

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, December 4, 2019

9:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

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| COMMITTEE: | Carol A. Ferratella, Chair Steven P. Maio | Hilda T. Lando, Vice Chair | K. Michael Hanna |
| STAFF: | Jack K. Wheeler Lise Reynolds Patty Baroody Craig Patrick | Christopher Brewer Hank Chapman Jennifer Prossick | Darlene Smith Cathy Baker Andy Morse |
| LEGISLATORS: | Joseph J. Hauryski John V. Malter Scott J. Van Etten | Kelly H. Fitzpatrick Frederick G. Potter | Robin K. Lattimer Thomas J. Ryan |
| ABSENT: | Randolph J. Weaver | | |
| OTHERS: | Mary Perham | | |

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Ms. Smith to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 6, 2019, MEETING MADE BY MR. MAIO. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Office of Community Services

1. **2020 Contracts** – Dr. Chapman presented his 2020 contracts for approval. He noted there are two contracts listed on the handout that he is requesting to hold until next month; CASA Trinity and Genesee County Inter-Municipal Consortium. With regard to the remaining contracts, there were no increases in the County share for contracts under OMH, OASAS or OPWDD which are listed on the top portion of the handout. Mrs. Lando asked what is AspireHopeNY, Inc.? Dr. Chapman replied that was previously known as Finger Lakes Parent Network.

Dr. Chapman stated with regard to the contracts listed on the bottom half of the handout, the contract with the most significant change is Pathways, which decreased \$240,000 due to us filling three County positions to provide crisis services. He noted with the contracts with Prattsburgh Central School and the Youth Bureau, we are receiving funds from them for the provision of services.

Mr. Van Etten asked what is considered part-time for the contract with Dr. Touchstone for \$180,000 annually? Dr. Chapman explained Dr. Touchstone works the equivalent to 2.5 – 3 days per week. Both Dr. Touchstone and Dr. Neerukonda are our attempt at filling the vacancy created by the retirement of Dr. Khan.

MOTION: APPROVING THE FOLLOWING 2020 CONTRACTS FOR THE OFFICE OF COMMUNITY SERVICES: ARBOR DEVELOPMENT - CARE COORDINATION - OMH (\$33,496); ARBOR DEVELOPMENT - SUPPORTIVE HOUSING - OMH (\$468,332); CLARITY WELLNESS COMMUNITY (ARA) – OMH (\$250,500); CATHOLIC CHARITIES – TURNING POINT – OMH (\$23,670); STEUBEN COUNTY CHAPTER OF NYSARC, INC. – OMH (\$135,360); ASPIREHOPENY, INC. – OMH (\$530,512); HORNELL CONCERN FOR YOUTH – OASAS (\$116,992); FAMILY SERVICE SOCIETY – OASAS (\$80,225); CATHOLIC CHARITIES – KINSHIP – OASAS (\$403,738); CATHOLIC CHARITIES – OASAS PREVENTION – OASAS (\$263,107); STEUBEN ARC – SHELTERED WORKSHOP – OPWDD (\$71,250); MHL PSYCHIATRIC SERVICES, PLLC – DR. LOWERY, JAIL COORDINATOR – PT (\$82,000); W. JOSEPH TOUCHSTONE, MD, PLLC – PSYCHIATRIST – PT (\$180,000); ERICA VERKLEEREN, MD, PLLC – PT OASAS CORNING MEDICAL DIRECTOR (\$32,000); WESTERN NY MED-PSYCH – DR. NEERUKONDA, PSYCHIATRIST – PT (\$111,000); NANCY HOUY, PLLC – PSYCHIATRIC NURSE PRACTITIONER (\$170,000); DIANE M. SCAGLIOLA, LLC – PSYCHIATRIC NURSE PRACTITIONER – PT (\$80,000); OSMOND WAHEED, MEDICINE, PLLC – PSYCHIATRIST – PT (\$35,000); PIERRE NIGLEE, LLC – PSYCHIATRIC NURSE PRACTITIONER – PT (\$85,000); ELLEN T. STEPHENS, PSYCHIATRIC N.P., PLLC – PSYCHIATRIC NURSE PRACTITIONER – PT (\$106,000); ELLEN T. STEPEHENS, PSYCHIATRIC N.P., PLLC – COMPEER (\$10,200); CAPABILITIES, INC. – PROS – ORS PROGRAM – 1 FT (\$60,040); CATHOLIC CHARITIES OF THE DIOCESE OF ROCHESTER – 5 FT/5 PT CONTRACTED LABOR (\$450,000); CATHOLIC CHARITIES OF THE DIOCESE OF ROCHESTER – PREVENTION COALITION (\$37,724); FAMILY SERVICE SOCIETY – 1 FT SOCIAL WORKER (\$90,000); PATHWAYS, INC. – 17 FT CONTRACTED LABOR (\$1,125,000); PATHWAYS, INC. – 2 PT SOCIAL WORKERS – MOBILE CRISIS (\$115,000); PRATTSBURGH CENTRAL SCHOOL – PROVIDE SOCIAL WORKER (\$40,000); PROACTION OF STEUBEN AND YATES, INC. – 4 FT/5PT ADMIN CONTRACTED LABOR (\$200,000); VILLAGE OF BATH – MH CLIENT TRANSPORTS (\$73.00 PER HOUR); CORNING HOSPITAL – ANSWERING SERVICES (\$50.00 PER MONTH); IRA DAVENPORT MEMORIAL HOSPITAL – ON-SITE ABUSE EVALUATIONS (\$54.00 PER HOUR); LANGUAGE LINE SERVICES, INC. – TELEPHONE INTERPRETERS (\$0.75 PER MINUTE); MEDLAB, INC. – DRUG SCREENS (\$15.00 PER 6 PANEL TEST); SIGN LANGUAGE SOLUTIONS, LLC – SIGN LANGUAGE SUPPORT (\$50.00 PER SERVICE HOUR); 360 TRANSCRIPTION CORP. – TRANSCRIPTION SERVICES (\$9,600); FIRE ALARM SERVICE TECHNOLOGY, INC. – FIRE ALARM MAINTENANCE (\$1,927); CARR’S TRUCKING AND SNOW REMOVAL, LLC – SNOW REMOVAL – CORNING OFFICE (\$75.00 PER PLOW); TP’S CONCRETE AND CONTRACTING – SNOW REMOVAL – HORNELL OFFICE (\$75.00 PER PLOW); BRUCE W. MACKELLAR, M.D., P.C. – CANISTEO VALLEY OFFICE SPACE LEASE (\$12,000) AND STEUBEN COUNTY YOUTH BUREAU – RENTAL CONTRACT (\$6,700) MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **CASA-Trinity Contract** – Dr. Chapman informed the committee that he received a letter from NYS OASAS acknowledging their intent to award \$500,000 in one-time funding to support expenditures for the new location for dependency and rehabilitation. They are also awarding an additional \$182,485 of one-time only funding to assist in the transition to the new space. When Ms. Domingos presented to the committee, she had explained how she was searching for a new location and he has not heard if she has found a spot yet. One option was to do a new build or potentially use the current space. She was also looking at the new hospital in Hornell to see if any space would be available there. Dr. Chapman stated this letter from the State also explained that these amounts are contingent upon OASAS approval and availability and also the County having a contract with CASA-Trinity. He is requesting approval to enter into a services contract with CASA-Trinity for these dollar amounts so that we will have the ability to pass through the funding directly to them.

Mrs. Ferratella asked are other counties participating with this? Dr. Chapman replied no. At this point in time the other counties are not willing or able to provide additional funding.

Mrs. Lando stated Ms. Domingos had asked the County for \$80,000. Since the State is providing funding, do they still need that \$80,000? Dr. Chapman replied his understanding is yes. Ms. Domingos had anticipated these dollar amounts from the State, so when they did their analysis, she had expected a shortfall of \$80,000. Mr.

Wheeler stated Ms. Domingos was hoping to leverage funding, but is falling short with having enough revenue; it is really on the operating side where they were falling short.

Mrs. Ferratella asked will this be a one-time amount? Dr. Chapman replied the State funding will be one-time only. Mrs. Ferratella asked what about our funding? Mr. Wheeler replied if they do not need the funding, they will not take it. He would anticipate funding them for at least the first year, and potentially the second year before they are revenue positive. She has showed us models of their other facilities and he thinks they will be able to turn it around. In the 2020 budget, you approved \$40,000 and he would not be surprised if the request comes back for the 2021 budget.

Mr. Maio asked why are the other counties reluctant to participate? Dr. Chapman replied Chemung and Livingston already provide local dollars for the programs in their counties.

Mrs. Lando asked if we give them the \$40,000 and they still are short, what happens? Mr. Wheeler stated Dr. Chapman had asked her that and she had indicated that she would scrape were she can. Dr. Chapman stated she would have to find other ways to get additional funding. Mr. Wheeler stated Ms. Domingos was very grateful for the \$40,000.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A SERVICES CONTRACT WITH CASA-TRINITY FOR THE PURPOSE OF PASSING THROUGH A TOTAL OF \$682,485 IN STATE FUNDING MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Contract Addendum – Michele Lowry** – Dr. Chapman stated Dr. Lowry is the psychiatrist direct service provider at the Jail. With PrimeCare taking over the medical services, it has required Dr. Lowry to put in additional hours to train staff, develop policies and procedures with PrimeCare and teach staff PrimeCare’s software. This has resulted in a lot of additional work; about 11 – 11 ½ hours. He requested authorization to amend her 2019 contract from \$72,500 to \$82,000 to compensate for this additional work.

Mr. Maio asked when PrimeCare is up and running, will we still need to utilize this individual at the Jail? Dr. Chapman replied yes. PrimeCare will only manage the medical piece and our responsibility is to manage the psychiatric piece. Mrs. Lando asked going forward should we be looking at a stipend to compensate Dr. Lowry for the additional work? Dr. Chapman replied we have accounted for that in the 2020 budget and set her contract at \$82,000 annually.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO AMEND THE CONTRACT WITH MICHELE LOWRY, M.D. TO INCREASE THE ANNUAL AMOUNT TO \$82,000 THROUGH DECEMBER 31, 2019 MADE BY MR. HANNA. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Van Etten commented he thought the PrimeCare contract was to manage all the medical needs at the jail. Mr. Wheeler explained they take care of the pharmaceuticals, however, they will not prescribe psychotropics. All of the pharmacy spend is included, but someone else has to write the prescriptions. Dr. Chapman explained we have to have a staff person available on a 24/7 basis for consults.

B. Department of Social Services

1. **Child Support Audit** – Mrs. Reynolds informed the committee that they have been notified that the NYS Office of Temporary and Disability Assistance will be conducting an audit sometime this month or in January. In preparation for this audit, we had to complete a 140 page document. This audit will be focusing on the tax refund offsets we get for non-custodial parents. Mr. Maio asked what is a tax refund offset? Mrs. Reynolds explained if a non-custodial parent is eligible for a tax refund, we can take it.

2. **2020 Contracts** – Mrs. Reynolds presented their 2020 contracts for approval.

MOTION: APPROVING THE FOLLOWING 2020 CONTRACTS FOR THE DEPARTMENT OF SOCIAL SERVICES: FIRE ALARM SERVICE TECHNOLOGY – DETENTION CENTER ALARM SERVICES (\$1,305); VIRDEE MEDICAL GROUP – DETENTION CENTER PHYSICALS (\$70.00 PER EXAM); BONADIO GROUP – ELIGIBILITY REVIEWS (\$170.00 PER HOUR); LABCORP – PATERNITY TESTING (\$43.00 PER PERSON); SHI INTERNATIONAL – KCHECKS (\$3,500) AND DR. MICHAEL MORRONGIELLO – FORENSIC PSYCHOLOGICAL EVALUATIONS (NTE \$130.00 PER BILLABLE HOUR) MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Dionna** – Mrs. Reynolds stated this is our mobile technology project and we have \$707,000 in expenditures to spend. In October she had requested authorization to spend \$454,800 for the first year cost, but it should be \$528,950. She stated they do have the money in the budget.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO SPEND \$528,950 ON THE FIRST YEAR COST FOR THE MOBILE TECHNOLOGY PROJECT MADE BY MR. HANNA. SECONDED BY MR. MAIO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Reynolds requested authorization to spend \$18,000 from the Mobile Technology Capital Project to purchase servers and to amend the major equipment list to reflect this addition.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO SPEND \$18,000 OUT OF THE MOBILE TECHNOLOGY CAPITAL PROJECT TO PURCHASE SERVICES AND TO AMEND THE MAJOR EQUIPMENT TO LIST TO ADD THE SERVERS MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **SNAP** – Mrs. Reynolds stated last month there was a question regarding the drop in SNAP. This month it has gone back up. We went up 65 cases, but we have been seeing a steady decrease since 2014. In 2018 the numbers decreased 5 percent and in 2019 they decreased 6 percent.

5. **Power Outage** – Mr. Wheeler stated he would like to recognize Mrs. Reynolds and staff for their work during the power outage the other night. We utilized the Code Blue since it was under 32 degrees and housed a family of three from the Rathbone area that could not find adequate shelter. He noted that Corporal Day also assisted with carrying an elderly man to his vehicle to take him to housing. He noted that Mrs. Smith also had their Emergency Coordinator out at the EOC as well making calls.

6. **Child Advocacy Center** – Mrs. Lando asked for an update on the Child Advocacy Center. Mrs. Reynolds replied the walls are up, the computer equipment is in and the telephones are being hooked up. They are working on the carpet and doors and the coordinator is in place. The mobile unit is here and is parked at Ira Davenport Hospital. They are allowing us to use the parking area for the MRI during the week, then we move it out on Fridays and bring it back on Friday evenings.

C. Office for the Aging

1. **2020 Contracts** – Mrs. Baroody presented her 2020 contracts for approval. She noted the biggest difference has been with the Unmet Needs Funding. We received \$47,000 in 2019 and expect the same in 2020. The State will reallocate unspent funds throughout the State. She noted that she has spread out the Unmet Needs Funding for 2020.

MOTION: APPROVING THE FOLLOWING 2020 CONTRACTS FOR THE OFFICE FOR THE AGING: CORNING MEALS ON WHEELS – HOME DELIVERED MEALS (\$0.74/MEAL); FAITH IN ACTION – TRANSPORTATION (\$35,000); HOME AND HEALTH CARE – III-E RESPITE (\$17,598); CORNING OFFICE SPACE (\$2,400); INSTITUTE FOR HUMAN SERVICES – MEDICARE/EPIC PROGRAM (\$69,673); INSTITUTE FOR HUMAN SERVICES – PROJECT CARE (\$22,208); INSTITUTE FOR HUMAN SERVICES – TITLE V TRANSITION (\$86,988); INSTITUTE FOR HUMAN SERVICES – TRANSPORTATION MANAGEMENT (\$66,000); INSTITUTE FOR HUMAN SERVICES – BALANCED INCENTIVE PAYMENT

PLAN (\$28,600); AVOCA METHODIST CHURCH – RAMPS (\$3,226); LEGAL SERVICES – JOIN/VON HAGN (\$11,000); LEGAL SERVICES – CENTER FOR ELDER LAW (\$5,000); PROACTION – SUPPORT SERVICES (\$154,827); PROACTION – SNAP (HOME DELIVERED MEALS) (\$155,555); PROACTION – TITLE III-C 1 & 2 (CONGREGATE & HOME DELIVERED MEALS) (\$379,601); PROACTION – WELLNESS (\$12,400); PERSONAL EMERGENCY RESPONSE SERVICES (\$13,500); SSSF EXECUTIVE DIRECTOR (\$69,280); LESLIE ELLIOTT – CONSULTING DIETICIAN (\$21,500); HOME & HEALTH CARE - EISEP (\$226,048); PROACTION – EISEP ASSISTANT (\$52,870); AIM – CONSUMER DIRECTED (\$37,849); INSTITUTE FOR HUMAN SERVICES – RSVP VOLUNTEER COORDINATOR (\$47,411) AND INSTITUTE FOR HUMAN SERVICES – SPECIAL PROJECTS (\$22,327) MADE BY MRS. LANDO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Resolicit Home Care Quotes** – Mrs. Baroody informed the committee that when they solicited quotes last summer it did not yield a new contractor. We still have an urgent need for a second vendor, especially in light of the fact that we are anticipating more Unmet Needs Funding. She would like to reissue the request for quotes, allowing for the contractors to provide both Level I and Level II service, or only one level. She believes they may have more success with this strategy. Level I is the one with the greatest demand and with the Unmet Needs Funding, it requires the flexibility of having more than one vendor from which to choose.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING, IN CONJUNCTION WITH THE PURCHASING DIRECTOR TO SOLICIT REQUESTS FOR QUOTES FOR HOME CARE MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Congregate Meals Sites** – Mrs. Ferratella asked for an update on the congregated meal sites. Mrs. Baroody replied they are holding two focus groups next week in Hornell to discuss the Hornell site and determine their needs.

IV. OTHER BUSINESS

A. *Chairman Hauryski* – Mr. Hauryski stated he would like to take this opportunity to thank this committee and the department heads. With this committee we did the most cutting of programs involving the Health Care Facility, Public Health and the CHHA. Over the course of his tenure, he has been amazed at the work the departments have done. We have cut staffing down and at the end of the day, everyone worked through it. He has been very proud to see the ability of the employees to pull together and get their jobs done. He is pleased to see that the departments are thinking outside of the box for a change and coming up with new ideas and approaches. To the committee members he gives you kudos as you have done a great job; thank you.

B. *OD Mapping* – Mrs. Lando asked for an update on OD Mapping. Mrs. Smith stated the MOU draft is complete and being distributed. Mrs. Goodwin is still educating the entities within the communities. We still feel the end of the year is realistic. She will touch base with Mrs. Goodwin to get the status of the MOU's and will email the committee.

C. *PH Accreditation* – Mrs. Ferratella asked for an update on the accreditation. Mrs. Smith stated in January they will submit the documentation to demonstrate that they have implemented the changes we said we would back in March and April. Then we will have to wait for the PHAB meeting in March.

D. *January Meeting* – Mrs. Ferratella stated due to the New Year holiday, she is recommending holding the meeting on Wednesday, January 8, 2020 at 9:00 a.m.

MOTION: SETTING THE DATE FOR THE JANUARY HUMAN SERVICES, HEALTH & EDUCATION MEETING ON WEDNESDAY, JANUARY 8, 2020 AT 9:00 A.M. MADE BY MR. MAIO. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

**MOTION: TO ADJOURN MADE BY MRS. LANDO. SECONDED BY MR. MAIO. ALL BEING IN FAVOR.
MOTION CARRIES 4-0.**

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

****PLEASE NOTE CHANGE** Wednesday, January 8, 2020 ****PLEASE NOTE CHANGE****
Legislative Committee Room
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON
Monday, December 30, 2019**