

**HEALTH AND FAMILY SERVICES COMMITTEE**

**THURSDAY, October 13, 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**

**DISCUSSIONS: None**

**RESOLUTIONS:**

**Adult Care Center Resolutions – None**

**Department of Community Services Resolutions – None**

**Department of Family Services Resolutions –**

- 1. To authorize County Manager to execute an agreement between the Department of Family Services and the Sullivan County Office for the Aging for assistance with the HEAP Program.**
- 2. To authorize agreements for HEAP application assistance (CACHE, ATI, Inc., Independent Living, Inc. & Head Start, Inc.).**
- 3. To amend Resolution No. 394-16.**

**Office for the Aging – None**

**Public Health Services Resolutions – None**

**Youth Bureau – None**

**MONTHLY REPORTS**

Commissioners Report – 4-10

Adult Care Center - 11

Community Services - 12

Family Services -13-15

Office for the Aging – None

Public Health Services – 16

**Public Comment**

**Adjournment**

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

**To:** Sullivan County Legislature

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

**Re:** Request for Consideration of a Resolution: Authorize agreement with OFA to assist with  
HEAP applications

**Date:** 9/23/16

**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 between the Department of Family Services and the Office for the Aging to provide assistance in screening and completing applications for the HEAP program.

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

Yes. 18 NYCRR Part 393 Home Energy Assistance Program.

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

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

Amount to be authorized by Resolution: \$ 15,000.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): 6010 38 40 4001

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

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ <u>15,000.00</u>	(Specify)	_____

**Verified by Budget Office:** 

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

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

Request for Authority to Enter into Contract with [ Office for the Aging ] of  
[ 100 North Street, Monticello NY 12701 ]

Nature of Other Party to Contract: Local Supplier Other: \_\_\_\_\_

Duration of Contract: From 10/01/2016 To 09/30/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 10/01/2015 To 09/30/2016

Amount authorized by prior contract(s): 58,487.00

Resolutions authorizing prior contracts (Resolution #s): 370-15

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:

18 NYCRR Part 393 Home Energy Assistance Program.

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): \$15,000 for 600 complete applications

Efforts made to find Less Costly alternative:

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

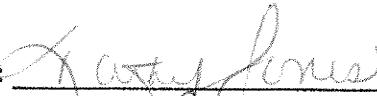
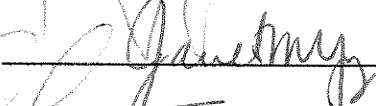


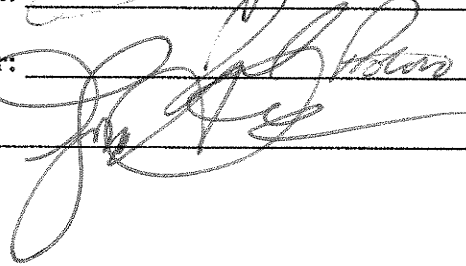
Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

not applicable

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

18

**Pre-Legislative Approvals:**

- A. Director of Purchasing:  Date 10/6/16
- B. Management and Budget:  Date 10/12/16
- C. Law Department:  Date 10/7/16
- D. County Manager:  Date 10/4/16
- E. Commissioner:  Date 9/22/16

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

**Resolution No.**

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE  
RESOLUTION TO AUTHORIZE COUNTY MANAGER TO EXECUTE AN  
AGREEMENT BETWEEN THE DEPARTMENT OF FAMILY SERVICES AND THE  
SULLIVAN COUNTY OFFICE FOR THE AGING FOR ASSISTANCE WITH THE  
HEAP PROGRAM**

**WHEREAS**, the County of Sullivan, through the Department of Family Services requires a service agreement with a qualified provider to comply with Social Service Law of the State of New York and the rules and regulations of Title 18 NYCRR, part 393, specifically that the County of Sullivan shall provide for a comprehensive program of assistance and care to supply the basic needs of those eligible individuals living within the county who qualify for need assistance, and care; and

**WHEREAS**, a high volume of applications must be screened and processed for the County's Home Energy Assistance Program (HEAP) in order to provide services in a timely manner; and

**WHEREAS**, the Sullivan County Office for the Aging has qualified, available, and willing staff to provide the services for this purpose; and

**WHEREAS**, the Sullivan County Office for the Aging in consultation with the Sullivan County Department of Family Services has agreed to provide HEAP services for the period of October 1, 2016 through September 30, 2017; and

**WHEREAS**, the Sullivan County Office for the Aging has agreed to provide these services for \$15,000 for up to 600 complete applications and for a fee of \$25.00 per application for any application beyond the initial 600.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute an agreement between the Department of Family Services and the Sullivan County Office for the Aging to provide necessary HEAP services to those eligible individuals living within the county who qualify for need assistance and care related to HEAP; and

**BE IT FURTHER RESOLVED**, the agreement will be from October 1, 2016 through September 30, 2017 at a cost of \$15,000 for up to 600 complete applications and for a fee of \$25.00 per application for any application beyond the initial 600; and

**BE IT FURTHER RESOLVED**, that the form of said 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: Joseph A. Todora, Commissioner of the Division of Health and Family Services

Re: Request for Consideration of a Resolution: Authorize HEAP Applications Assistance related services agreements

Date: 9/23/16

**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 HEAP applications Assistance related services agreements in accordance with R-16-23 for Independent Living, Action Toward Independence, Sullivan County Head Start and Community Action Commission to Help the Economy (CACHE).

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

18 NYCRR Part 393 Home Energy Assistance Program.

Does Resolution require expenditure of funds? Yes  No

If "Yes, provide the following information:

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

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): A6141 46 4615

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

Estimated Cost Breakdown by Source:

County	\$ <u>15,000.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ <u>15,000.00</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.

2A

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

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

Duration of Contract: From 10/01/2016 To 09/30/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 10/01/2015 To 09/30/2016

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

Resolutions authorizing prior contracts (Resolution #s): 368-15, 340-15

Future Renewal Options if any:

Renewable on yearly basis, for additional 3 years, upon mutual agreement

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 393 Home Energy Assistance Program.

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

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

Efforts made to find Less Costly alternative:

R-16-23

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

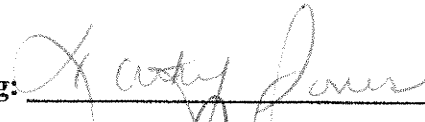




Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

R-16-23

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

2B

Pre-Legislative Approvals:

- A. Director of Purchasing:  Date 10/6/16
- B. Management and Budget:  Date 10/12/16
- C. Law Department:  Date 10/27/16
- D. County Manager:  Date 10/6/16
- E. Commissioner:  Date 9/22/16

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



**RESOLUTION NO. INTRODUCED BY THE HEALTH AND FAMILY SERVICES COMMITTEE RESOLUTION TO AUTHORIZE AGREEMENTS FOR HEAP APPLICATION ASSISTANCE**

**WHEREAS**, a Request for Proposal, R-16-23, was issued for assistance with the County's HEAP application process, and

**WHEREAS**, the following proposals were received at the following application rates,

<b>PROPOSER</b>	<b>FEES</b>
1. Community Action Commission to Help the Economy	\$21.50/application
2. Action Toward Independence, Inc.	\$20.00/application
3. Independent Living, Inc.	\$20.00/application
4. Sullivan County Head Start, Inc.	\$25.00/application

**WHEREAS**, the Sullivan County Division of Family Services, has approved said fees and recommends that contracts be executed.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and hereby is authorized to execute Agreements with the above proposers at the fees noted above, for the period of October 1, 2016 through September 30, 2017. This agreement may be extended on a yearly basis, for an additional three (3) years, under the same terms and conditions, upon mutual agreement; and

**BE IT FURTHER RESOLVED**, that the form of said agreements 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: To amend Res. No 394-16 to reflect correct contract period

Date: 10/3/2016

**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. 394-16 to correct the contract period from "October 1, 2016 through September 30, 2016" to "October 1, 2016 through September 30, 2017."

Is subject of Resolution mandated? Explain:

Preventive services are mandated per 18 NYCRR 423

Does Resolution require expenditure of funds? Yes  No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 351,448.00

Are funds already budgeted? Yes  No

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

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

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ _____
State	\$ <u>49,709.00</u>	Other	\$ <u>301,739.00</u>
Federal Government	\$ _____	(Specify) <u>TANF FFES</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.

3A

Request for Authority to Enter into Contract with [Sullivan County Public Health] of [50 Community Lane, Liberty, NY 12754]

Nature of Other Party to Contract: Local Supplier

Other:

Duration of Contract: From 10/01/2016 To 09/30/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 10/01/2015 To 09/30/2016

Amount authorized by prior contract(s): 139,598.00

Resolutions authorizing prior contracts (Resolution #s): 406-15,177-15,104-14,594-07 & 79-05

Future Renewal Options if any:

To be determined by State COPS funding

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:

Preventive services are mandated per 18 NYCRR 423, COPS programs are funded through OCFS

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

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$351,448

Efforts made to find Less Costly alternative:

N/A Public Health Services is an approved Healthy Beginnings/Healthy Families New York Provider

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

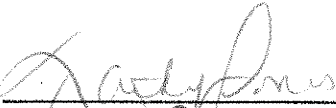
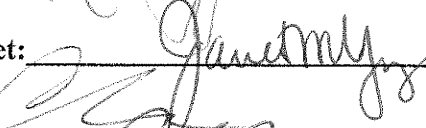


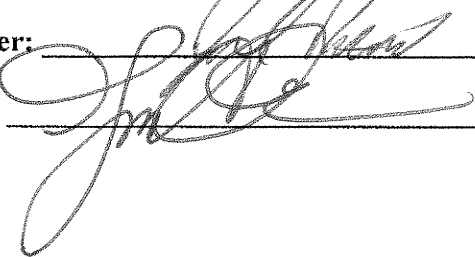
Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

N/A this is an approved provider for the services in this region

Person(s) responsible for monitoring contract (Title): Division Contract Compliance Officer

3B

**Pre-Legislative Approvals:**

- A. Director of Purchasing:  Date 10/6/16
- B. Management and Budget:  Date 10/12/16
- C. Law Department:  Date 10/7/16
- D. County Manager:  Date 10/6/16
- E. Commissioner:  Date 10/5/16

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

**Resolution No.**

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE  
TO AMEND RESOLUTION NO. 394-16**

**WHEREAS**, Resolution No. 394-16 states the contract period as “October 1, 2016 through September 30, 2016”; and

**WHEREAS**, the correct period should read “October 1, 2016 through September 30, 2017”,

**NOW, THEREFORE, BE IT RESOLVED**, that Resolution No. 394-16 now does reflect the correct contract period of October 1, 2016 through September 30, 2017.

**Moved by** \_\_\_\_\_,  
**Seconded by** \_\_\_\_\_,  
**and adopted on motion** \_\_\_\_\_, 2016.



# Division of Health and Family Services

August 2016 Monthly Report

**JOSEPH A. TODORA, COMMISSIONER**

October 13, 2016

# Division of Health and Family Services

## August 2016 Monthly Report

### **Adult Care Center:**

#### Facility:

- Successfully completed the New York State Department of Health Annual Recertification Survey.
- Worked with Family Council and the Activities Department to arrange for the Shandee Music Festival to present a piano concert on August 22, 2016. A write-up to local papers will follow.

#### Marketing:

- On August 1<sup>st</sup>, submitted photo and article to local newspapers regarding Classic Car Cruise-In which took place at facility in July. Article printed in Democrat and TV Townsman.
- Facility held a table at the National Night Out event on August 2<sup>nd</sup> in Monticello.
- Place color ad in SC Democrat in honor of Senior Citizen's Day (published August 19<sup>th</sup>)
- Mailed Satisfaction Surveys to residents discharged in prior month and circulated another copy of the facility monthly newsletter.
- Video ad continued to run on TV screens at DMV, Blue Horizon Diner, Liberty Diner, Ted's Restaurant, and Peck's Market in Eldred and radio advertising continued on Thunder 102.
- On August 5<sup>th</sup> attended planning meeting for the Sullivan County Memory Walk.
- Collected donations for the SPCA via dog photo contest judged by residents. Winners were announced on National Dog Day August 26, 2016. An article and photo was submitted to local papers in September.
- On August 12<sup>th</sup> 2016, we held fundraising bake sale for our Memory Walk team. And participated in the Sullivan County Memory Walk on August 27<sup>th</sup>. We also had an informational table at this event. Facility's Memory Walk Team raised \$938.38 for the cause to date, with further donations likely.
- Gave interview to SC Democrat for article about the Memory Care Unit which was published on August 19<sup>th</sup>.

### **Community Services:**

#### Ongoing Operations:

- Our overall operations for August had a decrease in the people served by about 1,500 fewer clients served than in August of last year. The chemical dependency clinic is down by 652 clients served than the same period last year. This decrease can be contributed to more people needing a higher level of care, like inpatient facilities. The outpatient mental health treatment clinic's visits provided was down dramatically as the same period last year with the Department serving 838 Sullivan County residents in August (see statistics attached). The majority of the discrepancy is from Community Services now doing the stats a more accurate way which is getting all the billable units of service.
- The Department was approved in 2015 for the OMH Vital Access Provider (VAP) grant. With this grant DCS is looking in to purchasing additional programs to our scheduling system to allow for robotic appointment reminder telephone calls, text messages and/or e-mails, in hopes of reducing our no-show rates for scheduled appointments. We have hired three new clerical staff people, plus two (2) coordinators. The first coordinator will monitor contracts for agencies, insurance companies, Health Homes, DSRIP's and other local government activities. A second coordinator will be split with Community Services and Office of the Aging to do applications for adult and children's SPOA (Single Point of Access) and for NYConnects for Office of the Aging. Both coordinators have started and are doing a great job so far. Community Services completed the annual Safety, Concurrent documentation and Trauma Informed Care trainings to staff.
- 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 state wide group as to systems adequacy and the quality of consumer services being provided under managed care. Management and therapists continue to formulate and implement new treatment activities in our clinic to meet the needs of the community, such as the "Just-In-Time" scheduling which began in February of 2015 and has significantly helped reduce the no-show rate of the psychiatrists. The management has been monitoring this scheduling. 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 and now is involved with HARP Services (Health and Recovery Plans).

- The mental health housing wait list from our monthly SPOA meetings are as follows: ten (10) people for RSS Pleasant Street Community Residence, twelve (12) people for RSS Revonah Hill MICA Community Residence, sixteen (16) people for RSS Supportive Apartment Program, fifty (50) for RSS Supported Housing, two (2) for RSS Long Stay beds at RSS, seventeen (17) people for RSS Invisible Children's Program and twelve (12) people for Golden Ridge Supported Housing. The RSS Crisis Respite bed is available. The Transitional Residence in Middletown has one (1) person who is on the waiting list for RSS's Pleasant Street residence. There are four (4) Adult Homes in the county which are as follows: Arcadia has thirty-eight (38) people with a capacity of one hundred fourteen (114) and 86.84% of residents have mental illness (MI); Jeffersonville has fifty-one (51) people with a capacity of sixty (60) and 90.2% have MI; Narrowsburg has sixty-five (65) with a capacity of seventy-nine (79) and 92.31% have MI; and Swan Lake has twenty-three (23) with a capacity of twenty-seven (27) and 91.3% have MI. There are three (3) people waiting to be screened with two (2) available beds in OMH/Family Care residence.

#### Local Government Units Activities:

- The department is still working with the regionally developed NYS Regional Delivery System Reform Incentive Payment programs (DSRIP) with its three stages: planning, development and implementation. The three entities which were approved for the development of patient provider service networks are REFUAH, Montefiore and Westchester Medical Center. The county entered into an agreement with Westchester Medical Center and Montefiore for the DSRIP in Sullivan County. There have been mergers of competing proposals in other regions in the state and looking for this to come to our region.
- The Department is still working with local providers and continues to submit funding applications to provide help to families whose children have been diagnosed with serious emotional disturbances. Like the grant SullivanArc received for additional respite services to continue to help families who have children with serious emotional disturbances. The Department continues to monitor the family peer support workers with the Independent Living Center Inc.'s (ILC) peer services to Sullivan County residents. The Peer Bridger plan continues to do very well at CRMC.
- The Department has seen an increase need for a Suicide Prevention and has started a coalition through the Department of Community Services. This coalition seems to be taking hold with community agencies even though this is still fairly new coalition, so DCS is hoping this will do well.

#### Other activities participated in:

- Monthly All-Staff meeting at DCS.
- Internal Budget review process.
- Meet with various county departments:
  - SC Jail.
  - DFS.
- Participated in the Montefiore & Westchester County Medical Center DSRIP Steering & Governance committee meetings.
- Meeting regarding the Opioid Epidemic.
- Meet with the following agencies:
  - SALT (Sullivan Agencies Leading Together).
  - Cornell Cooperative's student interns.

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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 August 2016 this office began with 83 active DFS agreements in place. A new agreement was prepared for The Family of Woodstock for Foster Care Services. Modifications were prepared for Dr. Eileen Treacy, Community Action Commission to Help the Economy (CACHE) and The Devereux Foundation. The RFP for assistance with HEAP applications was extended into August with four agencies submitting a response. For the September Committee Meetings, resolutions were prepared for the COPS programs of Healthy Families through Sullivan County Public Health Services and for the Town of Wallkill Boys and Girls Club. Exclusion screening for all contractors was conducted this month as well.
- Contract Monitoring: The practice of visiting contracted providers continued this month and site visits were conducted at Access Supports for Living, Astor Services for Children, Abbott House, and Berkshire Non-Secure Detention. One of these visits resulted in a reduction in payment after an on-site documentation review of services billed. During the month this office received data for compliance from the contract providers Town of Wallkill Boys and Girls Club and the Healthy Families Program.

Special Investigations

- As of 8/1/16 the Special Investigations Unit had 693 Active Investigations. During the month 97 total Fraud Referrals were received resulting in 66 investigations assigned to the Unit and 31 were dismissed. The Fraud Investigators completed 146 investigations. As of 8/31/16 the end of the month total was 613 active investigations.
- The unit received 46 referrals and closed 51 Front End Detection and Eligibility Verification Review Investigations. 7 of the closed investigations were denied/withdrawn due to the investigation which resulted in a \$74,274 Monthly Cost Avoidance.
- The unit collected \$5,656 for Accident Lien Recovery and \$417 for Estate Claim Recovery, a total of \$6,072 in Resource Recovery.
- The Unit received 17 requests for indigent burials resulting in 16 burials being approved, \$38,995 total indigent burial costs.

Child Support Enforcement:

The Child Support Enforcement Unit Collections for the month of August 2016 are \$599,652. The total TANF collections are \$12,724 and the total DFS NON-TANF collections are \$8,471. The DFS total amount collected was \$21,195.

There were 23 petitions filed in the month of August 2016 and 14 Paternity Establishments (including acknowledgements). Total CSEU cases open as of August 2016 are 5,390.

Services

Foster Care/Adoption

- As of August 31, 2016 there are 83 children in foster care; 49 children are placed in regular and therapeutic community foster homes, and 12 children are in residential centers. Twenty-three of the total number of children in foster care are freed for adoption, eight additional have a goal of adoption. One child with the goal of adoption has been placed in an adoptive home and seven 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 122 new reports alleging child abuse and/or maltreatment in August 2016. Nineteen of these reports were assigned to the FVRT.

#### Preventive

- The preventive unit has 130 open cases at the end of August, 2016. Of the 130 open cases, 26 are active referrals that are receiving assessments and/or short term services. There were 22 new referrals received during the month of August.

#### Adult Services

- The Adult Services unit has 184 open PSA cases at the end of August 2016. Ninety-eight of the 184 cases are representative payee cases, and 24 are guardianships.
- Personal care aide services are provided to 48 cases.
- There are 10 PERS (personal emergency response) cases and no long term care cases.

#### Temporary Assistance (TA)

As of 8/31/16, the breakdown of Temporary Assistance active cases was as follows:

- 350 PA TANF cases (Public Assistance, Temporary Aid to Needy families)
- 295 PA SN cases (Public Assistance, Safety Net)
- 5695 NPA FS (Non- Public Assistance, Food Stamps)

#### Medical Assistance (MA)

As of 8/31/16, the breakdown of Medical Assistance active cases was as follows:

- 5339 MA cases (Medical Assistance)
- 2680 MA/ SSI cases (Medical Assistance/ Supplemental Security Income)

#### Department Updates:

- On July, 1 2016 the transition of individuals who are eligible under a Modified Adjusted Gross Income (MAGI) eligibility group from the Welfare Management System (WMS) to NY State of Health started. This transition to NY State of Health will occur in phases and cases will be pulled the first Saturday of every month. Clients are being advised that future renewals will also be handled by the NYSOH.
- The Clean and Tune component of the Home Energy Assistance Program began on 8/1/16. It provides service to an individual homeowner's primary heating equipment if otherwise eligible. The program hasn't been offered since 2008-2009. The program closes on 11/4/16 or until funds are exhausted.
- Attended a HEAP regional meeting to review program policies and procedures. The regular component of HEAP begins on 11/14/16 and the Heating Repair and Replacement Component starts on 11/7/16.
- Visited the White Sulphur Springs senior center to provide information on several MA and TA programs, including the Medicare Savings Program, SNAP, and HEAP.
- Participated in the HEAP vendor luncheon, where HEAP policy and procedures were shared with many HEAP vendors. Hosted representatives from OTDA, who also presented to the group.
- Conducted interviews for clerical vacancies in the titles of AC, AC /Typist, and Records management Clerk.

#### Office of the Aging:

- None.

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## **Public Health Services:**

### **Administration**

- the Director has been working on various health initiatives and attending community meetings to collaborate and partner with Healthy Sullivan, county wellness committee, Sullivan Renaissance and others. Prepared data and information on evidence based programs that work, Robert Wood Johnson rankings and discussing health outcomes overall at various meetings, including SLAC this month. In addition, the Director has been working on obtaining information and having discussions with state health department, TFAC officials on the Tobacco21 law that is proposed and reviewing local data.
- Met with ORMC/CRMC representatives to discuss planning for collaborative needs assessment and how our mutual partnership could inform the Community Health Assessment update due in December this year. Participated in Rural Health Network meetings and its various subcommittees: Executive Committee, Task force, and Oral Health. Attended Sullivan West Task Force meeting and Parents Forum on Drug Abuse Prevention. Was a guest speaker on WJFF Radio.
- Various personnel changes, administrative activities, and ongoing planning, meetings and discussions with the department's fiscal administrative officer, and assisting in the development of the 2017 budget preparation and submission to the County Manager.

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

- The nurses and management staff of the CHHA and LT are working to address a variety of issues that were highlighted by the Survey in June, as well as improving patients' health outcomes as measured by the Centers for Medicare and Medicaid, and our HHCAHPS ratings. Three nurse peer groups have formed in order to concentrate resources on improving practices related to following the Plans of Care, Coordination of Services, and reviewing the medication regimen regime. Managers are also focusing on the initiative to integrate all clinical practitioners into documentation on the Electronic Medical Record, and away from using paper documentation. Nurse recruitment is also a priority.

### **Early Intervention:**

- Best Friends Inc., of Monticello was given approval by the New York State Education Department to open an additional full day class in place of their half-day class. This class will open on September 14, 2016 and provide seven additional full day integrated openings in the county.
- The Early Care Account Clerk was promoted to Senior Account Clerk for Public Health. It is anticipated that her position will be filled by October of 2016.

### **Healthy Families Program:**

- Healthy Families has 69 families, at 86% capacity. FAW completed 2 Assessments in August. Healthy Families has received 31 new referrals for the month, outreach is ongoing. Healthy Families staff also has participated in National Breastfeeding Walk/National Night Out as well as Latch On in the Garden at the local Catskill Regional Medical Center to promote breastfeeding. The program also had a Healthy Families Board meeting in August including a guest participant that spoke to the board about her experience with Healthy families.
- The staff has participated in several trainings in August, Depression in Mothers, More than the Blues, Grand Rounds, Continuum of care to support exclusive breastfeeding in NYS. The program will continue to assess families and reach our maximum of 80 families.

### **EPI:**

This summer was extremely busy for the EPI programs, including an additional animals rabies vaccination clinic (169 animals were vaccinated), and investigation of 26 rabies related exposure incidents. 8 people received post exposure prophylaxis for rabies exposures despite additional health education campaigns and awareness. Over 150 communicable disease reports were followed up on and investigated by nursing staff in EPI.

WIC:

- August is World Breastfeeding Month, WIC works closely in conjunction with the Sullivan County Breastfeeding Coalition to promote breastfeeding as the natural and normal method of feeding infants. Activities included the Annual Breastfeeding Walk and Rock-n-Rest station at the Fallsburg National Night Out event on August 2nd. The event was attended by roughly 800 individuals and nonprofit representatives. The Breastfeeding Coalition and Rural Health Network handed out 300 health resource giveaway bags to pregnant women and women with children under the age of 5. The Coalition hosted a Rock-n-Rest breastfeeding and changing station for mothers and infants and performed our Annual walk through the event to educate the community on the importance of breastfeeding.
- WIC staff also manned tables at the Callicoon and Monticello National Night Out events to perform outreach and connect with young families.
- The 2nd Annual Latch On in the Garden was held on Thursday August 11th in the garden behind Catskill Regional Medical Center (CRMC). The event was attended by roughly a dozen breastfeeding mothers and many members of the breastfeeding coalition. CRMC announced that they will be ending the use of formula incentive bags effective October 1st. This was great news for the SC Breastfeeding Coalition!
- WIC staff were on hand at the Annual Bagelfest on August 14th. 200 education resource bags were provided to families with young children and children's activities such as a corn pool and bouncy horses were provided with rocking chairs for tired parents to rest.
- WIC Breastfeeding Peer Counselors and a PRASAD Volunteer dental hygienist attended the Head Start Orientation Days on August 30<sup>th</sup> and September 1<sup>st</sup> to distribute health information giveaway bags and perform free oral health screenings on the children.
- Three breastfeeding support groups are now in full swing. They are located at Catskill Regional Medical Center, the Monticello Library and the Grahamsville Library.

Youth Bureau:

- None.



SULLIVAN COUNTY DEPARTMENT OF  
COMMUNITY SERVICES  
STATISTICAL SUMMARY FOR: AUGUST 1, 2016 -August 31 ,2016

PROGRAM	CLIENTS ON ROLLS:			CLIENTS ON ROLL:		
	8/1/2016	ADMISSIONS	DISCHARGES	8/31/2016	CLIENTS SERVED	UNITS OF SERVICE
***SULLIVAN COUNTY MENTAL HEALTH CLINIC	520	46	41	525	566	1,597
***CHILDREN'S UNIT	48	3	4	47	51	190
TREATMENT REACHING YOUTH (SCHOOL-BASED)	212	6	29	189	218	102
FORENSIC UNIT	89	12	18	83	101	124
DOMESTIC VIOLENCE INTERVENTION & TREATMENT						42
<b>TOTAL MENTAL HEALTH</b>	<b>869</b>	<b>67</b>	<b>92</b>	<b>844</b>	<b>936</b>	<b>2,055</b>
ADULT CASE MANAGEMENT	50	2	0	52	52	149
HEALTH HOME	118	1	4	115	239	
HEALTH HOME (KENDRA) AOT	2	2	0	4	4	
BLENDED ICM/SCM (CHILD)	28	0	16	12	28	44
SPOA - Adult	21	0	0	29	29	58
SPOA - Child	14	0	0	8	8	23
CHEMICAL DEPENDENCY CLINIC	87	17	17	87	104	455
CHEMICAL DEPENDENCY- FORENSIC	44	9	0	53	37	37
<b>TOTAL TREATMENT PROGRAMS</b>	<b>364</b>	<b>31</b>	<b>37</b>	<b>360</b>	<b>501</b>	<b>766</b>
RCPC-MICHELE EHERTS	12	0	0	12	12	
CM CIS					10	26
	<b># of calls</b>	<b>#of ph interv</b>	<b>Outreaches</b>	<b>Hosp Ref</b>	<b>Admits</b>	
MOBILE MENTAL HEALTH	358	178	35	10	5	

SULLIVAN COUNTY DEPARTMENT OF  
COMMUNITY SERVICES  
STATISTICAL SUMMARY FOR: August 1, 2015 - August 31,2015

PROGRAM	CLIENTS ON ROLLS:			CLIENTS ON ROLL:		
	8/1/2015	ADMISSIONS	DISCHARGES	8/31/2015	CLIENTS SERVED	UNITS OF SERVICE
***SULLIVAN COUNTY MENTAL HEALTH CLINIC	545	35	36	544	1,218	851
***CHILDREN'S UNIT	47	9	12	44	151	77
TREATMENT REACHING YOUTH (SCHOOL-BASED)	173	3	11	165	97	431
FORENSIC UNIT	102	9	6	105	308	31
DOMESTIC VIOLENCE INTERVENTION & TREATMENT						15
<b>TOTAL MENTAL HEALTH</b>	<b>867</b>	<b>56</b>	<b>65</b>	<b>858</b>	<b>1,774</b>	<b>1,405</b>
ADULT CASE MANAGEMENT	42	4	2	44	117	245
HEALTH HOME	106		0	106	100	213
HEALTH HOME (KENDRA) AOT	3	0	0	3	2	3
BLENDED ICM/SCM (CHILD)	21	0	1	20	18	36
SPOA - Adult					27	80
SPOA - Child					2	8
CHEMICAL DEPENDENCY CLINIC	82	26	11	97	532	
CHEMICAL DEPENDENCY- FORENSIC	45			61	261	
<b>TOTAL TREATMENT PROGRAMS</b>	<b>299</b>	<b>30</b>	<b>14</b>	<b>331</b>	<b>1,059</b>	<b>585</b>
RCPC-MICHELE EHERTS	11	0	1	10	12	41
RPC-KATHY RYAN - included in Health Home	28	0	2	26	26	26
	<b># of calls</b>	<b>#of ph interv</b>	<b>Outreaches</b>	<b>Hosp Ref</b>	<b>Admits</b>	
MOBILE MENTAL HEALTH	367	180	42	6	5	
CM CIS	N/A	N/A	N/A	N/A	N/A	

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	371	353	275	313	5865	5779	5844	6761	6897	6213	2702	2664	2677
APRIL	430	367	356	348	297	305	5834	5745	5918	6890	6797	6158	2652	2646	2686
MAY	422	381	358	355	319	296	5783	5744	5880	6931	6661	6084	2640	2668	2672
JUNE	412	383	354	345	308	300	5746	5712	5857	6935	6639	6024	2654	2680	2680
JULY	418	357	356	308	301	284	5675	5638	5698	6974	6574	5666	2639	2696	2676
AUGUST	408	358	350	301	283	295	5708	5648	5695	7164	6515	5339	2587	2691	2680
SEPTEMBER	379	362		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	359	320	291	298	5790	5722	5833	6995	6630	5996	2631	2681	2682
	-18%	-10%		-22%	-9%		3%	-1%		9%	-5%		-3%	1%	

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**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: August 2016

<b>August 2016</b>	<b>DFS</b>
Total number of formal agreements in effect at the end of the month:	83
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:	1
Number of RFP's, Bids, Proposals, Etc. coordinated this month:	1
Number of new agreements, addenda and/or modifications developed this month:	3
Number of intra-county agreements coordinated this month:	0
Performance and outcomes measures developed, identified and/or evaluated:	2
Reports received from on-site monitoring visits and/or follow-ups performed:	4
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:	1
Trend analysis of need indicators performed:	2
Total contract related technical assistance/supports provided:	118
Total number of number of program areas/types of service currently handling:	11
Total number of contracts currently managing:	83



SULLIVAN COUNTY DEPARTMENT OF FAMILY SERVICES

CHILD SUPPORT UNIT	2015 YTD	2016 YTD	2016 AUG
SUPPORT COLLECTIONS	9,102,262	5,580,729	599652
TOTAL NON-DFS	8,487,906	5,182,169	578457
TOTAL DFS	614,356	398,560	21195
TANF	419,412	303,945	12724
NON-TANF	194,944	97,016	8471
TOTAL PETITIONS FILED	284	233	23
# PATERNITIES ESTABLISHED	64	132	14
# OPEN CASES	5467	5390	-83
<b>ADULT SERVICES UNIT:</b>	<b>2015 YTD</b>	<b>2016 YTD</b>	<b>2016 AUG</b>
<b>PERSONAL CARE AIDES</b>			
CASES OPENED	7	6	0
CASES CLOSED	84	12	0
# CASES (AVG.)	95.33333333	48.625	48
<b>PERS</b>			
CASES OPENED	2	0	0
CASES CLOSED	37	4	4
# CASES (AVG.)	36.08333333	13.2	10
<b>PSA REFERRALS</b>			
16A Neglect by Caregiver	38	4	0
16A Physical Abuse	11	2	0
16A Sexual Abuse	4	42	0
16A Psychological Abuse	10	3	0
16A Financial or Other Exploitation	29	11	3
16B Neglects Own Basic Needs	84	20	4
16B Untreated Medical Conditions	52	14	2
16B Self-endangering Behaviors	30	21	4
16B Unable to Manage Finances	35	13	2
16B Environmental Hazards	44	38	5
<b>PSA</b>			
CASES OPENED	198	99	20
CASES CLOSED	122	123	27
# CASES (AVG.)	144.9166667	125.875	184
<b>GUARDIANSHIPS</b>			
OPEN	17	24	0
<b>CHILDREN SERVICES UNIT:</b>	<b>2015 YTD</b>	<b>2016 YTD</b>	<b>2016 AUG</b>
<b>FOSTER CARE</b>			
AVG. MONTHLY CASELOAD (TRADITIONAL)	71.41666667	37.625	51
AVG. MONTHLY CASELOAD (RESIDENTIAL)	13.58333333	28.2	30

CHILDREN SERVICES UNIT:	2015 YTD	2016 YTD	2016 AUG
<b>CHILD PROTECTIVE SERVICES:</b>			
# OF NEW REPORTS	1573	706	122
# OF INDICATED REPORTS	232	94	19
PHYSICAL ABUSE	16	14	1
EMOTIONAL ABUSE	0	189	0
SEXUAL ABUSE	3	8	0
NEGLECT	40	31	5
DOMESTIC VIOLENCE	11	227	0
EDUCATIONAL NEGLECT	40	75	3
# OF UNFOUNDED REPORTS	873	274	64
# OF COURT ORDERED 1034 INVESTIGATIONS	32	465	2
<b>PREVENTIVE</b>			
AVG. MONTHLY CASELOAD	156.5	96	122
<b>SPECIAL INVESTIGATIONS UNIT:</b>	<b>2015 YTD</b>	<b>2016 YTD</b>	<b>2016 AUG</b>
<b>FRAUD COMPLAINTS AND INVESTIGATIONS:</b>			
# REFERRALS RECEIVED	1,864	680	97
# COMPLAINTS DISMISSED	545	184	31
# ASSIGNED FOR INVESTIGATION	1,319	496	66
# CASES COMPLETED	1,356	890	146
# CASES; MONTH END	1,007	613	613
<b>FRONT END DETECTIONS (FEDS) (INCLUDES EVR):</b>			
# CASES REFERRED	735	254	46
# CASES COMPLETED	841	246	51
# CASES DENIED/WITHDRAWN	0	45	7
COST AVOIDANCE	\$ 4,100,186	\$ 470,676	\$ 74,274
<b>RESOURCES UNIT (RECOVERIES):</b>			
ACCIDENT LIENS	\$250,811	\$40,696	\$5,656
PROPERTY LIENS	\$25,404	\$10,008	\$0
ESTATE CLAIMS	\$149,977	\$161,831	\$417
INSURANCE, MORTGAGES	\$1,100	\$600	\$0
RESOURCE UNIT TOTAL:	\$427,292	\$213,135	\$6,072
<b>BURIALS:</b>			
# REQUESTED	119	113	17
# APPROVED	87	88	16
COSTS	\$227,123	\$222,571	\$38,995
<b>COLLECTIONS:</b>	<b>2015 YTD</b>	<b>2016 YTD</b>	<b>2016 AUG</b>
RECOUPMENTS	\$55,704	\$37,980	\$4,601
RESTITUTION	\$366,543	\$155,064	\$16,447
COLLECTIONS TOTAL	\$422,247	\$193,044	\$21,048

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



**Certified Home Health Agency**

# of new patients: 101  
 # of discharges: 97  
 # of home visits made (includes HHA visits): 1667 Approx.

**Long Term Home Health Care Program**

# of skilled nursing home visits made: 88  
 # of total patients on program: 44  
 # of other home visits made: 10

**Maternal Child Health Program**

# of referrals: 17  
 # of visits made: 52

**Healthy Families of Sullivan Program**

# of families on program: 72  
 # of home visits made: 168  
 # of referrals: 45

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

# of car seat installations: 4  
 # of car seat checks: 0  
 # of cribs and education sessions: 0

**Immunizations**

# of immunizations given: 39  
 # of flu clinics: 3

**Communicable Disease Program**

# of communicable diseases reported: 158  
 # of STDs reported: 25  
 # of Rabies-related incidents: 26  
 # Rabies Clinics: 1  
 # of animals receiving rabies vaccines: 169  
 # people receiving post exposure prophylaxis for rabies exposure: 8  
 # of HIV Testing: 1            0 positive

**Lead Poisoning Prevention Program**

# children screened: 92  
 # children with elevated Blood Lead Levels: 1  
 # homes requiring NYSDOH inspection: 0

**Bilingual Outreach Worker**

# visits made: 38  
 # of outreach: 70  
 Attended all immunization clinics 1

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

# of WIC participants served: 2116 (Women: 395    Infants: 371    Children: 969)

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

**Early Intervention Program**

# of children in program:            179

**Pre-K Program**

# of children in program:            161

**Physically Handicapped Children's Program**

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

**Child Find Program**

# of children in program:            68

**Children Served in 2015 Through August:**

Early Intervention Program:        261  
 Pre-K Program:                        279  
 PHCP:                                    1

**Children Served in 2016 Through August:**

Early Intervention Program:        \*\*\*\*  
 Pre-K Program:                        286  
 PHCP:                                    0

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

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