

AGENDA

HEALTH AND HUMAN SERVICES COMMITTEE

Monday, May 19, 2014; 10:30
Supervisors Large Conference Room

I. Call Meeting to Order, 10:30

A) Approve Minutes

II. Social Services, 10:30 -10:40

A) Expenditures Report

III. Mental Health, 10:40 - 10:55

A) Program and Fiscal Reports

B) Open Access Services

C) Resolutions:

- 1) Authorizing the Community Services Board to sponsor an annual dinner meeting and awards ceremony

IV. Public Health, 10:55 -11:10

A) Strategic Plan Q&A

V. Other Business

Next meeting: Monday, June 23, 2014, 10:30 a.m. in the Supervisors Large Conference Room.

Adjournment

HEALTH AND HUMAN SERVICES COMMITTEE

Monday, April 28, 2014
Supervisors Large 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

Mark Scimone, County Administrator
Mike Fitzgerald, Commissioner, Department of Social Services
Steve Chaires, Deputy Commissioner for Admin. Services, Department of Social Services
Melissa Maine, Deputy Commissioner for Family Services, Department of Social Services
Karolyn Sayles, Deputy Director of Administrative Services, Mental Health
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 March meeting minutes. A motion to approve the minutes as written was made by Pinard, seconded by Carinci and carried unanimously.

Social Services

Melissa Maine informed the Committee that Pinwheels for Prevention Day raised \$925 in donations for Liberty Resources Victims of Violence Program. The Olmsted family that oversees Aadon's Peace Fund matched the dollar amount raised. The total of \$1,850 will be used to purchase age-appropriate literature for local libraries so families have resources to end domestic violence in our community. DSS sent a letter of appreciation and reached out to them for further collaboration and outreach.

Commissioner Fitzgerald provided the expenditures and caseload report for March 2014. A budget modification is needed for JD/PINS as the numbers of care/per day is up. Higher level care increases the cost of care per day and institutional costs have also increased. The budget is based on a 3-year average and a couple extra high needs children can have a significant effect.

Weekly shares for MMIS are going down in April due to the effects of the Affordable Care Act with a cost savings of over \$200,000.

Commissioner Fitzgerald presented two resolutions to the Committee:

Authorizing the modification of the 2014 adopted budget

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

Urging the New York State Legislature to amend Social Services Law and Family Court Act to improve the provision of Child Protective Services to New York's children and families

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

The Committee reviewed a memorandum submitted to the New York State Legislature from Erie County with descriptions of 19 pieces of legislation to be introduced to the State Legislature designed to improve the provision of child protective services to New York's children and families. The bills that would have the most critical impact on keeping children safe in Madison County (1, 2, 3, 4, 8, 11, 16) were highlighted and will be included with the resolution for the full Board of Supervisors to review. The Committee was also presented with the New York Public Welfare Associations' *Quickie Report: Insider Insights into Social Services* dated April 25, 2014 regarding 18 of Erie County's aforementioned bills being introduced to the Senate. Any questions regarding the proposed legislation can be directed to Melissa Maine at DSS.

Mental Health

Karolyn provided an overview of Mental Health's Fiscal and Accounts Receivable Reports for March 2014 noting that mental health fees and personal services are well under budget. Karolyn revised the report to include 2013 YTD Actuals with the ADAPT Program figures removed with the exception of fixed costs.

Due to a resignation, Mental Health would like to contract with Nurse Practitioner Kelly McNichol for psychiatric consultations. She will be licensed in May through SUNY Upstate Medical University.

Karolyn Sayles presented two resolutions to the Committee:

Authorizing the Chairman of the Board to proclaim May as Mental Health Month

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 Pinard, seconded by Walrod and carried unanimously.

Karolyn reported that the 45 minute sessions are working out well and they are looking at adding group sessions.

Public Health

Eric Faisst informed the Committee of a food borne disease outbreak that was reported to the Public Health Department on April 22, 2014 that originated at the Solsville Hotel's Easter Sunday Buffet on April 20th. Public Health is conducting interviews with the hotel staff and affected patrons and is working with the State Department of Health. A press release will be forthcoming. Eric asked the Committee to direct any questions or concerns of their constituents to the Public Health Department.

Eric Faisst presented the following resolutions to the Committee:

Authorizing attendance at out-of-state conferences (Geoffrey Snyder)

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

NYS Public Health Law requires that the County Board of Health consists of seven members, one of whom is the liaison between the County Board of Supervisors and the Board of Health. Traditionally, the Supervisor representative is selected from the Health and Human Services Committee. As John Salka no longer sits on the Health and Human Services Committee, Chairman Stepanski volunteered to represent the Committee on the Board of Health. Christine will draft the resolution.

Appointment to Board of Health

A motion was made by Pinard to appoint Chairman Alexander Stepanski to the Board of Health as a representative of the Health and Human Services Committee. Carinci seconded the motion and it was carried unanimously.

Motion to Adjourn

There being no further business to discuss, a motion to adjourn the meeting was made by Carinci at 11:27 p.m., seconded by Pinard and carried.

Next meeting: May 19, 2014 at 10:30 a.m. in the Supervisor's large conference room.

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

	APRIL 2014 NET EXPENDITURES	YTD NET EXPENDITURES	BUDGET EXPENSE AMOUNT	PERCENTAGE SPENT/RECEIVED
GEN ADM - SALARIES	\$ 378,304.98	\$ 1,500,455.44	\$ 5,086,409	29.50%
GEN ADM - EQUIPMENT	\$ 15,676.98	\$ 31,408.98	\$ 159,000	19.75%
GEN ADM - CONTRACTUAL	\$ 51,808.98	\$ 311,512.23	\$ 1,778,957	17.51%
GEN ADM - FRINGE BENEFITS	\$ 156,000.22	\$ 820,238.15	\$ 2,894,144	28.34%
GEN ADM - MLR	\$ 15,100.00	\$ 60,400.00	\$ 184,800.00	32.68%
GEN ADM - A-87	\$ 47,100.00	\$ 188,400.00	\$ 565,200.00	33.33%
REIMB SCH SERV COOR	\$ (8,957.28)	\$ (8,957.28)	\$ (9,193.00)	97.44%
INTERFUND-LANDFILL WORK CREW	\$ -	\$ -	\$ (22,872.00)	0.00%
CHILD SUPPORT PROCESSING	\$ -	\$ (600.00)	\$ -	#DIV/0!
INCENTIVES	\$ (3,387.57)	\$ (12,459.65)	\$ (35,762.00)	34.84%
CDBG	\$ 32,170.90	\$ 152,302.65	\$ 489,221.04	31.13%
CDBG - 75%	\$ 2,651.98	\$ 25,788.07	\$ 108,276.96	23.82%
TITLE XX	\$ 39,239.70	\$ 94,822.91	\$ 281,550.00	33.68%
DOMESTIC VIOLENCE	\$ 14,543.58	\$ 58,174.32	\$ 174,523.00	33.33%
FAMILY UNIFICATION	\$ 90,671.04	\$ 115,458.04	\$ 399,053.00	28.93%
STSJP	\$ 4,785.65	\$ 4,785.65	\$ 13,333.00	35.89%
DCJS	\$ 2,612.59	\$ 25,989.95	\$ 120,000.00	21.66%
MMIS	\$ 853,296.00	\$ 3,668,693.00	\$ 11,375,963.00	32.25%
MA	\$ 3,042.28	\$ (22,571.57)	\$ (194,000.00)	11.63%
FAMILY ASSISTANCE	\$ 88,667.63	\$ 401,682.93	\$ 1,418,000.00	28.33%
FAMILY ASSISTANCE - DISREGARDS		\$ (458.57)	\$ -	#DIV/0!
EAF-FOSTER CARE*	\$ 36,955.90	\$ 134,550.87	\$ 426,674.00	31.53%
EAF-SERVICES	\$ 22,074.09	\$ 44,300.90	\$ 105,389.00	42.04%
EAF	\$ 2,847.91	\$ 17,490.28	\$ 158,000.00	11.07%
EAF JD/PINS	\$ 5,352.38	\$ 54,107.00	\$ 332,938.00	16.25%
TANF NONSEC DET PREV	\$ -	\$ -	\$ 2,500.00	0.00%
FOSTER CARE	\$ 149,559.19	\$ 572,974.23	\$ 1,865,627.00	30.71%
FOSTER CARE - IND LVG	\$ 345.00	\$ 1,954.94	\$ 14,425.00	13.55%
JD/PINS*	\$ 132,229.84	\$ 532,750.40	\$ 890,163.00	59.85%
DFY-14	\$ 15,473.64	\$ 32,707.29	\$ 100,098.00	32.68%
JD - IND LVG	\$ 130.00	\$ 434.98	\$ 4,808.00	9.05%
SAFETY NET	\$ 101,158.21	\$ 342,738.99	\$ 1,056,000.00	32.46%
HEAP - PA	\$ 10,925.00	\$ 10,949.00	\$ -	#DIV/0!
HEAP - NPA	\$ (4,422.76)	\$ (51,767.17)	\$ -	#DIV/0!
HEAP - EMERGENCY	\$ (600.00)	\$ (600.00)	\$ -	#DIV/0!
EAA	\$ 2,049.08	\$ 7,852.83	\$ 20,000.00	39.26%
BURIALS	\$ 10,595.52	\$ 51,000.91	\$ 165,000.00	30.91%
TOTAL	\$ 2,268,719.36	\$ 9,166,510.70	\$ 29,928,224.80	30.63%

SNAP - PA	\$ 62,587.00	\$ 250,930.00	\$ 725,004.00	34.61%
SNAP - NPA	\$ 1,025,324.00	\$ 4,026,281.00	\$ 12,404,532.00	32.46%

CHILD SUPPORT - CURRENT ASSISTANCE	\$ 14,273.53	\$ 61,534.03	\$ 203,196.00	30.28%
CHILD SUPPORT - FORMER ASSISTANCE	\$ 81,943.30	\$ 300,730.18	\$ 887,424.00	33.89%
CHILD SUPPORT - NEVER ASSISTANCE	\$ 393,800.24	\$ 1,463,200.37	\$ 4,648,932.00	31.47%

	CASELOAD APRIL 2013		CASELOAD MARCH 2014		CASELOAD APRIL 2014
SUMMARY OF CASES					
MA & MPE	4,586		4,837		4,808
FAMILY HEALTH PLUS	783		665		592
SSI	1,485		1,531		1,543
TOTAL MEDICIAD CASES	6,854		7,033		6,943
FAMILY ASSISTANCE	185		184		181
EMERGENCY AID TO FAMILIES	18		11		10
SAFTEY NET	155		172		177
EMERGENCY AID TO ADULTS	1		1		1
TOTAL PUBLIC ASSISTANCE CASES	359		368		369
SNAP - PA	177		204		206
SNAP - NPA	4,120		4,426		4,410
TOTAL SNAP CASES	4,297		4,630		4,616
BURIALS	2		6		4
CHILD SUPPORT - CURRENT ASSISTANCE	411		439		425
CHILD SUPPORT - FORMER ASSISTANCE	920		953		972
CHILD SUPPORT - NEVER ASSISTANCE	1,690		1,698		1,696
CHILD SUPPORT - TOTAL	3,021		3,090		3,093
SUMMARY OF CHILDREN					
CCBG - 100%	189		87		81
CCBG - 75%	27		16		12
TOTAL	216		103		93
EAF-FOSTER CARE - FOSTER HOMES	16		11		9
EAF- FOSTER HOMES - HIGHER LEVEL	10		7		11
EAF JD/PINS - FOSTER HOMES	1		0		0
EAF JD/PINS - HIGHER LEVEL	2		2		1
FOSTER CARE - FOSTER HOMES	18		16		22
FOSTER CARE - HIGHER LEVEL	10		10		10
FOSTER CARE - JD/PINS	1		0		0
FOSTER CARE - ADOPTION	83		81		82
JD/PINS - FOSTER HOMES	0		0		0
JD/PINS - HIGHER LEVEL	2		11		9
DFY	3		2		2
CHILDREN NOT IN FOSTER CARE	406		383		386
TOTAL NUMBER OF CHILDREN SERVED	552		523		532
CPS REFERRALS	105		86		65
FAR REFERRALS	21		58		37

MENTAL HEALTH - ACCOUNTS RECEIVABLE - APRIL 2014					
		CLINIC		ADMIN	TOTALS
<u>DESCRIPTION</u>					
<u>MEDICAID</u>		88,847.00			88,847.00
<u>PI MEDICAID</u>		103,059.00			103,059.00
<u>MEDICARE</u>		14,349.00			14,349.00
<u>INSURANCE</u>		12,431.00			12,431.00
<u>CLIENT SELF PAY</u>		28,000.00			28,000.00
<u>CHITTENANGO</u>		2,076.00			2,076.00
<u>FEDERAL MED. SALARY</u>				36,513.00	36,513.00
<u>OPWDD</u>				14,780.00	14,780.00
<u>OASAS</u>				4,544.00	4,544.00
<u>MEDICAID PRESCRIPTION</u>		2,293.05			2,293.05
GRAND TOTALS		251,055.05		55,837.00	306,892.05

MENTAL HEALTH DEPARTMENT FISCAL REPORT - APRIL 2014

		2014 Y-T-D	2014 Y-T-D	2013 Y-T-D	2014 ANNUAL	Y-T-D
	REVENUE	BUDGET	ACTUAL	ACTUAL	BUDGET	% REC'D /USED
1	MENTAL HEALTH FEES	1,089,391	978,661	947,786	3,268,173	90%
2	MEDICAID REIMB PRECRIPTIONS	12,600	4,555	969	37,800	36%
3	BOCES	-	-	2,520	-	N/A
4	HEADSTART	-	-	3,255	-	N/A
5	CHITTENANGO	4,807	4,026	4,255	14,420	84%
6	INTERFUND REV - POLYGRAPH	3,000	2,250	2,000	9,000	75%
7	OPW	14,929	14,780	14,929	44,786	99%
8	OASAS	4,590	4,544	4,590	13,769	99%
9	FEDERAL MEDICAID SALARY	91,013	36,513	5,034	273,039	40%
	TOTAL	1,220,329	1,045,329	985,338	3,660,987	86%

EXPENDITURES						
10	PERSONAL SERVICES	547,771	456,382	524,467	1,643,312	83%
11	DUES	897	2,756	2,690	2,690	307%
12	BOOKS & PERIODICALS	508	257	620	1,525	51%
13	EQUIPMENT	763	-	-	2,288	0%
14	SOFTWARE	17,500	16,780	22,168	52,500	96%
15	ONBASE SOFTWARE MAINTEN	2,198	5,760	5,587	6,593	262%
16	BOARD EXPENSE	1,167	98	92	3,500	8%
17	*MAINTENANCE IN LIEU OF RENT	17,700	17,522	22,911	53,100	99%
18	TRAVEL	513	394	401	1,540	77%
19	CONFERENCE	533	179	110	1,600	34%
20	TRAINING	900	299	750	2,700	33%
21	ADVERTISING	417	-	-	1,250	0%
22	MISC. CONSULTING SERVICE	5,000	2,363	1,838	15,000	47%
23	CORPORATE COMPLIANCE	-	-	440	-	N/A
24	SOFTWARE MAINTENANCE	6,778	9,031	7,633	20,335	133%
25	AUDITING FEE	1,700	5,100	-	5,100	300%
26	TRANSCRIPTION	7,358	6,671	8,076	22,075	91%
27	MEDICAL & PSYCHIATRIC	213,563	153,069	176,053	640,690	72%
28	STATE CRISIS LINE	1,117	968	1,992	3,350	87%
29	PSYCHOLOGICAL TESTING	1,000	-	880	3,000	0%
30	GROUP THERAPY SUPPLIES	500	141	-	1,500	28%
31	EDUCATIONAL SUPPLIES	167	177	-	500	106%
32	PROFESSIONAL LIABILITY INSURANCE	1,947	1,927	1,947	5,842	99%
33	PRESCRIPTIONS	500	13	169	1,500	3%
34	MEDICAID REIMB PRECRIPTIONS	12,600	5,732	5,179	37,800	45%
35	EXAMINATIONS	333	360	-	1,000	108%
36	POLYGRAPH TESTING	3,000	2,250	2,000	9,000	75%
37	CLERICAL & OFFICE ASSISTANCE	867	-	-	2,600	0%
38	OTHER CLIENT TRANSPORTATION	667	484	96	2,000	73%
39	EQUIPMENT REPAIR	243	-	-	730	0%
40	PHOTO COPY USAGE/LEASE	2,091	280	1,960	6,272	13%
41	CENTRAL POSTAGE	1,348	1,083	1,450	4,045	80%
42	CENTRAL PRINTING	4,552	1,358	3,419	13,655	30%
43	OFFICE SUPPLY	2,593	805	636	7,780	31%
44	CENTRAL TELEPHONE	2,205	2,385	3,518	6,615	108%
45	CELL PHONES/PAGERS	500	93	262	1,500	19%
46	CENTRAL GARAGE	-	-	869	-	N/A
47	*CENTRAL SECURITY	7,820	7,742	6,777	23,460	99%
48	*SPECIAL SECURITY DETAIL	4,682	4,635	4,240	14,045	99%
49	FRINGE BENEFITS	147,632	129,197	127,254	442,897	88%
50	HEALTH INSURANCE	148,565	144,307	134,772	445,694	97%
51	TOTAL	1,170,194	980,598	1,071,256	3,510,583	84%
52	SURPLUS/DEFICIT	50,135	64,731	(85,918)	150,404	129%
53	COUNTY SHARE	-	-	85,918	-	N/A

*EFFECTED BY THE ADAPT PROGRAM

Open Access at Madison County Mental Health Department

Madison County Mental Health Department is pleased to offer a simple, convenient way for individuals and families to receive quality mental health services when you need them most. Starting June 1, 2014, those wishing to obtain immediate treatment and mental health care will no longer have to call ahead to make their first appointment.

Instead, **Madison County Mental Health Department's** new Open Access system allows you to visit the Clinic during regular business hours, whenever you are ready to begin receiving services.

Best of all, most will have their first appointment right away.

Here is what you can expect from Open Access:

- *More clinicians available when it's convenient for you*
- *Treatment models that help you feel better quickly*
- *Most people will begin clinical services the day they walk through our doors*

Our goal is to provide the highest quality, evidence-based mental health treatment to each person who walks through our doors. Let us help you get through some of life's most difficult challenges.

To get started with services at **Madison County Mental Health Department**, visit us at the Veterans Memorial Building, Wampsville, NY whenever it is convenient for you from 8:30am to 3:00pm, Monday through Thursday! Please bring in insurance cards and/or proof of finances. For more information, please call (315) 366-2327 or 1-800-721-2327.

We look forward to Open Access and meeting mental health services needs in the community.

MADISON COUNTY
MENTAL HEALTH
DEPARTMENT
OPEN ACCESS

CLIENT WALKS IN FOR SERVICES

FRONT OFFICE (SARAH)

- SIGNS CLIENT IN & GETS COPY OF INSURANCE CARD
- GIVES COPY OF CARD TO INTAKE UNIT (SUE)
- GIVES CLIENT REGISTRATION FORM
- DIRECTS CLIENT TO INTAKE WAITING ROOM

CLIENT

- COMPLETES REGISTRATION FORM

FRONT OFFICE (SARAH)

- RECEIVES COMPLETED REGISTRATION FORM
- SUBMITS FORM TO INTAKE/ADMISSIONS UNIT
- GIVES CLIENT SELF-ASSESSMENT PACKET

CLIENT

- COMPLETES SELF-ASSESSMENT PACKET

INTAKE/ADMISSIONS UNIT

- RECEIVES REGISTRATION FORM
- DATES STAMPS FORM
- ENTERS INFORMATION IN IMA
- VERIFIES INSURANCE
- REVIEWS SCHEDULE FOR CLINICIAN AVAILABILITY

CLIENT

- MEETS WITH INTAKE/ADMISSIONS UNIT

INTAKE/ADMISSIONS UNIT

- DISCUSSES FINANCIAL ASSESSMENT
- NOTIFIES CLINICIAN
- CHECKS BOX ON REGISTRATION FORM

CLIENT

- MEETS WITH CLINICIAN FOR INTAKE

FRONT DESK

- SCHEDULES CLIENT FOR NEXT APPOINTMENT WITHIN 8 TO 10 DAY
- COLLECTS PAYMENT IF APPROPRIATE

Madison County Mental Health Department

Registration Form

Name: _____ AKA _____

Date of Birth: ___/___/___ SSN: ___-___-___ Sex: Male ___ Female ___

Address: _____ City _____ Zip _____

Mailing Address (if different): _____ City _____ Zip _____

Phone Number(s): Home (___) ___-___-___ Cell (___) ___-___-___ Message (___) ___-___-___

Parent/Custodian (if Client is a Minor): _____

Phone Number(s): Home (___) ___-___-___ Cell (___) ___-___-___ Message (___) ___-___-___

Identified Problem: _____

Referral Source: _____

Financial Information

Medicaid ID #: _____ Managed Medicaid Provider _____

Insurance Company: _____

ID #: _____ Group #: _____

Address of Insurance Company: _____

City _____ State _____ ZIP _____ Phone Number: (___) ___-___-___

Relationship of Client to Subscriber: Self ___ Child ___ Spouse ___ Domestic Partner ___

Complete the following if Subscriber is other than self:

Subscriber Name: _____

Subscriber Date of Birth: ___/___/___ Subscriber SSN: ___-___-___

Subscriber Address: _____

City _____ State _____ ZIP _____ Phone Number: (___) ___-___-___

For Office Use Only

Registration _____ Self-Assessment _____ Financial Assessment _____ Clinician _____

**AUTHORIZING THE COMMUNITY SERVICES BOARD
TO SPONSOR AN ANNUAL DINNER MEETING AND AWARDS CEREMONY**

WHEREAS, for over 45 years, Madison County has made a commitment to community-based systems of mental health care in which all residents can receive high-quality and consumer-responsive services; and

WHEREAS, under Article 41 of the New York State Mental Hygiene Law, the Madison County Board of Supervisors created the Community Services Board to oversee services to the mentally ill, the developmentally disabled, and those suffering from alcoholism and substance abuse; and

WHEREAS, since 1990 the Community Services Board has exercised its responsibility for promoting community and public understanding of mental disabilities and advocating for the cooperation with other human service agencies in advancing the provision of services by inviting representatives from county public and private agencies, certain elected officials, and other guests to participate in the Annual Dinner Meeting and Awards Ceremony; and

WHEREAS, at this event community volunteers and/or community professionals are recognized for their contributions in the service areas of Alcoholism and Substance Abuse, Mental Health, Developmental Disabilities, and Consumer Advocacy; and

WHEREAS, the Community Services Board also recognizes employees of the Mental Health Department with mementos for their dedicated service at five-year career milestones; and

WHEREAS, the Community Services Board moves the location of the Annual Dinner Meeting and Awards Ceremony to venues in different parts of Madison County with the 2014 event to be held at the Gorman Foundation Community Center, Oneida, New York;

NOW, THEREFORE, BE IT RESOLVED that the Madison County Board of Supervisors authorizes the Community Services Board to hold its Annual Dinner Meeting and Awards Ceremony at the Gorman Foundation Community Center and purchase plaques and mementos from Malones Service, Inc.; and

BE IT FURTHER RESOLVED that payment for the dinner, plaques and mementos shall be approved from the appropriate line item - Mental Health Administration – Mental Health Board Expense, A4310.4035 in the Mental Health Department 2014 budget with the cost of the dinner not to exceed \$1000.00 and the plaques and mementos not to exceed \$900.00.

DATED: June 10, 2014

Alexander Stepanksi, Chairman
Health & Human Services Committee