

AGENDA

HEALTH AND HUMAN SERVICES COMMITTEE

Monday, March 28, 2016

Chambers

- 10:30 a.m. Call Meeting to Order
A) Approve Minutes – February 9, 2016 & February 22, 2016
- 10:30 a.m. Veterans Agency
A) Monthly Stats and Activities Report
- 10:35 a.m. Youth Bureau
A) Resolutions:
1. Entering into an Agreement with Catholic Charities and Modifying the 2016 Adopted County Budget
2. Entering into Agreements with Agencies to Provide Youth Services and Modifying the 2016 Adopted County Budget
- 10:40 a.m. Social Services
A) Expenditure and Refund Summary
B) Resolutions:
1. Family Counseling Services of Cortland County, Inc. – Behavioral Health Needs
2. Out-of-State Travel
- 10:50 a.m. Mental Health
A) Resolutions:
1. Authorizing the Chairman to execute a contract modification and modifying the 2016 adopted County budget (BRiDGES)
2. Authorizing the Chairman to execute a contract modification and modifying the 2016 adopted County budget (Liberty Resources)
3. Authorizing the modification of the 2016 adopted County budget (Clinic Programs)
4. Resolution authorizing the Chairman to Proclaim April as Alcohol Awareness Month
- 11:00 a.m. Public Health
A) Resolution:
1. Authorizing attendance at an out-of-State conference
- 11:05 a.m. Other Business
A) BRiDGES Reality Check Presentation– Tobacco Prevention and Control in Madison County (Heather Bernet & Jordyn Camp)
B) Preferred Agenda

Next meeting: Monday, April 25, 2016 at 10:30 a.m.

Adjournment

**HEALTH AND HUMAN SERVICES/
FINANCE, WAYS AND MEANS COMMITTEES**
JOINT SPECIAL MEETING
Tuesday, February 9, 2016
Supervisors Large Conference Room

Health and Human Services Members Present

Alexander Stepanski, Chairman
James Goldstein, Vice Chairman
Lewis Carinci, Supervisor
Joseph John Pinard, Supervisor
Eve Ann Shwartz, Supervisor

Finance, Ways and Means Members Present

John Reinhardt, Chairman
Joseph John Pinard, Vice Chairman
Richard Bargabos, Supervisor
Clifford Moses, Supervisor
John Salka, Supervisor

Call Meeting to Order

Chairman Alexander Stepanski called the meeting to order at 1:00 p.m. indicating that there was a quorum for the Health and Human Services Committee.

Resolutions

The following Public Health resolution was presented to the Committee:

**Authorizing Chairman to accept grant and modifying the 2016 adopted County budget
(Central New York Community Foundation)**

A motion was made by Pinard to approve the resolution, seconded by Carinci and carried unanimously.

Motion to Adjourn

There being no further business to discuss, a motion to adjourn the meeting was made by Pinard at 1:01 p.m., seconded by Carinci and carried.

Next meeting: Monday, February 22, 2016 at 10:30 p.m. in the Supervisors Large Conference Room.

Respectfully submitted by Christine J. Coe for Chairman Alexander R. Stepanski.

HEALTH AND HUMAN SERVICES COMMITTEE

Monday, February 22, 2016
Supervisors Large Conference Room

Committee Members Present

Alex Stepanski, Chairman, Town of Stockbridge
James Goldstein, Vice Chairman, Town of Lebanon
Lewis Carinci, City of Oneida
Joseph John Pinard, Town of Lenox

Others Present

Donald Smith, Director, Veterans Agency
Michael Fitzgerald, Commissioner, Social Services
Teisha Cook, Director, Mental Health Services
Eric Faisst, Director, Public Health
Joanne Eddy, Director, Youth Bureau
William Buchan,
Christine Coe, Executive Assistant to the County Administrator

Absent:

Eve Ann Shwartz, Town of Hamilton

Call Meeting to Order

Chairman Alex Stepanski called the meeting to order at 10:30 a.m. indicating that there was a quorum for the Health and Human Services Committee.

Approve Minutes

The Health and Human Services Committee reviewed the regular meeting minutes of January 25, 2016. A motion to approve the minutes as written was made by Carinci, seconded by Pinard and carried unanimously.

Veterans Agency

Director Donald Smith provided a report of the Veterans Service Agency's activities and statistics for February 2016. Smith informed the Committee that he met with the Buildings and Grounds Committee to request the former Youth Bureau space in the County Office Building for his department which was approved and will help address some ADA violations.

The Board of Veterans Appeals in Washington recently lost the majority of its law judges and clerks due to inappropriate emails, which is only going to worsen the already backlogged claims.

As Boys State Chairman, Smith distributed information packets and post quotes to each post.

The Veterans Agency continues to receive frantic short notice requests for funeral military detail teams. The legion is compiling a county-wide list of individuals willing to participate.

The Madison County Purple Heart road signs and post have been received and are being installed by the Highway Department as weather permits.

Social Services

Commissioner Michael Fitzgerald provided the newly formatted expenditures and caseload summary for January 2016, which is under budget one month in.

Fitzgerald presented the following resolutions to the Committee:

Authorizing the Chairman to renew an agreement with Dr. Scott Petrosa of K.A.G. Consulting

A motion was made by Carinci to approve the resolution, seconded by Goldstein and carried unanimously.

Authorizing the Chairman to renew an agreement with Community Action Program, Inc.

A motion was made by Goldstein to approve the resolution, seconded by Carinci and carried unanimously.

Authorizing the modification of the 2016 adopted budget

A motion was made by Goldstein to approve the resolution, seconded by Carinci and carried unanimously.

Fitzgerald presented a report that Caseworker Cassandra Wolcott prepared after attending Child and Family Maltreatment training in San Diego, CA in January.

Two out-of-State travel requests for Huntsville, AL that were previously approved by this Committee were submitted late and an additional \$50 is due for each. There will be no cost to the County as it is paid for a by grant funds. A motion was made by Stepanski to approve the additional \$100 costs associated with the two travel requests, seconded by Pinard and carried unanimously.

Fitzgerald completed Management Performance Appraisals for his department and provided them for the Committee to review before submitting them to the County Administrator.

The Committee questioned whether salary increases are tied to the performance appraisals. Fitzgerald stated that employees are not eligible for a salary increase if they don't meeting expectations based on the overall average score. The Committee requested they receive the policy and procedure on how management employees are evaluated.

Mental Health

Director Teisha Cook presented the following resolutions to the Committee:

Authorizing the Chairman to execute a contract modification and modifying the 2016 adopted County budget (BRiDGES)

Discussion: The Committee was unclear where the one-time funding of \$10,000 for BRiDGES was coming from. The resolution will be tabled while Cook follows up with the agency and County Treasurer to get more details for the Committee.

Authorizing the Chairman to execute a contract modification and modifying the 2016 adopted County budget (Contract Agencies)

A motion was made by Carinci to approve the resolution, seconded by Goldstein and carried unanimously.

Executive Session

A motion was made by Vice Chairman Goldstein to enter into executive session at 11:00 a.m. for the purpose of discussing pending litigation with legal counsel. Supervisor Pinard seconded the motion and it was unanimously carried.

A motion was made by Supervisor Carinci to exit executive session at 11:21 a.m. Supervisor Pinard seconded the motion and it was carried unanimously.

Cook presented the following resolutions to the Committee:

Authorizing the Chairman to execute a contract modification and modifying the 2016 adopted County budget (Liberty Resources, Inc.)

A motion was made by Carinci to approve the resolution, seconded by Goldstein and carried unanimously.

Public Health

Director Eric Faisst presented the following resolutions to the Committee:

Authorizing the Chairman to enter into agreements with veterinarians for rabies clinic

A motion was made by Goldstein to approve the resolution, seconded by Pinard and carried unanimously.

Youth Bureau

Director Joanne Eddy presented the following resolution to the Committee:

Authorizing the Chairman to enter into an agreement with Catholic Charities on Oneida/Madison Counties

A motion was made by Pinard to approve the resolution, seconded by Carinci and carried unanimously.

Exploring County Government Program

Eddy informed the Committee that the Youth Bureau developed and is in the process of running the spring session of Exploring County Government, which was taken over from Cornell Cooperative Extension. The program is for Madison County juniors and seniors who have a strong interest in learning about county government and engaging in active citizenship. Six students will attend nine weekly sessions each Wednesday starting February 24th through April 20th from 8:45 a.m. to 12:00 p.m. and attend a Stockbridge Town Board meeting.

Eddy provided the Committee with a copy of New York State Office of Children and Family Services' (OCFS) Local Government Reorganizations Review Team document regarding merger protocol. The purpose of this protocol is to provide consistency in the OCFS response to merger proposals and requests for technical assistance from counties considering a merger of two or more departments, and continuity in the provision of requires services at the local level.

Executive Session

A motion was made by Supervisor Carinci to enter into executive session at 11:30 a.m. for the purpose of discussing the employment of a particular person. Supervisor Pinard seconded the motion and it was unanimously carried.

A motion was made by Supervisor Carinci to exit executive session at 11:42 a.m. Vice Chairman Goldstein seconded the motion and it was carried unanimously.

Preferred Agenda

The Committee unanimously agreed to include all resolutions in their March 8th Preferred Agenda on a motion of Pinard and second of Goldstein.

Motion to Adjourn

There being no further business to discuss, a motion to adjourn the meeting was made by Goldstein at 11:45 a.m., seconded by Carinci and carried.

Next meeting: Monday, March 28, 2016 at 10:30 a.m.

Respectfully submitted by Christine J. Coe for Chairman Alexander R. Stepanski.

RESOLUTION NO. YB-1

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT
WITH CATHOLIC CHARITIES OF ONEIDA/MADISON COUNTIES AND
TO MODIFY THE 2016 ADOPTED COUNTY BUDGET**

WHEREAS, the Madison County Youth Bureau has received \$35,000 in funding from the NYS Office of Children and Family Services to provide training, education and outreach related to the issue of Sexually Exploited Youth and Human Trafficking and to increase the capacity of our RHY Interim Family Home program to identify and meet the unique needs of sexually exploited youth that may seek services through the program; and

WHEREAS Catholic Charities of Oneida/Madison Counties, as Madison County's RHY Interim Family Home provider, has the experience and expertise to provide these services; and

WHEREAS, the Madison County Youth Bureau desires to contract with Catholic Charities of Oneida/Madison Counties for the period of January 1, 2016 – December 31, 2016 in the amount of \$35,000 to provide the services required to meet the goals and outcomes required of this funding; and

WHEREAS, the Madison County Youth Board has recommended funding this program and the Health & Human Services Committee has approved the allocation;

NOW, THEREFORE BE IT RESOLVED, that the Chairman of the Madison County Board of Supervisors be authorized to enter into an agreement on behalf of the County of Madison with Catholic Charities of Oneida/Madison Counties in the form as is on file with the Clerk of the Board; and

BE IT FURTHER RESOLVED, that the 2016 Adopted County Budget be modified as follows:

GENERAL FUND

7146 Youth Programs - Agencies

Expense

A714670 542762 Sexually Exploited Youth/Catholic Charities	<u>From</u> 0	<u>To</u> 35,000
Control Total		<u>\$ 35,000</u>

Revenues

A714670 438215 SA Sexually Exploited Youth	<u>From</u> 0	<u>To</u> 35,000
Control Total		<u>\$ 35,000</u>

Dated: April 12, 2016

Alexander Stepanski, Chairman
Health & Human Services Committee

John A. Reinhardt, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. YB-2

AUTHORIZING THE CHAIRMAN TO ENTER INTO AGREEMENTS WITH AGENCIES TO PROVIDE YOUTH SERVICES AND TO MODIFY THE 2016 ADOPTED COUNTY BUDGET

WHEREAS, the following agencies have submitted proposals to the Madison County Youth Bureau to provide services to the youth of Madison County during the period of January 1, 2016 – December 31, 2016; and

WHEREAS, the Madison County Youth Board has evaluated the proposals and has recommended the following allocation of funds to these programs, and the Health & Human Services Committee has approved the allocations;

<u>AGENCY</u>	<u>PROGRAM</u>	<u>AMOUNT</u>
Smithfield Community Association	Summer Youth Service Program	\$ 8,253
Community Action Program	Mentoring Partnership	\$ 12,000
Stone Quarry Hill Art Park	Art of Maple Syrup Production	\$ 7,810
Great Swamp Conservancy, Inc.	Junior Birders Program	\$ 4,034
Village of Hamilton	Summer Swim Program	\$ 5,000
Town of Sullivan	Summer Playground Program	\$ 9,903 and

WHEREAS, these costs are reimbursed 100% by State Aid;

NOW THEREFORE BE IT RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to enter into agreements on behalf of the County of Madison with the above agencies, in the form as is on file with the Clerk of the Board; and

BE IT FURTHER RESOLVED, that the 2016 Adopted County Budget be modified as follows:

GENERAL FUND

7146 Youth Programs - Agencies

<u>Expense</u>	<u>From</u>	<u>To</u>
A714670 541007 Anticipated Agency Allocation	\$ 48,000	\$ 1,000
A714670 542766 Youth Program/Smithfield CA	0	8,253
A714670 542724 Partnership Mentoring (CAP)	0	12,000
A714670 542764 Stone Quarry/Maple Syrup Prod	0	7,810
A714670 542758 GR Swamp Conserv/Jr. Birders	0	4,034
A714670 542733 Summer Recreation V/Hamilton	0	5,000
A714670 542767 Summer Rec T/Sullivan	0	9,903
Control Total	<u>\$48,000</u>	<u>\$48,000</u>

<u>Revenues</u>	<u>From</u>	<u>To</u>
A714670 438201 SA Anticipated Youth Programs	\$ 48,000	\$ 1,000
A714670 438217 SA Youth Program/Smithfield CA	0	8,253
A714670 438206 SA Partnership Mentoring (CAP)	0	12,000
A714670 438216 SA Stone Quarry/Maple Syrup Prod	0	7,810
A714670 438213 SA GR Swamp Conserv/Jr. Birders	0	4,034
A714670 438211 SA Summer Recreation V/Hamilton	0	5,000
A714670 438218 SA Summer Rec T/Sullivan	0	9,903
Control Total	<u>\$48,000</u>	<u>\$48,000</u>

Dated: April 12, 2016

Alexander Stepanski, Chairman
Health & Human Services Committee

John A. Reinhardt, Chairman
Finance, Ways and Means Committee

Unreconciled	Net Budget Amount	Net Expenditures Feb-16	YTD Net Expenditures	Percentage Spent	Feb-15 Clients Served	Jan-16 Clients Served	Feb-16 Clients Served
Gen Administration	\$ 9,564,354.00	\$ 613,605.18	\$ 1,200,155.45	12.55%			
Salaries	\$ 5,290,582.00	\$ 405,995.52	\$ 815,773.32	15.42%			
Equipment	\$ 98,463.00	\$ -	\$ -	0.00%			
Operating Costs	\$ 1,411,349.00	\$ 58,129.36	\$ 83,685.96	5.93%			
Fringe Benefits	\$ 2,839,710.00	\$ 152,427.48	\$ 306,563.21	10.80%			
Incentives/Other Adm Refunds	\$ (75,750.00)	\$ (2,947.18)	\$ (5,867.04)	7.75%			
MMIS-Medical Assistance	\$ 10,910,596.00	\$ 978,071.65	\$ 1,797,171.99	16.47%	9,695	8,630	8,525
MMIS	\$ 11,026,596.00	\$ 1,027,400.00	\$ 1,849,320.00	16.77%	9,695	8,630	8,525
Medical Assistance	\$ (116,000.00)	\$ (49,328.35)	\$ (52,148.01)	44.96%			
Health Exchange					NA	NA	NA
Public Assistance	\$ 2,990,005.00	\$ 139,959.81	\$ 327,528.31	10.95%	1,204	1,007	950
Family Assistance	\$ 1,305,000.00	\$ 81,789.61	\$ 169,542.35	12.99%	382	332	327
Emergency Assistance to Families	\$ 135,000.00	\$ (768.41)	\$ 3,704.13	2.74%	16	15	5
Safety Net	\$ 1,341,000.00	\$ 64,728.71	\$ 161,185.12	12.02%	256	294	292
HEAP (PA-NPA-EMG)	\$ -	\$ (5,825.10)	\$ (17,351.49)	#DIV/0!	548	361	325
Emergency Aid to Adults	\$ 35,000.00	\$ 35.00	\$ 70.00	0.20%	1	1	1
Burials	\$ 174,005.00	\$ -	\$ 10,378.20	5.96%	1	4	6
Children Services	\$ 4,679,345.00	\$ 345,760.39	\$ 703,923.18	15.04%	487	491	506
EAF-Foster Care	\$ 346,919.00	\$ 21,853.45	\$ 48,952.29	14.11%	12	14	13
EAF-JD/PINS	\$ 463,746.00	\$ 38,285.85	\$ 64,813.41	13.98%	4	1	3
Foster Care	\$ 1,173,090.00	\$ 79,182.97	\$ 156,430.35	13.33%	23	21	19
Adoptions	\$ 913,131.00	\$ 81,742.97	\$ 164,577.76	18.02%	92	91	90
JD	\$ 1,671,432.00	\$ 113,645.97	\$ 253,576.74	15.17%	10	8	9
JD-Non-Secure Detention	\$ 92,644.00	\$ 10,221.22	\$ 13,957.23	15.07%	2	1	1
Foster Care Ind Lvg - JD/PINS Ind Lvg	\$ 18,383.00	\$ 827.96	\$ 1,615.40	8.79%			
Children Not in Foster Care					344	355	371
CPS Referrals					58	90	87
FAR Referrals					46	46	35
Purchase of Service	\$ 1,166,212.00	\$ 86,273.11	\$ 203,135.23	17.42%			
Title XX	\$ 281,746.00	\$ 23,641.17	\$ 61,581.86	21.86%			
Domestic Violence	\$ 174,523.00	\$ 14,543.58	\$ 29,087.20	16.67%			
Family Unification	\$ 356,082.00	\$ 33,480.00	\$ 76,537.00	21.49%			
STSJP	\$ 132,135.00	\$ -	\$ -	0.00%			
DCJS	\$ -	\$ 5,707.29	\$ 11,892.21	#DIV/0!			
EAF-Services	\$ 219,226.00	\$ 8,901.07	\$ 24,036.96	10.96%			
TANF - Preventive	\$ 2,500.00	\$ -	\$ -	0.00%			
Block Grant Day Care	\$ 583,998.00	\$ 39,754.46	\$ 83,211.98	14.25%	102	128	121
Day Care - 100%	\$ 541,338.00	\$ 38,286.33	\$ 79,902.97	14.76%	90	120	116
Day Care - 75%	\$ 42,660.00	\$ 1,468.11	\$ 3,309.01	7.76%	12	8	5
Total	\$ 29,894,510.00	\$ 2,203,424.60	\$ 4,315,126.14	14.43%			
SNAP	\$ 13,129,536.00	\$ 964,425.00	\$ 1,903,037.00	14.49%	8,985	8,290	8,158
SNAP - PA	\$ 725,004.00	\$ 56,603.00	\$ 110,091.00	15.18%	404	384	387
SNAP-NPA	\$ 12,404,532.00	\$ 907,822.00	\$ 1,792,946.00	14.45%	8,581	7,906	7,771
CHILD SUPPORT	\$ 5,739,552.00	\$ 432,218.34	\$ 895,495.91	15.60%	3,045	2,975	2,972
Child Support - Current Assistance	\$ 203,196.00	\$ 12,505.04	\$ 25,056.59	12.33%	419	406	401
Child Support - Former Assistance	\$ 887,424.00	\$ 65,452.74	\$ 128,930.37	14.53%	1,004	964	972
Child Support - Never Assistance	\$ 4,648,932.00	\$ 354,260.56	\$ 741,508.95	15.95%	1,622	1,605	1,599

RESOLUTION NO. SS-1

**AUTHORIZING THE CHAIRMAN TO RENEW AN AGREEMENT WITH
FAMILY COUNSELING SERVICES OF CORTLAND COUNTY, INC.**

WHEREAS, \$1.2 million in federal Child Abuse Prevention and Treatment Act (CAPTA) funds for Child Protective Services and behavioral health partnerships has been made available through a competitive grant application; and

WHEREAS, Madison County's application for funding has been approved by the New York State Office of Children and Family Services; and

WHEREAS, the primary goals of Child Protective Services are preserving families and protecting children; and

WHEREAS, counties were being asked to contract for behavioral health clinicians to work alongside Child Protective Services caseworkers in order to identify and support the behavioral health needs of both the adults and children in families involved in Child Protective Services; and

WHEREAS, Madison County identified a need for such services based on increased opiate abuse, prescription medication misuse, and ongoing alcohol and other substance mistreatment, along with mental health illness; and

WHEREAS, Family Counseling Services of Cortland County, Inc., (FCS) has been providing this service for co-location of a substance abuse/mental health clinician together with the Child Protective Services workers; and

WHEREAS, over the past year, this co-located therapist has provided services to approximately 70 families, working with 3 to 6 family members per case in providing screens or assessments for mental health and substance use disorders, short term interventions, or referrals for long term treatment; and

WHEREAS, the behavioral health specialist has assisted nearly 80 people in obtaining long-term services with 85-90 percent of those individuals making it to their first referral appointment; and

WHEREAS, Family Counseling Services of Cortland County, Inc., has agreed to provide this service for the period of May 1, 2016, to April 30, 2017, at a total cost not to exceed forty thousand, four hundred ninety-nine dollars (\$40,499), reimbursable at a rate of 100 percent; and

WHEREAS, this agreement has been reviewed and approved by the Health and Human Services Committee;

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Board of Supervisors be and is hereby authorized to renew an agreement on behalf of the County of Madison and Family Counseling Services of Cortland County, Inc., in the form as is on file with the Clerk of the Board.

DATED: April 12, 2016

Alexander R. Stepanski, Chairman
Health and Human Services Committee

REQUEST FOR OUT-OF-STATE CONFERENCE AND TRAVEL FORM

TO BE COMPLETED BY EMPLOYEE: (Please Print)

NAME: Marcie Soule

TITLE: School Services Program Coordinator

DEPARTMENT: Social Services

CONFERENCE NAME: Youth MHFA Instructor Training

LOCATION OF CONFERENCE: Providence, RI (location to be determined)

TIME AND DATE OF CONFERENCE: May 23 – 27, 2016 (arriving 5/22/16)

PURPOSE OF CONFERENCE: Training

MODE OF TRAVEL: County vehicle

ESTIMATED COST: Transportation \$ 100.00 fuel

Lodging \$ Provided by BOCES

Meals \$ 50.00 (most meal costs covered by BOCES)

Registration \$ 0.00

TOTAL \$ 150.00

Marcie Soule Signature Date 5/14/16

Melissa McMane Supervisor's Signature Date 3/15/16

TO BE COMPLETED BY DEPARTMENT HEAD:

Budget Code A601060 541030

Reimbursement Source(s) and Rate(s) Federal/State 58%

I approve the attendance at the aforementioned conference.

[Signature] Signature Date 3/23/16

TO BE COMPLETED BY LEGISLATIVE COMMITTEE:

The above employee is approved for attendance at the aforementioned conference.

Signature Date

TO BE COMPLETED BY GOVERNMENT OPERATIONS COMMITTEE:

The above employee is approved for attendance at the aforementioned conference.

Signature Date

TO BE COMPLETED BY THE CLERK TO THE BOARD OF SUPERVISORS:

The above employee is approved for attendance at the aforementioned out of state conference.

Date of Board Meeting: _____

Resolution Number: _____

Signature Date

RESOLUTION NO. SS-2

**AUTHORIZING ATTENDANCE AT AN OUT-OF-STATE CONFERENCE
(Social Services)**

WHEREAS, the Mental Health First Aid Instructor Certification Training will be held May 23 – 27, 2016, in Providence, RI; and

WHEREAS, Michael Fitzgerald, Commissioner of Social Services, has requested that Marcie Soule, School Services Program Coordinator, attend said conference; and

WHEREAS, the majority of her expenses are funded by the US Substance Abuse and Mental Health Services Administration grant received by the Madison-Oneida BOCES; and

WHEREAS, this request has been reviewed and approved by the Health and Human Services and the Government Operations Committees;

NOW, THEREFORE BE IT RESOLVED that Marcie Soule be and hereby is authorized to attend said conference at a cost not to exceed \$150.00.

Dated: April 12, 2016

Daniel S. Degear, Chairman
Government Operations Committee



BE 1 IN A MILLION TAKE A COURSE BECOME AN INSTRUCTOR ABOUT
NEWS & UPDATES

Instructor Role

Only certified instructors can teach the 8-hour Mental Health First Aid course to the public. Instructors may organize courses in their communities and may charge a fee. They must provide Mental Health First Aid USA participant manuals to all those who attend the course. Certified instructors are listed here — find instructors in your community.

What Instructors Do



The primary role of instructors is to teach the Mental Health First Aid course. When they offer the course, instructors must teach the full 8-hour course with fidelity to the core program model and key messages. Each instructor has a set of materials to help guide them through course facilitation.

To teach a course, certified instructors must order manuals for all their participants, prepare course materials (available on the instructor website), compile local resources, and provide participant evaluations to Mental Health

First Aid USA after the course. Instructors typically team up with another certified instructor to teach the course, but may also teach on their own.

Putting on a course involves much more than just showing up and teaching it. Instructors frequently have organizational support to help them with other tasks related to the program such as:

- ▶ Strategic planning (e.g., creating business plans, forming community partnerships, outreach)
- ▶ Setting a course schedule
- ▶ Setting and collecting course fees
- ▶ Marketing and media outreach
- ▶ Course registration
- ▶ Event planning (e.g., catering, logistics)
- ▶ Seeking grants
- ▶ Evaluation and analysis of program's success

Apply for Mental Health First Aid Instructor Training

FIND
INSTRUCTOR
TRAINING



Who else is offering the training in your area?

[Find a Course](#)

DONATE NOW



"Hilda Marie's worst nightmare was unfolding right before her eyes. Teetering at the edge of the platform was a woman poised to jump in front of an oncoming train. What would you do? For Hilda, there was no question. She turned to the skills she learned in the eight-hour Mental Health First Aid class she completed."

—Hilda Marie

READ SUCCESS STORIES



House Democrats Introduce Mental Health Reform Bill

Democratic members of the House Energy and Commerce Committee introduced their own version of

Who They Teach

Certified instructors may teach the 8-hour Mental Health First Aid course to any interested audiences in their community. Those trained include:

- ▶ Educators and school administrators
- ▶ Human resources professionals
- ▶ Members of faith communities
- ▶ Homeless shelter workers
- ▶ Health and human services workers
- ▶ Nurses/physician assistants/primary care workers
- ▶ Police, first responders and security personnel
- ▶ Mental health authorities
- ▶ Policymakers
- ▶ Substance abuse treatment professionals
- ▶ Social workers
- ▶ Persons with mental illness/addictions and their families
- ▶ Caring citizens

mental health reform legislation this week. The bill, which spans nearly 300 pages, touches on many parts of the US mental...

February 4

[READ MORE](#)

Apply for Mental Health First Aid Instructor Training

**FIND
INSTRUCTOR
TRAINING**



Who else is offering the training in your area?
[Find a Course](#)

Thinking big picture or starting from square one?
[Start a Local Program](#)

Mental Health First Aid USA is managed, operated, and disseminated by the:

- ▶ [National Council for Behavioral Health](#)
- ▶ [Missouri Department of Mental Health](#)

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BE 1 IN A MILLION TAKE A COURSE BECOME AN INSTRUCTOR ABOUT
NEWS & UPDATES

Find Instructor Training Courses

*If you are a resident of Missouri or Maryland, please visit our state partners' websites to apply for their in-state instructor trainings. These trainings are open only to in-state residents: [Missouri](#) Please note classes tend to fill up fast and availability may change. When a class is full, we do maintain a wait list and seats may open up if there is a cancellation.

Available classes:

March

Date	Location	City	State
03/01 - 03/05	3570 Las Vegas Blvd	Las Vegas	Nevada
03/21 - 03/25	2110 Rimrock Road	Madison	Wisconsin
03/28 - 04/01	600 N State St	Chicago	Illinois

April

Date	Location	City	State
04/04 - 04/08	808 SW Taylor St	Portland	Oregon
04/11 - 04/15	6415 Yorktown Circle	East Syracuse	New York
04/11 - 04/15	Hosted by: Central Illinois Area Health Education Center	Bloomington	Illinois

May

Date	Location	City	State
5/2 - 5/6	TBD	Dallas	Texas
5/9 - 5/13	TBD	Orlando	Florida
5/16 - 5/20	TBD	Sacramento	California
5/23 - 5/27	TBD	Providence	Rhode Island

Training for
Marcelle Soule

Sign up for a Mental Health First Aid class near you

FIND A COURSE



Ready to become a Mental Health First Aid Instructor?

[Apply for Instructor Training](#)

DONATE NOW



"I recently got dispatched on a psychiatric call...because I took the Mental Health First Aid class, I knew not to take the attitude that she's crazy and was able to keep her calm."

-Sarah L.,
EMT

 READ SUCCESS STORIES



House Democrats Introduce Mental Health Reform Bill

Democratic members of the House Energy and Commerce Committee introduced their own version of mental health reform legislation this week. The bill, which spans nearly 300 pages, touches on many parts of the US mental...

February 4

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June

Date	Location	City	State
6/6 - 6/10	TBD	Washington	DC
6/13 - 6/17	TBD	Atlanta	Georgia
6/20 - 6/24	TBD	Grand Rapids	Michigan
6/27 - 7/1	TBD	Pasadena	California

July

Date	Location	City	State
7/11 - 7/15	TBD	Omaha	Nebraska
7/18 - 7/22	TBD	Boston	Massachusetts
7/25 - 7/29	TBD	Nashville	Tennessee

August

Date	Location	City	State
8/1 - 8/5	TBD	Chicago	Illinois
8/8 - 8/12	TBD	Philadelphia	Pennsylvania
8/15 - 8/19	TBD	Seattle (Metro Area)	Washington

September

Date	Location	City	State
9/12 - 9/16	TBD	Indianapolis	Indiana
9/19 - 9/23	TBD	Charleston	South Carolina
9/26 - 9/30	TBD	Austin	Texas

October

Date	Location	City	State
10/3 - 10/7	TBD	Des Moines	Iowa
10/17 - 10/21	TBD	Hartford	Connecticut
10/17 - 10/21	TBD	Pasadena	California
10/24 - 10/28	TBD	Jacksonville	Florida

RESOLUTION NO. MH-1

**AUTHORIZING THE CHAIRMAN TO EXECUTE A CONTRACT MODIFICATION AND
MODIFYING THE 2016 ADOPTED COUNTY BUDGET**

WHEREAS, Madison County entered into an agreement with Madison County Council On Alcoholism & Substance Abuse (dba, BRiDGES) by Resolution 585-15;

WHEREAS, Madison County has approved one-time funding of \$10,000 for Madison County Council on Alcoholism & Substance Abuse, Inc. (dba, BRiDGES) as a result of a non-profit funding request with a \$10,000 match from the agency; and

NOW, THEREFORE, BE IT RESOLVED that the 2016 Adopted County Budget be modified as follows:

General Fund

<u>4250 Madison County Council on Alcohol & Drugs</u>	<u>From</u>	<u>To</u>
<u>Expense</u>		
A425040 542710 Council on Alcohol/Drug Abuse	\$303,445	\$293,445
A425040 542713 BRiDGES-Middle School Education	<u>-0-</u>	<u>10,000</u>
Control Totals	<u>\$303,445</u>	<u>\$303,445</u>

BE IT FURTHER RESOLVED, that the Chairman of the Board be hereby authorized to execute a modification agreement, a copy of which is on file with the Clerk of this Board, for the period January 1, 2016 through December 31, 2016 with Madison County Council on Alcoholism & Substance Abuse, Inc. (dba, BRiDGES).

Dated: April 12, 2016

Alexander Stepanski, Chairman
Health and Human Services Committee

John A. Reinhardt, Chairman
Finance, Ways & Means Committee

RESOLUTION NO. MH-2

**AUTHORIZING THE CHAIRMAN TO EXECUTE A CONTRACT MODIFICATION AND
MODIFYING THE 2016 ADOPTED COUNTY BUDGET**

WHEREAS, Madison County entered into an agreement with Liberty Resources, Inc. by Resolution 588-15;

WHEREAS, the New York State Office of Mental Health has re-defined the State Aid deficit funding for the program, resulting in a \$14,760 increase to the agency;

NOW, THEREFORE, BE IT RESOLVED that the 2016 Adopted County Budget be modified as follows:

General Fund

4316 Mental Health Liberty Resources

	<u>From</u>	<u>To</u>
<u>Expense</u>		
A431640 542780 LR Child/Youth Case Management	\$ <u>91,992</u>	\$ <u>106,752</u>
Control Total		\$ <u>14,760</u>

Revenue

A431640 434924 State Aid LR C/Y Case Management	\$ <u>91,992</u>	\$ <u>106,752</u>
Control Total		\$ <u>14,760</u>

BE IT FURTHER RESOLVED, that the Chairman of the Board be hereby authorized to execute a modification agreement, a copy of which is on file with the Clerk of this Board, for the period January 1, 2016 through December 31, 2016 with Liberty Resources Inc.

Dated: April 12, 2016

Alexander Stepanski, Chairman
Health and Human Services Committee

John A. Reinhardt, Chairman
Finance, Ways & Means Committee

RESOLUTION NO. MH-3

AUTHORIZING THE MODIFICATION OF THE 2016 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2016 Adopted County budget be modified as follows:

General Fund

4308 Mental Health-Clinic Programs

Expense

	<u>From</u>	<u>To</u>
A430840 540801 Community Support Program Overpayment	\$-0-	\$17,973

1990 Contingent Fund

Expense

A199010 544440 Contingent Fund	<u>1,429,586</u>	<u>1,411,613</u>
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Control Totals

	<u>\$1,429,586</u>	<u>\$1,429,586</u>
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Dated: April 12, 2016

Alexander Stepanski, Chairman
Health and Human Services Committee

John A. Reinhardt, Chairman
Finance, Ways & Means Committee

RESOLUTION NO. MH-4

RESOLUTION AUTHORIZING THE CHAIRMAN TO PROCLAIM
APRIL AS ALCOHOL AWARENESS MONTH

NCADD ALCOHOL AWARENESS MONTH 2016

“Talk Early, Talk Often: Parents Can Make a Difference in Teen Alcohol Use”

WHEREAS, alcohol is a primary factor in the four leading causes of death for young persons ages 10-21; and

WHEREAS, alcohol is the most commonly used addictive substance in the United States; and

WHEREAS, young people who begin drinking before age 15 are four times more likely to develop alcohol dependence than those who begin drinking at age 21; and

WHEREAS, the typical American will see 100,000 beer commercials before he or she turns 18; and

WHEREAS, kids who drink are more likely to be victims of violent crime, to be involved in alcohol-related traffic crashes, and to have serious school-related problems; and

WHEREAS, a supportive family environment is associated with lowered rates of alcohol use for adolescents; and

WHEREAS, consistent and sustained parental attitudes can influence a child's decision about whether or not to use alcohol and drugs; and

WHEREAS, kids who have conversations with their parents and learn a lot about the dangers of alcohol and drug use are 50% less likely to use alcohol and drugs than those who don't have such conversations.

THEREFORE, be it resolved that we, the Madison County Board of Supervisors, join the National Council on Alcoholism and Drug Dependence, Inc. (NCADD) and hereby proclaim that April 2016 is Alcohol Awareness Month in Madison County and call upon all citizens, parents, governmental agencies, public and private institutions, businesses, hospitals, schools and colleges to support efforts that will provide early education about alcoholism and addiction and increase support for individuals and families coping with alcoholism. Through these efforts, together, we can provide Hope, Help and Healing for those in our community who are facing challenges with alcohol use and abuse.

DATED: April 12, 2016

Alex Stepanski, Chairman,
Health and Human Services Committee

RESOLUTION NO. PH-1

**AUTHORIZING ATTENDANCE AT AN OUT-OF-STATE CONFERENCE
(Public Health)**

WHEREAS, the National Association of County & City Officials (NACCHO) is offering a Breastfeeding in the Community: Creating a Culture of Sustainability in Baltimore, MD on April 18-21, 2016; and

WHEREAS, Eric Faisst, Public Health Director requested that Cheryl Geiler, Director of Community Health Services attend said conference; and

WHEREAS, her expenses will be fully funded by NACCHO except for one meal at an estimated cost of \$40; and

WHEREAS, this request has been reviewed and approved by the Health and Human Services Committee and the Government Operations Committee,

NOW, THEREFORE BE IT RESOLVED that Cheryl Geiler be and hereby was authorized to attend said conference at estimated cost of \$40.

DATED: April 12, 2016

Daniel S. Degear, Chairman
Government Operations Committee