



HEALTH AND FAMILY SERVICES COMMITTEE

THURSDAY, April 14, 2016 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

RESOLUTIONS:

Adult Care Center Resolutions – None

Department of Community Services Resolutions –

1. **To amend Resolution No. 89-16.**

Department of Family Services Resolutions –

2. **To authorize the County Manager to enter into an agreement with the Bonadio Group for Consulting Services.**
3. **To authorize County Manager to enter into agreements for the provision of Professional Services for period from June 1, 2016 through May 31, 2017.**
4. **To authorize County Manager to enter into agreements for the provision of Welfare to Work, Employment and Training related services from January 1, 2016 through December 31, 2016.**

Office for the Aging –

5. **To authorize execution of 2016 Memorandum of Understanding between Sullivan County Office for the Aging and Sullivan County Transportation.**
6. **To authorize execution of 2016 Memorandum of Understanding between Sullivan County Office for the Aging and Sullivan County Adult Care Center.**
7. **To authorize execution of 2016-2017 contract between Sullivan County Office for the Aging and Frances S. Clemente, Attorney at Law.**
8. **To authorize execution of 2016 Memorandum of Understanding between Sullivan County Office for the Aging and Sullivan County Transportation.**
9. **To authorize execution of 2016 Memorandum of Understanding between Sullivan County Office for the Aging and Sullivan County Transportation.**

Public Health Services Resolutions – None

Youth Bureau – None

PRESENTATIONS: None

DISCUSSIONS:

MONTHLY REPORTS

Commissioner's Monthly Report – 10-16

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: Joseph A. Todora; Director

Re: Request for Consideration of a Resolution: To amend Res. # 89-16 to correct name.

Date: March 31, 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 amend Resolution No. 89-16 to correct the name of the provider from "NAMI (National Alliance on Mental Health) of Sullivan County" to "NAMI (National Alliance on Mental Illness) of Sullivan County, New York."

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. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [M. Lori Schneid, Director] of [NAMI (National Alliance on Mental Illness) of Sullivan County, NY]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2016 To 12/31/2016

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): 89-16

Future Renewal Options if any:

Two additional one year terms.

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.]:

Change name from "NAMI (National Alliance on Mental Health) of Sullivan County" to NAMI (National Alliance on Mental Illness) of Sullivan County, New York.

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:

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.)

Not applicable.

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

Pre-Legislative Approvals:

- A. Director of Purchasing: Nancy Jones Date 4.11.16
- B. Management and Budget: James Miller Date 4/11/16
- C. Law Department: Thomas J. Courtney Date 4/11/16
- D. County Manager: John P. ... Date 4/12/16
- E. Commissioner: John P. ... Date 3/8/16

Vetted in _____ Committee on _____

Resolution No. _____

RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE.

RESOLUTION TO AMEND RESOLUTION NO. 89-16.

WHEREAS, Resolution No. 89-16 states the provider as “NAMI (National Alliance on Mental Health) of Sullivan County”; and

WHEREAS, the correct name should read “NAMI (National Alliance on Mental Illness) of Sullivan County, New York”.

NOW, THEREFORE, BE IT RESOLVED, that Resolution No. 89-16 now does reflect the correct name of the provider as: NAMI (National Alliance on Mental Illness) of Sullivan County, New York.

Moved by _____ ,
Seconded by _____ ,
and adopted on motion _____ , 2016.

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

To: Sullivan County Legislature

Fr: Joseph A. Todora, Commissioner DHFS

Re: Request for Consideration of a Resolution: To authorize the County Manager to enter into an agreement with Bonadio & Co., LLP

Date: 4/21/2016

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 continue to review and monitor changes that have been implemented and continue to make recommendations to improve the administration and processing of benefit programs.

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: \$ 150,000.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A-6010-38-40-4002

If "No", specify proposed source of funds: Pending Budget Mod from 6010-38-40-4001

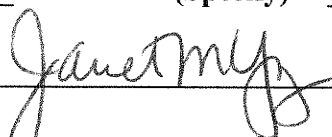
Estimated Cost Breakdown by Source:

County	\$75,000.00	Grant(s)	\$ _____
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State	\$75,000.00	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.

2A

Request for Authority to Enter into Contract with [Bonadio & Co., LLP] of [Pittsford, NY]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From 04/01/2016 To 03/31/2017

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 04/01/2015 To 03/31/2016

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): 148-15

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.]:

To analyze operational efficiencies.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): NTE \$150,000.

Efforts made to find Less Costly alternative:

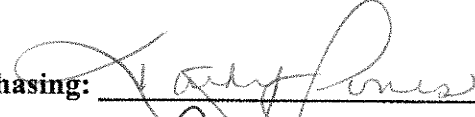
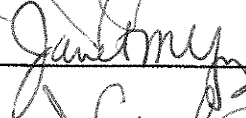


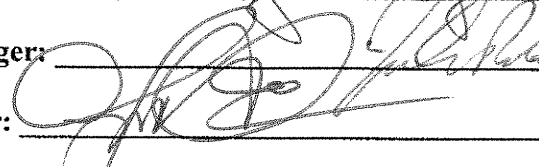
Efforts made to share costs with another agency or governmental entity:

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

Continuation of Services procured via P.O #2015-29415 *MJ*

Person(s) responsible for monitoring contract (Title): Commissioner DHFS

Pre-Legislative Approvals:

- A. Director of Purchasing:  Date 4.11.16.
- B. Management and Budget:  Date 4/11/16
- C. Law Department:  Date 4/11/16
- D. County Manager:  Date 4/11/16
- E. Commissioner:  Date 4/8/16

Vetted in _____ Committee on _____



RESOLUTION NO. -16 INTRODUCED BY THE HEALTH & FAMILY SERVICES COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO ENTER INTO AN AGREEMENT WITH THE BONADIO GROUP FOR CONSULTING SERVICES

WHEREAS, the Bonadio & Co. LLP, 171 Sully's Trail Suite 201, Pittsford, New York 14534 (Bonadio Group) provided services to the Department of Family Services pursuant to Resolution No. 148-15, PO# 2015-29475, which included analyzing of operational efficiencies, workflow efficiencies, financial administration of benefit programs and recommendations for improvements in the administration and processing of benefit programs; and

WHEREAS, the Scope of Services mentioned above were required due to the County's concerns over compliance with Federal and State rules and regulations as they pertain to service benefit programs; and

WHEREAS, it is incumbent upon the County to continue to review and monitor changes that have been implemented for all twelve benefit programs administered by the Department of Family Services; and

WHEREAS, the consultants understand the County's obligations under federal and state laws and have the expertise to enhance key programs and functions within the Department such as testing internal control, performing quality control procedures over benefit program administration and eligibility determinations as well as improving efficiencies; and testing the high risk areas for appropriate financial controls and reporting procedures; and

WHEREAS, the consultants will continue make suggestions that would provide an opportunity for the County to realize a maximization of reimbursable revenues, while streamlining the processes and improving organizational efficiencies; and

WHEREAS, the consultants will continue to review the link between the fiscal staff of the County and the Departments programmatic staff, in order to provide an understanding of the fiscal impacts of the actions of the program staff, as well as, an understanding of the practical implementation impacts that any change in process may have upon client services and workflow; as well as address the need for improvement in the processing of the claiming, billing, and revenue reimbursements, as any delays will impact the County's cash flow and general fund balance.

NOW, THEREFORE, BE IT RESOLVED that the Sullivan County Legislature authorizes the County Manager to enter into an agreement with Bonadio & Co, LLP for Consulting Services for the contract period April 1, 2016 through March 31, 2017 in the amount not to exceed \$150,000, in such form as the County Attorney shall approve.

**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 Services for CPS Related Services

Date: 3/23/2016

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 Professional Services to accomplish CPS related services.

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)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ <u>31,000.00</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.

3A

Request for Authority to Enter into Contract with [JFC Consulting, LLC & WIHD] of [Mount Kisco, NY (JFC, LLC) & Valhalla, NY (WIHD)]

Nature of Other Party to Contract: ·

Other: Local & Out of County

Duration of Contract: From 06/01/2016 To 05/31/2017

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 06/01/2015 To 05/31/2016

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

Resolutions authorizing prior contracts (Resolution #s): 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.)

nys approved vendors AKf

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

3B

Pre-Legislative Approvals:

- A. Director of Purchasing: Nancy Jones Date 4.11.16.
- B. Management and Budget: Janet Miller Date 4/11/16
- C. Law Department: Thomas Cowley Date 4/11/16
- D. County Manager: John P. Ryan Date 4/12/16
- E. Commissioner: [Signature] Date 3/24/16

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 PROFESSIONAL SERVICES FOR
PERIOD FROM JUNE 1, 2016 THROUGH MAY 31, 2017**

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 6/1/2016 through 5/31/2017; 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 professional services contracts are 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 _____, 2016.

**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: Employment Related Services

Date: 3/17/2016

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 of welfare-to-work, employment and employment training related services agreement.

Is subject of Resolution mandated? Explain:

18 NYCRR 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: \$ 345,750.00

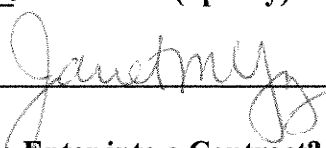
Are funds already budgeted? Yes No

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

4A

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

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

Duration of Contract: From 01/01/2016 To 12/31/2016

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 345,661.00

Resolutions authorizing prior contracts (Resolution #s): 110-15,252-15,121-14,127-13,206-12

Future Renewal Options if any:

Renewable to the extent funding available and/or as re-negotiated and/or RFPed/Bid.

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): \$345,750.00

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): TA Director

4B

Pre-Legislative Approvals:

- A. Director of Purchasing: *Kathy Jones* Date 4.11.16
- B. Management and Budget: *Janet Myers* Date 4/11/16
- C. Law Department: *Thomas Coulter* Date 4/11/16
- D. County Manager: *[Signature]* Date 4/12/16
- E. Commissioner: *[Signature]* Date 3/21/16

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, 2016 THROUGH DECEMBER 31, 2016

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, 2016 through December 31, 2016; 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 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 _____, 2016.

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: 3/21/2016

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 the County Manager to execute a Memorandum of Understanding with Sullivan County Transportation, the provision of this transportation is calculated at a total actual cost of \$4,800.00 per month, not to exceed \$57,600.00 annually and the Sullivan County Transportation Department will claim such cost from the Office for the Aging by Standard County of Sullivan Voucher.

Is subject of Resolution mandated? Explain:
Yes, Budgeted.

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 57,600.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A7610-87-40-4021

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ <u>0.00</u>
State	\$ _____	Other	\$ <u>0.00</u>
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 [SC Transportation] of [_____]

Nature of Other Party to Contract: Local Supplier Other:

Duration of Contract: From 01/01/2016 To 12/31/2016

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): \$57,600.00 annually. \$4,800.00 per month.

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 *RJ*

Person(s) responsible for monitoring contract (Title): Deborah E. Allen, Director/OFA

Pre-Legislative Approvals:

- A. Director of Purchasing: *Gary Jones* Date 4.11.16
- B. Management and Budget: *Janet Myers* Date 4/11/16
- C. Law Department: *Thomas J. Conroy* Date 4/11/16
- D. County Manager: *John P. [unclear]* Date 4/22/16
- E. Commissioner: *[Signature]* Date 3/24/16

Vetted in _____ Committee on _____

Resolution No.

RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE

RESOLUTION TO AUTHORIZE EXECUTION OF 2016 MEMORANDUM OF UNDERSTANDING BETWEEN SULLIVAN COUNTY OFFICE FOR THE AGING AND SULLIVAN COUNTY TRANSPORTATION.

WHEREAS, the County of Sullivan, through the Office for the Aging during the calendar year of 2016, the Sullivan County Transportation Department does hereby agree to provide transportation for the Sullivan County Office for the Aging to accomplish the transportation required to undertake the Sullivan County Office for the Aging Shopping Bus Program as per below:

The following is a list of areas serviced during the week:

- Mondays:** 2 Runs = Town of Bethel, Smallwood, Cochection, Bethel Senior Housing, and White Lake. (This bus always shops in Monticello)
Neversink Bus-Neversink, Grahamsville, and Foxcroft Village. (This bus alternates weekly between Liberty and Monticello)
- Tuesdays:** 2 Runs = Fallsburg Bus- Woodridge, Mountaindale & South Fallsburg (This bus always shops in Monticello)
Rockland Bus- Livingston Manor & Roscoe (This bus alternates weekly between Liberty and Monticello)
- Wednesdays:** 2 Runs = Liberty Bus – Liberty (This bus alternates weekly between Liberty and Monticello)
Mamakating Bus - Summitville, Wurtsboro, Bloomingburg. (This bus always shops in Monticello)
- Thursdays:** 2 Runs = Narrowsburg, Eldred, Barryville, Glen Spey, etc.* (This bus always shops in Monticello) *(and some surrounding areas, not all areas are included).
Thompson Bus – All of Monticello and Mongaup Valley. (This bus always shops in Monticello)
- Fridays:** 2 Runs = Delaware Bus –Fremont, Callicoon, Hankins, Jeffersonville, etc.* (This bus always shops in Monticello) * (and some surrounding areas, not all areas are included).
Liberty Village and Fallsburg Bus – Liberty Village Apts., Hurleyville, Loch Sheldrake, & Kiamesha Lake. (This bus always shops in Monticello)

In the event of inclement weather when transportation is cancelled by Sullivan County Transportation Department it will reschedule another day for that area if there is an available driver and vehicle; and

WHEREAS, Sullivan County Transportation provides this service for senior citizens Monday through Friday through the Sullivan County Office for the Aging; and

WHEREAS, the Sullivan County Department of Transportation will claim such cost from the Office for the Aging by a Standard County of Sullivan Voucher.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to execute a Memorandum of Understanding with Sullivan County Transportation for the provision of this transportation is calculated at a total actual cost of \$4,800.00 per month, not to exceed \$57,600.00 annually and the Sullivan County Transportation Department will claim such cost from the Office for the Aging by a Standard

County of Sullivan Voucher. Also the Transportation Unit will provide Office for the Aging with a monthly roster of clients served and dates of service.

BE IT FURTHER RESOLVED, that the form of such agreement be approved by the Sullivan County Department of Law.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

**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: 3/21/2016

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.]

Office for the Aging is presently operating a federally funded program which includes the furnishing of meals to Senior Citizens of Sullivan County in accordance with Older Americans Act of 1965, Section 501 and the Sullivan County Adult Care Center has a facilities for preparation of these meals. The Sullivan County Nutrition Program for the Elderly has (13) nutrition sites. Sullivan County Adult Care Center provides meals.

Is subject of Resolution mandated? Explain:

Yes, Budgeted.

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 3.80

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A7610-88-40-4001

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ <u>0.00</u>
State	\$ _____	Other	\$ <u>0.00</u>
Federal Government	\$ _____	(Specify)	<u>\$ 3.80 per meal. This rate is all inclusive.</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.

6A

Request for Authority to Enter into Contract with [SC Adult Care Center] of
[_____]

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

Duration of Contract: From 01/01/2016 To 12/31/2016

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): \$3.80 per meal. This rate is all inclusive.

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): Deborah E. Allen, Director/OFA

6B

Pre-Legislative Approvals:

- A. Director of Purchasing: *[Signature]* Date 4.11.16
- B. Management and Budget: *[Signature]* Date 4/11/16
- C. Law Department: *[Signature]* Date 4/11/16
- D. County Manager: *[Signature]* Date 4/02/16
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

loc

Resolution No.

RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE

RESOLUTION TO AUTHORIZE EXECUTION OF 2016 MEMORANDUM OF UNDERSTANDING BETWEEN SULLIVAN COUNTY OFFICE FOR THE AGING AND SULLIVAN COUNTY ADULT CARE CENTER.

WHEREAS, the County of Sullivan, through the Office for the Aging is presently operating a federally funded program which includes the furnishing of meals to Senior Citizens of Sullivan County in accordance with Older Americans Act of 1965, Section 501 and the Sullivan County Adult Care Center has a facilities for preparation of these meals. The Sullivan County Nutrition Program for the Elderly has Thirteen (13) nutrition sites, but the sites may be changed or added to as agreed by the parties. The Sullivan County Office for the Aging and the Sullivan County Adult Care Center hereby agree to provide meals for senior citizens of Sullivan County, and

WHEREAS, Sullivan County Adult Care Center can provide meals for the seniors through the Sullivan County Office for the Aging.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to execute a Memorandum of Understanding with the Sullivan County Adult Care Center to provide meals to Senior Citizens of Sullivan County through the Sullivan County Office for the Aging to be reimbursed at the rate of \$3.80 per meal. This rate is all inclusive.

BE IT FURTHER RESOLVED, that the form of such agreement be approved by the Sullivan County Department of Law.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

**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: 3/21/2016

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 County Manager to execute the 2016-2017 contract between Sullivan County Office for the Aging and Francis S. Clemente, Attorney at Law for mandated legal services for senior citizens as required by the New York State Office for the Aging, for the Title IIIB grant for legal services.

Is subject of Resolution mandated? Explain:

Yes, Mandated/Budgeted.

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 15,808.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A7610-87-40-4008

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>1,580.00</u>	Grant(s)	\$ <u>0.00</u>
State	\$ <u>0.00</u>	Other	\$ <u>0.00</u>
Federal Government	\$ <u>14,228.00</u>	(Specify)	<u>funds for 2 year contract</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 [Francis S. Clemente] of
[Attorney at Law]

Nature of Other Party to Contract: Professional Other: Consultant

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 01/01/2014 To 12/31/2015

Amount authorized by prior contract(s): 7,904.00

Resolutions authorizing prior contracts (Resolution #s): 123-14 and 417-14

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:

New York State Office for the Aging for the Title IIIB grant provision of mandated
Legal services for senior citizens.

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): \$15,808.00 for 2 year period (\$7,904.00 per year)

Efforts made to find Less Costly alternative:

N/A

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

N/A

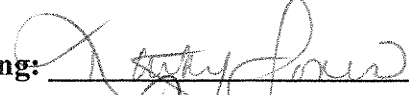
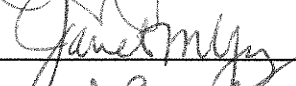


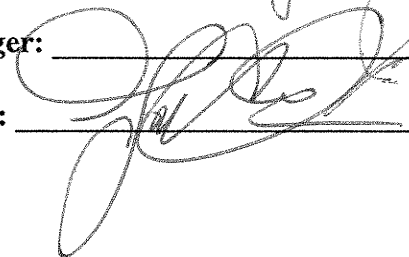
Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

N/A

Person(s) responsible for monitoring contract (Title): Deborah E. Allen, Director/OFA

7B

Pre-Legislative Approvals:

- A. Director of Purchasing:  Date 4.11.16
- B. Management and Budget:  Date 4/11/16
- C. Law Department:  Date 4/11/16
- D. County Manager:  Date 4/2/16
- E. Commissioner:  Date 3/21/16

Vetted in _____ Committee on _____

Resolution No.

RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE

RESOLUTION TO AUTHORIZE EXECUTION OF 2016-2017 CONTRACT BETWEEN SULLIVAN COUNTY OFFICE FOR THE AGING AND FRANCES S. CLEMENTE, ATTORNEY AT LAW.

WHEREAS, the County of Sullivan, through the Office for the Aging, provides mandated Legal Services for senior citizens in Sullivan County, and

WHEREAS, Frances S. Clemente, Attorney at Law can provide Legal Services.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to execute a contract with Frances S. Clemente, Attorney at Law for provision of mandated legal services for senior citizens as required by the New York State Office for the Aging, for the Title IIIB grant not to exceed \$7,904.00 for the period of 01/01/2016-12/31/2016 of which \$7,114.00 is received from Title IIIB Federal funds and \$790.00 from County funds, and not to exceed \$7904.00 for the period of 01/01/2017-12/31/2017 of which \$7,114.00 is received from Title IIIB Federal funds and \$790.00 from County funds for a total of \$15,808.00 for 01/01/2016-12/31/2017 of which \$14,228.00 is received from Title IIIB federal funds and \$1,580.00 from County funds; and

BE IT FURTHER RESOLVED, that the form of such agreement be approved by the Sullivan County Department of Law.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

**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: 3/21/2016

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 the County Manager to execute a Memorandum of Understanding with Sullivan County Transportation, the provision of this transportation is calculated at a total actual cost of \$6,666.65 per month, not to exceed \$80,000.00 annually, and the Sullivan County Transportation Department will claim such cost from the Office for the Aging by Standard County of Sullivan voucher.

Is subject of Resolution mandated? Explain:

Yes, Budgeted.

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 80,000.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A7610-88-40-4021

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ <u>0.00</u>
State	\$ _____	Other	\$ <u>0.00</u>
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 [SC Transportation] of
[_____]

Nature of Other Party to Contract: Local Supplier Other:

Duration of Contract: From 01/01/2016 To 12/31/2016

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): \$80,000.00 annually. \$6,666.65 per month.

Efforts made to find Less Costly alternative:

N/A

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

N/A


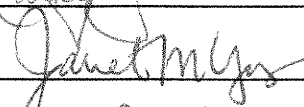


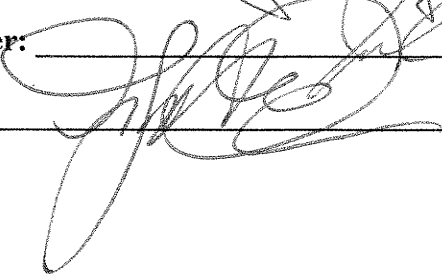
Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

N/A *af*

Person(s) responsible for monitoring contract (Title): Deborah E. Allen, Director/OFA

8B

Pre-Legislative Approvals:

- A. Director of Purchasing:  Date 4.11.16
- B. Management and Budget:  Date 4/11/16
- C. Law Department:  Date 4/11/16
- D. County Manager:  Date 4/2/16
- E. Commissioner:  Date 3/21/16

Vetted in _____ Committee on _____

Resolution No.

RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE

RESOLUTION TO AUTHORIZE EXECUTION OF 2016 MEMORANDUM OF UNDERSTANDING BETWEEN SULLIVAN COUNTY OFFICE FOR THE AGING AND SULLIVAN COUNTY TRANSPORTATION.

WHEREAS, the County of Sullivan, through the Office for the Aging during the calendar year of 2016, the Sullivan County Transportation Department does hereby agree to provide transportation for the Sullivan County Office for the Aging to accomplish the transportation required to undertake the Sullivan County Office for the Aging Nutrition Program; including delivery of Homebound Meals that are part of the daily nutrition runs serviced by the Sullivan County Transportation Department. In the event of illness, vacation or personal time, the Sullivan County Transportation Department will make every effort to provide a driver and/or vehicle to cover the routes of Office for the Aging home delivered meal drivers; and

WHEREAS, Sullivan County Transportation provides this service for senior citizens Monday through Friday through the Sullivan County Office for the Aging.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to execute a Memorandum of Understanding with Sullivan County Transportation, the provision of this transportation is calculated at a total actual cost of \$6,666.65 per month, not to exceed \$80,000.00 annually, and the Sullivan County Transportation Department will claim such cost from the Office for the Aging by Standard County of Sullivan voucher.

BE IT FURTHER RESOLVED, that the form of such agreement be approved by the Sullivan County Department of Law.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

**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: 3/21/2016

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 the County Manager to execute a Memorandum of Understanding with Sullivan County Transportation the provision of this transportation is calculated at \$36.00 per round trip, not to exceed \$40,000.00 annually, and Sullivan County Transportation Department will claim such cost from the Office for the aging by standard County of Sullivan voucher.

Is subject of Resolution mandated? Explain:

Yes, Budgeted.

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 40,000.00

Are funds already budgeted? Yes No

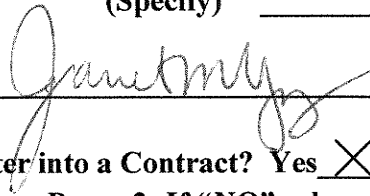
If "Yes" specify appropriation code(s): A7610-87-40-4021

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ <u>0.00</u>
State	\$ _____	Other	\$ <u>0.00</u>
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 [SC Transportation] of [_____]

Nature of Other Party to Contract: Local Supplier Other:

Duration of Contract: From 01/01/2016 To 12/31/2016

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): \$40,000.00 annually. \$36,00 per round trip.

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): Deborah E. Allen, Director/OFA

9B

Pre-Legislative Approvals:

- A. Director of Purchasing: [Signature] Date 4.11.16
- B. Management and Budget: [Signature] Date 4/11/16
- C. Law Department: Thomas Cawley Date 4/11/16
- D. County Manager: [Signature] Date 4/10/16
- E. Commissioner: [Signature] Date 3/21/16

Vetted in _____ Committee on _____

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Resolution No.

RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE

RESOLUTION TO AUTHORIZE EXECUTION OF 2016 MEMORANDUM OF UNDERSTANDING BETWEEN SULLIVAN COUNTY OFFICE FOR THE AGING AND SULLIVAN COUNTY TRANSPORTATION.

WHEREAS, the County of Sullivan, through the Office for the Aging during the calendar year of 2016, the Sullivan County Transportation Department does hereby agree to provide transportation for the Sullivan County Office for the Aging to accomplish services required to transport Senior Citizens to doctors and other medical services in Sullivan County, from their residences. To provide these needed transportation services, requests for transportation should be made to the Sullivan County Transportation Department at least one week prior to an appointment whenever possible. In certain circumstances, transportation services may be available sooner than one week or later than one week dependent upon the availability of drivers and the medical needs of the clients; and

WHEREAS, Sullivan County Transportation provides this service for senior citizens that are not enrolled in Medicaid from 9AM to 3PM Monday through Friday through the Sullivan County Office for the Aging; and

WHEREAS, the Sullivan County Transportation Department will provide Office for the Aging with a monthly roster of clients served and dates of services.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to execute a Memorandum of Understanding with Sullivan County Transportation the provision of this transportation is calculated at \$36.00 per round trip, not to exceed \$40,000.00 annually, and Sullivan County Transportation Department will claim such cost from the Office for the aging by standard County of Sullivan voucher. Also the Sullivan County Transportation Department will provide Office for the Aging with a monthly roster of clients served and dates of service.

BE IT FURTHER RESOLVED, that the form of such agreement be approved by the Sullivan County Department of Law.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.



Division of Health and Family Services

February 2016 Monthly Report

JOSEPH A. TODORA, ACTING COMMISSIONER

April 14, 2016

Division of Health and Family Services

February 2016 Monthly Report

Adult Care Center:

Facility:

- ACC hosted and sponsor Chamber of Commerce First Friday breakfast on 2/5/16. There were 66 attendees.
- We salute our own Gene Duffy (Cook) who was selected by the Sullivan County Democrat for Men at Work and was featured in their Men at Work issue.
- The facility hosted a meeting of Alzheimer's Association volunteers on 2/26.

Marketing:

- 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 began on Thunder 102.
- We submitted an ad to the Sullivan County Democrat for their upcoming Salute to Emergency Service Providers special section.
- ACC Representative made appearance on WSUL/WVOS radio Heart-a-thon broadcast. We submitted over \$100 raised through the sale of paper hearts.
- We renewed our ad commitment to the Bethel Woods Insider publication for the summer and fall 2016 seasons at Bethel Woods.

Community Services:

Ongoing Operations:

- Our overall operations for February had an increase in the people served this month with 769 more clients served than in February of last year. The chemical dependency clinic is slightly up in clients served than the same period last year by 7. The outpatient mental health treatment clinic's visits provided was up dramatically as the same period last year with the Department serving 1479 Sullivan County residents in February (see statistics attached). The Department has been approved for the OMH Vital Access Provider (VAP). DCS is purchasing additional programs to our scheduling system to allow for robotic appointment reminder telephone calls, text messages and e-mails, in hopes of reducing our no-show rates for scheduled appointments. We have hired one clerical staff person and are in the process of hiring another clerical staff member to help with billing, plus 1 coordinator to monitor contracts (agencies, insurance companies, Health Homes, DSRIP's and other local government activities). Community Services has also been 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 departments, 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 statewide 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. This scheduling tactic seems to have significantly reduced the no show rate for doctors and we will continue to monitor this process. The care management unit continues to actively engage Health Home participants in the development of the health plans, as well as, enrolling those persons eligible in Care Management programs.

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 entered into an agreement with Westchester Medical Center for the DSRIP in Sullivan County and just finalized the agreement with Montefiore. There have been mergers of competing proposals in other regions in the state and we are 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. SullivanArc received additional respite services to continue to help families who have children with serious emotional disturbances. The Department continues to monitor the family peer support worker with the Independent Living Center Inc.'s (ILC) peer services to Sullivan County residents. Community Services (DCS), ILC and Catskill Regional Medical Center (CRMC) have finalized the implementation and training of this peer service into the hospital's ER and inpatient mental health unit for improved aftercare which is going very well. This program is called the Peer Bridger plan.

Other activities participated in:

- Spring NYSAC Conference.
- Monthly All-Staff meeting at DCS and a Trauma Informed Training.
- Participated in the Montefiore & Westchester County Medical Center DSRIP Steering & Governance committee meetings.
- Meet with CRMC and some of their doctors regarding the possibility of collaboration.
- Meet with BAT (Bringing Agencies Together).
- Meet with various county departments:
 - Health Families through PHN.
 - Youth Board.

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.

Family Services:

Contracts:

- Basic Workload Volume: In February 2016 this office began with 81 active DFS agreements in place. Resolution 474-15 extended them for a period of no longer than 90 days. 15 Resolutions were prepared and submitted for the March Committee Meetings. Two contract modifications were formalized for foster care services with Access Supports for Living, Inc. and Children's Home of Wyoming Conference to increase their not-to-exceed amounts. This was based on monthly cost billing trends analysis. The new Contract Compliance Officer started on February 29th.
- Contract Monitoring: During the month of February this office received, updated, and compiled data for compliance for contract providers Access Supports for Living, CACHE-Preventive, RSS MST program. Required notes and case activities for these agencies were reviewed for contract compliance and content. Annual Report from RSS for the Multi-Systemic Therapy program was received and reviewed. Services days for children in contract foster care agencies were recorded as well as the monthly billing for cost trend statistics and review. Additionally this office handled multiple monitoring contacts. Contractual issues were mediated/researched as it relates to DFS vs. Foster Care Contract agency responsibilities as there were a few areas in need of clarification.

Fraud Investigations

Special Investigations

- As of 2/1/16 the Special Investigations Unit had 1,030 Active Investigations. During the month 101 total Fraud Referrals were received resulting in 78 investigations assigned to the Unit and 23 were dismissed. The Fraud Investigators completed 116 investigations. As of 2/29/16 the end of the month total was 992 active investigations.
- The unit received 31 referrals and closed 36 Front End Detection and Eligibility Verification Review Investigations. 4 of the closed investigations were denied/withdrawn due to the investigation which resulted in a \$42,054 Monthly Cost Avoidance.
- The unit collected \$5,073 for Accident Lien Recovery, \$8,908 for Property Lien Recovery, \$6,691 for Estate Claim Recovery, \$4,648 for Recoupments, and \$15,030 for Restitution, a total of \$40,350 in Resource and Collection Recovery.
- The Unit received 12 requests for indigent burials resulting in 14 burials being approved, \$35,439 total indigent burial costs.

Child Support Enforcement:

The Child Support Enforcement Unit Collections for the month of February 2016 are \$631,815. The total TANF collections are \$26,241. The total DFS NON-TANF indicates -\$2,401, due to a debt reduction project to remove interest from birthing judgments. Based on a directive from Albany it is no longer the practice of the Child Support Unit to file for birthing expenses. As a result of the project \$185,000.00 in interest due was removed from the ledger. Money collected was moved to other child support ledgers or was refunded to the respondent. The DFS total amount collected was \$23,840.

There were 38 petitions filed in the month of February 2016 and 3 Paternity Establishments (including acknowledgements). Total CSEU cases open as of February 2016 are 5,445.

Services

Foster Care/Adoption

- As of February, 2016 there are 96 children in foster care. 19 children are in residential centers. 25 of the total number of children in foster care are freed for adoption, 16 have a goal of adoption. 3 of the children with the goal of adoption have been placed in adoptive homes and 13 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 144 new reports alleging child abuse and/or maltreatment in February 2016. 36 of these reports were assigned to the FVRT.

Preventive

- The preventive unit has 140 open cases at the end of February, 2016. During February there were 30 new referrals. The unit also has 42 active referrals that are receiving assessments and/or short term services.

Adult Services

- The adult services unit has 195 open PSA cases at the end of February, 2016. Of the 195, 105 are representative payee cases and 21 guardianships. Personal care aide services are provided to 50 cases. There are no long term case and 14 PERS (personal emergency response) cases.

Temporary Assistance (TA)

As of 2/29/16, the breakdown of Temporary Assistance active cases was as follows:

- 358 PA TANF cases (Public Assistance, Temporary Aid to Needy families)
- 293 PA SN cases (Public Assistance, Safety Net)
- 5892 NPA FS (Non- Public Assistance, Food Stamps)

Medical Assistance (MA)

As of 2/29/16, the breakdown of Medical Assistance active cases was as follows:

- 6243 MA cases (Medical Assistance)
- 2682 MA/ SSI cases (Medical Assistance/ Supplemental Security Income)

Department Updates:

- 2803 HEAP applications have been received since 11/16/15. 34 applications for Heating Equipment Repair and Replacement have been received since 11/16/15. 1874 clients have been seen by DFS and the Alternate Certifiers. 6741 total clients have been served between PA/SNAP and applications completed. 6176 HEAP calls have been fielded at DFS.
- A Social Welfare Examiner (SWE) was promoted to a Senior Social Welfare Examiner (SSWE).
- Completed the Point in time (PIT) count report of homeless individuals known to DFS.
- Completed a homeless questionnaire for Office of State Controller for statistical data.
- Completed an assessment on Unemployment Insurance data sharing information for Audit, Quality, and Improvement division of OTDA to assess security measures in using unemployment information available to the local district.

Office of the Aging:

- EISEP SERVICES (non-medical/non-Medicaid homecare) - 739 hours of homecare services provided to 20 participants. These participants also received 85 hours of case management.
- Eighty Eight shopping bus trips for the month of February.
- Medical Transportation-Eighty medical trips provide by RSVP/Sullivan County Transportation to dr.'s offices and medical facilities in/out of the county.
- Congregate Meals-1067 meals provided to 141 participants.
- Home Delivered Meals-3684 meals provided to 184 participants.
- Emergency Medical Alerts provided to 30 participants under the Caregiver Program.
- HIICAP (Health Insurance Information Counseling & Assistance Program) Fifty-four individuals assisted with health insurance, health insurance issues, and prescription plans.
- Ninety-five individuals assessed for Office for the Aging programs and other services they might be eligible for.
- OFA is working with our Caregiver Resource Center to sponsor a Senior Expo tentatively scheduled for May 17th at the Monticello Firehouse.

Public Health Services:

Administration

- Attended monthly NYSACHO meeting held concurrently at the NYSAC Conference; attended a workshop on opioid overdose prevention.
- Facilitated bimonthly Rural Health Network meeting and Drug Prevention Task Force.
- Completed and submitted corrective action plan to NYSDOH from Article 28 site visit.
- Attended planning meetings with various community partner organizations on health issues impacting the county
- Met with Legislature Chairman Luis Alvarez and Vice Chair Nadia Rajsz and gave tour of public health department.
- Conference call with MIS Department to discuss Facebook page for Public Health Department and content development, timeline, policy.
- Multiple conference calls with NYSDOH and CDC on emerging vector borne diseases and Zika virus response and planning.
- Attended Community Health Needs assessment priority setting meeting at CRMC Feb. 15
- Provided input on NACCHO's Local health department profile annual survey (National Association of City and County Health Officials)
- Attended and participated in Press Conference on Children's Dental Health Month at Government Center Feb. 18.

- Attended Health & Family Services monthly legislative committee and Executive Committee
- Requested proclamation for National Rural Health Day
- Conf call with NYSDOH to discuss participation in a Health Learning Collaborative Quality Improvement Project with Hudson River Healthcare
- Various meetings with community partner organizations on collaborative planning initiatives to improve health. Discussed mapping project with Planning Dept. and also with New York University
- Reviewed various grant RFP's for potential funding sources
- Met with Division Commissioner and County Manager to discuss need for Deputy Public Health Director and Healthy Families Program Supervisor positions to explore funding options due to critical needs for administrative support for department operations and adequate supervision infrastructure in department.
- Fiscal Administrative Officer is preparing 3rd and 4th quarter state aid claims and state aid application for submission.

Certified Home Health Care Agency/Long Term Care:

- The Certified Home Health Agency's (CHHA) census was low during the month of February 2016, ranging from 212-231 patients, 68 of which are receiving Long Term services. It is anticipated that the CHHA census will rise in March, but that the Long Term census will decrease, due to Public Health ceasing to supply contracted therapy services; PHS continues to provide skilled nursing care. The Managed Long Term insurance agencies will be supplying those services directly. Two new nurses continued their orientation in February.

Early Intervention:

- The Preschool Special Education Program received a Medicaid payment in the amount of \$75,757.05 for Preschool Services rendered in the end of 2015. Resolved a software vendor update issue with the assistance of MIS to ensure billing preschool special education services to Medicaid without interruption.

Epidemiology and Health Emergency Planning:

- Dog bite incidents continue to be an ongoing problem with 12 reported rabies related exposures this month; luckily no one needed prophylaxis treatment for rabies. 140 cases of communicable diseases were reported and followed up on, 20 STDs, 106 children were lead tested with no positive results, two HIV tests with no positive results. Emergency planning continues for our regular ongoing requirements with NYSDOH public health emergency planning grant; Zika virus as an emerging threat has required a great deal of staff and administrative time on calls and preparation of health education materials, scheduling of outreach to populations at most risk including the migrant workers and frequent travelers to affected countries and pregnant women. A public health information line was dedicated to this in response to anticipated calls and will be updated regularly. Three flu clinics were held and 15 immunizations were provided at our monthly immunization clinic. Staff prepared radio and paper ads to educate parents about the new NYSDOH meningococcal immunization requirements for school entry into 7th and 12th grades. Staff are working with school nurses and Headstart centers as well.

Health Education:

- The car seat clinic was held at the Loch Sheldrake Fire Department with 38 car seat installations, 5 seat checks and four cribs for kids distributed with health education. Smoking cessation efforts continue with public health educator who is also participating in TFAC (Tobacco Free Action Coalition) meetings and regional planning to reduce smoking rates through policy development and support in local housing projects and businesses. Rural Health Network meetings and sub committees on chronic disease prevention, drug prevention task force, oral health coalition, breastfeeding coalition.

Healthy Families Program:

- Healthy Families staff has completed 159 Home visits and 184 hours of direct service to families in February. The staff will be participating in the Breastfeeding Coalition Awards event in April. Staff also

have participated in trainings pertaining to Smoking Cessation to share with families and two staff also have completed training for Opiate overdose prevention training, additional staff will also complete the training in the near future.

- **Registered Opioid Overdose Prevention Training Program:** naloxone administration certification trainings provided to county employees, school nurses, two fire departments and law enforcement officers. Overdose statistics continue to be compiled and updated as received.

WIC:

- 3 days of free dental health screenings provided by PRASAD visiting volunteer hygienists in the month of February. Children's Dental Health month display and press conference at Government Center. Breastfeeding Coalition meeting 2/4/16 and to finalize plans for the first ever Breastfeeding Awards Night and Film Screening to be held at Bethel Woods Center for the Arts on Thursday April 14th from 4:30-7pm.

Youth Bureau:

- None.

SULLIVAN COUNTY ADULT CARE CENTER 2016 MONTHLY REPORT

	January	February	March	April	May	June	July	August	September	October	November	December
Expenses	\$884,547	\$1,485,749										
Budgeted												
\$17,967,074												
Paid YTD	\$977,451	\$1,951,793										
Revenues												
Budgeted												
\$16,539,005												
Received YTD												
% Occupancy	91.21%	97.5%										
pvt pay	10.78%	10.17%										
medicaid	79.38%	79.99%										
medicare	9.84%	9.84%										
Funded Positions	9	10										
(182) Vacancies												
# Activity	8775	6792										
Participation												
Meals prepared	15,348	14,798										
residents												
families												
registrants												
staff												
Meals contract	4,663	4,141										
MOW												
Tube Feed	11 2 po	11 2 po										
Occupational												
Therapy tx	333	294										
RNC tx												
Physical Therapy												
tx	346	275										
RNC tx												
Sp/Swallow tx												
Hearing tx	118	44										
Day Care vts	179	174										
% Occupancy	52.65%	52.65%										
PT	2	0										
OT	1	3										
ST	0	0										

SULLIVAN COUNTY DEPARTMENT OF COMMUNITY SERVICES						
STATISTICAL SUMMARY FOR: February 1, 2016 - February 29, 2016						
	CLIENTS ON ROLLS:			CLIENTS ON ROLL:	CLIENTS SERVED	UNITS OF SERVICE
PROGRAM	2/1/2016	ADMISSIONS	DISCHARGES	2/29/2016		
***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
TOTAL MENTAL HEALTH	892	61	48	905	1,479	1,197
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	
TOTAL TREATMENT PROGRAMS	305	46	23	330	805	501
RCPC-MICHELLE EHERTS	12			12	12	46
RPC-OPEN						
	# of calls	#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 COMMUNITY SERVICES						
STATISTICAL SUMMARY FOR: FEB 1, 2015 - FEB 28, 2015						
	CLIENTS ON ROLLS:			CLIENTS ON ROLL:	CLIENTS SERVED	UNITS OF SERVICE
PROGRAM	2/1/2015	ADMISSIONS	DISCHARGES	2/28/2015		
***SULLIVAN COUNTY MENTAL HEALTH CLINIC	478	28	28	478	506	1,038
***CHILDREN'S UNIT	71	4	5	70	75	125
TREATMENT REACHING YOUTH (SCHOOL-BASED)	76	8	13	71	84	238
FORENSIC UNIT	42	10	9	43	52	100
DOMESTIC VIOLENCE INTERVENTION & TREATMENT	-			-		1
TOTAL MENTAL HEALTH	667	50	55	662	717	1,502
ADULT CASE MANAGEMENT	43	3	1	45	45	153
HEALTH HOME	90	1	1	90	92	92
HEALTH HOME (KENDRA) AOT	1	2		3	3	2
BLENDED ICM/SCM (CHILD)	18	1	1	18	13	13
	-					
	-					
	-					
CHEMICAL DEPENDENCY CLINIC	393	15	26	382	408	470
CHEMICAL DEPENDENCY- FORENSIC	-				100	100
	-					
TOTAL TREATMENT PROGRAMS	545	22	29	538	661	830
RCPC-MICHELE EHERTS	12	-	-	12	12	48
RPC-KATHY RYAN	21	6	-	27	23	23
	# of calls	#of ph interv	Outreaches	Hosp Ref	Admits	
MOBILE MENTAL HEALTH	284	145	35	13	12	
CM CIS	7	7	-	1	-	

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SULLIVAN COUNTY DEPARTMENT OF FAMILY SERVICES

CASELOADS

MONTH	PA TANF			PA SAFETY NET			NPA FS			MA			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		353	275		5865	5779		6761	6897		2702	2664	
APRIL	430	367		348	297		5834	5745		6890	6797		2652	2646	
MAY	422	381		355	319		5783	5744		6931	6661		2640	2668	
JUNE	412	383		345	308		5746	5712		6935	6639		2654	2680	
JULY	418	357		308	301		5675	5638		6974	6574		2639	2696	
AUGUST	408	358		301	283		5708	5648		7164	6515		2587	2691	
SEPTEMBER	379	362		283	278		5701	5617		7259	6451		2578	2695	
OCTOBER	372	369		265	287		5773	5600		7263	6428		2590	2697	
NOVEMBER	364	357		273	294		5814	5706		7214	6303		2579	2721	
DECEMBER	373	362		279	296		5864	5792		7174	6270		2547	2712	
AVERAGE	407.5	365	364	320	291	296	5790	5722	5886	6995	6630	6243	2631	2681	2691
	-18%	-10%		-22%	-9%		3%	-1%		9%	-5%		-3%	1%	



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 2016

February 2016	DFS
Total number of formal agreements in effect at the end of the month:	81
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:	1
Total number of agreements which were initiated this month:	0
Total number of agreements in effect at the end of this month:	81*
Number of RFP's, Bids, Proposals, Etc. coordinated this month:	0
Number of new agreements, addenda and/or modifications developed this month:	2
Number of intra-county agreements coordinated this month:	0
Performance and outcomes measures developed, identified and/or evaluated:	4
Reports received from on-site monitoring visits and/or follow-ups performed:	0
Reports received from state oversight contract providers:	0
Reports received from self-report contract providers:	2
Reports received from in-house end users:	0
DSS related Plans/Plan updates received:	0
Trend analysis of need indicators performed:	1
Total contract related technical assistance/supports provided:	68
Total number of number of program areas/types of service currently handling:	11
Total number of contracts currently managing:	81

* 24 Agreements expired 12/31/2015. Resolution 474-15 extended them for no more than 90 days.

**Sullivan County Public Health Services
Monthly Report: February 2016**



HOME HEALTH CARE:

Certified Home Health Agency

of new patients: 102
of discharges: 87
of home visits made (includes HHA visits): 1294 Approx.

Long Term Home Health Care Program

of skilled nursing home visits made: 121
of total patients on program: 68
of other home visits made: 72

Maternal Child Health Program

of referrals: 23
of visits made: 59

Healthy Families of Sullivan Program

of families on program: 67
of home visits made: 159
of referrals: 92

Car Seat Program and Cribs for Kids Program

of car seat installations: 38
of car seat checks: 5
of cribs and education sessions: 4

Immunizations

of immunizations given: 15
of flu clinics: 3

Communicable Disease Program

of communicable diseases reported: 140
of STDs reported: 20
of Rabies-related incidents: 12
Rabies Clinics: 0
of animals receiving rabies vaccines: 0
people receiving post exposure prophylaxis for rabies exposure: 0
of HIV Testing: 2 0 positive

Lead Poisoning Prevention Program

children screened: 106
children with elevated Blood Lead Levels: 0
homes requiring NYSDOH inspection: 0

Bilingual Outreach Worker

visits made: 40
of outreach: 60
Attended all immunization clinics 1 on 2/3/2016

WOMEN, INFANTS & CHILDREN (WIC) PROGRAM:

of WIC participants served: 2209 (Women: 394 Infants: 404 Children: 956)

CHILDREN WITH SPECIAL HEALTH CARE NEEDS (CSHCN) PROGRAM:

Early Intervention Program

of children in program: 169

Pre-K Program

of children in program: 258

Physically Handicapped Children's Program

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

Child Find Program

of children in program: 96

Children Served in 2015 Through February:

Early Intervention Program: 184
Pre-K Program: 250
PHCP: 1

Children Served in 2016 Through February:

Early Intervention Program: ****
Pre-K Program: 246
PHCP: 0

**** - Numbers are not available in NYEIS or EI Billing.