

AGENDA

SOCIAL & MENTAL HEALTH SERVICES COMMITTEE

Monday, November 26, 2012, 4:30 p.m.

Supervisors Large Conference Room

I. Veterans Agency

A) No Agenda

II. Youth Bureau

A) No Agenda

III. Social Services, 4:30 – 5:00

A) Approve Minutes

B) Expenditures Report

C) MOU – Solid Waste & Sanitation

D) Resolutions

1) BRiDGES – Drug/Alcohol Assessment

2) Community Action – Family Action

3) Elmcrest Children's Center – Non-secure Detention

4) Enable – Amendment

5) Office for the Aging – Medicaid Transportation

6) Peacemaker – Independent Living

7) Venesky & Company – Certified Public Accountant

IV. Mental Health, 5:00 – 6:00

A) Approve Minutes

B) Program and Fiscal Reports

C) Resolutions – 2013 Contracts

1) BRiDGES

2) Central New York Services

3) Consumer Services

4) Coordinated Care Services, Inc. (CCSI)

5) Harland Technology

6) Heritage Farm

7) IMA

8) Liberty Resources - Alcohol Community Residence Program

9) Liberty Resources - Case Management

10) Madison Cortland ARC

11) Psychiatric Services

12) OCM BOCES

13) PPG – Child Psychiatry

14) PPG – Forensic

15) Rubicon

16) Rx Scribe, Inc.

Minutes of Meeting

SOCIAL & MENTAL HEALTH SERVICES COMMITTEE MEETING Department of Social Services

October 22, 2012

Present: John Salka, Town of Brookfield
Lewis Carinci, City of Oneida
Roger Bradstreet, Town of Nelson
Alexander Stepanski, Town of Stockbridge
James Goldstein, Town of Lebanon
Michael Fitzgerald, Commissioner

John started the meeting by ensuring that all members had received and reviewed the meeting minutes from September 24, 2012. On a motion by Roger and seconded by Lewis, the minutes were approved unanimously.

Mike reported that the caseload and expenditures report is still under budgeted amounts. Through three quarters of the year, the department is at roughly 66 percent expenditures. Mike attributed most of that to foster care savings. Roger noted that the number of children in foster care actually looks like it has increased. Mike confirmed that principally due to the early summer bath salts cases, the number of children entering foster care increased dramatically. Mike is hoping that with the ban on sales and possession and the seeming disappearance of the substances, families are addressing their treatment needs and the children are soon reunited with their parents or other appropriate family. Mike commented that in addition to bath salts taxing law enforcement, EMTs, and healthcare providers, the non-illegal substances had a severe impact on Social Services. There is also fear that some of the chronic users are or were pregnant and effects on the future generation of infants are unknown. Mike also cautioned that some of the chronic, untreated abusers are now likely again using meth since DSS has seen an increase in CPS reports regarding that allegation. There were no other significant caseload data to report.

Mike had three resolutions before the committee. The first one was a renewal with Liberty Resources for residential domestic violence services. Mike explained that the \$7,273 federal TANF amount, unchanged from the previous year, is in essence, a pass through. The domestic violence shelter through Liberty Resources basically operates at a loss and this funding helps support the low-income families who might utilize the shelter. In the previous year, 34 individuals were served. On a motion by Jim and seconded by Alex, the resolution passed unanimously.

The second resolution was again another renewal of a contract – this one with Cooperative Extension to provide Supplemental Nutritional Assistance Program (food stamps) education. The goal of the program, funded at \$44,100 with federal funding, is to educate SNAP recipients on how to better utilize the benefits to improve nutrition. There was discussion regarding the long-term goals of Cooperative Extension to remove itself from any programming not “related to agriculture.” Mike thought that with SNAP being tied to nutrition and the funding coming from the USDA, there was a “good chance” that nutrition education would continue to be supported. There was discussion about other Cooperative Extension programs like RSVP and Head Start that are less likely to be supported since they are not directly linked to agriculture. There was

continued discussion about likely successor agencies should Cooperative Extension not continue to oversee Head Start, with the most likely agency being Community Action Program. With their involvement in Home Visiting, Early Head Start, and other family support programs, they would be well positioned. However, with other funding cuts, Community Action has reduced staff and, at the same time, has other major initiatives either under way or proposed, so taking on a multi-million dollar program with a large infrastructure such as Head Start would be a big project. Discussion continued about “why Cooperative Extension in the first place?” with no definitive answer other than they were here. Questions were asked about school districts or BOCES’ interest with general agreement that schools have focused on Kindergarten and up and only recently started to provide limited opportunities for pre-K programs. Additionally, with a countywide Head Start program and a multitude of school districts and BOCES responsibilities, the “who” would be difficult to sort out. Finally, with government cutting schools and the county in an effort to reduce expenses, there is not likely to be anybody taking this program. On a motion by Jim and seconded by Roger, the resolution passed unanimously.

Finally, Mike had a renewal agreement with Cornell Cooperative Extension of Oneida County for child care resource and referral services. Mike explained that the \$33,218 annual program – all from federal sources and no increase over previous years – provides a critical link among child care providers, child care recipients, and DSS. Mike detailed that the onsite specialist makes sure that those who need child care are linked into available slots. This helps to make sure that those transitioning to work are successful. On the other end, child care providers who might want to become certified or improve their programs can work with the specialist for those needs. Mike remarked that this contract and the previous both have the “hold harmless” language that meets the needs of Cooperative Extension. On a motion by Lewis and seconded by Alex, the resolution passed unanimously.

There being no further action for DSS, the Mental Health Department began its presentation.

Respectfully submitted,

Michael A. Fitzgerald
Commissioner

Approved by Committee Chairman: _____ Date: _____

Memorandum of Understanding
Between
Madison County Department of Solid Waste & Sanitation
And
Madison County Department of Social Services

The purpose of this agreement is to define the arrangement between Department of Solid Waste & Sanitation (herein, referred to as the "Landfill") and the Department of Social Services (herein, referred to as "DSS") for payment of a Work Crew Leader to provide dedicated employment related services to the Temporary Assistance for Needy Families (TANF) population.

The Landfill will provide DSS for the unreimbursed portion of the costs associated with this position. The period covered by this MOU is January 1, 2013 through December 31, 2013. See "Attachment A – Budget Information" for detail.

Staff from the DSS will refer individuals from the TANF population to the Work Crew Leader (Landfill). This population consists of: (1) employable TANF recipients, (2) those applying for TANF benefits, (3) member of household with income up to 200% of federal poverty level, but not in receipt of Family Assistance or Safety Net dollars, and (4) those non-custodial parents who meet the TANF or 200% definition who are court-ordered to participate in employment activities.

The Work Crew Leader (Landfill) will provide intensive, one-on-one services such as:

- 1) Initial assessment of needs based on orientation
- 2) Job readiness skills training
- 3) Job retention strategies
- 4) Oversight of daily work activities
- 5) Standard operating procedures at the Landfill include Safety Rules

The Work Crew Leader (Landfill) will spend time at the DSS as agreed upon between the Landfill Director or his designee and the Commissioner of Social Services or his designee for the benefit of the jobseekers and coordination with DSS staff. The remainder of the work week, the Work Crew Leader (Landfill) will actively work with DSS referrals at Landfill sites in and around the County, and at such other sites as may be deemed necessary.

It is understood that the Work Crew Leader (Landfill) will supervise up to ten (10) DSS individuals at any one time. All services and activities will be geared to placement into employment or upgrading current employment toward self-sufficiency.

During the period of this contract, the Work Crew Leader (landfill) will supervise the crew to strive to maintain:

1. Standard Landfill operating procedures including Safety
2. Accident free work days

3. Lawn care and maintenance of Residential Solid Waste Transfer Stations
4. Snow and Ice removal as needed
5. Pick up recyclable items from Transfer Stations
6. Monitor Electronics Recovery in cooperation with LoJo Technology and ARC
7. Roadside clean-up project
8. Collection of items and repair for Reuse Center
9. Work savage at the metal recycling area and deliver non-ferrous metals to vendors for recycling
10. Other specific jobs as needed

The Department of Solid Waste & Sanitation will provide monthly fiscal and program reports to DSS in a manner acceptable to both parties.

The Landfill shall bill DSS monthly by the 20th of the following month for expenses associated with maintaining a vehicle and cell phone for the Work Crew Leader (Landfill). Cell phone expenses will be billed at actual costs. Vehicle expenses will be billed for the actual expenses, to include fuel, and maintenance for the vehicle assigned to the Work Crew Leader (Landfill)).

The DSS shall bill the Department of Solid Waste & Sanitation monthly no later than the 20th of the following month for actual wages, associated fringe and other related costs for the Work Crew Leader (Landfill) position that is identified as "unreimbursed" from either federal or state sources.

All information exchanged between the parties is confidential and will be used only for the intended purposes.

This MOU is effective for services beginning January 1, 2013 and shall only be terminated upon agreement by both parties.

James A. Zecca, Director
Department of Solid Waste & Sanitation

Michael A. Fitzgerald, Commissioner
Department of Social Services

Date

Date

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT
WITH BRIDGES AND THE MODIFICATION OF THE 2012 ADOPTED BUDGET**

WHEREAS, the Madison County Department of Social Services is required to conduct a formal assessment performed by a person who bears an alcohol and/or substance abuse counselor credential – Credentialed Alcohol and Substance Abuse Counselor (CASAC) – that is currently in good standing and issued by New York State Office of Alcoholism and Substance Abuse Services (OASAS), to assess individuals for alcoholism and/or substance abuse on all heads of household and all adult applicants and recipients of Temporary Assistance; and

WHEREAS, the Department lacks the necessary credentialed staff to perform these services; and

WHEREAS, Madison County Council on Alcoholism and Substance Abuse, Inc., doing business as BRIDGES, is a community partner, who has a demonstrated ability with 25 years experience to perform these services by providing a CASAC onsite at the Department of Social Services; and

WHEREAS, BRIDGES has agreed to provide these services for the period December 1, 2012, to November 30, 2013, at a total cost not to exceed \$5,200; and

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

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

BE IT FURTHER RESOLVED, that the 2012 Adopted County Budget be modified as follows:

<u>General Fund</u>			
<u>6010 Social Services Administration</u>		<u>From</u>	<u>To</u>
<u>Expense</u>			
A6010.402	Miscellaneous Expense	\$ 26,850	\$ 26,416
A6010.406	Drug & Alcohol Assessment Expense	\$ <u>-0-</u>	\$ <u>434</u>
	Control Total	\$ <u>26,850</u>	\$ <u>26,850</u>

December 7, 2012

John Salka, Chairman
Social and Mental Health Services Committee

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

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO RENEW
AN AGREEMENT WITH COMMUNITY ACTION PROGRAM, INC.**

WHEREAS, there is a need for home-based, case management preventive services for families in Madison County who have experienced or are at high risk to experience child abuse or maltreatment; and

WHEREAS, according to a needs assessment conducted as part of the "Getting to Outcomes" process, there are very few programs in Madison County that provide home-based case management services and those that do provide such a service only for very specific populations; and

WHEREAS, Community Action Program, Inc., (CAP) already provides a home-based, case management preventive service; and

WHEREAS, Community Action Program, Inc., provided this service to 24 families through the first nine months of 2012, with all of the children remaining in the care of family with no need for foster care placement; and

WHEREAS, we know that child abuse and maltreatment occur in families of all income levels and, therefore, this service needs to be available to all children at risk; and

WHEREAS, the amount of \$186,500 is available through the Child Welfare Preventive Services Funding, which is reimbursed at the rate of 62 percent; and

WHEREAS, Community Action Program has agreed to provide this service for the period of January 1, 2013, to December 31, 2013, at a total cost not to exceed \$186,500, the same as the 2012 contract year; and

WHEREAS, the Department has determined that the amount of funds to be paid to the Contractor is fair and reasonable to provide such services; and

WHEREAS, this agreement has been reviewed and approved by the Social and Mental Health 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 with Community Action Program, Inc., in the form as is on file with the Clerk of the Board.

Dated: December 7, 2010

John Salka, Chairman
Social and Mental Health Services Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO RENEW AN AGREEMENT WITH
ELMCREST CHILDREN'S CENTER**

WHEREAS, Madison County, through the Department of Social Services, is charged with the responsibility to obtain non-secure detention services for Madison County youth; and

WHEREAS, Elmcrest Children's Center will provide Madison County with an estimated 15 days of non-secure detention beds per calendar month during the 2013 contract year; and

WHEREAS, Elmcrest Children's Center of Syracuse has offered to provide this service to Madison County at a cost not to exceed \$ 51,849 for 15 days non-secure detention beds per calendar month for the period January 1, 2013, through December 31, 2013, an increase of \$1,017 from the 2012 contract year; and

WHEREAS, funds for this service are appropriated in the 2013 Department of Social Services budget and are reimbursed at a rate of 49 percent; and

WHEREAS, this agreement has been reviewed and approved by the Social and Mental Health 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 with Elmcrest Children's Center, in the form as is on file with the Clerk of the Board.

DATE: December 7, 2010

John Salka, Chairman
Social and Mental Health Services Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO AMEND AN AGREEMENT
WITH ENABLE**

WHEREAS, the Madison County Department of Social Services is responsible for the Home Adaptation Waiver Program administration under the Medicaid Care at Home I & II programs; and

WHEREAS, The Department lacks the ability to perform a home adaptation evaluation as it must be performed by a rehabilitative evaluation agency; and

WHEREAS, Enable, a rehabilitative agency, currently provides assessment, training, therapy and support for over 1,500 children and adults with disabilities and their families annually; and

WHEREAS, the Department will employ Enable to serve as an Evaluator, to provide in-home assessments and oversight for home modifications to participants of the Care at Home Programs I & II for Physically Disabled Children; and

WHEREAS, Enable has agreed to provide these services for the period September 1, 2012, to August 31, 2013, at a total cost not to exceed fifty dollars (\$50) an hour in full and final satisfaction of all services and expenses; and

WHEREAS, total (100 percent) federal and state funding is available through the Office of Temporary and Disability Assistance to provide these services; and

WHEREAS, the liability insurance aggregate has decreased from \$5,000,000 to \$4,000,000; and

WHEREAS, this amended agreement has been reviewed and approved by the Social and Mental Health Services Committee;

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to amend an agreement on behalf of the County of Madison with Enable, in the form as is on file with the Clerk of the Board.

Dated: December 7, 2012

John Salka, Chairman
Social and Mental Health Services Committee

RESOLUTION NO. _____

AUTHORIZING THE CHAIRMAN TO RENEW AN AGREEMENT WITH MADISON COUNTY OFFICE FOR THE AGING

WHEREAS, the County, through the Department of Social Services, is charged with the responsibility, insofar as funds are available for that purpose, to assist recipients of medical assistance in obtaining necessary transportation to and from the places where medical services are provided to said recipients; and

WHEREAS, these funds are reimbursed at a rate of 100 percent; and

WHEREAS, the Madison County Office for the Aging has a transportation system in place through which many of the County's senior citizen recipients can be serviced; and

WHEREAS, Madison County Office for the Aging has agreed to provide this service for the period of January 1, 2013, to December 31, 2013, for the sum of seventy-five cents (75¢) per mile for each mile an eligible person is transported, a five-dollar (\$5.00) pickup fee for each trip, and another five-dollar (\$5.00) fee if a single client's trip involves three (3) hours or more between drop off and pickup; and

WHEREAS, the rate is the same as the 2012 contract rate and is less than half the rate paid for similar services provided by Medicaid-approved taxi services; and

WHEREAS, this agreement has been reviewed and approved by the Social and Mental Health 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 with Madison County Office for the Aging, in the form as is on file with the Clerk of the Board.

DATED: December 7, 2012

John Salka, Chairman
Social and Mental Health Services Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO RENEW AN AGREEMENT WITH
PEACEMAKER PROGRAM, INC.**

WHEREAS, Madison County Department of Social Services has a number of children over the age of 14 years in the custody of the Commissioner of Social Services; and

WHEREAS, Madison County Department of Social Services is required to provide individual and group instruction to those children in a number of areas referred to as Independent Living Skills; and

WHEREAS, the contractor has helped to provide this required instruction for the past several years with the Madison County Department of Social Services; and

WHEREAS, Peacemaker Program, Inc., has demonstrated an ability to provide these services through their Young Leaders in Training Program and has offered to do so for the period January 1, 2013, to December 31, 2013, at a total cost not to exceed \$3,098, which is the same amount as the previous contract year; and

WHEREAS, funds for this program are appropriated in the 2013 departmental budget and are reimbursed through the use of Chafee Funds with an 80 percent federal reimbursement rate and 62 percent state reimbursement rate on non-federal share, for a total reimbursement rate of 92.40 percent; and

WHEREAS, the department has determined that the amount of funds to be paid to the contractor is fair and reasonable to provide such services; and

WHEREAS, this agreement has been reviewed and approved by the Social and Mental Health 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 with Peacemaker Program, Inc., in the form as is on file with the Clerk of the Board.

DATE: December 7, 2012

John Salka, Chairman
Social and Mental Health Services Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN OF THE BOARD OF SUPERVISORS
TO PURCHASE OUTSIDE ACCOUNTING SERVICES**

WHEREAS, the Board of Supervisors has heretofore retained the services of Venesky & Company, a duly certified public accountant, for an indirect cost proposal for the Department of Social Services, which will allow the County to continue to claim reimbursement for indirect costs on an extended basis throughout 2012, 2013, and 2014 and which will allow for a constant cash flow for the County throughout the years; and

WHEREAS, the Venesky & Company firm specializes in the area of local government, federal and state programs of reimbursement; and

WHEREAS, Venesky & Company has offered to perform the following duties, among others, for the sum of thirteen thousand, one hundred dollars (\$13,100) (same cost as for 2009, 2010 and 2011) in the various County departments for the years 2012, 2013 and 2014:

1. Preparation of the 2012, 2013 and 2014 Countywide Cost Allocation Plan;
2. Preparation of the 2012, 2013 and 2014 Department of Social Services Indirect Cost Proposal;
3. Calculate 2012, 2013 and 2014 DSS maintenance-in-lieu-of-rent costs; and

WHEREAS, the services fee is proposed in the 2013 County Treasurer's budget and the 2013 Department of Social Services budget and will be in subsequent budget proposals; and

WHEREAS, this authorization will allow the CPA to begin collection of data on a timely basis while reserving any payment until fiscal years 2012, 2013 and 2014; and

WHEREAS, this agreement has been reviewed and approved by the Finance, Ways and Means Committee and the Social and Mental Health Services Committee; and

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 with Venesky & Company, in the form as is on file with the Clerk of the Board.

DATED: December 7, 2012

John A Reinhardt, Chairman
Finance, Ways and Means Committee

John Salka, Chairman
Social and Mental Health Services Committee