPLICATION; AND TO ACCEPT AN AWARD OF FUNDS GRANTED.**

**WHEREAS**, the Sullivan County Office for the Aging (*SCOFA*) presently operates a Retired Senior Volunteer Program (*RSVP*) federally funded via the Corporation for National and Community Service (*CNCS*); and

**WHEREAS**, the *CNCS* has notified the *SCOFA* that they are eligible for a continuation of the Grant Renewal as the incumbent agency for federal funds of \$57,361.00 for the period of April 1, 2016 through March 31, 2017 (year one of a 3 year cycle). The total projected 2016 budget of 240,438.00\*(this includes \$5,972.00 in State funding and \$8000.00 in in-kind and fund raising match) with the actual total county match being 169,105.00.

**WHEREAS**, the *SCOFA* seeks to continue the *RSVP* as part of the effort to improve lives, strengthen our communities and foster civic participation through senior service and volunteering; and

**WHEREAS**, the *SCOFA* is considered eligible to submit a renewal application for 2016-2019 *RSVP* funding.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager and / or the Chairman of the County Legislature (*as required by the funding source award agreement / contract*) to execute any and all necessary documents to submit the *RSVP* renewal application for funding, to accept the award should one be granted, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that should the 2016-2019 *RSVP* funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

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:** Nancy McGraw, Public Health Director

**Re:** Request for Consideration of a Resolution: To authorize acceptance of funding from NYS Dept. of Health for the Rabies Program.

**Date:** March 27, 2017

**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.]

We request that the County Manager be authorized accept funding from NYS Department of Health for \$38,094 to partially fund PHS' Rabies Program for the period 4/1/17-3/31/19. These grant funds are to be used to support local efforts to reduce the prevalence of rabies, to provide human rabies treatments, collect specimens, and promote education and prevention activities.

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

Yes, local health departments are required by Public Health Law (PHL) to provide these services.

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

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

**Amount to be authorized by Resolution:** \$ 38,094.00

**Are funds already budgeted? Yes  No**

**If "Yes" specify appropriation code(s):** various approp (exp.) accounts; #A4050-R3401-R171 \*\*

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

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$ _____
State	\$ <u>38,094.00</u>	Other	\$ _____
Federal Government	\$ _____	(Specify)	<u>**State Aid Public Health - Diagnostic/Treatment</u>

**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 Department of Health] of  
[(Contract #C-026540-3)]

Nature of Other Party to Contract: ·

Other: New York State Dept.  
of Health

Duration of Contract: From 04/01/2017 To 03/31/2019

Is this a renewal of a prior Contract? Yes \_\_\_ No

If "Yes" provide the following information:

\*Five year total as reduced by

Dates of prior contract(s): From 04/01/2012 To 03/31/2017 NYS DOH.

Amount\* authorized by prior contract(s): 88,900.44

Resolutions authorizing prior contracts (Resolution #s): Resolution was not prev. required.

Future Renewal Options if any:

Because of the state requirement for these services, funding is made available to this agency.

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:

As noted on page 1 of this cover sheet, local health departments are required by Public Health Law (PHL) to provide Rabies Program 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.]:

N/A

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): For the period 04/01/17 - 03/31/19: \$38,094.00.

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.)

N/A

Person(s) responsible for monitoring contract (Title): Public Health Director

Pre-Legislative Approvals:

- A. <sup>Assistant</sup> Director of Purchasing: Amyson Lewis Date 4/10/17
- B. Management and Budget: [Signature] Date 4/10/17
- C. Law Department: [Signature] Date 4/11/17
- D. County Manager: [Signature] Date 4/17/17
- E. Commissioner: [Signature] Date 3/23/17

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

**RESOLUTION                    INTRODUCED BY HEALTH & FAMILY SERVICES  
COMMITTEE TO AUTHORIZE CONTRACT(S) WITH THE NEW YORK STATE  
DEPARTMENT OF HEALTH FOR FUNDING OF THE RABIES PROGRAM**

**WHEREAS**, the NYS Department of Health has made funding available to the county to be used to support local efforts to reduce the prevalence of rabies, to provide human rabies treatments, collect specimens, and promote education and prevention activities. A comprehensive program includes: public and professional outreach and education; collaboration with local health care providers for assessing risks to dog and cat bites, collecting specimens for testing, pet vaccination clinics, and medical management of at risk human exposure through human rabies treatments.

**WHEREAS**, local health departments are required by Public Health Law (PHL) to provide these services. Sullivan County Public Health wishes to accept grant funding in the amount of \$38,094.00 for the two year grant period noted below (covered by Contract # T32481GG)

**WHEREAS**, the grant term is for 4/1/2017 through 3/31/2019, to be renewed bi-annually dependent on NYSDOH funding availability.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be authorized to enter into this contract with the New York State Department of Health to accept this grant funding for the period April 1, 2017 – March 31, 2019.

**BE IT FURTHER RESOLVED**, that future contract(s) are approved/will continue on an on-going basis dependent upon continued funding from the NYS Department of Health for Rabies Program, and signed on the Grants Gateway by the County Manager.

**Moved by  
Seconded by  
and adopted on motion**



# Division of Health and Family Services

February 2017 Monthly Report

**JOSEPH A. TODORA, COMMISSIONER**

April 18, 2017

# Division of Health and Family Services

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## February 2017 Monthly Report

### **Adult Care Center:**

#### Facility:

- Facility commenced Electronic Dementia Guide for Excellence (EDGE) Project. Funding for project was made possible through the Advanced Training Initiative (ATI) grant from NYSDOH. EDGE is designed to help improve quality of life for persons with Alzheimer's disease and related dementias by using state of the art techniques, care practices, and interventions.
- Labor/Management meeting with Teamsters was held on February 10, 2017.

#### Marketing:

- Representative attended the Chamber of Commerce First Friday Breakfast on 2/3/17.
- Video ad continued to run on TV screens at DMV, Blue Horizon Diner, Liberty Diner, Ted's Restaurant, and Peck's Market in Eldred.
- Placemat ads were ordered for Salt and Pepper restaurant in Monticello.
- Facility monthly newsletter was distributed through e-mail, with hard copies available at the ACC.
- Satisfaction surveys were mailed to all residents discharged in previous calendar month.
- Staff member Peter Fanning, who serves a LPN was nominated for "Men at Work" and was featured in SC Democrat. He was among the men featured in the special edition of the Democrat on March 24th. Facility also created ¼ page color ad to run with Men at Work article featuring Mr. Fanning.
- Staff participated in "Wear Red for Women" in celebrating heart health day on 2/3 and raised \$107 in heart sales for the WVOS/WSUL Heart-a-thon. Facility sponsored radio ads on heart healthy tips; which broadcasted during the WVOS/WSUL Heart-a-thon.
- Articles were submitted to all local papers highlighting the Valentine's Day party held at the facility.
- A ¼ page ad for PBA fundraiser program in March was submitted.
- Outreach visits to Senior Meal sites on 2/6, 2/8, 2/15, and 2/23.

### **Community Services:**

#### Ongoing Operations:

- The Department was approved in 2014 for the OMH (Office of Mental Health) Vital Access Provider (VAP) grant to run for four (4) years and started in 2015. This grant was amended to three (3) years by the State; Community Services just started the third year and final year. With this grant DCS (Department of Community Services) has completed most of the goals and is still looking at purchasing additional programs for 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 for both clinicians and doctors.
- Community Services has been offering in February through NYAPRS a series of Trauma Informed and other trainings. In April/May DCS will start to schedule the annual Corporate Compliance and HIPAA/Safety trainings.
- There have been no new developments with the "Just-In-Time" scheduling. On February 27, 2017, Community Services started to implement our Behavioral Health Clinic with a blend of both mental health and alcohol and drug abuse services clinics, as both Office of Mental Health (OMH) and Office of Alcohol and Substance Abuse Services (OASAS) approved our merging of the clinics. The management team will monitor this process, but it looks to be running smoothly so far.

- 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 February's Adult SPOA Committee meeting, reviewed the status/updates of twenty-two (22) referrals from the previous month. The status of thirteen (13) new referrals were received, discussed and reviewed by the SPOA Committee. The Coordinator reviewed all incoming referrals, gathered additional information as necessary, and reviewed each case with the SPOA Committee. Through ongoing collaboration with service providers, clients were linked to Health Home Care Management services, ATI/ILI, RSS housing and the respite apartment, support groups in the community, and Sullivan PROS. One (1) was approved for an Adult Home. One (1) Golden Ridge Apartment Application was submitted. Clients were also linked to mental health and, if applicable, substance abuse treatment providers. Referral packets were sent to various service providers by coordinator. Referral sources were notified of recommendations and all was documented appropriately. 2.) At February's Children's SPOA Committee meeting, we reviewed the status/updates of fourteen (14) referrals from the previous month. The status of six (6) new referrals were received, discussed and reviewed by the SPOA Committee. The Coordinator reviewed all referrals, gathered additional information as necessary, and reviewed each case with the SPOA Committee. Through ongoing collaboration with service providers in the community, children/families were linked to Sullivan ARC in-home respite, ATI -The Family Support Program, RSS Recreation, outreach CM services/ Children's HHCM, ILC's parent specialist, Home and Community Based Waiver services, and OPWDD services. Referral packets were sent to various service providers by the coordinator. In addition, two (2) PACC referrals were initiated and SPOA letters of support for RTF level of care was submitted.
- The mental health housing wait list from our monthly SPOA meetings are as follows: twenty-one (21) people for RSS Pleasant Street Community Residence, eighteen (18) people for RSS Revonah Hill MICA Community Residence, twenty-three (23) people for RSS Supportive Apartment Program, sixty-one (61) for RSS Supported Housing, zero (0) for RSS Long Stay beds at RSS, twenty (20) people for RSS Invisible Children's Program and seventeen (17) 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. There are four (4) Adult Homes in the county which are as follows: Arcadia has forty-three (43) people with a capacity of one hundred fourteen (114) and 79.07% of residents have mental illness (MI); Jeffersonville has fifty-nine (59) people with a capacity of sixty (60) and 91.53% have MI; Narrowsburg has seventy-four (74) with a capacity of seventy-nine (79) and 83.78% have MI; and Swan Lake has twenty-two (22) with a capacity of twenty-seven (27) and 86.36% have MI. There are five (5) people waiting for a vacancy in an OMH/Family Care residence.

#### Local Government Units Activities:

- The department is still working with the NYS Regional Delivery System Reform Incentive Payment programs (DSRIP) which was implemented two years ago. The three entities in our area which have been 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.
- Our other Community Service Coordinator in February sat on several webinars, including Justice Center Mental Health Collaboration, Council on Children and Families KWIC, and NYSEG's Project SHARE Heating Fund. Also was on some phone conferences like, DMH/DDRO Monthly phone call, as well as a phone call/webinar with CLMHD Mental Hygiene Planning Committee. She attends the Leadership Sullivan program/activities, as well as attended meetings for CSB, SALT Steering, High Risk, SALT, Behavioral Health Sub-Committee, Housing Task Force, and Open Access. While in the office, a lot of time was spent on the Policy and Procedure Manual, completing a Homelessness Survey, reviewing monthly stats and forwarding them to OMH, reviewing 4th Quarter Total Unique Individuals for OMH, collecting data for the Client Satisfaction Survey, and reviewing information on the OASAS CPS site regarding the Local Services Plan. And have reached out to Crystal Run Insurance regarding clients in common and being a provider.



- The Department continues to work with local providers in finding funding/grants to provide help to families whose children have been diagnosed 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 Catskill Regional Medical Center (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 has been taken over by SALT as a subcommittee and seems to be doing well.

Other activities participated in:

- Community Services is still heavily involved with the implementation of Hudson River Regional Planning Consortium Advisory Group. This is a specific set of stakeholders which include but are not limited to: Community Mental/Behavioral Health Directors in the 7 counties throughout the Hudson region, the Office of Mental Health, Department of Health, managed care organizations (MCO's), hospitals & health providers, consumers, peers, youths and families, Population Health Improvement Programs (PHIP), Performing Providing System (PPS), Local Departments of Social Services (LDSS) & Local Health Departments (LHD). This group of stakeholders will review the implementation of Behavioral Health Managed Care. This group held its second official meeting and elected people to sit on the various committees and did a meet and greet of all participating. The RPC Advisory Group formulated an agenda, from the issues/data collected from the previous meetings and will collaborate together to 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. It will be this group's responsibility to report back to the Conference of Local Mental Hygiene Directors as to systems adequacy and the quality of consumer services being provided under managed care.
- NYSTART meeting.
- Monthly All-Staff meeting at DCS.
- Meet with the SC. Jail.
- Presented Behavioral Health Training – No Wrong Door to various county employees.
- Participated in an OASAS Planning webinar.
- Reviewed Governor Cuomo's 2017-2018 State Budget and its impacts.
- Meet with the following agencies:
  - SALT (Sullivan Agencies Leading Together).
  - Housing Taskforce.
  - Sullivan Leadership.
  - Catholic Charities.

Other regular activities performed were:

- The meeting of the internal corporate compliance committee reviewing internal operations, Office of People with Developmental Disabilities (OPWDD) directors and leadership meetings, Conference of Local Mental Hygiene Directors Executive and Directors meetings, Legislative committee & actions, the Community Services Board (CSB), the Behavioral Health Planning Subcommittee, and attended the New York State Association of Counties (NYSAC) conference in Albany.

**Family Services:**

Contracts:

- Basic workload volume: In February 2017 this office began with 85 active DFS agreements in place. Resolutions were prepared this month for Access Supports for Living, Inc., for their Clinical Casework and Community Alternatives Preventive Services. Contract preparations continued for the 23 contracts that expired in December by obtaining all required documentation and necessary signatures. In addition to the 23 expired, new contracts were prepared and sent out to Hillside

Children's Center and Community Maternity Services for Foster Care Services. Work began for the initial phase of preparing an RFP for Domestic Violence Services.

- Contract Monitoring: The practice of visiting contracted providers continued and a site visit took place at William George Agency. A report was written and sent to the contractors for their records. The practice also continued of having a representative from Contracts attended monthly case reviews with the Department and the contracted providers for Preventive Services. Monthly reviews took place for the documentation associated with the invoicing of one on one services for one contracted provider. This office received data for compliance from Sullivan County Child Care Council for their Registration/Inspection and Informal Related contracts as well as the Town of Walkill Boys and Girls Clubs and Dispute Resolution Center. Also, exclusion screening for all contractors was completed.

#### Special Investigations

- As of 2/1/17 the Special Investigations Unit had 560 Active Investigations. During the month 72 total Fraud Referrals were received resulting in 53 investigations assigned to the Unit and 19 were dismissed. The Fraud Investigators completed 98 investigations. As of 2/28/17 the end of the month total was 516 active investigations.
- The unit received 44 referrals and closed 65 Front End Detection and Eligibility Verification Review Investigations. 11 of the closed investigations were denied/withdrawn due to the investigation which resulted in a \$118,458 Monthly Cost Avoidance.
- The unit collected \$913 for Accident Lien Recovery, \$3,625 for Estate Claim Recovery, and \$100 in mortgages, a total of \$4,638 in Resource Recovery.
- The Unit received 12 requests for indigent burials resulting in 5 burials being approved, \$12,962 total indigent burial costs.

#### Child Support Enforcement:

The Child Support Enforcement Unit Collections for the month of February 2017 are \$608,800. The total TANF collections are \$25,627 and the total DFS NON-TANF collections are \$5,949. The DFS total amount collected was \$31,576. There were 26 petitions filed in the month of February 2017 and 21 Paternity Establishments (including acknowledgements). Total CSEU cases open as of February 2017 are 5292.

#### Services

##### Foster Care/Adoption

- As of February 28, 2017, there are 95 children in foster care; 58 children are placed in regular and therapeutic community foster homes or home on trial, 37 additional children are in congregate care placement, and there were no children AWOL. Of the total number of children in foster care, 22 are freed for adoption, and 7 additional children have a goal of adoption. One child with the goal of adoption has 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 128 new reports alleging child abuse and/or maltreatment in February 2017. Twenty-seven of these reports were assigned to the FVRT.

##### Preventive

- The preventive unit has 140 open cases at the end of February 2017. Of the 140 open cases, 32 are active referrals that are receiving assessments and/or short term services. There were 18 new referrals received during the month of February.

##### Adult Services

- The Adult Services unit has 205 open PSA cases at the end of February 2017. Of the 205 cases, 101 are representative payee cases, and 29 cases are guardianships.
- Personal Care Aide services are provided to 40 cases.
- There are nine PERS (personal emergency response) cases and no long term care cases.

### Temporary Assistance (TA)

As of 2/28/17, the breakdown of Temporary Assistance active cases was as follows:

- 346 PA TANF cases (Public Assistance, Temporary Aid to Needy families)
- 326 PA SN cases ( Public Assistance, Safety Net)
- 5910 NPA FS (Non- Public Assistance, Food Stamps)

### Medical Assistance (MA)

As of 2/28/17, the breakdown of Medical Assistance active cases was as follows:

- 3909 MA cases (Medical Assistance)
- 2723 MA/ SSI cases ( Medical Assistance/ Supplemental Security Income)

### Department Updates:

- The regular component of HEAP is ending on 3/17/17 and the emergency component is ending on 3/31/17. We have not been given an end date for the Heating Repair and Replacement Component, which started on 11/7/16.
- The Clean and Tune component of the Home Energy Assistance Program closed on February 3, 2017.
- We continue interviewing for several clerk vacancies and 3 Social Welfare Examiner (SWE) positions. 2 of the 3 SWE positions are due to promotions of 2 SWEs to Senior Social Welfare Examiners.
- Completed the Annual Plan Update for the County's Child and Family Services Plan. This plan outlines services under OCFs and how they will be administered. The Plan is of 5 year duration and runs from 2012-16 but was extended for a year to 2018, when a new 5 year plan will need to be developed.

### Office of the Aging:

- EISEP Services-(non-medical, non-Medicaid homemaker services)-628 hours of homemaker/personal care services provided to 19 participants. Participants also received 90 hours of case management.
- Home Delivered Meals-3,278 meals provided to 192 participants.
- Congregate Meals-927 meals provided to 139 participants.
- Medical Transportation-65 trips provided by RSVP/SCT to doctor's offices and medical facilities in and out of the county.
- Shopping Bus-67 trips by Sullivan County Transportation.
- Emergency Medical Alerts provided to 50 individuals.
- HIICAP-(Health Insurance Information Counseling and Insurance Program)-48 individuals assisted with health insurance/prescription issues.
- Seventy-five individuals assisted/assessed for Office for the Aging programs and other services they might be eligible for.
- Attended Regional Caucus Meeting for OFA Directors in Schoharie County 2/3/17.

### Public Health Services:

#### Administration:

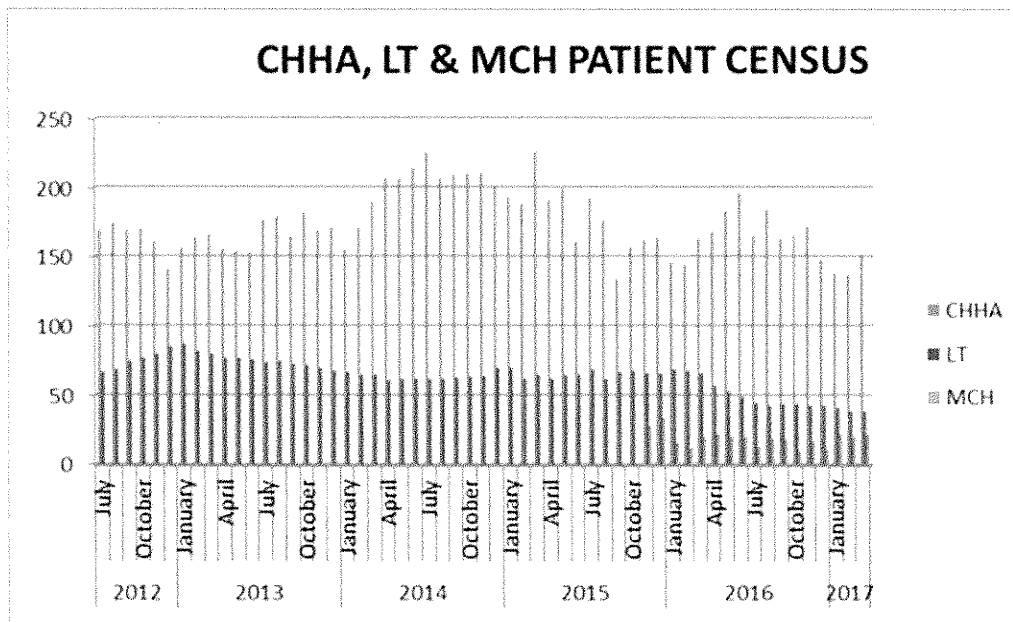
Public Health Director:

- Attended annual NYSACHO monthly meeting for Commissioners/Directors
- Attended Health & Family Services Committee, Executive, Full Board
- Attended various emergency planning committee meetings in preparation for Feb. drill
- Discussions with OGS regarding status of health impact assessment RFP
- Discussions with NYSDOH District office staff and MPH intern to discuss project to improve immunization rates
- Worked with personnel on various personnel issues and posting vacancies
- Worked on contract related issues with OGS

- Completed Community Health Improvement Plan update and State AID Application program questions for NYSDOH
- 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.
- Participated in several Task Force meetings and Rural Health Network committee meetings for community planning.
- Visited Touro Dental College with PRASAD and presented Sullivan County's dental health needs assessment
- Participated in Sullivan 180, Healthy Sullivan and various other committee meetings throughout month
- Met with union representatives to discuss staffing issues and concerns
- Hired Deputy Public Health Director to start mid-February.

Certified Home Health Care Agency/ Long Term Care:

In February 2017, The Certified Home Health Care Agency (CHHA) and Long Term Home Health Care Program (LT) continued to transition towards entirely electronic documentation. The Speech Therapist and the two Occupational Therapists were trained on the electronic medical record. Management level staff continued to in-service and audit staff in accordance with the Plan of Correction from our latest DOH Survey, and received education about the new DOH regulations for Condition of Participation. The following chart represents the CHHA, Long Term and Maternal Child Health patient census trends over the last 4 years:



Early Intervention

- A request to fill was submitted for the vacant Principal Account Clerk position. One candidate was interviewed in February. We have canvassed the remainder of the list and are waiting to see if any other candidates are interested in the position.
- The Early Care Program has placed our community outreach initiative on hold temporarily due to staffing issues. We hope to visit all of the pediatricians in the County by mid-year. We are offering an updated in-service to those providers that have had staff turnover to familiarize them with the Children with Special Health Care Needs Program, Early Intervention and Preschool Special Education Programs and the Physically Handicapped Children's Program.

#### Health Education:

- 2/3: Wear Red Day / Red Snack Day for PHS staff
- 2/5: SUNY Sullivan Men's Basketball Game Outreach: Men's Health, Flu, general PHs info. ~ 10 people
- 2/14: Monticello High School Nutritional Outreach with CCE: Nutrition and physical activity outreach: 80 students
- 2/15: Monticello High School Nutritional Outreach with CCE: Nutrition and physical activity outreach: 80 students
- 2/23: Sullivan West High School Nutritional Outreach: Sugar Shock, being a smart consumer and physical activity outreach: 110 students
- Various community outreach events and presentations on health education topics.

#### Healthy Families Program:

- The Healthy Families Program supervisor completed training in Kingston with PCANY, Healthy Families plans to hire an FSW starting on March 13th. She will be doing her in house training and will be going to FSW core training in April.
- FSW's currently have 68 families in the program, 12 needed to reach maximum capacity. FSW's have completed 179 home visits and 12 attempted visits for February. Staff has participated in wear Red day for Heart Health. (see photo) Program Manager looks forward to having a full time staff and increasing our caseload to full capacity at 80 participants after all staff is trained and in place. Staff participated in Go Red For Women Day to increase awareness of heart disease in women.



#### EPI:

- The department held its Emergency preparedness drill on February 28 at the Emergency Services Fire Training Center as the EOC for the health department. Planning partners included local law enforcement, health and human services organizations and their representatives, the Division of Health & Family Services Commissioner, the Public Health Director, the county attorney's office, hospital representatives and adult care facilities, and other local and state officials. The drill was part of a larger regional drill required by NYS Department of Health of health departments to test their Pandemic flu and Isolation & Quarantine emergency response plans. The drill exercise was the culmination of several months of planning meetings with community partners and local officials. About 40 planning partners and PHS staff attended and participated.



Joe Todora Division H&FS Commissioner



PH Director N. McGraw, DOH Regional Rep, Beth Gilmore, SCHN



Epi Nurses A. Wolfe and J. Schwatz



County Attorney Cheryl McCausland



PHS Staff J. Hubert-Brown and S. Brown



PHS Staff M. France and W. Salonich

- Staff continues to be extremely busy investigating communicable disease cases and follow ups, exposures to dog, cat and other animal bites to prevent rabies and outreach and education. In addition, review of policies and procedures and participation on QI committees has been taking place to ensure compliance with last year's Article 28 site survey of Diagnostic & Treatment services. Review the program numbers of the monthly report for a breakdown of various activities.

WIC:

- WIC started working on the Farmers Market kickoff. The breastfeeding initiation rate is 81%. WIC continues to offer dental screenings by a PRASAD dental hygienist for a couple of hours each month at the Monticello clinic. Six Children and two infants were screened in February. The WIC Coordinator attended a quarterly Directors meeting in February. Preparation for the annual LACASA audit is underway. A midpoint LACASA goal update was submitted. We are making progress on our goals addressing our high risk population, and increasing our WIC voucher redemption. We served: 847 at Monticello, 797 at Liberty, 36 at Jeffersonville, and 52 at Wurtsboro. The latter two are once a month clinics.



Dental screenings by PRASAD Dental Hygienist in WIC Clinic

Youth Bureau:

- No report.



SULLIVAN COUNTY DEPARTMENT OF  
COMMUNITY SERVICES  
STATISTICAL SUMMARY FOR: February 1, 2017 - February 28 ,2017

PROGRAM	CLIENTS	ADMISSIONS	DISCHARGES	CLIENTS	CLIENTS	UNITS OF
	ON ROLLS:			ON ROLL:		
	2/1/2017			2/28/2017		
***SULLIVAN COUNTY MENTAL HEALTH CLINIC	472	23	21	474	495	1,218
***CHILDREN'S UNIT	45	9	5	49	54	148
TREATMENT REACHING YOUTH (SCHOOL-BASED)	153	13	9	157	166	189
FORENSIC UNIT	58	8	6	60	66	88
DOMESTIC VIOLENCE INTERVENTION & TREATMENT					6	6
<b>TOTAL MENTAL HEALTH</b>	<b>728</b>	<b>53</b>	<b>41</b>	<b>740</b>	<b>787</b>	<b>1,649</b>
CASE MANAGEMENT	59	0	2	57	59	839
HEALTH HOME	124	3	0	127	127	199
HEALTH HOME (KENDRA) AOT	3	0	0	3	3	6
HEALTH HOME (CHILD)	11	0	0	11	11	70
SPOA - Adult	42	0	0	39	39	73
SPOA - Child	19	0	0	21	21	64
CHEMICAL DEPENDENCY CLINIC	118	18	19	117	136	409
CHEMICAL DEPENDENCY- FORENSIC	30			30	30	103
<b>TOTAL TREATMENT PROGRAMS</b>	<b>406</b>	<b>21</b>	<b>21</b>	<b>405</b>	<b>426</b>	<b>1,763</b>
RCPC-MICHELE EHERTS	12	0	0	12	12	44
CM CIS					0	0
	# of calls	#of ph interv	Outreaches	Hosp Ref	Admits	
MOBILE MENTAL HEALTH	Not available	Not available	Not available	Not available	Not available	

SULLIVAN COUNTY DEPARTMENT OF  
COMMUNITY SERVICES  
STATISTICAL SUMMARY FOR: February 1, 2016 - February 28, 2016

PROGRAM	CLIENTS	ADMISSIONS	DISCHARGES	CLIENTS	CLIENTS	UNITS OF
	ON ROLLS:			ON ROLL:		
	2/1/2016			2/28/2016		
***SULLIVAN COUNTY MENTAL HEALTH CLINIC	560	37	27	570	1,052	723
***CHILDREN'S UNIT	49	5	3	51	144	65
TREATMENT REACHING YOUTH (SCHOOL-BASED)	185	11	11	185	213	264
FORENSIC UNIT	98	8	7	99	70	126
DOMESTIC VIOLENCE INTERVENTION & TREATMENT						20
<b>TOTAL MENTAL HEALTH</b>	<b>892</b>	<b>61</b>	<b>48</b>	<b>905</b>	<b>1,479</b>	<b>1,198</b>
ADULT CASE MANAGEMENT	38			38	129	105
HEALTH HOME	117	30	6	141	138	340
HEALTH HOME (KENDRA) AOT	2			2	2	2
BLENDED ICM/SCM (CHILD)	25	1	1	25	16	54
SPOA - Adult					12	
SPOA - Child					7	
CHEMICAL DEPENDENCY CLINIC	82	15	16	81	431	
CHEMICAL DEPENDENCY- FORENSIC	41			43	70	
<b>TOTAL TREATMENT PROGRAMS</b>	<b>305</b>	<b>46</b>	<b>23</b>	<b>330</b>	<b>805</b>	<b>501</b>
RCPC-MICHELLE EHERTS	12			12	12	46
	0	#of ph interv	Outreaches	Hosp Ref	Admits	
MOBILE MENTAL HEALTH	276	131	34	7	6	
CM CIS	0	0	0	0	0	



SULLIVAN COUNTY DEPARTMENT OF FAMILY SERVICES

CASELOADS

MONTH	PA TANF			PA SAFETY NET			NPA FS			MA			MA/SSI		
	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
JANUARY	366	370	340	276	299	319	5805	5880	5868	7059	6242	4136	2636	2700	2734
FEBRUARY	357	358	346	277	293	326	5877	5892	5910	6970	6243	3909	2666	2682	2723
MARCH	355	371		275	313		5779	5844		6897	6213		2664	2677	
APRIL	367	356		297	305		5745	5918		6797	6158		2646	2686	
MAY	381	358		319	296		5744	5880		6661	6084		2668	2672	
JUNE	383	354		308	300		5712	5857		6639	6024		2680	2680	
JULY	357	356		301	284		5638	5698		6574	5666		2696	2676	
AUGUST	358	350		283	295		5648	5695		6515	5339		2691	2680	
SEPTEMBER	362	346		278	288		5617	5707		6451	5113		2695	2678	
OCTOBER	369	339		287	288		5600	5851		6428	4608		2697	2680	
NOVEMBER	357	331		294	293		5706	5793		6303	4624		2721	2693	
DECEMBER	362	333		296	300		5792	5814		6270	4411		2712	2711	
AVERAGE	365	352	343	291	296	323	5722	5819	5889	6630	5560	4023	2681	2685	2729
	-10%	-3%		-9%	2%		-1%	2%		-5%	-16%		1%	0%	



*Mountains of Opportunities*

**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: February 2017

<b>February 2017</b>	<b>DFS</b>
Total number of formal agreements in effect at the end of the month:	87*
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:	0
Total number of agreements which were initiated this month:	2
Number of RFP's, Bids, Proposals, Etc. coordinated this month:	1
Number of new agreements, addenda and/or modifications developed this month:	2
Number of intra-county agreements coordinated this month:	1
Performance and outcomes measures developed, identified and/or evaluated:	2
Reports received from on-site monitoring visits and/or follow-ups performed:	1
Reports received from state oversight contract providers:	1
Reports received from self-report contract providers:	4
Reports received from in-house end users:	2
DSS related Plans/Plan updates received:	0
Trend analysis of need indicators performed:	2
Total contract related technical assistance/supports provided:	123
Total number of number of program areas/types of service currently handling:	12
Total number of contracts currently managing:	87

\*23 Agreements expired 12/31/2016. Resolution 493-16 extended them for no more than 90 days.

SULLIVAN COUNTY DEPARTMENT OF FAMILY SERVICES

CHILD SUPPORT UNIT	2016 YTD	2017 YTD	2017 FEB
SUPPORT COLLECTIONS	8,362,115	1,217,544	608,800
TOTAL NON-DFS	7,780,519	1,152,903	577,224
TOTAL DFS	581,596	64,641	31,576
TANF	430,684	47,905	25,627
NON-TANF	153,313	16,736	5,949
TOTAL PETITIONS FILED	318	53	26
# PATERNITIES ESTABLISHED	213	44	21
# OPEN CASES	5333	5,292	-11
ADULT SERVICES UNIT:	2016 YTD	2017 YTD	2017 FEB
PERSONAL CARE AIDES			
CASES OPENED	10	5	2
CASES CLOSED	21	5	3
# CASES (AVG)	47.5	41	40
PERS			
CASES OPENED	0	0	0
CASES CLOSED	13	0	0
# CASES (AVG)	12.33333333	9	9
PSA REFERRALS			
16A Neglect by Caregiver	16	1	1
16A Physical Abuse	8	0	0
16A Sexual Abuse	2	0	0
16A Psychological Abuse	7	0	0
16A Financial or Other Exploitation	19	5	3
16B Neglects Own Basic Needs	49	2	1
16B Untreated Medical Conditions	28	4	3
16B Self-endangering Behaviors	29	1	1
16B Unable to Manage Finances	28	4	2
16B Environmental Hazards	48	2	2
PSA			
CASES OPENED	251	41	21
CASES CLOSED	224	45	16
# CASES (AVG)	193.5	203	205
GUARDIANSHIPS			
OPEN	29	29	0
CHILDREN SERVICES UNIT:	2016 YTD	2017 YTD	2017 FEB
FOSTER CARE			
AVG. MONTHLY CASELOAD - COMMUNITY	60.91666667	57	58
AVG. MONTHLY CASELOAD - CONGREGATE	26	36	37

CHILDREN SERVICES UNIT:	2016 YTD	2017 YTD	2017 FEB
CHILD PROTECTIVE SERVICES:			
# OF NEW REPORTS	1636	266	128
# OF INDICATED REPORTS	240	36	12
PHYSICAL ABUSE	11	2	0
EMOTIONAL ABUSE	0	0	0
SEXUAL ABUSE	0	0	0
NEGLECT	78	10	3
DOMESTIC VIOLENCE	3	0	0
EDUCATIONAL NEGLECT	34	6	2
# OF UNFOUNDED REPORTS	655	138	70
# OF COURT ORDERED 1034 INVESTIGATIONS	37	6	2
PREVENTIVE			
AVG. MONTHLY CASELOAD	138.3333333	134	140
SPECIAL INVESTIGATIONS UNIT:	2016 YTD	2017 YTD	2017 FEB
FRAUD COMPLAINTS AND INVESTIGATIONS:			
# REFERRALS RECEIVED	996	204	72
# COMPLAINTS DISMISSED	251	45	19
# ASSIGNED FOR INVESTIGATION	745	159	53
# CASES COMPLETED	1,191	205	98
# CASES: MONTH END	561	516	516
FRONT END DETECTIONS (FEEDS) (INCLUDES EVR):			
# CASES REFERRED	436	117	44
# CASES COMPLETED	410	125	65
# CASES DENIED/WTHDRAWN	75	16	11
COST AVOIDANCE	\$ 788,346	\$ 160,830	\$ 118,458
RESOURCES UNIT (RECOVERIES):			
ACCIDENT LIENS	\$81,457	\$8,320	\$913
PROPERTY LIENS	\$10,008	\$8,718	\$0
ESTATE CLAIMS	\$197,923	\$13,477	\$3,625
INSURANCE, MORTGAGES	\$1,100	\$100	\$100
RESOURCE UNIT TOTAL:	\$290,488	\$30,615	\$4,638
BURIALS:			
# REQUESTED	167	30	12
# APPROVED	124	13	5
COSTS	\$317,725	\$32,672	\$12,962
COLLECTIONS:	2016 YTD	2017 YTD	2017 FEB
RECOUPMENTS	\$55,686	8,695	\$3,863
RESTITUTION	\$226,683	21,925	\$11,654
COLLECTIONS TOTAL	\$282,371	\$30,620	\$15,517

**Sullivan County Public Health Services**  
**Monthly Report: February 2017**



**Certified Home Health Agency**

# of new patients: 91  
 # of discharges: 77  
 # of home visits made (includes HHA visits): 1171Approx.

**Long Term Home Health Care Program**

# of skilled nursing home visits made: 68  
 # of total patients on program: 39  
 # of other home visits made: 14

**Maternal Child Health Program**

# of referrals: 13  
 # of visits made: 57

**Healthy Families of Sullivan Program**

# of families on program: 67  
 # of home visits made: 179  
 # of referrals: 39

**Car Seat Program and Cribs for Kids Program**

# of car seat installations: 18  
 # of car seat checks: 2  
 # of cribs and education sessions: 3

**Immunizations**

# of immunizations given: 22  
 # of flu clinics: 4

**Communicable Disease Program**

# of communicable diseases reported: 218  
 # of STDs reported: 41  
 # of Rabies-related incidents: 8  
 # Rabies Clinics: 0  
 # of animals receiving rabies vaccines: 0  
 # people receiving post exposure prophylaxis  
 for rabies exposure: 1  
 # of HIV Testing: 0                      positive: 0

**Lead Poisoning Prevention Program**

# children screened: 102  
 # children with elevated Blood Lead Levels: 0  
 # homes requiring NYSDOH inspection: 0

**Bilingual Outreach Worker**

# visits made: 39  
 # of outreach: 80  
 Attended all immunization clinics: 1 2/1/2017

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

# of WIC participants served: 1732 (Women: 403 Infants: 403 Children: 926)

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

**Early Intervention Program**

# of children in program: 163

**Pre-K Program**

# of children in m: 286

**Physically Handicapped Children's Program**

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

**Child Find Program**

# of children in program: 79

**Children Served in 2016**

Early Intervention Program                      \*\*\*\*Not available in EI Billing  
 Pre-K Program: 415

**Children Served year to Date in 2017**

Early Intervention Program: \*\*\*\*Not available in EI Billing  
 Pre-K Program: 286

\*\*\*\*The totals provided for 2016 are for year end. No figures were available for the EI Program.