

AGENDA

SOCIAL & MENTAL HEALTH SERVICES COMMITTEE

Monday, October 28, 2013, 3:30 PM

Supervisors Large Conference Room

I. Veterans Agency – 3:30pm

- A) Monthly Activity Report
 - 1) NYS Statistics Sheet

II. Social Services, 3:45pm

- A) Expenditures Report
- B) Federal Shutdown/Fiscal Cliff Implications
- C) Elimination of Excellus as a Managed Care Plan
- D) Memorandum of Understanding – Information Technology 2013-2014
- E) Resolutions
 - 1) BRiDGES – Alcohol/Substance Abuse Assessment Services

IV. Mental Health, 4:10pm

A) Program & Fiscal Reports

B) RESOLUTIONS:

- 1) Resolution Authorizing the Chairman to Enter into an Agreement with Central New York Services, Inc.
- 2) Resolution Authorizing the Chairman to Enter into an Agreement with Coordinated Care Services, Inc.
- 3) Resolution Authorizing the Chairman to Enter into an Agreement with RxScribe, Inc.
- 4) Resolution Authorizing the Chairman to Enter into an Agreement for Psychiatric Services
- 5) Resolution Authorizing the Chairman to Enter into an Agreement with Rubicon Consulting
- 6) (2) Separate Resolutions Authorizing the Chairman to Enter into an Agreement with Professional Practice Group
- 7) Budget Modification Resolution COPS Recovery Payment 2006 - 2008

Other committee Business

Approve Minutes

Next Meeting Date: November 25, 2013 at 3:30pm

SOCIAL & MENTAL HEALTH SERVICES COMMITTEE MINUTES

Monday, September 23, 2013, 3:30 pm
Supervisors Large Conference Room
Minutes

| Name | Present | Absent | Late |
|-----------------|---------|--------|------|
| John Salka | X | | |
| Jim Goldstein | | X | |
| Eve Ann Shwartz | X | | |
| Lou Carinci | X | | |
| Alex Stepanski | X | | |

Youth Bureau, Director Joanne Eddy

A) Program Updates

Local Government Intern Program - begins Tuesday, September 24, 2013. 13 students from different schools will be taking part. This year there is no opportunity for them to attend a Full Board meeting because of the evening time. Supervisor Carinci asked if we could write a letter from the Supervisors to the parents. Director Eddy will forward a list of names and addresses to the County Administrator.

Liberty/Safe Place Program – Director Eddy never received anything from them on recruitment until September. Did then receive 1st and 2nd Quarter reports, a power point presentation on recruiting homes and various other documents. The Grant ends in December and then can be renewed. Catholic Charities may be interested in taking over this program and we can cut ties with Liberty. The quarterly report actually mentioned that the need for houses wasn't there as they could send children out of the county if needed. Supervisor Salka indicated that Liberty needs to be told that we need homes in Madison County and Director Eddy stated they have been told but still haven't made progress.

To date, the Interim Family Home recruitment efforts have included presentations to the Oneida and Chittenango Rotaries at the end of August and a meeting with a Cazenovia pastor to discuss the program has been scheduled for September. Supervisor Salka offered to facilitate a presentation at the Hamilton Rotary, of which he is a member. Director Eddy will have program staff contact him to arrange this.

Social Services, Commissioner Michael Fitzgerald

A) Expenditures Report

The current budget year's expenditures report was reviewed and it was noted that the Day Care Costs were higher in 2013. When the question was raised as to why this was, Commissioner Fitzgerald indicated it could be because of the ages of the children and the hours that were needed. He also noted that the granting of further aid would be first to Welfare Off Assistance then to Low Income Families and then those who are in school/college and looking for aid.

B) Budget 2014 Update

The 2014 Budget was discussed briefly indicating that he has managed to get the local cost increase lowered from \$780,000 to \$650,000 thus far.

C) Resolution

1) Authorizing the Chairman to renew an agreement with Stoneleigh Housing Inc.

1. Motion made by Supervisor Stepanski
2. Seconded by Supervisor Carinci

The motion was unanimously approved.

Discussion: OTBA was hit by Federal Funding cut so there is no funding for furnaces in 2014 right now. Social Services still expect the need for new furnaces to be there, however, as well as the need for inspections etc. and thus the renewed contract.

D) Budget Modifications

- a) VenTek Inc. – Task-based Software

A motion was made by Supervisor Shwartz and seconded by Supervisor Stepanski. Carried.

b) JD/PINS

A motion was made by Supervisor Carinci and seconded by supervisor Stepanski. Carried

E) Commissioner's Reappointment – A motion was made to move this resolution to the Government Operations Committee by Supervisor Carinci and seconded by Supervisor Shwartz. Carried.

Executive Session:

A motion was made to enter into executive session Section 105 of the Open Meetings Law for “discussions regarding proposed, pending or current litigation” by Supervisor Carinci and seconded by Supervisor Stepanski. Carried.

A motion was made to exit executive session by Supervisor Carinci and seconded by Supervisor Shwartz. Carried.

Mental Health, Director Cook and Deputy Director of Administrative Services Sayles

Program & Fiscal Reports – Deputy Director of Administrative Services, K. Sayles:

Staff turnovers and maternity leaves were up this year so those costs are higher than normal. Knew that this year was going to be a transition so will keep an eye on things.

A) Resolution Authorizing the Chairman to Enter into an Agreement with ABILITY Network, Inc. A Motion was made by Supervisor Stepanski to approve and Seconded by Supervisor Carinci. Carried.

B) Scheduling changes – Director T. Cook:

The Mental Health Department would like to try a new system of scheduling in order to increase revenue. This would be done by shortening the appointments to 45 minutes and scheduling more per day increasing the number of appointments scheduled for each Clinician by approximately four additional sessions per week. The question was raised as to whether or not this was too much for the staff and Director Cook stated that this was the norm for independent clinics and that the current system gives them too much time between sessions.

Director Cook is looking to put this system in place shortly and will keep the committee updated with the status of the same.

Executive Session:

A motion was made to enter into executive session citing Section 105 of the Open Meetings Law for “matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation” by Supervisor Shwartz and seconded by Supervisor Carinci. Carried.

A motion was made to exit executive session by Supervisor Stepanski and seconded by Supervisor Carinci. Carried.

Other Agenda Items:

Approve Committee Minutes from 8/26/13- Motion was made by Supervisor Carinci and seconded by Supervisor Stepanski.

Next Committee Meeting – October 28, 2013 at 3:30pm

Adjourn - Motion to adjourn made by Supervisor Stepanski and seconded by Supervisor Carinci. Time – 5:48pm

COMMISSIONER'S REPORT
CASELOAD AND EXPENDITURES STATISTICS FOR SEPTEMBER 2013

| CATEGORY | JANUARY | FEBRUARY | MARCH | APRIL | MAY | JUNE | JULY | AUGUST | SEPTEMBER | OCTOBER | NOVEMBER | DECEMBER | 2013 APPROPRIATION | MONTHLY COST | YTD COST | PERCENTAGE OF APPROPRIATION |
|-----------------------------|---------|----------|-------|-------|------|------|------|--------|-----------|---------|----------|----------|-----------------------|-----------------|---------------|--------------------------------|
| 1 ADMINISTRATION | | | | | | | | | | | | | \$ 4,927,309 | \$ 354,720 | \$ 3,448,105 | 69.98% |
| Salaries | | | | | | | | | | | | | \$ 12,000 | \$ - | \$ 3,995 | 33.29% |
| Equipment | | | | | | | | | | | | | \$ 1,956,427 | \$ 129,555 | \$ 1,064,136 | 54.39% |
| Contractual | | | | | | | | | | | | | \$ 2,686,845 | \$ 184,454 | \$ 1,827,314 | 68.01% |
| Fringe | | | | | | | | | | | | | \$ 174,000 | \$ 15,400 | \$ 138,898 | 79.83% |
| MLR | | | | | | | | | | | | | \$ 519,600 | \$ 52,500 | \$ 408,100 | 78.54% |
| A-87 | | | | | | | | | | | | | \$ - | \$ - | \$ - | #DIV/0! |
| PUB FAC FOR FC | | | | | | | | | | | | | \$ 785,300 | \$ 94,669 | \$ 644,876 | 82.12% |
| 2 PURCHASE OF SERVICES | | | | | | | | | | | | | \$ 574,531 | \$ 64,609 | \$ 573,020 | 99.74% |
| 3 BLOCK GRANT DAY CARE | 198 | 199 | 244 | 219 | 178 | 216 | 182 | 226 | 238 | | | | \$ 151,909 | \$ 14,928 | \$ 69,208 | 45.56% |
| 4 EAF-POS | | | | | | | | | | | | | \$ 25,000 | \$ (3,065) | \$ (69,360) | -277.44% |
| 5 HEAP | | | | | | | | | | | | | | | | |
| 6 PUBLIC ASSISTANCE | | | | | | | | | | | | | \$ 1,548,000 | \$ 128,419 | \$ 971,930 | 62.79% |
| FA | 186 | 190 | 189 | 185 | 184 | 182 | 188 | 194 | 189 | | | | \$ 168,000 | \$ 5,703 | \$ 73,631 | 43.83% |
| EAF | 11 | 8 | 10 | 18 | 15 | 14 | 14 | 8 | 11 | | | | \$ - | \$ (554) | \$ 506 | |
| DUE TO SOCIAL SERV | | | | | | | | | | | | | \$ 2,500 | \$ 16 | \$ 282 | 11.26% |
| TANF PREV NON-SEC DET | | | | | | | | | | | | | \$ 1,053,000 | \$ 63,814 | \$ 672,646 | 63.88% |
| SN | 145 | 153 | 153 | 155 | 149 | 144 | 142 | 146 | 155 | | | | \$ 25,250 | \$ 551 | \$ 10,473 | 41.48% |
| EAA | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | | | | | | |
| TOTAL PA CASES | 343 | 352 | 353 | 359 | 349 | 341 | 345 | 349 | 356 | 0 | 0 | 0 | | | | |
| PREV DET PLACEMENT GRANT | | | | | | | | | | | | | \$ - | \$ - | \$ - | #DIV/0! |
| WRAP AROUND - NS | | | | | | | | | | | | | \$ - | \$ - | \$ - | #DIV/0! |
| STSJP - PROGRAM COSTS | | | | | | | | | | | | | \$ - | \$ - | \$ 5,921 | #DIV/0! |
| STSJP - CONTRACTS | | | | | | | | | | | | | \$ 27,329 | \$ - | \$ - | 0.00% |
| DCJS GRANT EXPENSE | | | | | | | | | | | | | \$ 245,957 | \$ 13,396 | \$ 44,538 | 18.11% |
| 7 MA (ONLY) | 4482 | 4515 | 4550 | 4586 | 4604 | 4672 | 4692 | 4670 | 4699 | | | | \$ 135,000 | \$ (6,363) | \$ (121,891) | -90.29% |
| FHP | 785 | 783 | 785 | 783 | 787 | 789 | 778 | 776 | 776 | | | | | | | |
| SSI | 1480 | 1491 | 1489 | 1485 | 1487 | 1485 | 1504 | 1496 | 1495 | | | | | | | |
| TOTAL MA CASES | 6747 | 6789 | 6824 | 6854 | 6878 | 6946 | 6974 | 6942 | 6970 | 0 | 0 | 0 | | | | |
| 8 MMIS | | | | | | | | | | | | | \$ 11,577,881 | \$ 866,276 | \$ 8,649,409 | 74.71% |
| 9 BURIALS | 3 | 8 | 9 | 2 | 6 | 4 | 3 | 2 | 4 | | | | \$ 130,000 | \$ 10,815 | \$ 106,412 | 81.86% |
| ENERGY FUND | | | | | | | | | | | | | \$ - | \$ - | \$ - | #DIV/0! |
| 10 CHILD WELFARE | | | | | | | | | | | | | \$ 1,985,182 | \$ 128,728 | \$ 1,225,095 | 61.71% |
| # In Foster Homes | 18 | 18 | 17 | 18 | 20 | 18 | 15 | 19 | 21 | | | | | | | |
| # In Higher Level | 8 | 9 | 10 | 10 | 7 | 13 | 14 | 8 | 8 | | | | | | | |
| # JD/PINS | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | | | | | | | |
| # Adoptions | 84 | 83 | 83 | 83 | 83 | 79 | 78 | 77 | 81 | | | | | | | |
| Independent Living | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | | | | |
| 11 EAF-FOSTER CARE | | | | | | | | | | | | | \$ 734,216 | \$ 47,291 | \$ 427,607 | 58.24% |
| # In Foster Homes | 13 | 14 | 14 | 16 | 11 | 11 | 11 | 11 | 10 | | | | | | | |
| # In Higher Level | 14 | 12 | 12 | 10 | 11 | 8 | 14 | 11 | 8 | | | | | | | |
| 12 EAF JD/PINS | | | | | | | | | | | | | \$ 398,326 | \$ 29,679 | \$ 333,943 | 83.84% |
| # in Foster Homes | 2 | 2 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | | | | | | |
| # in Institutions | 4 | 3 | 3 | 2 | 1 | 2 | 3 | 3 | 3 | | | | | | | |
| 13 JD/PINS | | | | | | | | | | | | | \$ 410,094 | \$ 103,102 | \$ 543,042 | 132.42% |
| # In Foster Homes | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | |
| # In Higher Level | 3 | 2 | 2 | 2 | 6 | 6 | 7 | 9 | 10 | | | | | | | |
| Independent Living | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | | | | |
| DFY | 0 | 0 | 1 | 3 | 0 | 6 | 7 | 2 | 2 | | | | | | | |
| Children Not In Foster Care | 354 | 378 | 402 | 406 | 397 | 397 | 396 | 390 | 387 | | | | | | | |
| Total Children Served | 501 | 522 | 546 | 552 | 538 | 542 | 546 | 531 | 531 | 0 | 0 | 0 | | | | |
| CPS Referrals | 94 | 95 | 92 | 105 | 114 | 91 | 86 | 79 | 89 | | | | | | | |
| FAR Referrals | 38 | 28 | 35 | 21 | 40 | 36 | 20 | 26 | 37 | | | | | | | |
| TOTAL | | | | | | | | | | | | | \$ 30,253,656 | \$ 2,298,642 | \$ 21,051,835 | 69.58% |
| 14 SNAP | | | | | | | | | | | | | | | | |
| PA | 184 | 174 | 173 | 177 | 180 | 179 | 180 | 183 | 188 | | | | \$ 63,958 | \$ 537,304 | | |
| NPA | 3966 | 4002 | 4075 | 4120 | 4095 | 4123 | 4122 | 4150 | 4142 | | | | \$ 1,049,510 | \$ 9,404,193 | | |
| 15 CHILD SUPPORT | | | | | | | | | | | | | | | | |
| CURRENT ASSISTANCE | 417 | 416 | 412 | 411 | 409 | 414 | 414 | 432 | 431 | | | | \$ 16,809 | \$ 156,077 | | |
| FORMER ASSISTANCE | 912 | 913 | 911 | 920 | 909 | 908 | 904 | 903 | 913 | | | | \$ 66,702 | \$ 679,512 | | |
| NEVER ASSISTANCE | 1687 | 1675 | 1685 | 1690 | 1697 | 1700 | 1687 | 1677 | 1668 | | | | \$ 196,320 | \$ 3,576,351 | | |

Commissioner's Report is determined on a Cash Basis and does not include 2012 Accounts Payable totaling \$671,688.34
Fringe Benefit amount is based on 52 % of salary costs. This percentage is used to estimate health insurance, social security & retirement expenditures.
Block Grant Day Care Statistics are number of children.
Monies related to Child Support are included in each individual category. The Child Support category is there only to reflect on total monies received by SCU.

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO RENEW AN AGREEMENT
WITH BRIDGES**

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, 2013, to November 30, 2014, 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 renew an agreement on behalf of the County of Madison with BRiDGES, in the form as is on file with the Clerk of the Board.

DATED: November 12, 2013

John Salka, Chairman
Social and Mental Health Services Committee

MENTAL HEALTH - ACCOUNTS RECEIVABLE - SEPTEMBER 2013

| <u>DESCRIPTION</u> | <u>CLINIC</u> | <u>ADAPT</u> | <u>ADMIN</u> | <u>TOTALS</u> |
|------------------------------|---------------------|-------------------|-------------------|---------------------|
| <u>MEDICAID</u> | 311,455.00 | 92,624.00 | | 404,079.00 |
| <u>PI MEDICAID</u> | 370,535.00 | - | | 370,535.00 |
| <u>MEDICARE</u> | 18,805.00 | 5,516.00 | | 24,321.00 |
| <u>INSURANCE</u> | 134,369.00 | 41,391.00 | | 175,760.00 |
| <u>CLIENT SELF PAY</u> | 79,076.00 | 65,011.00 | | 144,087.00 |
| <u>BOCES</u> | | | | - |
| <u>HEADSTART</u> | 315.00 | | | 315.00 |
| <u>CHITTENANGO</u> | 1,160.00 | | | 1,160.00 |
| <u>FEDERAL MED. SALARY</u> | 177,389.00 | | 82,683.00 | 260,072.00 |
| <u>OPWDD</u> | | | 33,589.00 | 33,589.00 |
| <u>STOP DWI</u> | | 1,662.22 | | 1,662.22 |
| <u>OASAS</u> | | 58,666.00 | 10,326.00 | 68,992.00 |
| <u>MEDICAID PRESCRIPTION</u> | | | | - |
| GRAND TOTALS | 1,093,104.00 | 264,870.22 | 126,598.00 | 1,484,572.22 |

MENTAL HEALTH DEPARTMENT FISCAL REPORT - SEPTEMBER 2013

| | 2013 Y-T-D BUDGET | 2013 Y-T-D ACTUAL | 2012 Y-T-D ACTUAL | 2013 ANNUAL BUDGET | Y-T-D % REC'D /USED |
|---------------------|-------------------------|-------------------------|-------------------------|--------------------------|---------------------------|
| REVENUE | | | | | |
| 1 | 2,714,865 | 2,215,996 | 2,406,368 | 3,498,856 | 82% |
| 2 | 26,775 | 8,602 | 2,422 | 37,800 | 32% |
| 3 | 10,625 | 5,040 | 5,040 | 15,000 | 47% |
| 4 | 4,250 | 3,413 | 2,100 | 6,000 | 80% |
| 5 | 10,214 | 8,030 | 6,600 | 14,420 | 79% |
| 6 | 21,250 | - | - | 30,000 | 0% |
| 7 | 6,375 | 4,000 | 7,000 | 9,000 | 63% |
| 8 | 5,216 | - | - | 7,292 | 0% |
| 9 | 6,231 | - | - | 8,711 | 0% |
| 10 | 4,292 | - | - | 6,000 | 0% |
| 11 | 13,333 | 13,298 | 18,634 | 10,000 | 100% |
| 12 | 32,034 | 33,589 | 33,590 | 44,786 | 105% |
| 13 | 72,186 | 68,992 | 76,332 | 57,772 | 96% |
| 14 | 246,389 | 265,106 | 174,375 | 346,763 | 108% |
| | TOTAL | 3,174,035 | 2,732,461 | 4,092,400 | 83% |
| EXPENDITURES | | | | | |
| 15 | 1,546,936 | 1,411,502 | 1,514,698 | 2,051,412 | 91% |
| 16 | 1,924 | 2,690 | 2,626 | 2,690 | 140% |
| 17 | 1,082 | 1,133 | 795 | 1,525 | 105% |
| 18 | 1,431 | 74 | - | 2,000 | 5% |
| 19 | 37,552 | 44,335 | 42,630 | 52,500 | 118% |
| 20 | 4,716 | 5,587 | 5,444 | 6,593 | 118% |
| 21 | 2,503 | 920 | 1,873 | 3,500 | 37% |
| 22 | 47,308 | 49,547 | 39,826 | 59,867 | 105% |
| 23 | 1,096 | 1,142 | 877 | 1,540 | 104% |
| 24 | 1,137 | 480 | 856 | 1,600 | 42% |
| 25 | 1,917 | 750 | 1,794 | 2,700 | 39% |
| 26 | 887 | - | - | 1,250 | 0% |
| 27 | - | 108,530 | - | - | N/A |
| 28 | 182,523 | 155,067 | 4,226 | 141,242 | 85% |
| 29 | - | 440 | - | - | N/A |
| 30 | 14,545 | 10,726 | 13,102 | 20,335 | 74% |
| 31 | 3,648 | 5,000 | 4,950 | 5,100 | 137% |
| 32 | 17,761 | 17,961 | 20,262 | 23,575 | 101% |
| 33 | 449,048 | 416,962 | 392,359 | 618,200 | 93% |
| 34 | 3,152 | 3,500 | 3,334 | 4,450 | 111% |
| 35 | 2,125 | 880 | 1,874 | 3,000 | 41% |
| 36 | 1,063 | - | 335 | 1,500 | 0% |
| 37 | 354 | - | 45 | 500 | 0% |
| 38 | 425 | 450 | 530 | 300 | 106% |
| 39 | 6,374 | 12,556 | 6,750 | 7,420 | 197% |
| 40 | 1,063 | 359 | 306 | 1,500 | 34% |
| 41 | 26,775 | 9,661 | 3,790 | 37,800 | 36% |
| 42 | 708 | - | 975 | 1,000 | 0% |
| 43 | 6,375 | 4,000 | 7,000 | 9,000 | 63% |
| 44 | 1,842 | - | 2,600 | 2,600 | 0% |
| 45 | 1,417 | 300 | 3,454 | 2,000 | 21% |
| 46 | 519 | - | 58 | 730 | 0% |
| 47 | 5,160 | 3,898 | 5,654 | 6,762 | 76% |
| 48 | 3,059 | 3,690 | 2,851 | 4,167 | 121% |
| 49 | 11,840 | 8,898 | 9,829 | 15,167 | 75% |
| 50 | 6,950 | 2,407 | 5,254 | 8,780 | 35% |
| 51 | 6,065 | 8,126 | 7,870 | 7,579 | 134% |
| 52 | 1,073 | 431 | 947 | 1,500 | 40% |
| 53 | 1,700 | 3,506 | 2,133 | 2,400 | 206% |
| 54 | 35,487 | 15,972 | 16,395 | 38,848 | 45% |
| 55 | 11,697 | 10,097 | 10,674 | 13,613 | 86% |
| 56 | 427,110 | 389,937 | 385,014 | 566,358 | 91% |
| 57 | 308,053 | 291,421 | 263,084 | 409,219 | 95% |
| | TOTAL | 3,186,400 | 2,787,074 | 4,141,822 | 94% |
| 59 | SURPLUS/DEFICIT | (12,365) | (376,869) | (49,422) | 3048% |
| 60 | COUNTY SHARE | 12,365 | 376,869 | 49,422 | 3048% |

**CLINIC
FISCAL REPORT
SEPTEMBER 2013**

| ACCOUNT | DESCRIPTION | ANNUAL BUDGET | Y-T-D BUDGET | Y-T-D ACTUAL | % REC'D/ USED |
|-----------------|------------------------------|------------------|------------------|------------------|------------------|
| EXPENSES | | | | | |
| A4308.1 | Personal Services | 1,554,786 | 1,166,090 | 946,498 | 81% |
| A4308.4005 | Books & Periodicals | 1,225 | 919 | 995 | 108% |
| A4308.4037 | Maintenance in Lieu of Rent | 37,309 | 27,982 | 27,981 | 100% |
| A4308.41 | Travel Expense | 800 | 600 | 560 | 93% |
| A4308.411 | Travel - Conf & Seminar | 1,050 | 788 | 370 | 47% |
| A4308.4110 | Training | 2,100 | 1,575 | 750 | 48% |
| A4308.4130 | Advertising | 1,000 | 750 | - | 0% |
| A4308.4200 | Misc. Consulting | 5,000 | 3,750 | - | 0% |
| A4308.4226 | Transcription Expense | 22,075 | 16,556 | 16,402 | 99% |
| A4308.4227 | Med & Psychiatric Services | 602,450 | 451,838 | 398,107 | 88% |
| A4308.4273 | State Crisis Line Expense | 4,450 | 3,338 | 3,500 | 105% |
| A4308.42910 | Psychological Testing | 3,000 | 2,250 | 880 | 39% |
| A4308.42911 | Group Therapy Supplies | 1,500 | 1,125 | - | 0% |
| A4308.4297 | Educational Supplies | 500 | 375 | - | 0% |
| A4308.4301 | Professional Liability Ins. | 5,842 | 4,382 | 8,915 | 203% |
| A4308.450 | Prescriptions | 1,500 | 1,125 | 359 | 32% |
| A4308.4501 | Medicaid Reimb Prescriptions | 37,800 | 28,350 | 9,661 | 34% |
| A4308.4507 | Examinations | 1,000 | 750 | - | 0% |
| A4308.463 | Polygraph testing | 9,000 | 6,750 | 4,000 | 59% |
| A4308.471 | Clerical & Office Assistance | 2,600 | 1,950 | - | 0% |
| A4308.4723 | Other Client Transportation | 2,000 | 1,500 | 300 | 20% |
| A4308.488 | Office Eqpt Repair | 505 | 379 | - | 0% |
| A4308.489 | Photo Copy Usage | 3,000 | 2,250 | 2,045 | 91% |
| A4308.490 | Central Postage | 1,000 | 750 | 691 | 92% |
| A4308.491 | Central Printing | 9,905 | 7,429 | 3,729 | 50% |
| A4308.4911 | Office Supply | 4,500 | 3,375 | 794 | 24% |
| A4308.492 | Central Telephone | 4,665 | 3,499 | 4,869 | 139% |
| A4308.493 | Central Garage | 2,400 | 1,800 | 3,506 | 195% |
| A4308.494 | Central Security | 22,395 | 16,796 | 9,583 | 57% |
| A4308.4941 | Special Security Detail | 8,694 | 6,521 | 6,059 | 93% |
| A4308.810 | Allocation Fringe Benefits | 428,241 | 321,181 | 256,899 | 80% |
| A4308.811 | Allocation Health Insurance | 285,678 | 214,259 | 186,555 | 87% |
| A4308.4997 | ADMIN ALLOCATION | 338,216 | 253,662 | 135,585 | 53% |
| | TOTAL EXPENSES | 3,406,186 | 2,554,640 | 2,029,590 | 79% |
| INCOME | | | | | |
| A1620.12 | Mental Health Fees | 3,164,961 | 2,373,721 | 1,774,743 | 75% |
| A1620.122 | Medicaid Reimb Prescriptions | 37,800 | 28,350 | 8,602 | 30% |
| A1620.172 | BOCES | 15,000 | 11,250 | 5,040 | 45% |
| A1689.1016 | Headstart | 6,000 | 4,500 | 3,413 | 76% |
| A2280.1016 | Chittenango | 14,420 | 10,815 | 8,030 | 74% |
| A2705.3510 | Rural Health Initiative | 30,000 | 22,500 | - | 0% |
| A2801.7030 | Polygraph Testing | 9,000 | 6,750 | 4,000 | 59% |
| A4488.4020 | Federal Medicaid Salary | 236,519 | 177,389 | 177,389 | 100% |
| | TOTAL INCOME | 3,513,700 | 2,635,275 | 1,981,217 | 75% |
| | Surplus/Deficit | 107,514 | 80,636 | (48,373) | -60% |

**ADMINISTRATION
FISCAL REPORT
SEPTEMBER 2013**

| ACCOUNT | DESCRIPTION | ANNUAL BUDGET | Y-T-D BUDGET | Y-T-D ACTUAL | % REC'D/ USED |
|-----------------|----------------------------------|------------------|------------------|------------------|------------------|
| EXPENSES | | | | | |
| A4310.1 | Personal Services | 367,734 | 275,801 | 278,342 | 101% |
| A4310.4001 | Association Dues | 2,690 | 2,018 | 2,690 | 133% |
| A4310.4005 | Books & Periodicals | 300 | 225 | 138 | 61% |
| A4310.40101 | Misc Equipt | 2,000 | 1,500 | 74 | 5% |
| A4310.40102 | Software | 52,500 | 39,375 | 44,335 | 113% |
| A4310.40104 | OnBase | 6,593 | 4,945 | 5,587 | 113% |
| A4310.4035 | MH Board Expense | 3,500 | 2,625 | 920 | 35% |
| A4310.4037 | Maintenance in Lieu of Rent | 15,792 | 11,844 | 12,545 | 106% |
| A4310.41 | Travel Expense | 740 | 555 | 582 | 105% |
| A4310.411 | Travel - Conf & Seminar | 550 | 413 | 110 | 27% |
| A4310.4110 | Training | 600 | 450 | - | 0% |
| A4310.4130 | Advertising | 250 | 188 | - | 0% |
| A4310.4200 | Misc. Consultant | 20,000 | 15,000 | 4,331 | 29% |
| A4310.4207 | Software Maintenance | 20,335 | 15,251 | 10,726 | 70% |
| A4310.4215 | Corporate Compliance | - | - | 440 | n/a |
| A4310.4216 | Mental Health Consultant | 5,100 | 3,825 | 5,000 | 131% |
| A4310.488 | Office Equipt Repair | 225 | 169 | - | 0% |
| A4310.489 | Photo Copy Usage | 3,272 | 2,454 | 1,141 | 46% |
| A4310.490 | Central Postage | 3,045 | 2,284 | 2,821 | 124% |
| A4310.491 | Central Printing | 3,750 | 2,813 | 1,869 | 66% |
| A4310.4911 | Office Supply | 3,280 | 2,460 | 939 | 38% |
| A4310.492 | Central Telephone | 1,950 | 1,463 | 1,685 | 115% |
| A4310.4921 | Cell Phones | 1,500 | 1,125 | 431 | 38% |
| A4310.494 | Central Security | 5,253 | 3,940 | 734 | 19% |
| A4310.4941 | Special Security Detail | 2,039 | 1,529 | 465 | 30% |
| A4310.810 | Allocation of Fringe Benefits | 102,501 | 76,876 | 79,855 | 104% |
| A4310.811 | Employee Health Insurance | 98,831 | 74,123 | 66,011 | 89% |
| A4310.4997 | Allocation of Administrative Exp | (338,216) | (253,662) | (195,069) | 77% |
| | TOTAL EXPENSES | 386,114 | 289,586 | 326,702 | 113% |
| INCOME | | | | | |
| A1689.1025 | Security Reimbursement | 7,292 | 5,469 | - | 0% |
| A2410.4010 | Space Rental Income | 8,711 | 6,533 | - | 0% |
| A2414.2010 | Equipment Rental | 6,000 | 4,500 | - | 0% |
| A3490.2028 | OPWDD | 44,786 | 33,590 | 33,589 | 100% |
| A3490.2029 | OASAS | 13,769 | 10,327 | 10,326 | 100% |
| A4488.4010 | Federal Salary Sharing | 110,244 | 82,683 | 87,717 | 106% |
| | TOTAL INCOME | 190,802 | 143,102 | 131,632 | 92% |
| | Surplus/Deficit | (195,312) | (146,484) | (195,069) | 133% |

**ADAPT
FISCAL REPORT
SEPTEMBER 2013**

| ACCOUNT | DESCRIPTION | ANNUAL BUDGET | Y-T-D BUDGET | Y-T-D ACTUAL | % REC'D/ USED |
|-----------------|-------------------------------|--------------------------|-------------------------|-------------------------|--------------------------|
| EXPENSES | | | | | |
| A4309.1 | Personal Services | 153,067 | 153,067 | 186,663 | 122% |
| A4309.4037 | Maintenance in Lieu of Rent | 10,149 | 10,149 | 9,021 | 89% |
| A4309.4050 | OMIG Overpayment | - | - | 108,530 | N/A |
| A4309.4200 | Misc. Consulting | 196,363 | 196,363 | 150,736 | 77% |
| A4309.4226 | Transcription Expense | 2,250 | 2,250 | 1,559 | 69% |
| A4309.4227 | Med & Psychiatric Services | 23,625 | 23,625 | 18,855 | 80% |
| A4309.4298 | Medical Supplies | 450 | 450 | 450 | 100% |
| A4309.4301 | Professional Liability Ins. | 2,367 | 2,367 | 3,641 | 154% |
| A4309.489 | Photo Copy Usage | 735 | 735 | 712 | 97% |
| A4309.490 | Central Postage | 183 | 183 | 178 | 97% |
| A4309.491 | Central Printing | 2,268 | 2,268 | 3,299 | 145% |
| A4309.4911 | Office Supply | 1,500 | 1,500 | 675 | 45% |
| A4309.492 | Central Telephone | 1,446 | 1,446 | 1,572 | 109% |
| A4309.494 | Central Security | 16,800 | 16,800 | 5,655 | 34% |
| A4309.4941 | Special Security Detail | 4,320 | 4,320 | 3,573 | 83% |
| A4309.810 | Allocation Fringe Benefits | 42,295 | 42,295 | 53,183 | 126% |
| A4309.811 | Allocation Health Insurance | 30,900 | 30,900 | 38,855 | 126% |
| A4309.4997 | ADMIN ALLOCATION | 57,564 | 57,564 | 59,484 | 103% |
| | TOTAL EXPENSES | 546,282 | 546,282 | 646,641 | 118% |
| INCOME | | | | | |
| A1620.13 | Mental Health Fees | 465,282 | 465,282 | 441,253 | 95% |
| A2801.7020 | STOP DWI | 15,000 | 15,000 | 13,298 | 89% |
| A3490.2057 | OASAS | 66,000 | 66,000 | 58,666 | 89% |
| | TOTAL INCOME | 546,282 | 546,282 | 513,217 | 94% |
| | Surplus/Deficit | - | - | (133,424) | N/A |
| | PROGRAM CLOSED 8/31/13 | | | | |

RESOLUTION #

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT
WITH CENTRAL NEW YORK SERVICES, INC.**

WHEREAS, Madison County desires to contract with Central New York Services, Inc. to provide forensic case management services; and

WHEREAS, the Mental Health Department is the lead agency in administering this program in a consortium of departments that include: Probation, Social Services and the Sheriff's Department; and

WHEREAS, the consortium of departments recommended to renew the contract with Central New York Services, Inc., 518 James Street, Syracuse, NY, to provide this service in Madison County for the period January 1 through December 31, 2014 at a cost not to exceed \$67,000; 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 Central New York Services, Inc., in the form as is on file with the Clerk of the Board.

DATED: November 12, 2013

John Salka, Chairman
Social & Mental Health Service Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT
WITH COORDINATED CARE SERVICES, INC.**

WHEREAS, the New York State Office of Mental Health (OMH), Office of Alcohol and Substance Abuse (OASAS) and Office for People with Developmental Disabilities (OPWDD) have mandated compliance with Consolidated Fiscal Reporting (CFR), as well as deficit funding guidelines for the Local Government Unit and Community Services Board; and

WHEREAS, the complexity of the electronic reporting and monitoring required by OMH Aid to Localities Finance System (ALFS) and OASAS State Aid Budgeting and Reporting System (SABRS) requires more coordination with contract agencies and state certified programs; and

WHEREAS, the Madison County Mental Health Department is requesting specialized technical assistance services to ensure compliance; and

WHEREAS, Coordinated Care Services, Inc, has the expertise to provide specialized financial management services; and

WHEREAS, the 2014 Madison County Budget for the Mental Health Department has funds available to pay for these services; and

WHEREAS, the term of the agreement will run from January 1, 2014 through December 31, 2014 for an amount not to exceed \$10,000; 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 is authorized to enter into an agreement on behalf of the County of Madison with Coordinated Care Services, Inc., in the form as on file with the Clerk of the Board.

Dated: November 12, 2013

John Salka, Chairman
Social and Mental Health Services Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT
WITH RxSCRIBE, INC.**

WHEREAS, the Madison County Mental Health Department, has numerous operations that require the timely transcription of orally dictated clinical notes into a variety of formats to meet HIPAA regulations and the regulations of the NYS Office of Mental Health; and

WHEREAS, RxScribe, Inc., is a registered corporation under the state laws of New York and can provide the medical transcription service on the applicable forms in the following timely fashion; and

WHEREAS, the cost for this transcription service will be billed at the rate of \$0.10 per line of medical transcription (where the industry standard is 60 keystrokes per line) for the period January 1 through December 31, 2014; and

WHEREAS, RxScribe, Inc. warrants that it is HIPAA compliant and agrees to keep all clinical information confidential and provides the most secure method of Internet security for the transmission of the transcribed material; and

WHEREAS, RxScribe, Inc. will provide the Mental Health Department with a toll free 800 telephone line to use for dictation, or, if necessary, will help the Department secure (at an additional cost that is not included in the agreement) recording devices that can be used for dictation in situations where a telephone line is not readily accessible; 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 RxScribe, Inc., in the form as is on file with the Clerk of the Board.

DATED: November 12, 2013

John Salka, Chairman
Social & Mental Health Service Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AGREEMENTS
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, the amount paid to each contractor will be at the following rate for the period January 1 through December 31, 2014:

| Contractor | Hourly Rate |
|--------------------------------------|--------------------------------|
| Anna Pavia – Social Worker | \$ 40 |
| Bud Ballinger, Ph.D. | \$120 |
| David Carr, MD – Psychiatrist | \$105/adult & \$125 child |
| Deanna Raymond , PA | \$ 70 |
| Ronald Hotaling, Polygrapher | \$250/polygraph |
| Norman Lesswing, Ph.D. | \$120 |
| Minhaj U. Siddiqi, M.D– Psychiatrist | \$105/adult & \$125/child; and |

WHEREAS, these agreements have 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 agreements on behalf of the County of Madison with the above listed contractors, in the form as is on file with the Clerk of the Board.

DATED: November 12, 2013

John Salka, Chairman
Social & Mental Health Service Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT
WITH RUBICON CONSULTING**

WHEREAS, from time-to-time the Madison County Mental Health Department needs specialized consultation regarding the accounting features of the MAS90 Software program; and

WHEREAS, Rubicon Consulting has the expertise to provide the consultation services at the rate of \$125.00 per hour and the 2014 Madison County Budget for the Mental Health Department has money available to pay for these services for the period January 1 through December 31, 2014; 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 Rubicon Consulting , in the form as is on file with the Clerk of the Board.

Dated: November 12, 2013

John Salka, Chairman
Social and Mental Health Services Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT
WITH THE PROFESSIONAL PRACTICE GROUP**

WHEREAS, the Madison County Sheriff's Department and Mental Health Department have indicated a desire to provide psychiatric services to the inmates of the Madison County Correctional Facility, and;

WHEREAS, the Professional Practice Group (PPG) has representatives who are New York State licensed psychiatrists who are Board Certified in Adult and Forensic Psychiatry and who individually and collectively possess the expertise, special skills and experiences to perform services in connection herewith, and;

WHEREAS, both the Sheriff's Department and the Mental Health Department find the services of the PPG and its representatives to be necessary in order to successfully implement the intended forensic psychiatry services program, for the period January 1 through December 31, 2014 and;

WHEREAS, the PPG has indicated a willingness to participate and provide a Board Certified Adult and Forensic Psychiatrist at the rate of \$200 per hour for an average of six (6) hours per week (anticipated ranging from four hours to eight hours per week as needed) of psychiatric services - provided either on-site at the Correctional Facility or through tele-psychiatry - with a 10% administrative fee on all billable services and the total cost for 2014 not to exceed \$64,800; and

WHEREAS, this agreement has been reviewed and approved by the Social and Mental Health Services Committee and Criminal Justice, Public Safety and Telecommunications 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 the Professional Practice Group in the form as is on file with the Clerk of the Board.

DATED: November 12, 2013

John Salka, Chairman
Social and Mental Health Services Committee

Roger Bradstreet, Chairman
Criminal Justice, Public Safety and Telecommunications
Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT
WITH THE PROFESSIONAL PRACTICE GROUP**

WHEREAS, the Madison County Mental Health Department has indicated a desire to provide child psychiatry services to the clients of the Department; and

WHEREAS, the Mental Health Department has recently lost the services of a New York State licensed psychiatrist who is Board Certified in Child Psychiatry and has a severe backlog in providing initial intake examinations and on-going clinical treatment to child and adolescent clients; and

WHEREAS, the Professional Practice Group (PPG) has representatives who are New York State licensed psychiatrists who are Board Certified in Child and Adolescent Psychiatry and who individually and collectively possess the expertise, special skills and experiences to perform services in connection herewith; and

WHEREAS, the Mental Health Department finds the services of the PPG and its representatives to be necessary in order to successfully implement the intended child and adolescent psychiatry services program for the period January 1 through December 31, 2014; and

WHEREAS, the PPG has indicated a willingness to participate and provide a Board Certified Child Psychiatrist at the rate of \$220 per hour for an average of 15 hours (15) hours per week of psychiatric services - provided either on-site at the Mental Health Department or through tele-psychiatry - with a 10% administrative fee on all billable services and the total cost for 2014 not to exceed \$181,500; 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 Professional Practice Group, in the form as is on file with the Clerk of the Board.

DATED: November 12, 2013

John Salka, Chairman
Social and Mental Health Services Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2013 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2013 Adopted County budget be modified as follows:

General Fund

4308 Mental Health Clinic

Expense

| | <u>From</u> | <u>To</u> |
|---|---------------|-----------|
| A4308.408 COPS Recovery Payment 2006-2008 | \$ <u>-0-</u> | \$341,538 |

Contingent Fund

| | | |
|----------------------------|-------------------|------------------|
| A1990.4444 Contingent Fund | \$ <u>425,328</u> | \$ <u>83,790</u> |
|----------------------------|-------------------|------------------|

| | | |
|---------------|-------------------|-------------------|
| Control Total | \$ <u>425,328</u> | \$ <u>425,328</u> |
|---------------|-------------------|-------------------|

November 12, 2013

John Salka, Chairman
Social & Mental Health Services
Committee

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