

## AGENDA

### HEALTH AND HUMAN SERVICES COMMITTEE

Monday, July 28, 2014; 10:30

Supervisors Large Conference Room

#### I. Call Meeting to Order, 10:30

- A) Approve Minutes

#### II. Youth Bureau, 10:30 -10:45

- A) Youth Tent highlights
- B) Proposed 2015 Budget

#### III. Veterans Agency, 10:45 – 10:55

- A) Monthly Stats,
- B) Training request and
- C) American Legion Resolution updates

#### IV. Social Services, 10:55 - 11:10

- A) Expenditure and Refund Summary
- B) Resolutions
  - 1) Budget Modification
  - 2) Renew an Agreement with Berkshire Farm Center and Services for Youth

#### V. Mental Health, 11:10 – 11:20

- A) Accounts Receivable & Fiscal Reports
- B) Resolutions:
  - 1) Authorizing the Chairman to enter into an agreement for psychiatric services
  - 2) Authorizing the Chairman to execute a contract modification and modifying the 2014 adopted County budget
  - 3) Authorizing the Chairman to enter into an agreement for nursing services
  - 4) Authorizing the modification of the 2014 adopted budget
  - 5) Authorizing the Chairman to execute a contract modification and modifying the 2014 adopted County budget

#### VI. Public Health, 11:20 -11:30

- A) Resolutions:
  - 1) Authorizing the modification of the 2014 adopted budget (CSHCN)
  - 2) Authorizing the modification of the 2014 adopted budget (Immunizations)
  - 3) Modifying contract with Dr. Seelan Newton
  - 4) Authorizing the Chairman to enter an agreement with Morrisville State Nursing Program
  - 5) Authorizing the modification of the 2014 adopted County budget for Public Health Preparedness Grant (draft)

#### VII. Other Business

*Next meeting: Monday, August 25, 2014, 10:30 a.m. in the Atrium Conference Room.*

*Adjournment*

## HEALTH AND HUMAN SERVICES COMMITTEE

Monday, June 23, 2014  
Atrium Conference Room

### Committee Members Present

Alexander Stepanski, Chairman, Town of Stockbridge  
Lewis Carinci, Vice Chairman, City of Oneida  
James Goldstein, Town of Lebanon  
Joseph John Pinard, Town of Lenox  
Paul Walrod, Town of Georgetown

### Others Present

Joanne Eddy, Director, Youth Bureau  
Michael Fitzgerald, Commissioner, Social Services  
Donald Smith, Director, Veterans Service Agency  
Teisha Cook, Director, Mental Health  
Karolyn Sayles, Deputy Director of Administrative Services, Mental Health  
Dennis Rahn, Chairperson, Community Services Board  
Eric Faisst, Director, Public Health  
Christine Coe, Executive Assistant to the County Administrator

### 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 May meeting minutes. A motion to approve the minutes as written was made by Carinci, seconded by Walrod and carried unanimously.

### Youth Bureau

Joanne Eddy presented one resolution to the Committee:

#### **Appointing a member to the Madison County Youth Board**

A motion was made by Pinard, seconded by Walrod and carried unanimously.

The Youth Tent Flyer was distributed to the Committee to highlight the activities coordinated by the Youth Bureau for the Madison County Fair. The Committee will be provided with an electronic PDF of the flyer to help promote the June 12<sup>th</sup> County Fair and Youth Tent activities.

### Social Services

Commissioner Fitzgerald provided the expenditures and caseload report for May 2014. The department is on budget with the exception of JD/PINS which is a little over but leveling out. SNAP (Food Stamps) caseloads are up slightly due in part to increased promotion, access and the economy. The Child Care Block Grant was cut in half reducing the number of child care providers. Fitzgerald said they hope to restore the providers before the coming school year if additional funds can be identified.

Child protective referrals have reached an all-time record with the majority due to school attendance, inadequate guardian, and heroin abuse issues.

Today is the first day of task-based operations which should provide quicker and better service.

### **Veterans Agency**

Donald Smith provided a report of the Veterans Service Agency's activities and statistics for May/June 2014. The Memorial and Flag Day ceremonies went well. Upcoming events in July and August include Boys State (June 27 – July 3) at Morrisville State College at which Don will be a counselor, Madison County Fair (July 12 – 15) display/ information table, New York State American Legion Convention in Albany (July 18 – 20), and the DeRuyter Fair (August 8 – 10).

Director Smith reviewed the Veterans Service Agency's 2013 Annual Report with the Committee.

### **Mental Health**

Karolyn Sayles provided an overview of Mental Health's Fiscal and Accounts Receivable Reports for May 2014 stating they have a \$15,955 surplus due in part to vacancies.

As of June 1, 2014, Mental Health began an Open Access system that allows immediate treatment and mental health care during business hours without an appointment. Teisha Cook shared a report that showed productivity has increased from 81% to 90% from the same time last year.

Teisha Cook presented the following resolutions to the Committee:

**Authorizing the Chairman of the Board of Supervisors to renew an agreement with Chittenango Central School District**

A motion was made by Goldstein, seconded by Walrod and carried unanimously.

**Authorizing the Chairman to enter into an agreement for psychiatric services**

A motion was made by Goldstein, seconded by Walrod and carried unanimously.

**Authorizing the Chairman to execute a contract modification**

A motion was made by Goldstein, seconded by Pinard and carried unanimously.

Dennis Rahn, Chairman of the Community Services Board, reported that the board membership is sufficient at this time. There will be no monthly Committee meetings over the summer months. The CSB Banquet was held last week and Dennis thanked Chairman Stepanski for attending.

### **Public Health**

Eric Faisst presented the following resolutions to the Committee:

**Authorizing the modification of the 2014 adopted County budget**

A motion was made by Walrod, seconded by Carinci and carried unanimously.

**Authorizing the modification of the 2014 adopted County budget**

A motion was made by Walrod, seconded by Carinci and carried unanimously.

**Authorizing the modification of the 2014 adopted County budget**

A motion was made by Walrod, seconded by Carinci and carried unanimously.

**Authorizing 2014 budget modification for the Federal & State Grant Immunization Action Plan**

A motion was made by Goldstein, seconded by Pinard and carried unanimously.

**Authorizing the Chairman to enter an agreement with LeMoyne College Nursing Program**

A motion was made by Carinci, seconded by Pinard and carried unanimously.

**Modifying contract with Birnie Bus for pre-school children transportation**

A motion was made by Goldstein, seconded by Pinard and carried unanimously.

**Extending contracts for pre-school children transportation**

A motion was made by Pinard, seconded by Carinci and carried unanimously.

**Authorizing the drinking water enhancement grant renewal and modifying the 2014 budget**

A motion was made by Goldstein, seconded by Pinard and carried unanimously.

**Authorizing the Chairman to enter an agreement with Thimble Creek Research**

A motion was made by Pinard, seconded by Carinci and carried unanimously.

The resolution to review the concerns of the townships of DeRuyter and Georgetown regarding Dominion Transmission's proposed gas compression station was approved. Thimble Creek Research will conduct a thorough assessment of the potential public health impacts associated with the construction and operation of the proposed natural gas compression station located in Sheds, prepare a summary report and consult with Madison County Health Department in the design and implementation of a baseline Community Health Assessment for the impacted population. Eric Faisst provided information on Thimble Creek Research including a draft scope of work that was developed for the project and will be part of the consultant's contract.

Eric will be working with the consultant to develop the formal document for FERC. This would include ensuring that local concerns are integrated into their report, establishing a repository of information and documents, and helping to design and implement baseline and long term health and environmental conditions. The \$3,000 contract costs will get the process started. The Town of Georgetown has made \$5,000 available. Eric would put in a request with the Pew Charitable Trust for additional funding should a full environmental impact assessment be deemed necessary by FERC. Eric will seek other potential funds such as through grants EPA (Air Quality Monitoring) as well as asking Dominion to contribute toward any continued monitoring activities. The Board of Health and Committee of the Whole will be involved in the continued discussion and evaluation going forward.

**Motion to Adjourn**

There being no further business to discuss, a motion to adjourn the meeting was made by Walrod at 11:43 p.m., seconded by Carinci and carried.

**Next meeting:** July 28, 2014 at 10:30 a.m. in the Supervisor's large conference room.

*Respectfully submitted by Christine J. Coe for Chairman Alexander R. Stepanski and approved on July 24, 2014.*

	JUNE 2014	YTD	BUDGET EXPENSE	PERCENTAGE
	NET EXPENDITURES	NET EXPENDITURES	AMOUNT	SPENT/RECEIVED
GEN ADM - SALARIES	\$ 370,866.31	\$ 2,411,307.56	\$ 5,086,409	47.41%
GEN ADM - EQUIPMENT	\$ 83,282.65	\$ 128,691.63	\$ 159,000	80.94%
GEN ADM - CONTRACTUAL	\$ 106,754.89	\$ 516,295.72	\$ 1,778,957	29.02%
GEN ADM - FRINGE BENEFITS	\$ 165,298.36	\$ 1,136,707.01	\$ 2,894,144	39.35%
GEN ADM - MLR	\$ 15,100.00	\$ 90,600.00	\$ 184,800.00	49.03%
GEN ADM - A-87	\$ 47,100.00	\$ 282,600.00	\$ 565,200.00	50.00%
REIMB SCH SERV COOR	\$ -	\$ (6,957.28)	\$ (9,193.00)	97.44%
INTERFUND-LANDFILL WORK CREW	\$ (802.00)	\$ (802.00)	\$ (22,872.00)	3.51%
CHILD SUPPORT PROCESSING	\$ -	\$ (600.00)	\$ -	#DIV/0!
INCENTIVES	\$ (3,070.05)	\$ (18,704.97)	\$ (35,762.00)	52.30%
CCBG	\$ 33,096.71	\$ 222,962.41	\$ 489,221.04	45.57%
CCBG - 75%	\$ 3,464.43	\$ 40,084.81	\$ 108,276.96	37.02%
TITLE XX	\$ 29,416.85	\$ 139,047.20	\$ 281,550.00	49.39%
DOMESTIC VIOLENCE	\$ 14,543.58	\$ 87,261.48	\$ 174,523.00	50.00%
FAMILY UNIFICATION	\$ 26,932.14	\$ 175,072.64	\$ 399,053.00	43.87%
STSIIP	\$ -	\$ 4,785.65	\$ 13,333.00	35.89%
DCJS	\$ 10,579.25	\$ 42,531.72	\$ 120,000.00	35.44%
MMIS	\$ 1,069,865.00	\$ 5,594,450.00	\$ 11,375,963.00	49.18%
MA	\$ (23,687.36)	\$ (65,974.74)	\$ (194,000.00)	34.01%
FAMILY ASSISTANCE	\$ 75,385.42	\$ 571,300.12	\$ 1,418,000.00	40.29%
FAMILY ASSISTANCE - DISREGARDS	\$ 715.89	\$ (1,128.63)	\$ -	#DIV/0!
EAF-FOSTER CARE	\$ 62,380.90	\$ 238,767.76	\$ 426,674.00	55.96%
EAF-SERVICES	\$ 15,725.51	\$ 73,272.59	\$ 105,389.00	69.53%
EAF	\$ 14,428.12	\$ 47,431.33	\$ 158,000.00	30.02%
EAF JD/PINS	\$ 13,369.83	\$ 60,460.57	\$ 332,938.00	24.17%
TANF NONSEC DET PREV	\$ -	\$ 16.04	\$ 2,500.00	0.64%
FOSTER CARE	\$ 184,003.73	\$ 945,693.81	\$ 1,865,627.00	50.69%
FOSTER CARE - IND LVG	\$ 1,165.46	\$ 3,409.24	\$ 14,425.00	23.63%
JD/PINS	\$ 107,063.86	\$ 714,947.20	\$ 890,163.00	80.32%
DFY-14	\$ 4,407.15	\$ 41,571.59	\$ 100,098.00	41.48%
JD - IND LVG	\$ 216.02	\$ 954.92	\$ 4,808.00	19.86%
SAFETY NET	\$ 73,492.58	\$ 514,998.08	\$ 1,056,000.00	48.77%
HEAP - PA	\$ -	\$ 10,948.61	\$ -	#DIV/0!
HEAP - NPA	\$ (5,518.12)	\$ (56,799.16)	\$ -	#DIV/0!
HEAP - EMERGENCY	\$ -	\$ (1,200.00)	\$ -	#DIV/0!
EAA	\$ 4,448.66	\$ 16,469.14	\$ 20,000.00	82.35%
BURIALS	\$ 17,322.36	\$ 70,533.27	\$ 165,000.00	42.75%
TOTAL	\$ 2,509,348.13	\$ 14,050,955.32	\$ 29,928,224.80	46.95%

SNAP - PA	\$ 57,422.00	\$ 371,640.00	\$ 725,004.00	51.26%
SNAP - NPA	\$ 1,011,791.00	\$ 6,066,071.00	\$ 12,404,532.00	48.90%

CHILD SUPPORT - CURRENT ASSISTANCE	\$ 10,235.51	\$ 87,141.47	\$ 203,196.00	42.89%
CHILD SUPPORT - FORMER ASSISTANCE	\$ 61,676.06	\$ 464,104.60	\$ 887,424.00	52.30%
CHILD SUPPORT - NEVER ASSISTANCE	\$ 390,211.39	\$ 2,327,691.28	\$ 4,648,932.00	50.07%

BUDGET	\$ 29,991,640.80
MLR	\$ 184,800.00
A-87	\$ 565,200.00
TOTAL	\$ 30,741,640.80
LESS REFUNDS	\$ 813,416.00
TOTAL	\$ 29,928,224.80

\*BUDGET EXPENSE AMOUNTS REFLECT RESOLUTION APPROVED AT  
5/13/14 BOARD MEETING

	CASELOAD JUNE 2013		CASELOAD MAY 2014		CASELOAD JUNE 2014
<b>SUMMARY OF CASES</b>					
MA & MPE	4,692		4,822		4,853
FAMILY HEALTH PLUS	778		545		458
SSI	1,504		1,532		1,535
TOTAL MEDICIAD CASES	6,974		6,899		6,846
FAMILY ASSISTANCE	182		178		172
EMERGENCY AID TO FAMILIES	14		12		17
SAFTEY NET	144		165		168
EMERGENCY AID TO ADULTS	1		1		1
TOTAL PUBLIC ASSISTANCE CASES	341		356		358
SNAP - PA	179		204		189
SNAP - NPA	4,123		4,284		4,230
TOTAL SNAP CASES	4,302		4,488		4,419
BURIALS	4		1		9
CHILD SUPPORT - CURRENT ASSISTANCE	414		418		413
CHILD SUPPORT - FORMER ASSISTANCE	908		985		990
CHILD SUPPORT - NEVER ASSISTANCE	1,700		1,691		1,691
CHILD SUPPORT - TOTAL	3,022		3,094		3,094
<b>SUMMARY OF CHILDREN</b>					
CCBG - 100%	175		77		78
CCBG - 75%	28		28		30
TOTAL	203		105		108
EAF-FOSTER CARE - FOSTER HOMES	11		9		9
EAF- FOSTER HOMES - HIGHER LEVEL	8		8		8
EAF JD/PINS - FOSTER HOMES	1		0		0
EAF JD/PINS - HIGHER LEVEL	2		2		2
FOSTER CARE - FOSTER HOMES	18		23		18
FOSTER CARE - HIGHER LEVEL	13		12		11
FOSTER CARE - JD/PINS	1		0		0
FOSTER CARE - ADOPTION	79		80		78
JD/PINS - FOSTER HOMES	0		0		0
JD/PINS - HIGHER LEVEL	6		6		6
DFY	6		0		0
CHILDREN NOT IN FOSTER CARE	397		386		388
TOTAL NUMBER OF CHILDREN SERVED	542		526		520
CPS REFERRALS	91		103		96
FAR REFERRALS	36		59		52

RESOLUTION NO. DSS1

**AUTHORIZING THE MODIFICATION OF THE 2014 ADOPTED BUDGET**

**BE IT RESOLVED**, that the 2014 Adopted County Budget be modified as follows:

General Fund

6010 Social Services Administration

Expense

	<u>From</u>	<u>To</u>
A6010.1 Personal Services	\$5,086,409	\$5,049,252
A6010.2106 Task Management System	\$ 105,000	\$ 145,000
A6010.8130 Social Security Expense	\$ <u>389,110</u>	\$ <u>386,267</u>

9030 Social Security Expense

Expense

A9030.8200 Social Security Expense	\$1,543,312	\$1,540,469
A9030.8210 Allocation of FICA Expense	<u>\$(1,543,312)</u>	<u>\$(1,540,469)</u>

Control Total

\$5,580,519    \$5,580,519

DATED: August 12, 2014

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Alexander R. Stepanski, Chairman  
Health and Human Services Committee

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

RESOLUTION NO.           DSS2          

**AUTHORIZING THE CHAIRMAN TO RENEW AN AGREEMENT WITH BERKSHIRE FARM CENTER AND SERVICES FOR YOUTH**

**WHEREAS**, the Department of Social Services is mandated to provide preventive services to at-risk children and families designed to prevent foster care placements and to reduce the lengths of costly foster care and residential placements; and

**WHEREAS**, the Department of Social Services has had success in the past several years in providing intensive preventive services for Persons in Need of Supervision (PINS) and their families so would now like to expand to other high-needs individuals; and

**WHEREAS**, the Madison County Department of Social Services has experienced costly Juvenile Delinquent (JD) placements for several years; and

**WHEREAS**, this intensive preventive service program is based on sound evidence-based practices and is effective in other counties around New York State; and

**WHEREAS**, this program worked with 30 youth in the past year with over ninety percent (90%) of them avoiding subsequent placement in detention or residential care; and

**WHEREAS**, Berkshire Farm Center and Services for Youth, has the recognized capacity to provide these services and has offered to do so for an amount not to exceed \$132,135 for the period September 1, 2014, to August 31, 2015; and

**WHEREAS**, upon Board of Supervisors' approved Resolution Number 249-12, Madison County applied for and was awarded a grant through the New York State Division of Criminal Justice Services (DCJS) to work with youth charged with Juvenile Delinquency; and

**WHEREAS**, ninety percent (90%) of the funds necessary for this program will be provided through a grant with the New York State Division of Criminal Justice Services, which will total \$118,921; and

**WHEREAS**, of the remaining ten percent (10%) of the funds necessary for this program (\$13,214), sixty-two percent (62%) of those funds (\$8,192) will be provided through the Supervision and Treatment Services for Juveniles Program from New York State such that only \$5,022 will need to be provided through local county funds; 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 with Berkshire Farm Center and Services for Youth in the form as is on file with the Clerk of the Board.

Dated: August 12, 2014

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Alexander R. Stepanski, Chairman  
Health and Human Services Committee

<b>MENTAL HEALTH - ACCOUNTS RECEIVABLE - JUNE 2014</b>				
		<b>CLINIC</b>	<b>ADMIN</b>	<b>TOTALS</b>
<b>DESCRIPTION</b>				
<b>MEDICAID</b>		77,570.00		77,570.00
<b>PI MEDICAID</b>		140,857.00		140,857.00
<b>MEDICARE</b>		10,958.00		10,958.00
<b>INSURANCE</b>		9,031.00		9,031.00
<b>CLIENT SELF PAY</b>		31,264.00		31,264.00
<b>CHITTENANGO</b>		2,160.50		2,160.50
<b>FEDERAL MED. SALARY</b>			55,322.00	55,322.00
<b>OPWDD</b>			22,393.00	22,393.00
<b>OASAS</b>			6,884.50	6,884.50
<b>MEDICAID PRESCRIPTION</b>		4,013.91		4,013.91
<b>GRAND TOTALS</b>		<b>275,854.41</b>	<b>84,599.50</b>	<b>360,453.91</b>

**MENTAL HEALTH DEPARTMENT FISCAL REPORT - JUNE 2014**

	2014 Y-T-D	2014 Y-T-D	2013 Y-T-D	2014 ANNUAL BUDGET	Y-T-D % REC'D /USED
<b>REVENUE</b>					
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>ACTUAL</b>		
1 MENTAL HEALTH FEES	1,834,087	1,423,707	1,143,067	3,268,173	87%
2 MEDICAID REIMB PRECRIPTIONS	18,900	9,141	8,057	37,800	48%
3 BOCES	-		5,040	-	N/A
4 HEADSTART	-		3,098	-	N/A
5 CHITTENANGO	7,210	4,645	6,870	14,420	64%
6 INTERFUND REV - POLYGRAPH	4,500	3,000	2,500	9,000	67%
7 OPW	22,393	22,393	22,393	44,786	100%
8 OASAS	6,885	6,885	6,885	13,769	100%
9 FEDERAL MEDICAID SALARY	136,520	55,322	178,416	273,039	41%
<b>TOTAL</b>	<b>1,830,494</b>	<b>1,626,093</b>	<b>1,376,326</b>	<b>3,660,987</b>	<b>83%</b>

<b>EXPENDITURES</b>					
	2014 Y-T-D	2014 Y-T-D	2013 Y-T-D	2014 ANNUAL BUDGET	Y-T-D % REC'D /USED
10 PERSONAL SERVICES	821,856	734,149	826,195	1,643,312	89%
11 DUES	1,345	2,766	2,890	2,690	205%
12 BOOKS & PERIODICALS	763	292	693	1,525	38%
13 EQUIPMENT	1,144	-	74	2,288	0%
14 SOFTWARE	26,250	29,200	30,972	52,500	111%
15 ONBASE SOFTWARE MAINTEN	3,297	5,760	5,587	6,593	175%
16 BOARD EXPENSE	1,750	409	92	3,500	23%
17 *MAINTENANCE IN LIEU OF RENT	26,550	26,550	32,326	53,100	100%
18 TRAVEL	770	533	675	1,540	69%
19 CONFERENCE	800	179	110	1,600	22%
20 TRAINING	1,350	489	750	2,700	36%
21 ADVERTISING	825	284	-	1,250	42%
22 MISC. CONSULTING SERVICE	7,500	3,038	1,838	15,000	41%
23 CORPORATE COMPLIANCE	-	-	440	-	N/A
24 SOFTWARE MAINTENANCE	10,168	9,031	7,633	20,335	89%
25 AUDITING FEE	2,550	5,000	5,000	5,100	196%
26 TRANSCRIPTION	11,038	12,047	10,670	22,078	109%
27 MEDICAL & PSYCHIATRIC	320,345	256,978	287,551	640,890	80%
28 STATE CRISIS LINE	1,675	1,605	2,480	3,350	96%
29 PSYCHOLOGICAL TESTING	250	-	880	500	0%
30 GROUP THERAPY SUPPLIES	750	436	-	1,500	58%
31 EDUCATIONAL SUPPLIES	250	177	-	500	71%
32 PROFESSIONAL LIABILITY INSURANCE	2,921	2,921	2,922	5,842	100%
33 PRESCRIPTIONS	750	197	169	1,500	26%
34 MEDICAID REIMB PRECRIPTIONS	18,900	9,737	6,542	37,800	62%
35 EXAMINATIONS	1,750	1,515	-	3,500	87%
36 POLYGRAPH TESTING	4,500	3,000	2,500	9,000	67%
37 CLERICAL & OFFICE ASSISTANCE	1,300	-	-	2,600	0%
38 OTHER CLIENT TRANSPORTATION	1,000	647	96	2,000	65%
39 EQUIPMENT REPAIR	365	-	-	730	0%
40 PHOTO COPY USAGE/LEASE	3,136	2,584	2,259	6,272	82%
41 CENTRAL POSTAGE	2,023	1,660	2,033	4,045	82%
42 CENTRAL PRINTING	6,828	2,511	3,732	13,655	37%
43 OFFICE SUPPLY	3,890	1,697	1,217	7,780	44%
44 CENTRAL TELEPHONE	3,308	3,878	3,925	6,615	117%
45 CELL PHONES/PAGERS	750	185	315	1,500	26%
46 CENTRAL GARAGE	-	-	1,012	-	N/A
47 *CENTRAL SECURITY	11,730	11,730	10,517	23,460	100%
48 *SPECIAL SECURITY DETAIL	7,023	7,023	6,437	14,045	100%
49 FRINGE BENEFITS	221,449	205,675	221,703	442,897	93%
50 HEALTH INSURANCE	222,847	214,227	159,384	445,694	96%
51 <b>TOTAL</b>	<b>1,755,292</b>	<b>1,557,980</b>	<b>1,620,309</b>	<b>3,510,583</b>	<b>89%</b>
52 <b>SURPLUS/DEFICIT</b>	<b>75,202</b>	<b>(32,887)</b>	<b>(243,984)</b>	<b>150,404</b>	<b>-44%</b>
53 <b>COUNTY SHARE</b>	<b>-</b>	<b>32,887</b>	<b>243,984</b>	<b>-</b>	<b>N/A</b>

\*EFFECTED BY THE ADAPT PROGRAM

**CLINIC  
FISCAL REPORT  
JUNE 2014**

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	Y-T-D BUDGET	Y-T-D ACTUAL	% REC'D/ USED
<b>EXPENSES</b>					
A4308.1	Personal Services	1,298,510	649,255	560,246	86%
A4308.4005	Books & Periodicals	1,225	613	292	48%
A4308.4037	Maintenance in Lieu of Rent	37,806	18,903	18,903	100%
A4308.41	Travel Expense	800	400	152	38%
A4308.411	Travel - Conf & Seminar	1,050	525	-	0%
A4308.4110	Training	2,100	1,050	320	30%
A4308.4130	Advertising	1,000	500	264	53%
A4308.4200	Misc. Consulting	5,000	2,500	-	0%
A4308.4226	Transcription Expense	22,075	11,038	12,047	109%
A4308.4227	Med & Psychiatric Services	640,690	320,345	256,978	80%
A4308.4273	State Crisis Line Expense	3,350	1,675	1,605	96%
A4308.42910	Psychological Testing	500	250	-	0%
A4308.42911	Group Therapy Supplies	1,500	750	436	58%
A4308.4297	Educational Supplies	500	250	177	71%
A4308.4301	Professional Liability Ins.	5,842	2,921	2,921	100%
A4308.450	Prescriptions	1,500	750	197	26%
A4308.4501	Medicaid Reimb Prescriptions	37,800	18,900	9,737	52%
A4308.4507	Examinations	3,500	1,750	1,515	87%
A4308.463	Polygraph testing	9,000	4,500	3,000	67%
A4308.471	Clerical & Office Assistance	2,600	1,300	-	0%
A4308.4723	Other Client Transportation	2,000	1,000	647	65%
A4308.488	Office Equpt Repair	505	253	-	0%
A4308.489	Photo Copy Usage	3,000	1,500	160	11%
A4308.490	Central Postage	1,000	500	449	90%
A4308.491	Central Printing	9,905	4,953	1,866	38%
A4308.4911	Office Supply	4,500	2,250	899	40%
A4308.492	Central Telephone	4,665	2,333	2,469	106%
A4308.494	Central Security	23,460	11,730	11,730	100%
A4308.4941	Special Security Detail	14,045	7,023	7,023	100%
A4308.810	Allocation Fringe Benefits	349,572	174,786	159,308	91%
A4308.811	Allocation Health Insurance	311,858	155,929	150,433	96%
A4308.4997	ADMIN ALLOCATION	259,448	129,724	134,804	104%
	<b>TOTAL EXPENSES</b>	<b>3,060,306</b>	<b>1,530,153</b>	<b>1,338,578</b>	<b>87%</b>
<b>INCOME</b>					
A1620.12	Mental Health Fees	3,268,173	1,634,087	1,423,707	87%
A1620.122	Medicaid Reimb Prescriptions	37,800	18,900	9,141	48%
A2280.1016	Chittenango	14,420	7,210	4,645	64%
A2801.7030	Polygraph Testing	9,000	4,500	3,000	67%
A4488.4020	Federal Medicaid Salary	162,395	81,198	-	0%
	<b>TOTAL INCOME</b>	<b>3,491,788</b>	<b>1,745,894</b>	<b>1,440,493</b>	<b>83%</b>
	<b>Surplus/Deficit</b>	<b>431,482</b>	<b>215,741</b>	<b>101,915</b>	<b>47%</b>

**ADMINISTRATION  
FISCAL REPORT  
JUNE 2014**

ACCOUNT	DESCRIPTION	ANNUAL BUDGET	Y-T-D BUDGET	Y-T-D ACTUAL	% REC'D/ USED
<b>EXPENSES</b>					
A4310.1	Personal Services	344,802	172,401	173,904	101%
A4310.4001	Association Dues	2,690	1,345	2,756	205%
A4310.4005	Books & Periodicals	300	150		0%
A4310.40101	Misc Equipt	2,288	1,144		0%
A4310.40102	Software	52,500	26,250	29,200	111%
A4310.40104	OnBase	6,593	3,297	5,760	175%
A4310.4035	MH Board Expense	3,500	1,750	409	23%
A4310.4037	Maintenance in Lieu of Rent	15,294	7,647	7,647	100%
A4310.41	Travel Expense	740	370	381	103%
A4310.411	Travel - Conf & Seminar	550	275	179	65%
A4310.4110	Training	600	300	169	56%
A4310.4130	Advertising	250	125		0%
A4310.4200	Misc. Consultant	10,000	5,000	3,038	61%
A4310.4207	Software Maintenance	20,335	10,168	9,031	89%
A4310.4216	Mental Health Consultant	5,100	2,550	5,000	196%
A4310.488	Office Equipt Repair	225	113		0%
A4310.489	Photo Copy Usage	3,272	1,636	2,424	148%
A4310.490	Central Postage	3,045	1,523	1,211	80%
A4310.491	Central Printing	3,750	1,875	645	34%
A4310.4911	Office Supply	3,280	1,640	798	49%
A4310.492	Central Telephone	1,950	975	1,410	145%
A4310.4921	Cell Phones	1,500	750	185	25%
A4310.810	Allocation of Fringe Benefits	93,325	46,663	46,267	99%
A4310.811	Employee Health Insurance	133,836	66,918	63,794	95%
A4310.4997	Allocation of Administrative Exp	(259,448)	(129,724)	(134,804)	104%
	<b>TOTAL EXPENSES</b>	<b>450,277</b>	<b>225,139</b>	<b>219,404</b>	<b>97%</b>
<b>INCOME</b>					
A3490.2028	OPWDD	44,786	22,393	22,393	100%
A3490.2029	OASAS	13,769	6,885	6,885	100%
A4488.4010	Federal Salary Sharing	110,644	55,322	55,322	100%
	<b>TOTAL INCOME</b>	<b>169,199</b>	<b>84,600</b>	<b>84,600</b>	<b>100%</b>
	<b>Surplus/Deficit</b>	<b>(281,078)</b>	<b>(140,539)</b>	<b>(134,804)</b>	<b>96%</b>

RESOLUTION NO. MH1

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT  
FOR PSYCHIATRIC SERVICES**

**WHEREAS**, the County Mental Health Department is required to provide psychiatric consultation for certain of its clients; and

**WHEREAS**, these services have regularly been provided on a part-time contractual basis; and

**WHEREAS**, there is a current need for a psychiatric nurse practitioner to provide services to clients who attend the Outpatient Mental Health Clinic; and

**WHEREAS**, the 2014 Mental Health budget provides funds for the purchase of psychiatric services that are provided by a psychiatric nurse practitioner;

**NOW, THEREFORE, BE IT RESOLVED**, that the Chairman be hereby authorized to enter into an agreement with Kelly Dorman, NPP-BC for the provision of psychiatric consultation to the Mental Health Department at a rate of \$65.00/hour, said rate to be effective August 1, 2014 to December 31, 2014, and a copy of the agreement is on file with the Clerk of the Board of Supervisors.

DATED: August 12, 2014

\_\_\_\_\_  
Alexander Stepanski, Chairman  
Health & Human Services Committee

RESOLUTION NO.   MH2  

**AUTHORIZING THE CHAIRMAN TO EXECUTE A CONTRACT MODIFICATION AND MODIFYING  
THE 2014 ADOPTED COUNTY BUDGET**

**WHEREAS**, OASAS has approved one-time funding for Liberty Resources Alcohol Community Residence Program (Maxwell House) for purchase of various household items; and

**WHEREAS**, these additional funds result in 100% State Aid for 2014 to Liberty Resources, Inc.;

**NOW, THEREFORE, BE IT RESOLVED** that the 2014 Adopted County Budget be modified as follows:

**General Fund**

**4316 Mental Health - Liberty Resources**

**Revenue**

A3490.3083 St. Aid Liberty Resources

**From**

285,994

**To**

289,494

Control Total

**\$ 3,500**

**Expense**

A4316.4276 Liberty Resources-Halfway

285,994

289,494

Control Total

**\$ 3,500**

**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, 2013 through December 31, 2014 with Liberty Resources, Inc.

Dated: August 12, 2014

\_\_\_\_\_  
Alexander Stepanski, Chairman  
Health and Human Services Committee

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

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

**AUTHORIZING THE CHAIRMAN TO EXECUTE A CONTRACT MODIFICATION AND MODIFYING  
THE 2014 ADOPTED COUNTY BUDGET**

**WHEREAS**, the Office of Alcoholism and Substance Abuse (OASAS) has approved one-time funding for Madison County Council on Alcoholism & Substance Abuse, Inc. (dba, BRIDGES) for moving expenses; and

**WHEREAS**, these additional funds result in 100% State Aid for 2014 to Madison County Council on Alcoholism & Substance Abuse, Inc.;

**NOW, THEREFORE, BE IT RESOLVED** that the 2014 Adopted County Budget be modified as follows:

**General Fund**

**4250 Madison County Council on Alcohol & Drugs**

Revenue

A3490.1020 St. Aid MCCASA

From

\$ -0-

To

\$ 7,830

Control Total

\$ 7,830

Expense

A4250.4271 Council on Alcohol & Drugs

\$291,289

\$299,119

Control Total

\$ 7,830

**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, 2014 through December 31, 2014 with Madison County Council on Alcoholism & Substance Abuse, Inc. (dba, BRIDGES) .

Dated: August 12, 2014

\_\_\_\_\_  
Alexander Stepanski, Chairman  
Health and Human Services Committee

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

RESOLUTION NO.       MH3      

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT  
FOR NURSING SERVICES**

**WHEREAS**, the County Mental Health Department is required to provide nursing services for certain of its clients; and

**WHEREAS**, these services have regularly been provided on a part-time contractual basis; and

**WHEREAS**, there is a current need for a licensed practical nurse to provide health monitoring to clients who attend the Outpatient Mental Health Clinic; and

**WHEREAS**, the 2014 Mental Health budget provides funds for the purchase of nursing services;

**NOW, THEREFORE, BE IT RESOLVED**, that the Chairman be hereby authorized to enter into a staffing agreement with Express Employment Professionals for the provision of services to the Mental Health Department at a rate of \$29.94/hour, said rate to be effective August 1, 2014 to December 31, 2014, and a copy of the agreement is on file with the Clerk of the Board of Supervisors.

DATED: August 12, 2014

\_\_\_\_\_  
Alexander Stepanski, Chairman  
Health & Human Services Committee

RESOLUTION NO. PH1

**AUTHORIZING THE MODIFICATION OF THE 2014 ADOPTED COUNTY**

**WHEREAS**, Madison County Public Health Department accepted the grant renewal of the Children with Special Health Care Needs budget and work plan for the period of October 1, 2013 –September 30, 2014 by Resolution #408-13 on December 6, 2013; and

**WHEREAS**, the New York State Department of Health has awarded a cost of living adjustment (COLA) of \$776 to be expended between April 1, 2014 and March 31, 2015; and

**WHEREAS**, these funds will be used for expenditures associated with the recruitment and retention of staff or other critical non-personal service costs as well as non-personal services to accomplish the goals of the grant; and

**WHEREAS**, the Health and Human Services Committee supports the Health Department's involvement in this initiative;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Supervisors hereby approves this resolution; and

**BE IT FURTHER RESOLVED**, that the 2014 Adopted County Budget be modified as follows:

**Public Health Department**

**A2961 Early Intervention**

<b><u>Expense</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
A2961.4103 CSHCN Grant Expense	\$ 2,355	<u>\$3,131</u>
Control Total		<u>\$ 776</u>

**Revenue**

A4489.1020 Federal Grant CSHCN Grant	<u>\$22,095</u>	<u>\$22,871</u>
Control Total		<u>\$ 776</u>

Dated: August 12, 2014

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Alexander Stepanski, Chairman  
Health and Human Services Committee

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John A. Reinhardt, Chairman  
Finance Ways and Means Committee

RESOLUTION NO. PH2

**AUTHORIZING THE MODIFICATION OF THE 2014 ADOPTED COUNTY**

**WHEREAS**, Madison County Public Health Department accepted the grant renewal of the Immunization Action Plan budget and work plan for the period of April 1, 2014 –March 31, 2015 by Resolution #200-14 on July 8, 2014; and

**WHEREAS**, the New York State Department of Health has awarded a cost of living adjustment (COLA) of \$2,945 to be expended between April 1, 2014 and March 31, 2015; and

**WHEREAS**, these funds will be used for expenditures associated with the recruitment and retention of staff or other critical non-personal service costs as well as non-personal services to accomplish the goals of the grant; and

**WHEREAS**, the Health and Human Services Committee supports the Health Department's involvement in this initiative;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Supervisors hereby approves this resolution; and

**BE IT FURTHER RESOLVED**, that the 2014 Adopted County Budget be modified as follows:

**Public Health Department**

**A4012 Prevent**

Expense	<u>From</u>	<u>To</u>
A4012.41031 Immunization Grant Expense	\$ 9,199	<u>\$12,144</u>
Control Total		<u>\$ 2,945</u>

**Revenue**

A3401.1050 St. Aid PH Immun Grant	\$24,028	\$25,795
A4401.1050 Fed. Aid PH Immun Grant	<u>\$16,019</u>	<u>\$17,197</u>
Total	<u>\$40,047</u>	<u>\$42,992</u>
Control Total		<u>\$ 2,945</u>

Dated: August 12, 2014

\_\_\_\_\_  
Alexander Stepanski, Chairman  
Health and Human Services Committee

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John A. Reinhardt, Chairman  
Finance Ways and Means Committee

RESOLUTION NO. PH3

**MODIFYING CONTRACT WITH DR. SEELAN NEWTON**

**WHEREAS**, Dr. Newton entered an agreement on January 2, 2014 for medical consultant services; and

**WHEREAS**, Madison County Department of Health requires physician consulting services for public health concerns on a medical level; and

**WHEREAS**, the need to modify Dr. Newton's Scope of Services has been identified and modified to meet the needs of the Health Department; and

**WHEREAS**, the Board of Health and Health and Human Services Committee feels this is in the best interest of Madison County, and

**BE IT FURTHER RESOLVED**, that the Chairman of the Board of Supervisors be and is hereby authorized to modify an agreement with Dr. Seelan Newton, effective immediately through the end of the contract on December 31, 2014, as is on file with the Clerk of the Board.

Dated: August 12, 2014

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Alexander Stepanski, Chair  
Health and Human Services Committee

**RESOLUTION NO. PH4**

**AUTHORIZING THE CHAIRMAN TO ENTER AN AGREEMENT WITH MORRISVILLE  
STATE NURSING PROGRAM**

**WHEREAS**, Madison County Public Health Department is duly licensed to operate both the Home Care Service Agency and the Diagnostic and Treatment Center; and

**WHEREAS**, the Public Health Department employs registered nurses to provide home visits to County residents; and

**WHEREAS**, Morrisville State desires to have nursing students receive clinical field work experience with Madison County registered nurses; and

**WHEREAS**, Madison County Health Department is willing to accept nursing students to work with their registered nurses to gain field experience; and

**WHEREAS**, this joint project 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 enter the agreement between Madison County Department of Health and Morrisville State effective August 1, 2014 through June 30, 2017, as is on file with the Clerk of the Board.

Dated: August 12, 2014

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Alexander Stepanski, Chair  
Health and Human Services Committee

Madison County  
Civil Division: County  
Jurisdictional  
Allocation: Non-Competitive  
Adopted: 04/18/89  
Revised: 01/18/95

DEPUTY CORONER (PT)

DISTINGUISHING FEATURES OF THE CLASS: This position exists in the District Attorney's Office and involves responsibility for assisting the District Attorney in fulfilling the duties of the office of Coroner. The incumbent makes inquiries into natural and unnatural deaths which occur in the County in accordance with the County Law. The work is performed under general supervision of the District Attorney as Coroner. Does related work as required.

TYPICAL WORK ACTIVITIES:

Investigates deaths within the County as prescribed by law;  
Makes inquiry into all deaths whether natural or unnatural within the County occurring to an inmate of a correctional facility whether or not the death occurred inside such facility;  
Designates physicians to make post-mortem examinations, autopsies, and scientific analysis as needed;  
Takes charge of dead bodies at the place of death and arranges for the removal and transportation of the body;  
Investigates the essential facts concerning the death and directs the securing of physical evidence which may be useful in establishing the cause and manner of death;  
Prepares and maintains a variety of written records and reports concerning investigated deaths;  
Secures and disposes of money or property found on the deceased in the manner prescribed by law.  
Communicates scene and background findings to pathologist assisting with investigation.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of investigatory techniques and practices; good knowledge of the applicable laws regarding the investigation of deaths; skill in communicating effectively with the bereaved, law enforcement authorities, medical authorities, morticians, and the media; ability to conduct investigations of deaths; tact; sound professional judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma.

NOTE: Possession of an appropriate driver's license issued by the New York State Department of Motor Vehicles is required at the time of appointment.

DRAFT

RESOLUTION NO. PH5

**AUTHORIZING THE MODIFICATION OF THE 2014 ADOPTED COUNTY BUDGET  
FOR PUBLIC HEALTH PREPAREDNESS GRANT**

**WHEREAS**, the Madison County Department of Health has been working on Public Health Preparedness by implementing emergency procedures and has successfully completed the past work plans through Health Research; and

**WHEREAS**, Resolution 130-13, was approved on May 14, 2013 for the grant period extension to June 30, 2017; and

**WHEREAS**, Health Research Inc., has approved the 2014-2015 budget in the amount of \$52,096 from July 1, 2014 through June 30, 2015; and

**WHEREAS**, the Board of Health and Health and Human Service Committee believes it is appropriate and in the best interest of Madison County to modify the grant funds and to accomplish the required work for Public Health Emergency Preparedness;

**THEREFORE BE IT RESOLVED**, that the 2014 Adopted County Budget be modified as follows:

**Public Health Department**

**A4016 Federal and State Grants**

<u>Expense</u>		<u>From</u>	<u>To</u>
A4016.4911	Emergency Preparedness Expense	\$11,435	<u>\$26,493</u>
	Control Total		<u>\$15,058</u>
<u>Revenue</u>			
A4489.4010	Federal Aid – Emergency Prep.	\$49,481	<u>\$64,539</u>
	Control Total		<u>\$15,058</u>

Dated: August 12, 2014

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Alexander Stepanski, Chair  
Health and Human Services Committee