



**HEALTH AND FAMILY SERVICES COMMITTEE**

**THURSDAY, November 9, 2017 9:15 AM**

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

**CALL TO ORDER**

**ATTENDANCE**

**COMMENTS: Committee Chair/Commissioner**

**REPORTS:**

- 1. Division of Health & Family Services Monthly Report – Joseph Todora, Commissioner**
- 2. Wellness Committee- Darrin Raynor, Deputy Commissioner of Mngt. & Budget**

**PRESENTATION: None**

**DISCUSSIONS: None**

**RESOLUTIONS:**

**Adult Care Center Resolutions – None**

**Department of Community Services Resolutions –**

- 1. To authorize an agreement with the University of Southern California, Suzanne Dworak-Peck School of Social Work to provide field internship experience for enrolled Students.**

**Department of Family Services Resolutions –**

- 2. To amend Resolution No. 312-16 authorizing agreement with Rolling V Bus Corporation.**
- 3. To authorize agreement for the provision of Non-Secure Detention related services from January 1, 2018 through December 31, 2018.**
- 4. To authorize County Manager to execute agreements with Local Certified Foster Homes for Emergency reserved accommodations.**

**Office for the Aging – None**

**Public Health Services Resolutions –**

- 5. To approve Emergency Preparedness Exercise Support from Tetra Tech.**

**Youth Bureau –None**

**MONTHLY REPORTS**

**Commissioners Report – 6-14**

**Adult Care Center - 15**

**Community Services - 16**

**Family Services -17-19**

**Office for the Aging – None**

**Public Health Services – 20**

**Public Comment**

**Adjournment**

RESOLUTION NO. \_\_\_\_\_

**INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE**

**TO AUTHORIZE AN AGREEMENT WITH THE UNIVERSITY OF SOUTHERN CALIFORNIA, SUZANNE DWORAK-PECK SCHOOL OF SOCIAL WORK TO PROVIDE FIELD INTERNSHIP EXPERIENCE FOR ENROLLED STUDENTS**

WHEREAS, The Department of Community Services (“Community Services”) wishes to enter into a formal agreement with The University of Southern California, Suzanne Dworak-Peck School of Social Work (“USC”) to permit qualified students to participate in such internships.

NOW, THEREFORE BE IT RESOLVED, that the County Manager is hereby authorized to enter into an agreement with USC for the period from January 1, 2018 through December 31, 2018, which period may be renewed by the parties for three (3) additional successive terms without further approval by the Legislature; and

BE IT FURTHER RESOLVED, that any and all acts undertaken on behalf of the County with respect to the use of USC student interns by Community Services prior to the date hereof be ratified and approved; and

BE IT FURTHER RESOLVED, that the form of said contract shall be approved by the Sullivan County Attorney’s Office.

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

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

**To:** Sullivan County Legislature

**Fr:** Joseph A. Todora; Commissioner, Director

**Re:** Request for Consideration of a Resolution: Contract with University of Southern California  
School of Social Work for intern field experience

**Date:** October 23, 2017

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

Contract with University of Southern California, Suzanne Dworak-Peck School of Social Work for enrolled students to work at Community Services for internship experience at no cost to the County.

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

No, but it will allow students to receive experience working in the mental health field.

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

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

Amount to be authorized by Resolution: \$ 0.00

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

If "Yes" specify appropriation code(s): N/A

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

**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 [ Marleen Wong, Field Educat. ] of [ USC Suzanne Dworak-Peck School of Social Work ]**

**Nature of Other Party to Contract: .**

**Other:**

**Duration of Contract: From** 01/01/2018 **To** 12/31/2018

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

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

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

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

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

**Future Renewal Options if any:**

Yes, on a yearly basis as needed.

**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.]:**

This would provide students in the social work field with experience working in mental health.

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

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

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

N/A

\_\_\_\_\_

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

N/A

\_\_\_\_\_

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

N/A

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

**Pre-Legislative Approvals:**

- A. Director of Purchasing: Aurson Lewis Date 11/6/17
- B. Management and Budget: [Signature] Date 11/8/17
- C. Law Department: [Signature] Date 11/6/17
- D. County Manager: [Signature] Date 11/8/17
- E. Commissioner: [Signature] Date 10/23/17

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

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE  
TO AMEND RESOLUTION NO. 312-16 AUTHORIZING AGREEMENT WITH  
ROLLING V BUS CORPORATION**

**WHEREAS**, pursuant to Resolution No. 312-16, adopted by the Sullivan County Legislature on July 21, 2016 the County of Sullivan, through the Department of Family Services, executed an extension agreement with Rolling V Bus Corporation for Welfare to Work Transportation Services; and

**WHEREAS** Resolution No. 312-16 authorized the County Manager to enter into an extension agreement with Rolling V Bus Corporation at a cost not-to-exceed \$450,000; and

**WHEREAS**, the expanded utilization of the services and needs of the program during the period of July 1, 2016 through June 30, 2017 have created a need to increase the not-to-exceed amount to \$575,000 for that period only.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby amends Resolution No. 312-16 to authorize an increase of the not-to-exceed amount to \$575,000 for the period of July 1, 2016 through June 30, 2017 only; and

**BE IT FURTHER RESOLVED**, that the County Manager is hereby authorized to execute a modification agreement with Rolling V Bus Corporation for the period of July 1, 2016 through June 30, 2017 to reflect the above-referenced increase in the not-to-exceed amount; and

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

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

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

**To:** Sullivan County Legislature

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

**Re:** Request for Consideration of a Resolution: Amend Res No 312-16 to increase amount for Rolling V Contract 2016-2017

**Date:** 10/26/2017

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

Amend Resolution No. 312-16 to increase NTE amount of Rolling V Corporation to \$575,000 for the welfare to work, employment and employment training related transporation services agreement during the 2016-2017 contract year.

**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:** \$ 125,000.00

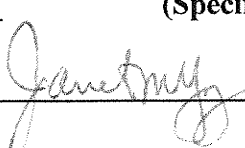
**Are funds already budgeted? Yes  No**

**If "Yes" specify appropriation code(s):** A6109 46 4615 A6140 46 4615

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

**Estimated Cost Breakdown by Source:**

County	\$ <u>44,375.00</u>	Grant(s)	\$ _____
State	\$ <u>18,125.00</u>	Other	\$ _____
Federal Government	\$ <u>62,500.00</u>	(Specify)	<u>Based on 50-50 ridership TANF &amp; Safetynet</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 [ Rolling V Bus Corporation ] of  
[South Fallsburg, NY]

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

Duration of Contract: From 07/01/2016 To 06/30/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 07/01/2015 To 06/30/2016

Amount authorized by prior contract(s): 450,000.00

Resolutions authorizing prior contracts (Resolution #s): 312-16, 267-15

Future Renewal Options if any:

Upon mutual agreement for 3 additional years on a yearly basis

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): \$575,000

Efforts made to find Less Costly alternative:

B-15-29

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

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

B-15-29 AL

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



**Pre-Legislative Approvals:**

A. Director of Purchasing: Alison Jew Date 11/2/17

B. Management and Budget: Janetmy Date 11/8/17

C. Law Department: [Signature] Date 11/6/17

D. County Manager: [Signature] Date 11/8/17

E. Commissioner: [Signature] Date 10/31/17

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

**Resolution No.**

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE TO AUTHORIZE AGREEMENT FOR THE PROVISION OF NON-SECURE DETENTION RELATED SERVICES FROM JANUARY 1, 2018 THROUGH DECEMBER 31, 2018.**

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

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

**WHEREAS**, Berkshire Farm Center and Services for Youth submitted a proposal for R-17-36 for Sullivan County's exclusive use of one Non-Secure Detention bed at the per diem rate of \$295; and

**WHEREAS**, the Department of Family Services wishes to award a portion of R-17-36 to Berkshire Farm Center and Services for Youth for Reserved Usage, Non-Secure Detention services and enter into contract due to the anticipated increased need.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute an agreement as detailed above for the provision of Reserved Usage, Non-Secure Detention Services; and

**BE IT FURTHER RESOLVED**, the contract period shall be from January 1, 2018 through December 31, 2018. This agreement may be extended, upon mutual agreement, for four (4) additional years on a yearly basis; and

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

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

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

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

**To:** Sullivan County Legislature

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

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

**Date:** 10/20/2017

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

To enter into a contract with Berkshire Farm Center and Services for Youth for the provision of Non-Secure Detention related services and one bed exclusive to Sullivan County use.

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

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

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

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

Amount to be authorized by Resolution: \$ 108,000.00

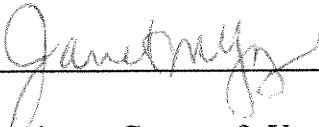
Are funds already budgeted? Yes  No

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

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

**Estimated Cost Breakdown by Source:**

County	\$ <u>55,080.00</u>	Grant(s)	\$ _____
State	\$ <u>52,920.00</u>	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

**Verified by Budget Office:** 

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

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

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

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

Duration of Contract: From 01/01/2018 To 12/31/2018

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2017 To 12/31/2017

Amount authorized by prior contract(s): 85,000.00

Resolutions authorizing prior contracts (Resolution #s): 17-17, 96-16, 104-15, 111-14, 241-13

Future Renewal Options if any:

May be extended, upon mutual agreement, for 4 additional years on a yearly basis.

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

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

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

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

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

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$108,000

Efforts made to find Less Costly alternative:

R-17-36  
\_\_\_\_\_  
\_\_\_\_\_

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

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

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

R-17-36  
\_\_\_\_\_

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

**Pre-Legislative Approvals:**

- A. Director of Purchasing: Angus Sava Date 11/2/17
- B. Management and Budget: Janetmya Date 11/8/17
- C. Law Department: [Signature] Date 11/6/17
- D. County Manager: [Signature] Date 11/8/17
- E. Commissioner: [Signature] Date 10/23/17

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

**Resolution No.**

**RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE  
TO AUTHORIZE COUNTY MANAGER TO EXECUTE AGREEMENTS WITH LOCAL  
CERTIFIED FOSTER HOMES FOR EMERGENCY RESERVED  
ACCOMMODATIONS**

**WHEREAS**, the County of Sullivan, through the Department of Family Services, is mandated to make available Foster Care related services as needed for children/youth and currently maintains contracts with various agencies; and

**WHEREAS**, the Department of Family Services also serves as the designated agency to certify local foster homes within the County; and

**WHEREAS**, the Department wishes to contract with select certified local foster homes that are capable and willing to adhere to requirements for Emergency Reserved Accommodations such as accepting any child referred by the Department 24 hours a day; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute agreements with any local foster home certified by the Department of Family Services for Emergency Reserved Accommodations during the period from November 1, 2017 through October 31, 2018; and

**BE IT FURTHER RESOLVED**, the maximum of these contracts are not to exceed \$15,000 in total; and

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

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

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

**To:** Sullivan County Legislature

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

**Re:** Request for Consideration of a Resolution: Contracts with Local Certified Foster Homes for  
Emergency Reserved Accommodations

**Date:** 10/20/17

**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 with any local foster home certified by the Department that are capable and willing to accept any child referred by the Department 24 hours a day for the period of 11/1/17 though 10/31/18.

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

The Department is mandated to make available foster care services as needed for Sullivan County youth

**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): A6119 46 4615

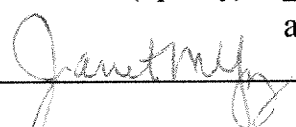
If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County \$ \_\_\_\_\_ Grant(s) \$ \_\_\_\_\_

State \$ 15,000.00 Other \$ \_\_\_\_\_

Federal Government \$ \_\_\_\_\_ (Specify) Up to F.C Block Grant/FFFS allocation, then will be County share

**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 [ local foster homes ] of  
[ Sullivan County ]

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

Duration of Contract: From 11/01/2017 To 10/31/2018

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

If "Yes" provide the following information:

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

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

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

Future Renewal Options if any:

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:

The Department is mandated to make available foster care services as needed for Sullivan County youth.

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): \$15000

Efforts made to find Less Costly alternative:

This will reduce the need to utilize emergency placements at agencies out of County which are significantly higher in cost.

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

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

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



**Pre-Legislative Approvals:**

A. Director of Purchasing: Auson Seuss Date 11/2/17

B. Management and Budget: Janetmy Date 11/8/17

C. Law Department: [Signature] Date 11/6/17

D. County Manager: [Signature] Date 11/8/17

E. Commissioner: [Signature] Date 10/23/17

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

**RESOLUTION NO.                    INTRODUCED BY HEALTH AND FAMILY SERVICES  
COMMITTEE TO APPROVE EMERGENCY PREPAREDNESS EXERCISE SUPPORT  
FROM TETRA TECH**

**WHEREAS**, Sullivan County Public Health Services are required to participate in the upcoming New York State Department of Health (NYSDOH) 2017-2018 Budget Period statewide Annual Public Health Emergency Preparedness Exercise on May 1, 2018, and

**WHEREAS**, all project work and after action reports must be completed by June 30, 2018, and

**WHEREAS**, Tetra Tech is offering support in the exercise planning, two controller/evaluators to support exercise, and would assist with after action report development at a total cost of \$6504.82, and

**WHEREAS**, this support and expertise is needed and the contractual cost will be paid for with Public Health Services' Department's emergency preparedness grant, and vendor agreement will be in accordance with a Master Services Agreement,

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be authorized to enter and execute a contract with Tetra Tech, to give exercise development, planning and support to Sullivan County Public Health Services for its state-required Public Health Emergency Preparedness Exercise, after approval of contract from the County Attorney.

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

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

**To:** Sullivan County Legislature

**Fr:** Nancy McGraw, Public Health Director

**Re:** Request for Consideration of a Resolution: To enter into amaster services agreement with Tetra Tech for emergency drill exercise support

**Date:** October 26, 2017

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

We request that the County Manager be authorized to enter into an agreement (master services agreement) with Tetra Tech, 8 Southwood Blvd 3rd Fl, Albany, NY for Exercise support, planning and participation in a regional state required drill in May 2018 to assist Sullivan County Public Health Services.

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

Participation, planning and emergency preparedness is a state mandate of local health departments

homecare revenue, the bulk of which is Medicare & Medicaid combined.

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

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

Amount to be authorized by Resolution: \$ 6,505.00

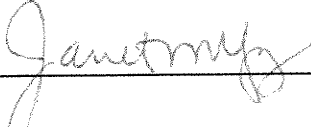
Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): A/C#AA4050-47-4752 DEPT-Misc Program Exp

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

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$ _____
State	\$ <u>6,505.00</u>	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

**Verified by Budget Office:** 

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

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

Request for Authority to Enter into Contract with [Tetra Tech] of  
[8 Southwoods Blvd 3rd Fl, Albany, NY 12211]

Nature of Other Party to Contract: Professional **Other:** Master Services agreement

Duration of Contract: From 11/01/2017 To 06/30/2018

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

If "Yes" provide the following information:

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

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

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

Future Renewal Options if any:

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:

Assistance with drill design, planning and after action report; help to meet state required emergency preparedness deliverables for grant.

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): 6,505.00

Efforts made to find Less Costly alternative:

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

N/A

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

Pissyback Warren County WC 11-16 AN

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

Pre-Legislative Approvals:

- A. Director of Purchasing: Amyson Lewis Date 11/6/17
- B. Management and Budget: Janet Myers Date 11/8/17
- C. Law Department: [Signature] Date 11/6/17
- D. County Manager: [Signature] Date 11/8/17
- E. Commissioner: [Signature] Date 10/27/17

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



# Division of Health and Family Services

September 2017 Monthly Report

**JOSEPH A. TODORA, COMMISSIONER**

November 9, 2017

# Division of Health and Family Services

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## September 2017 Monthly Report

### **Adult Care Center:**

- Frank Murphy was welcomed as our new Administrator on 9/11/17
- We were host and sponsor of the Sullivan County Chamber of Commerce First Friday Breakfast on 9/1/17. There were 61 attendees.
- Video advertising continued on TV screens at DMV, Blue Horizon Diner, Liberty Diner, Ted's Restaurant, and Peck's Market in Eldred.
- We created another edition of the facility newsletter for distribution through e-mail, with hard copies for visitors coming to facility.
- Monthly newsletter was posted on County Facebook page.
- Mailed satisfaction surveys to residents discharged in previous calendar month.
- Radio advertisements continued on Thunder 102.
- Sent photos marking Adult Day Health Services Week to Dan Hust for inclusion on the County's Facebook page.
- Sent article to local papers with photo to commemorate National Adult Day Health Services Week.
- Renewed placemat ads at Ted's Restaurant.
- Submitted ad for River Reporter Health Magazine publication date 9/28/17.
- Submitted ad for SC Democrat to mark Breast Cancer Awareness month (publication date 10/3/17.)
- Submitted nomination for Business Woman of the Year.

### **Community Services:**

#### Ongoing Operations:

- The Department was approved in 2014 for the OMH (Office of Mental Health) Vital Access Provider (VAP) grant to run for four (4) years and started in 2015. This grant was amended to three (3) years by the State so Community Services is almost finished with the grant has completed most of the goals.
- Community Services will be scheduling our HIPAA/Safety trainings later this year.
- Everything with the "Just-In-Time" scheduling seems to be going well. On February 27, 2017, Community Services started the implementation of a Behavioral Health Clinic which is a blend of both mental health and alcohol and drug abuse services clinics, as both Office of Mental Health (OMH) and Office of Alcohol and Substance Abuse Services (OASAS) approved the merging of these clinics. The management team has been monitoring this process and it seems to be running smoothly. In September, our groups: the mental health, drug & alcohol and/or both were merged with clients in mind who have a need to attend one of the groups no matter what unit they are in. For example, a client is being treated in our drug and alcohol unit, but may be attending a mental health group to help them briefly through a time.
- The care management unit continues to actively engage in both of the Health Home agencies. The HARP Services (Health and Recovery Plans) are Medicaid and Medicaid Managed Care health plans, which our workers are enrolling those persons eligible in Care Management programs.
- Our Community Services Coordinator who is split between DCS and OFA has done the following: 1.) at the Adult SPOA Committee meeting held on September 14, 2017, reviewed the status/updates of ten (10) prior referrals. The status of twelve (12) new referrals were received, discussed and reviewed by the SPOA Committee. Coordination of referrals and ongoing collaboration with service providers continue. Clients were recommended for/linked to various services, including: RSS Respite Apartment, Adult Home, behavioral health treatment providers, RSS housing and community residences, PROS Program, Access Supported Housing, Action Toward Independence, Independent Living, Inc., and Care Management services. Coordinator participated in the Sullivan County Chamber of Commerce Foundation's Leadership

Sullivan program. Coordinator attended the statewide HARP/HCBS subcommittee WebEx meeting and the high risk client census meeting. Coordinator also organized and facilitated the monthly Adult SPOA Committee meeting and conducted follow up throughout the month. 2.) At Children's SPOA Committee meeting held on September 28, 2017, we reviewed ten (10) prior referrals and two (2) new referrals were received, discussed and reviewed. Communication with families and referral sources continue as well as ongoing coordination of referrals and linkage to/collaboration with service providers. Children/families were recommended for/linked to various services, including: SullivanArc in home and overnight respite services, Parents for Parents Family Support, Children's Health Home Care Management services, Home and Community Based Waiver Services, RSS Recreation, behavioral health providers, Juvenile Fire Prevention Program, DAS Committee-PINS, and Independent Living, Inc. for their Peer Parent Specialist. Coordinator organized and facilitated the monthly Children's SPOA Committee meeting.

- The mental health housing wait list from our monthly SPOA meetings are as follows: eighteen (18) people for RSS Pleasant Street Community Residence, eighteen (18) people for RSS Revonah Hill MICA Community Residence, thirty-two (32) people for RSS Supportive Apartment Program, sixty-nine (69) for RSS Supported Housing, zero (0) for RSS Long Stay beds at RSS, nineteen (19) people for RSS Invisible Children's Program and seven (7) people for Golden Ridge Supported Housing. The RSS Crisis Respite bed is occupied at this time. The Transitional Residence in Middletown has one (1) person. There are four (4) Adult Homes in the county which are as follows: Arcadia has fifty-nine (59) people with a capacity of one hundred fourteen (114) and 66.10% of residents have mental illness (MI); Jeffersonville has fifty-eight (58) people with a capacity of sixty (60) and 93.10% have MI; Narrowsburg has seventy (70) with a capacity of seventy-nine (79) and 95.71% have MI; and Swan Lake has twenty-seven (27) with a capacity of twenty-seven (27) and 74.07% have MI. There are six (6) people waiting for a vacancy in an OMH/Family Care residence.

#### Local Government Units Activities:

- The department is still working with the NYS Regional Delivery System Reform Incentive Payment programs (DSRIP) which was implemented two years ago for the development of patient provider service networks. The county has entered into agreements with Westchester Medical Center and Montefiore for the DSRIP in Sullivan County.
- Our other Community Service Coordinator in September attended meetings via phone: CLMHD Mental Hygiene Planning Committee/Data Workgroup and Care Transitions-Risk Stratification Innovation Community Affinity Group #2. Sat in on a phone call with HealthLinkNY and QuicDocs regarding what DCS needs to do and what QuicDocs needs to do in order for us to send information to HealthLinkNY. Also, attended several meetings in September, including: SALT, Behavioral Health Subcommittee, ICP/DFS Meeting, High Risk, Open Access, Housing Task Force, Latino Service Providers Coalition, and Drug Task Force. Participated in several webinars: PSYCKES Train the Trainer; CLMHD VBP: The Role of the LGU in a VBP Environment; WMCHHealth PPS Performance Measures Webinar; Problem Gambling for Seniors...How to Detect and Prevent Problems or Get Help When it's Needed; Sequential Intercept Mapping: Never a Dull Moment; MCOs and VBPs: Engaging with Critical Partners; Innovations in the Criminal Justice System for Individuals with Mental Illness; and RMTS Training. Did a site visit with NAMI and SullivanArc to check in on their programs and see if anything was needed. While in the office, worked with the Assistant County Attorney regarding contracts and resolutions with Adelphi University, Hunter College, HealthLinkNY, and NYU, plus worked on a contract with Touro College, on a contract with Beacon Health, and communicated with Rolling V regarding vouchers for the Parents for Parents Program at ATI. Also worked on a proposal for the Crisis Stabilization Center and outreached to interested parties. Time was also spent updating the Policy and Procedure Manual.
- The Department continues to work with local providers in finding funding/grants to provide help to families whose children have been diagnosed with serious emotional disturbances, like SullivanArc and New Hope Community. The Department continues to monitor the family peer support workers with the Independent Living Center Inc.'s (ILC) peer services to Sullivan County residents. The Peer Bridger plan continues to do very well at Catskill Regional Medical Center (CRMC). The Peer Bridger program is also utilized at the SC Jail when needed and also seems to be working well there.



Other activities participated in:

- Community Services is still heavily involved with the Hudson River Regional Planning Consortium Advisory Group. This is a specific set of stakeholders which include but not limited to: Community Mental/Behavioral Health Directors in the 7 counties throughout the Hudson region, the Office of Mental Health, Department of Health, managed care organizations (MCO's), hospitals & health providers, consumers, peers, youths and families, Population Health Improvement Programs (PHIP), Performing Providing System (PPS), Local Departments of Social Services (LDSS) & Local Health Departments (LHD). This group of stakeholders reviewed the implementation of Behavioral Health Managed Care. The group also reviews and discusses issues, suggestions and/or concerns from the data collected from the previous meetings. The group collaborates together to resolve the issues, suggestions and/or concerns identified within their region and also bring them to the Conference of Local Mental Hygiene Directors (CLMHD) in Albany. The board is meeting on a quarterly basis, and members will serve as an access point for providers and consumers to bring concerns.
- Annual Corporate Compliance Training for DCS.
- Attended a Leadership Training at the Government Center.
- Attended the Budget Meetings.
- Started a Stakeholders meeting looking at various options for a Proposed Crisis Stabilization Center for Sullivan.
- Attended the NYSAC Conference.
- Attended the following Webinars:
  - Health Homes.
  - HARPS & non-HARPS.
  - MCO's & VBP's (Managed Care Organizations & Value Based Payments)
  - NYMH RMTS Training.
- Attended the following Monthly Meetings:
  - Housing Taskforce meeting.
  - SALT meeting.
  - S.C. Jail meeting.
  - S.C. BOCES Transitional meeting.
  - Drug Taskforce.
  - Opioid Taskforce Launch meeting.
  - Drug Court Graduation.
- Meet with the following agencies:
  - Catholic Charities.
  - Tour of the Dutchess County Crisis Center.

Other regular activities performed were:

- The meeting of the internal corporate compliance committee reviewing internal operations, Office of People with Developmental Disabilities (OPWDD), Conference of Local Mental Hygiene Directors Executive and Directors meetings, OMH Behavioral Health Services Advisory, Legislative committees & actions and the Community Services Board and its Behavioral Health Subcommittee.
- **Kudos: Miriam Perez**, Administration support staff, who helps the majority of our exclusively Spanish speaking clients by interpreting which seems to have increased, as more Spanish speaking clients are coming to the clinic for treatment.

**Family Services:**

Contracts:

- **Basic Workload:** In September 2017 this office began with 86 active DFS agreements in place. Resolutions were prepared for the Liberty United Methodist Church, KeyBank and Bonadio. Contract extension agreements were developed for Action Towards Independence and Independent Living for HEAP Application Assistance Services. New contracts were developed for Town of Wallkill Boys &

Girls Clubs, Sullivan County Public Health Services and Dispute Resolution Center for Preventive Services. A draft contract was also developed for Catholic.

- Contract Monitoring: Visits took place to the contracted provider of Access Supports for Living for their Consumer Directed Personal Assistance Program (CDPAP). A report was written and sent to the contractor for their records. Meetings took place with the Center for Workforce Development to discuss the Welfare to Work program. This office received data for compliance from Town of Wallkill Boys and Girls Clubs, Access Supports for Living, Sullivan County Public Health Services and Rehabilitation Support Services. Also, exclusion screening for all contractors was completed. The contract monitor position remains vacant and the Contract Compliance Officer will continue to monitor billing documentation until a replacement is secured.

#### Special Investigations

- As of 9/1/17 the Special Investigations Unit had 494 Active Investigations. During the month 125 total Fraud Referrals were received resulting in 97 investigations assigned to the Unit and 28 were dismissed. The Fraud Investigators completed 111 investigations. As of 9/30/17 the end of the month total was 480 active investigations.
- The unit received 83 referrals and closed 74 Front End Detection and Eligibility Verification Review Investigations. 10 of the closed investigations were denied/withdrawn due to the investigation which resulted in a \$95,166 Monthly Cost Avoidance.
- The unit collected \$11,483 for Accident Lien Recovery, \$3,694 for Property Lien recovery, \$4,667 for Estate Claim Recovery, and \$100 in Mortgages, a total of \$19,944 in Resource Recovery.
- The Unit received 10 requests for indigent burials resulting in 7 burials being approved, \$19,127 total indigent burial costs.

#### Child Support Enforcement:

- The Child Support Enforcement Unit Collections for the month of September 2017 are \$843,620. The total TANF collections are \$30,077 and the total DFS NON-TANF collections are \$17,135. The DFS total amount collected was \$47,212. There were 24 petitions filed in the month of September 2017 and 21 Paternity Establishments (including acknowledgements). Total CSEU cases open as of September 2017 are 5191.

#### Services

##### Foster Care/Adoption

- As of September 30, 2017, there are 104 children in foster care; 58 children are placed in regular and therapeutic community foster homes or home on trial, 46 additional children are in congregate care placement, and there were no children AWOL. Of the total number of children in foster care, 21 are freed for adoption, and 7 of those children have a goal other than adoption. In the month of September, there was one child, with the goal of adoption, who was placed in an adoptive home, and eight children are currently awaiting placement. There is on-going activity to reduce the number of children in foster care through discharge to a parent or other appropriate resource, discharge to independent living or adult custodial care as well as adoption.

##### Child Protective Services

- The CPS unit received 128 new reports alleging child abuse and/or maltreatment in September 2017. Nineteen of these reports were assigned to the FVRT.

##### Preventive

- The preventive unit has 109 open cases at the end of September 2017. Of the 109 open cases, 14 are active referrals that are receiving assessments and/or short term services. There were 11 new referrals received during the month of September.

##### Adult Services

- The Adult Services unit has 211 open PSA cases at the end of September 2017. Of the 211 cases, 115 are representative payee cases, and 27 cases are guardianships.
- Personal Care Aide services are provided to 41 cases.

- There are eight PERS (personal emergency response) cases and no long term care cases.

**Temporary Assistance (TA)**

As of 9/30/17, the breakdown of Temporary Assistance active cases was as follows:

- 294 PA TANF cases (Public Assistance, Temporary Aid to Needy families)
- 284 PA SN cases ( Public Assistance, Safety Net)
- 5741 NPA FS (Non- Public Assistance, Food Stamps)

**Medical Assistance (MA)**

As of 9/30/17, the breakdown of Medical Assistance active cases was as follows:

- 3126 MA cases (Medical Assistance)
- 2738 MA/SSI cases ( Medical Assistance/ Supplemental Security Income)

**Department Updates:**

- The Heating Equipment Repair and Replacement Component (HERR) available through the HEAP program to eligible households, remains open until further notice. HERR began on 11/7/2016. The 2017-2018 HEAP HERR program is scheduled to start on 11/6/17.
- The Clean and Tune component ends on November 3, 2017 or until available funds are exhausted, whichever comes first.
- The 2017-2018 HEAP Regular benefit starts on 11/13/17.
- The 5 HEAP Temporary Clerks for the 2017-2018 HEAP Season have been hired and will be starting in October 2017.
- 3 Social Welfare Examiners are also starting in October 2017.
- We held a HEAP vendor luncheon meeting as a kick-off to the 2017-2018 HEAP season.
- Attended training on Records Management and Document Destruction.
- Attended an ICP meeting at the Sullivan County Child Care Council.

**Office of the Aging:**

- EISEP SERVICES-(non-medical/non-Medicaid homecare)-560 hours of homemaker/personal care services provided to 22 individuals. These individuals also received 95 hours of case management.
- Home Delivered Meals-2,979 meals provided to 152 homebound participants.
- Congregate Meals-1,347 meals provided to 164 participants.
- Medical Transportation- 88 Trips provided by RSVP/SCT.
- Shopping Bus-422 shopping bus trips completed.
- Emergency Medical Alerts provided to 40 individuals.
- HIICAP (Health Insurance Information Counseling & Assistance Program)-50 individuals assisted with health insurance and prescription plans.
- One hundred eighty two individuals assisted/assessed for Office for the Aging programs and other county programs they might be eligible for.

**Public Health Services:**

**Administration:**

- The Director attended monthly legislative committee meetings including Health & Family Services, executive and full board, and attended meetings with the County Manager and County Attorney, Director of Communications. Prepared several resolutions and attended the Healthy Sullivan committee and Wellness Committees. Met with CRMC administration to discuss various community health issues, met with various staff for supervision including Deputy Director and Director of Patient Services. Preparing for transition of some areas of department to electronic documentation and standardizing meeting minutes for Quality Improvement initiatives; centralizing forms and provided supervisory guidance and training on effective handling of personnel issues.

- Chaired the Rural Health Network meeting and drug prevention Task Force meetings, preparation of various grant renewals, work plans, budget and reports consumed a great deal of administrative time this month, including reviewing list of department's expiring contracts and identifying those that need to be renewed, working with purchasing and the county attorney's office.
- Work continues in the area of policy and procedure reviews and has been focused primarily in the area of the Article 28 Diagnostic and Treatment Center. QA/QI is a standing agenda item for the department's monthly management meetings.
- Attended monthly NYSACHO meeting where I presented on Vaccine Preventable Diseases in Sullivan County and our quality improvement initiative with a special population. Attended the New York State Association of Rural Health Conference, at which Sullivan County Public Health Services was recognized for its advocacy and education efforts in collaboration with other organizations to support the passing of the Tobacco 21 local law.
- Planning for Opioid Conference, activities involving opioid prevention, and attended the County's first Drug Task Force meeting held Sept. 20 and provided a presentation/overview of the Rural Health Network Drug Prev. task force accomplishments to date since 2012.

Certified Home Health Care Agency/ Long Term Care:

- In September 2017, the Certified Home Health Care Agency (CHHA) patient census averaged 179 active patients, with 35 of those being Long Term patients and an average of 18 Maternal Child Health patients. A total of 142 referrals were received: 97 (68%) from hospitals, 16 (11%) from Skilled Nursing/Rehab Facilities and 29 (21%) from outpatient sources. Although nurse staffing is still low, the CHHA was able to resume accepting home care referrals from third party insurances and a new Occupational Therapist was added to our contract staff. Staff attended in-services about new Conditions of Participation, Emergency Preparedness and the Emergency Preparedness Plan for the CHHA, including a tabletop drill.

Epidemiology/ Diagnostic & Treatment Center:

- Staff are very busy planning for upcoming flu season, flue clinics, a final animal rabies clinic in October, outreach on lead poisoning prevention, communicable disease cases and state requirements for planning for an upcoming 2018 emergency preparedness drill. Staff attending trainings on lead prevention and immunization next month. Preparing for the annual HIV confidentiality and Blood borne pathogen training to all staff as the annual in-service in October at staff meeting.

Health Education:

EPIC Back to School Family Fair	50	Education Outreach	Tick prevention, general PHS
Liberty Elementary School Back to School Fair	35	Education Outreach	Tick prevention, general PHS
Opioid Conference Planning Meeting		Meeting	Opioid Conference
Data Informed Opioid Response Collaborative		Meeting	Opioid Crisis
Liberty Networking Group	10	Meeting	Opioid Conference, General Public Health
Health and Safety Fair	25	Education Outreach	Tick prevention, general PHS
Opioid Conference Planning Meeting		Meeting	Opioid Conference
LHD Prevention Agenda Collaborative		Meeting Call-In	Prevention Agenda
Hudson River Healthcare	30	Education Outreach	Obesity Prevention, Physical activity, sugar shock

Rural Health Network Outreach Events: Full RHN meeting held Sept. 11 and Drug Task force Sept. 28.

Public Health Educator provided the following outreach services and attended meetings:

Golden Park	5	offering support, info, patches
CRMC	10	breast coalition, smokerlyzer demonstrated, GASO literature and future
RHN	10	membership, upcoming drug outreach
Racino Health Fair	35	smoking and sugar shock during Co Wellness (35 flu shots/sugar shock
Ideal Snacks	40	smoking and sugar shock/Co. Wellness (3p smokerlyzer tested)
CRMC/Urgent Care	6	flouride varnish program for 2018
health/Safety Fair	15	smoking/sugar/drugs ( 1 p smokerlyzer)
educator mtg	3	evaluate safety fair, opioid conference discussions
Golden Park	4	three people tested, returning in 2 wks NRT requested
new Hope	12	10 p tested with smokerlyzer, returning in 2 weeks
CRMC Smoking	2	smoking cessation pilot program at CRMC
Wellness	7	coordination for Dec recognition
Govt Center	20	long term council / In MY Own Voice presentation/addiction brochures and opioid forum invites distributed.
Catholic Charities	11	smokerlyzer/cessation coaching
Drug TF	19	meeting

Early Intervention

- The new Principal Account Clerk is continuing to be trained in all components of the position.
- The Early Care Program received \$90,399.97 in Medicaid revenue during September. The Early Intervention Program received \$9,004.75 and the Preschool Special Education Program received \$81,395.22. This brings the total revenue received for the Early Care Program to \$425,515.82 for 2017.
- The Early Intervention Program was audited by IPRO for the NYSDOH BEI on September 14, 2017. The exit interview revealed 6 minor findings. The program is awaiting the official report from the NYS DOH Bureau of Early Intervention.

Healthy Families Program:

- Healthy Families currently has 84 participants in the program. FSW's have completed 171 Home visits in September and 196 hours of direct service time. The staff has participated in several trainings "Healthy Families Training Institute 2017" which was a conference in Albany for 3 days for all staff. The staff has also started using Growing Great Kids Curriculum and is using a new version of their home visit log and narrative. This is now all entered directly into the internet database by all FSW's. Performance indicators have been released and we have met 11 of 12 indicators. The Quarterly report was submitted by Sept 15th and the Annual Service review was also submitted for review.

Women Infants and Children (WIC Program):

- Served 1513 participants:
  - 690- Liberty
  - 741-Monticello
  - 50-Wurtsboro
  - 32-Jeffersonville
- The breastfeeding initiation rate remains at 80.4% \*Our quarterly record review-a required audit by WIC regional management - resulted in three areas out of five scoring 100% compliance-1) participants who are high risk are seen by a qualified nutritionist during their certification period (2) Appropriate referrals

made and documented (3) Medical documentation forms and notes in WICSIS for participants receiving a special food package were completed appropriately.

- Our monthly evening prenatal/breastfeeding group is growing. Eight women attended-both prenatal and breastfeeding- some brought their significant others, children, and infants.
- We set up a daytime monthly prenatal/breastfeeding group to start in October.
- One of our senior account clerks resigned to take a promotional position.

**Youth Bureau:**

- No report.

SULLIVAN COUNTY ADULT CARE CENTER 2017 MONTHLY REPORT

	January	February	March	April	May	June	July	August	September	October	November	December
Expenses Budgeted	\$982,11	\$1,982,098	\$2,916,166	\$3,708,510	\$4,642,578	\$6,048,511	\$7,142,185	\$7,898,185	\$9,143,722			
\$17,708,425 Paid YTD												
Revenues Budgeted	\$835,450	\$1,712,095	\$2,795,143	\$3,696,973	\$4,779,421	\$5,509,500	\$6,316,926	\$7,123,926	\$8,905,832			
\$17,712,679 Received YTD												
End of month	127	130	131	131	131	133	132	128	127			
% Occupancy	87%	89%	90%	90%	90%	91%	90%	88%	87%			
pvt pay	9.93%	11.67%	10.23%	10.53%	10.38%	9%	10.63%	10.51%	12.83%			
medicaid	82.91%	81.57%	82.00%	80.57%	81.29%	84%	82.89%	85.71%	83.86%			
medicare	7.16%	6.76%	7.77%	8.90%	8.33%	7%	6.48%	3.78%	3.31%			
Funded Positions (181) Vacancies	7	7	8	7	6	10	12	10	9			
# Activity Participation	9,603	9,996	10,840	10,180	9322	8162	8,710	10,335	7,951			
Meals prepared residents families registrants staff	15,520	14,482	15,992	15,511	16,072	15,423	15,939 Includes BBQ	15,673 Includes BBQ	15,089			
Meals contract MOW	3,732	3,446	4527	4,227	4,558	4,562	3,977	4,825	4,114			
Tube Feed	14 6 po	14 4po	14 4po	13 4po	12 4po	10 1po	11 1po	10 1po	9 2po			
Occupational Therapy tx	340	283	380	294	323	305	326	299	243			
RNC tx	347	301	322	317	360	272	302	356	277			
Physical Therapy tx												
RNC tx												
Sp/Swallow tx	95	102	139	118	107	34	68	62	103			
Hearing tx												
Day Care vts	212	185	188	206	237	194	176	193	182			
OT	19	11	11	17	18	7	3	0	17			
PT	19	9	0	4	10	16	0	0	19			
ST		0	0	0	0	0	0	0	0			

SULLIVAN COUNTY DEPARTMENT OF  
COMMUNITY SERVICES  
STATISTICAL SUMMARY FOR: Sept 1, 2017 - Sept 30, 2017

PROGRAM	CLIENTS	ADMISSIONS	DISCHARGES	CLIENTS	CLIENTS	UNITS OF
	ON ROLLS: 9/1/2017			ON ROLL: 9/30/2017		
***SULLIVAN COUNTY MENTAL HEALTH CLINIC	519	40	57	502	559	1,132
***CHILDREN'S UNIT	36	6	7	35	42	111
TREATMENT REACHING YOUTH (SCHOOL-BASED)	135	5	8	132	140	234
FORENSIC UNIT	63	10	12	61	73	144
DOMESTIC VIOLENCE INTERVENTION & TREATMENT					7	35
<b>TOTAL MENTAL HEALTH</b>	<b>753</b>	<b>61</b>	<b>84</b>	<b>730</b>	<b>821</b>	<b>1,656</b>
CASE MANAGEMENT	60	4	0	64	64	893
HEALTH HOME	142	1	0	142	143	211
HEALTH HOME (KENDRA) AOT	3	0	1	2	3	21
HEALTH HOME (CHILD)	16	3	0	19	19	57
SPOA - Adult	31			31	31	61
SPOA - Child	14			14	14	36
CHEMICAL DEPENDENCY CLINIC	109	19	23	105	128	403
CHEMICAL DEPENDENCY- FORENSIC	47			47	47	116
<b>TOTAL TREATMENT PROGRAMS</b>	<b>422</b>	<b>27</b>	<b>24</b>	<b>424</b>	<b>449</b>	<b>1,798</b>
RCPC-MICHELE EHERTS	11	0	0	11	11	44
CM CIS					6	25
	<b># of calls</b>	<b># of ph interv</b>	<b>Outreaches</b>	<b>Hosp Ref</b>	<b>Admits</b>	
MOBILE MENTAL HEALTH	350	187	50	16	8	

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

PROGRAM	CLIENTS	ADMISSIONS	DISCHARGES	CLIENTS	CLIENTS	UNITS OF
	ON ROLLS: 9/1/2016			ON ROLL: 9/30/2016		
***SULLIVAN COUNTY MENTAL HEALTH CLINIC	525	29	40	514	554	1,446
***CHILDREN'S UNIT	47	1	8	40	48	164
TREATMENT REACHING YOUTH (SCHOOL-BASED)	189	4	11	182	193	198
FORENSIC UNIT	83	11	15	79	94	146
DOMESTIC VIOLENCE INTERVENTION & TREATMENT						42
<b>TOTAL MENTAL HEALTH</b>	<b>844</b>	<b>45</b>	<b>74</b>	<b>815</b>	<b>889</b>	<b>1,996</b>
ADULT CASE MANAGEMENT	55	2	2	52	52	133
HEALTH HOME	115	2	1	116	256	
HEALTH HOME (KENDRA) AOT	4	2	0	6	4	
BLENDED ICM/SCM (CHILD)	12	0	0	12	12	32
SPOA - Adult	41			41	41	68
SPOA - Child	12			12	12	24
CHEMICAL DEPENDENCY CLINIC	87	18	19	86	105	357
CHEMICAL DEPENDENCY- FORENSIC	44	0	0	44	44	48
<b>TOTAL TREATMENT PROGRAMS</b>	<b>370</b>	<b>24</b>	<b>22</b>	<b>369</b>	<b>526</b>	<b>662</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	319	155	44	10	6	



SULLIVAN COUNTY DEPARTMENT OF FAMILY SERVICES

CASELOADS

MONTH	PA TANF			PA SAFETY NET			NPA FS			MA			MA/SSI		
	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
JANUARY	366	370	340	276	299	319	5805	5880	5868	7059	6242	4136	2636	2700	2734
FEBRUARY	357	358	346	277	293	326	5877	5892	5910	6970	6243	3909	2666	2682	2723
MARCH	355	371	330	275	313	318	5779	5844	5854	6897	6213	3696	2664	2677	2722
APRIL	367	356	321	297	305	299	5745	5918	5832	6797	6158	3480	2646	2686	2742
MAY	381	358	312	319	296	282	5744	5880	5839	6661	6084	3301	2668	2672	2729
JUNE	383	354	315	308	300	290	5712	5857	5805	6639	6024	3125	2680	2680	2720
JULY	357	356	301	301	284	304	5638	5698	5722	6574	5666	3127	2696	2676	2740
AUGUST	358	350	297	283	295	282	5648	5695	5739	6515	5339	3155	2691	2680	2734
SEPTEMBER	362	346	294	278	288	284	5617	5707	5741	6451	5113	3126	2695	2678	2738
OCTOBER	369	339		287	288		5600	5851		6428	4608		2697	2680	
NOVEMBER	357	331		294	293		5706	5793		6303	4624		2721	2693	
DECEMBER	362	333		296	300		5792	5814		6270	4411		2712	2711	
AVERAGE	365	352	317	291	296	300	5722	5819	5812	6630	5560	3451	2681	2685	2731
	-10%	-3%		-9%	2%	300	-1%	2%		-5%	-16%		1%	0%	

SULLIVAN COUNTY DEPARTMENT OF FAMILY SERVICES

CHILD SUPPORT UNIT	2016 YTD	2017 YTD	2017 SEP
SUPPORT COLLECTIONS	8,362,115	6,782,475	843,620
TOTAL NON-DFS	7,780,519	6,383,611	796,408
TOTAL DFS	581,596	398,864	47,212
TANF	430,684	285,968	30,077
NON-TANF	153,313	112,896	17,135
TOTAL PETITIONS FILED	318	233	24
# PATERNITIES ESTABLISHED	213	184	21
# OPEN CASES	5333	5,191	-41
ADULT SERVICES UNIT:	2016 YTD	2017 YTD	2017 SEP
PERSONAL CARE AIDES			
CASES OPENED	10	14	4
CASES CLOSED	21	14	1
# CASES (AVG.)	47.5	40	41
PERS			
CASES OPENED	0	1	0
CASES CLOSED	13	1	0
# CASES (AVG.)	12.33333333	8	8
PSA REFERRALS			
16A Neglect by Caregiver	16	11	2
16A Physical Abuse	8	5	2
16A Sexual Abuse	2	1	1
16A Psychological Abuse	7	7	3
16A Financial or Other Exploitation	19	25	4
16B Neglects Own Basic Needs	49	31	6
16B Untreated Medical Conditions	28	27	6
16B Self-endangering Behaviors	29	18	4
16B Unable to Manage Finances	28	15	7
16B Environmental Hazards	48	22	5
PSA			
CASES OPENED	251	193	38
CASES CLOSED	224	188	9
# CASES (AVG.)	193.5	197	211
GUARDIANSHIPS			
OPEN	29	30	2
CHILDREN SERVICES UNIT:	2016 YTD	2017 YTD	2017 SEP
FOSTER CARE			
AVG. MONTHLY CASELOAD - COMMUNITY	60.91666667	59	58
AVG. MONTHLY CASELOAD - CONGREGATE	26	41.666667	46

CHILDREN SERVICES UNIT:	2016 YTD	2017 YTD	2017 SEP
CHILD PROTECTIVE SERVICES:			
# OF NEW REPORTS	1636	1,158	128
# OF INDICATED REPORTS	240	150	13
PHYSICAL ABUSE	11	8	0
EMOTIONAL ABUSE	0	0	0
SEXUAL ABUSE	0	1	0
NEGLECT	78	42	5
DOMESTIC VIOLENCE	3	0	0
EDUCATIONAL NEGLECT	34	26	3
# OF UNFOUNDED REPORTS	655	610	77
# OF COURT ORDERED 1034 INVESTIGATIONS	37	25	2
PREVENTIVE			
AVG. MONTHLY CASELOAD	138.3333333	129	109
SPECIAL INVESTIGATIONS UNIT:	2016 YTD	2017 YTD	2017 SEP
FRAUD COMPLAINTS AND INVESTIGATIONS:			
# REFERRALS RECEIVED	996	953	125
# COMPLAINTS DISMISSED	251	149	28
# ASSIGNED FOR INVESTIGATION	745	804	97
# CASES COMPLETED	1,191	890	111
# CASES; MONTH END	561	480	480
FRONT END DETECTIONS (FEDS) (INCLUDES EVR):			
# CASES REFERRED	436	606	83
# CASES COMPLETED	410	600	74
# CASES DENIED/WITHDRAWN	75	63	10
COST AVOIDANCE	\$ 788,346	\$ 623,472	\$ 95,166
RESOURCES UNIT (RECOVERIES):			
ACCIDENT LIENS	\$81,457	\$81,503	\$11,483
PROPERTY LIENS	\$10,008	\$59,279	\$3,694
ESTATE CLAIMS	\$197,923	\$168,892	\$4,667
INSURANCE, MORTGAGES	\$1,100	\$800	\$100
RESOURCE UNIT TOTAL:	\$290,488	\$310,474	\$19,944
BURIALS:			
# REQUESTED	167	116	10
# APPROVED	124	71	7
COSTS	\$317,725	\$185,965	\$19,127
COLLECTIONS:	2016 YTD	2017 YTD	2017 SEP
RECOUPMENTS	\$55,688	45,463	\$4,739
RESTITUTION	\$226,683	121,326	\$16,419
COLLECTIONS TOTAL	\$282,371	\$166,789	\$21,158



**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: September 2017

<b>September 2017</b>	<b>DFS</b>
Total number of formal agreements in effect at the end of the month:	86
Total number of agreements which expired/were terminated at the end of the month:	7
Total number of agreements renewed, extended, or re-initiated at the end of the month:	5
Total number of agreements which were initiated this month:	1
Number of RFP's, Bids, Proposals, Etc. coordinated this month:	2
Number of new agreements, addenda and/or modifications developed this month:	5
Number of intra-county agreements coordinated this month:	1
Performance and outcomes measures developed, identified and/or evaluated:	3
Reports received from on-site monitoring visits and/or follow-ups performed:	2
Reports received from state oversight contract providers:	0
Reports received from self-report contract providers:	4
Reports received from in-house end users:	0
DSS related Plans/Plan updates received:	0
Trend analysis of need indicators performed:	2
Total contract related technical assistance/supports provided:	70
Total number of number of program areas/types of service currently handling:	12
Total number of contracts currently managing:	84

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



**Certified Home Health Agency**

# of new patients: 85  
# of discharges: 69  
# of home visits made (includes HHA visits): 1204 Approx.

**Maternal Child Health Program**

# of referrals: 14  
# of visits made: 54

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

# of car seat installations: 21  
# of car seat checks: 0  
# of cribs and education sessions: 4

**Communicable Disease Program**

# of communicable diseases reported: 137  
# of STDs reported: 30  
# of Rabies-related incidents: 25  
# Rabies Clinics: 1  
# of animals receiving rabies vaccines: 116  
# people receiving post exposure prophylaxis for rabies exposure: 3  
# of HIV Testing: 1            positive: 0

**TB Program:**

# of Clinics: 1  
# of Cases: 3  
    Active: 0  
    Non-Active: 3

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

# of WIC participants served: 1513 (Women: 353 Infants: 363 Children: 797)

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

**Early Intervention Program**

# of children in program:            172

**Pre-K Program**

# of children in m:            178

**Physically Handicapped Children's Program**

# of children on PHCP:            0  
# of children in CSHCN program:    3

**Child Find Program**

# of children in program:    70

**Children Served in 2016**

Early Intervention Program            \*\*\*\*Not available in EI Billing  
Pre-K Program:            415  
PHCP:            0

**Children Served year to Date in 2017**

Early Intervention Program:            329  
Pre-K Program:            341  
PHCP:            0

\*\*\*\*The totals provided for 2016 are for year end. The total EI children served in 2017 is based on the number of children served in January of 2017, plus all new referrals handled by the ISC/EIODs in the office between February 1st and September 2017. This number is the best estimate available as no accurate figures are available in NYEIS or EI Billing.