

St. Lawrence County
BOARD OF LEGISLATORS
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RUTH A. DOYLE
County Administrator

DAVID FORSYTHE
Chair, Board of Legislators

SERVICES COMMITTEE AGENDA

MR. BEN HULL, CHAIR

MONDAY, DECEMBER 11, 2023

*****BOARD ROOM AND VIA YOUTUBE*****

*****IMMEDIATELY FOLLOWING OPERATIONS COMMITTEE *****

1. CALL TO ORDER AND APPROVAL OF THE AGENDA

2. APPROVAL OF MINUTES – November 20

3. YOUTH BUREAU – ALEXA CHASE

- A. Authorizing the Chair to Sign Amendments to the Contracts with Various Organizations for Youth Development Program (YDP) and Youth Sports and Education Funding (YSEF) Programs Grant Funding (Res)
- B. Authorizing the Chair to Sign a Contract with the National Youth Leadership Council for the Youth as Solutions Grant and Modifying the 2024 Budget for the Youth Bureau (Res)
- D. Authorizing the Chair to Sign the 2024 Resource Allocation Plan Signature Page, Sign a Contract with the New York State Office of Children and Family Services for Youth Team Sports Grant, Sign Contracts for Youth Team Sports (YTS) Funding, and Modifying the 2024 Budget for the Youth Bureau (Res)
- E. Authorizing the Chair to Sign the 2024 Resource Allocation Plan Signature Page, Sign Contracts with the New York State Office of Children and Family Services for Youth Sports & Education Infrastructure Funds, Sign Contracts for Youth Sports & Education Infrastructure Funds and Modifying the 2024 Budget for the Youth Bureau (Res)
- F. Authorizing the Chair to Sign the 2024 Resource Allocation Plan Signature Page and sign Contracts for Youth Development Program Funds (Res)
- G. Authorizing the Chair to Sign the 2024 Resource Allocation Plan Signature Page and Authorize the Chair to Sign Contracts for Youth Sports & Educational Funding (Res)
- H. Modifying the 2024 Budget for the Youth Bureau for Youth Development Programs (Res)

4. COMMUNITY SERVICES – JAY ULRICH

- A. Authorizing the Chair to Sign a Contracts with Approved Pass-Through Agencies and Modifying the 2024 Budget for Funding Received from New York State Office of Addiction Services and Support (OASAS) for the Opioid Settlement Funding for Community Services (Res)
- B. Modifying the 2023 Budget for Community Services for Funding Received from New York State Office of Mental Health (OMH) to St. Lawrence County as Pass-Through Funding to Approved Agencies (Res)

C. Mental Health, Addiction Services, and Opioid Treatment Program (OTP) Services Statistics Updates (Info)

5. SOCIAL SERVICES – JOE SEEBER

A. Social Services Statistics Eligibility Review (Info)

6. VACANCY REVIEW COMMITTEE – RUTH DOYLE

A. Vacancy Review Summary (Info)

B. Social Services

1. Fill a Clerk, Position No. 002300017, in DSS Reception

2. Fill a Senior Caseworker, Position No. 815100012, in Medical Services

C. Public Health

1. Fill a Public Health Nurse, Position No. 504100001

2. Create and Fill a Part-Time Community Health Nurse, Position No. 502000029

7. COUNTY ADMINISTRATOR’S REPORT – RUTH DOYLE

8. COMMITTEE REPORTS

A. Board of Health (Curran)

B. CDP Board of Directors (Burke)

C. Community Services Board (Haggard)

D. Office for the Aging Advisory Board (Denesha)

E. Youth Advisory Board (Terminelli)

9. OLD/NEW BUSINESS

10. EXECUTIVE SESSION

A. Litigation

B. Negotiations

C. Personnel

D. Appointments

11. ADJOURNMENT – If there is no further business.

January 2, 2024

Services Committee: 12-11-2023

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN AMENDMENTS TO THE
CONTRACTS WITH VARIOUS ORGANIZATIONS FOR YOUTH DEVELOPMENT
PROGRAMS (YDP) AND YOUTH SPORTS AND EDUCATION FUNDING (YSEF)
PROGRAMS GRANT FUNDING**

By Mr. Hull, Chair, Services Committee

WHEREAS, the Office of Children and Family Services (OCFS) requires that the Youth Bureau submit a Resource Allocation Plan (RAP) Signature Page that certifies approval of the program and grant contracts for the 2023 Youth Development Program (YDP) and Youth Sports and Education Funding (YSEF) Programs,

WHEREAS, signing the RAP Signature Page qualifies the County for reimbursement from New York State in the 2023 Program Year, and

WHEREAS, Resolution No. 185-2023 was adopted on May 22, 2023, authorizing the 2023 Resource Allocation Plan Signature Page and contracts with various organization for Youth Development Programs (YDP), and

WHEREAS, staffing difficulties prevented Claxton Hepburn from executing the Thriving Families Program in 2023, and

WHEREAS, Resolution No. 171-2023 was adopted on May 1, 2023, authorizing the 2023 Resource Allocation Plan Signature Page and contracts with various organization for Youth Sports and Education Funding (YSEF), and

WHEREAS, Girls on the Run did not expend \$3,200 in 2023, and

WHEREAS, the Youth Advisory Board Allocation Committee met on November 1, 2023 and recommended reallocation of \$4,100 allocated to the Thriving Families Program to various Youth Development Programs (YDP) for 2023 and \$3,200 to various Youth Sports and Education Funding (YSEF) Programs for 2023,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign amendments to the contracts with various organizations for Youth Development Program (YDP) and Youth Sports and Education Funding (YSEF) Program Grant Funding, as follows:

<u>YDP Organizations:</u>	<u>Original</u>	<u>Amended</u>
Claxton Hepburn Thriving Families	\$4,100	\$0
SLC Arts Council-Rising Teens	\$6,000	\$7,500
Town of Stockholm Recreation	\$3,000	\$4,500
Ogdensburg Command Performance	\$2,145	\$2,545
Canton Free Library	\$4,000	\$4,200
PAL of Massena	\$4,500	\$5,000

January 2, 2024

YSEF Organizations:
Girls on the Run
Parishville Recreation
Potsdam Recreation

<u>Original</u>	<u>Amended</u>
\$5,000	\$1,800
\$3,000	\$4,800
\$4,000	\$5,400

January 2, 2024

Services Committee: 12-11-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH THE NATIONAL YOUTH LEADERSHIP COUNCIL FOR THE YOUTH AS SOLUTIONS GRANT AND MODIFYING THE 2024 BUDGET FOR THE YOUTH BUREAU

By Mr. Hull, Chair, Services Committee

WHEREAS, the National Youth Leadership Council has awarded the Youth As Solutions (YAS) Grant in the amount of \$500 to the St. Lawrence County Youth Bureau, and

WHEREAS, the mission of YAS is to create a generation of students who are passionate about making a positive impact in their schools and communities by addressing areas of impact in community health, educational equity, and environmental justice, and

WHEREAS, the Youth Bureau Youth Committee was selected to receive a \$500 grant to address an issue impacting community health in St. Lawrence County, and

WHEREAS, the Youth Committee will complete a community needs investigation, plan and prepare a service project that meets those needs, implement the project by March 29, 2024, and submit a final service-learning showcase video for national recognition, and

WHEREAS, YAS provides training through monthly virtual meetings, and

WHEREAS, Service-learning empowers youth to be involved in their own learning, share their voice, and care about their community, and

WHEREAS, this award will increase the budget of the Youth Bureau by \$500,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with the National Youth Leadership Council for the Youth As Solutions Grant, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2024 Budget for the Youth Bureau, as follows:

INCREASE APPROPRIATIONS:

Y2073104 42000	Y Office Supplies & Expense	\$500
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INCREASE REVENUE:

Y2027055 55000	Y Gifts & Donations	\$500
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January 2, 2024

Services Committee 12-11-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN THE 2024 RESOURCE ALLOCATION PLAN SIGNATURE PAGE, SIGN A CONTRACT WITH THE NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES FOR YOUTH TEAM SPORTS GRANT, SIGN CONTRACTS FOR YOUTH TEAM SPORTS (YTS) FUNDING, AND MODIFYING THE 2024 BUDGET FOR THE YOUTH BUREAU

By Mr. Hull, Chair, Services Committee

WHEREAS, the Office of Children and Family Services (OCFS) requires that the Youth Bureau submit a Resource Allocation Plan (RAP) Signature Page that certifies approval of the program and grant contracts for the 2024 Youth Development Program (YDP) Year, and

WHEREAS, the signing of the RAP Signature Page will qualify the County for reimbursement from New York State in the 2024 Program Year, and

WHEREAS, the amount allocated to the County in 2024 for Youth Team Sports (YTS) is \$52,517 (Y4073204 46100), and

WHEREAS, OCFS will reimburse St. Lawrence County for contract and County agency program expenditures, and

WHEREAS, the Youth Bureau shall retain the overall responsibility to release the Request for Proposal (RFP), plan, provide fiscal/grants management, technical assistance, audit claims, monitor, and evaluate all programs approved in the 2024 RAP,

WHEREAS, OCFS has made RAP Funds (Y4073204 46100) available to provide Youth Team Sports (YTS) Funding, and

WHEREAS, various agencies have submitted a Request for Proposal (RFP) for Youth Team Sports (YTS) funding through the Youth Bureau,

WHEREAS, a new fund was created under the New York State Office of Children and Family Services (OCFS) for the purpose of providing awards to support Youth Team Sports Programs for underserved youth under age 18, and

WHEREAS, each municipal Youth Bureau was provided an allocation for the Youth Team Sports funding (YTS) for local community-based organizations and nonprofits, and

WHEREAS, YTS Funding is grounded in the principles of positive youth development, and

WHEREAS, this funding provides support to local team sports programs in communities where programs may be scarce or under-resourced, and

January 2, 2024

WHEREAS, this award will increase the budget of the Youth Bureau by \$52,517,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislatures authorizes the Chair to Sign the 2024 Resource Allocation Plan Signature Page, sign a contract with the New York State Office of Children and Family Services for Youth Team Sports Grant, and sign contracts for Youth Team Sports (YTS) Funding, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2024 Budget for the Youth Bureau, as follows:

INCREASE APPROPRIATIONS:

Y4073204 46100	Y Youth Team Sports Payment	\$52,517
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INCREASE REVENUE:

Y4038205 5600C	Y Office Of Children Family Services	\$52,517
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BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Chair to sign contracts for Youth Team Sports (YTS) Funding, upon approval of the County Attorney, as follows:

<u>Organization</u>	<u>Amount</u>
Canton Minor Hockey	\$7,313
Massena Recreation-Lacrosse	\$2,204
Norwood-Norfolk Youth Baseball Inc. (NNYBI)	\$7,400
Potsdam Youth Baseball and Softball Association	\$6,300
Town of Hammond	\$17,000
Tri-Town Minor Hockey/North Country River Rats	<u>\$12,300</u>
Total	\$52,517

January 2, 2024

Services Committee 12-11-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN THE 2024 RESOURCE ALLOCATION PLAN SIGNATURE PAGE, SIGN CONTRACTS WITH THE NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES FOR YOUTH SPORTS & EDUCATION INFRASTRUCTURE FUNDS, SIGN CONTRACTS FOR YOUTH SPORTS & EDUCATION INFRASTRUCTURE FUNDS AND MODIFYING THE 2024 BUDGET FOR THE YOUTH BUREAU

By Mr. Hull, Chair, Services Committee

WHEREAS, the Office of Children and Family Services (OCFS) requires that the Youth Bureau submit a Resource Allocation Plan (RAP) Signature Page that certifies approval of the program and grant contracts for the 2024 Youth Development Program (YDP) year, and

WHEREAS, the signing of the RAP Signature Page will qualify the County for reimbursement from New York State in the 2024 Program Year, and

WHEREAS, the amount allocated to the County in 2024 for Youth Sports & Education Funding (YSEF) Infrastructure is \$10,344 (Y4073204 46500), and

WHEREAS, OCFS will reimburse St. Lawrence County for contract and county agency program expenditures, and

WHEREAS, the Youth Bureau shall retain the overall responsibility to release the Request for Proposal (RFP), plan, provide fiscal/grants management, technical assistance, audit claims, monitor, and evaluate all programs approved in the 2024 RAP, and

WHEREAS, OCFS has made Resource Allocation Plan (RAP) Funds (Y4073204 46500) available to provide Youth Sports & Education Funds (YSEF) Infrastructure Funds, and

WHEREAS, various agencies have submitted a Request for Proposal (RFP) for YSEF Infrastructure Funding through the Youth Bureau,

WHEREAS, one-time funding was created under the New York State OCFS for the purpose of providing infrastructure funds to support Youth Sports & Education Funding (YSEF) Programs for underserved youth ages 6-17, and

WHEREAS, each municipal youth bureau was provided an allocation for the Youth Sports & Education Funding (YSEF) Infrastructure Funds for local community-based organizations and nonprofits, and

WHEREAS, this award allows one-time investments in infrastructure for physical activity, and will increase the 2024 Budget of the Youth Bureau by \$10,344,

January 2, 2024

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the 2024 Resource Allocation Plan Signature Page, sign contracts with the New York State Office Of Children And Family Services for Youth Sports & Education Infrastructure Funds, and sign contracts for Youth Sports & Education Infrastructure Funds, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2024 Budget for the Youth Bureau, as follows:

INCREASE APPROPRIATIONS:

Y4073204 46500	Y YSEF Infrastructure Funds	\$10,344
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INCREASE REVENUE:

Y4038205 5600C	Y Office Of Children Family Services	\$10,344
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BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Chair to sign contracts for Youth Sports & Education Funds infrastructure funding, upon approval of the County Attorney, with the following organizations:

<u>Organization</u>	<u>Amount</u>
Canton Recreation	\$4,510
Village of Hammond (Fireman's Fieldhouse)	\$1,634
Hermon DeKalb	\$1,600
Massena Minor Hockey	<u>\$2,600</u>
Total	\$10,344

January 2, 2024

Services Committee 12-11-2023

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN THE 2024 RESOURCE ALLOCATION
PLAN SIGNATURE PAGE AND SIGN CONTACTS FOR YOUTH
DEVELOPMENT PROGRAM FUNDS**

By Mr. Hull, Chair, Services Committee

WHEREAS, the Office of Children and Family Services (OCFS) requires that the Youth Bureau submit a Resource Allocation Plan (RAP) Signature Page that certifies approval of the program and grant contracts for the 2024 Youth Development Program (YDP) year, and

WHEREAS, the signing of the RAP Signature Page will qualify the County for reimbursements from New York State in the 2024 Program Year, and

WHEREAS, the amount allocated to the County in 2024 for Youth Development Programs (YDP) is \$106,456 (Y4073204 46000), and

WHEREAS, OCFS will reimburse St. Lawrence County for contract and County agency program expenditures, and

WHEREAS, the Youth Bureau shall retain the overall responsibility to release the Request for Proposal (RFP), plan, provide fiscal/grants management, technical assistance, audit claims, monitor, and evaluate all programs approved in the 2024 RAP, and

WHEREAS, OCFS has made Resource Allocation Plan (RAP) Funds (Y4073204 46000) available to provide Youth Development Programs, and

WHEREAS, various agencies have submitted a Request for Proposal (RFP) for Youth Development Program (YDP) Funding through the Youth Bureau,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the 2024 Resource Allocation Plan Signature Page and sign contracts for Youth Development Program Funds, upon approval of the County Attorney, to the following organizations:

<u>Organization</u>	<u>Amount</u>
Village of Massena Therapeutic	\$2,445
SLC Arts Council-Rising Teens	\$8,000
Town of Stockholm Recreation	\$4,500
Ogdensburg Command Performance	\$3,500
NCCM STEAM Programs for Youth	\$4,000
Canton Free Library	\$4,200
PAL of Massena	\$6,000
Hepburn Library of Waddington	\$6,700
Ogdensburg Boys & Girls Club	\$10,000

January 2, 2024

Claxton Hepburn Thriving Families	\$4,100
Gouverneur Recreation	<u>\$11,200</u>
Total	\$64,645

January 2, 2024

Services Committee: 12-11-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN THE 2024 RESOURCE ALLOCATION PLAN SIGNATURE PAGE AND AUTHORIZE THE CHAIR TO SIGN CONTRACTS FOR YOUTH SPORTS & EDUCATIONAL FUNDING

By Mr. Hull, Chair, Services Committee

WHEREAS, the Office of Children and Family Services (OCFS) requires that the Youth Bureau submit a Resource Allocation Plan (RAP) Signature Page that certifies approval of the program and grant contracts for the 2024 Youth Development Program Year, and

WHEREAS, the signing of the RAP Signature Page will qualify the County for State reimbursement in the 2024 Program Year, and

WHEREAS, the amount allocated to the County in 2024 for Youth Sports and Educational Funding (YSEF) is \$37,541 (Y4073204 46500), and

WHEREAS, OCFS will reimburse St. Lawrence County for contract and county agency program expenditures, and

WHEREAS, the Youth Bureau shall retain the overall responsibility to release the Request for Proposal (RFP), plan, provide fiscal/grants management, technical assistance, audit claims, monitor, and evaluate all programs approved in the 2024 RAP,

WHEREAS, the Office of Children and Family Services (OCFS) has made Resource Allocation Plan (RAP) funds (Y4073204 46500) available to provide Youth Sports & Educational Funding (YSEF), and

WHEREAS, various agencies have submitted a Request for Proposal (RFP) for Youth Sports & Educational Funding (YSEF) through the Youth Bureau,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the 2024 Resource Allocation Plan (RAP) signature page and authorize the Chair to sign contracts for Youth Sports and Educational Funding, upon approval of the County Attorney, with the following organizations:

<u>Organization</u>	<u>Amount</u>
Girls on the Run	\$5,000
Town of Clifton	\$7,400
Hermon DeKalb PeeWee	\$7,341
Parishville Recreation	\$4,800
Louisville Recreation	\$3,000
Town of Fowler Recreation	\$4,000
Potsdam Recreation	<u>\$6,000</u>
Total	\$37,541

January 2, 2024

Services Committee: 12-11-2023

RESOLUTION NO. _____

**MODIFYING THE 2024 BUDGET FOR THE YOUTH BUREAU
FOR YOUTH DEVELOPMENT PROGRAMS**

By Mr. Hull, Chair, Services Committee

WHEREAS, the Youth Bureau receives grant funding from the Office of Children and Family Services (OCFS), and the budget is split between Youth Development Programs (YDP) and Advocacy and Training, and

WHEREAS, a budget modification is required as an account change has been made for OCFS appropriation expenses, and

WHEREAS, these funds will be used for Youth Development Programs (YDP) Programs,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2024 Budget for the Youth Bureau for Youth Development Programs, as follows:

DECREASE APPROPRIATIONS:

Y2073104 4600	Y Advocacy & Training	\$3,000
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DECREASE REVENUE:

Y2038205 560OC	Y Office Of Children Family Services	\$3,000
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INCREASE APPROPRIATIONS:

Y4073204 46000	Y Youth Development Program Payments	\$3,000
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INCREASE REVENUE:

Y4038205 560OC	Y Office Of Children Family Services	\$3,000
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January 2, 2024

Services Committee 12-11-2023

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN CONTRACTS WITH APPROVED PASS-THROUGH AGENCIES AND MODIFYING THE 2024 BUDGET FOR FUNDING RECEIVED FROM NEW YORK STATE OFFICE OF ADDICTION SERVICES AND SUPPORT (OASAS) FOR THE OPIOID SETTLEMENT FUNDING FOR COMMUNITY SERVICES

By Mr. Hull, Chair, Services Committee

WHEREAS, Community Services received funding from the OASAS Opioid Settlement Funding, and

WHEREAS, the Opioid Settlement Funding is designed to create a lasting impact and emphasis on supporting agencies, programs, and organizations that demonstrate a commitment to serving individuals and families affected by the opioid epidemic, and

WHEREAS, on October 3, 2023 the Community Services Board approved the use of the OASAS Opioid Settlement Funding to new and existing pass-through agencies for harm reduction, treatment, housing, prevention and transportation, and

WHEREAS, the Opioid Settlement State Funding will follow the calendar year and can be rolled over to subsequent years,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with approved pass-through agencies, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2024 budget for funding received from New York State Office of Addiction Services and Support (OASAS) for the Opioid Settlement Funding for Community Services, as follows:

INCREASE APPROPRIATIONS:

A2442504 46500 OSF	A SEACAP OSF Payments	\$150,000
A2542304 46500 OSF	SLC Public Health OSF Payments	56,000
A2642304 46500 OSF	MILC OSF Payments	<u>150,000</u>
		\$356,000

INCREASE REVENUE:

A2434865 56000 OSF	A SA Opioid Settlement Funds	\$150,000
A2534865 56000 OSF	A SA Opioid Settlement Funds	56,000
A2634865 56000 OSF	A SA Opioid Settlement Funds	<u>150,000</u>
		\$356,000

BE IT FURTHER RESOLVED that any remaining funds will be rolled over to future budgets until fully expended.

January 2, 2024

Services Committee 12-11-2023

RESOLUTION NO. _____

MODIFYING THE 2023 BUDGET FOR COMMUNITY SERVICES FOR FUNDING RECEIVED FROM NEW YORK STATE OFFICE OF MENTAL HEALTH (OMH) TO ST. LAWRENCE COUNTY AS PASS-THROUGH FUNDING TO APPROVED AGENCIES

By Mr. Hull, Chair, Services Committee

WHEREAS, Community Services has received a OMH State Aid funding authorizations to St. Lawrence County as pass through funding for community agencies that includes salary and fringe support adjustments, and

WHEREAS, this is one hundred percent (100%) pass through funding for contract agencies and Community Services,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2023 Budget for Community Services Budget for funding received from New York State Office of Mental Health (OMH) to St. Lawrence County as pass-through funding to approved agencies, as follows:

INCREASE APPROPRIATIONS:

A4243224 465TL	A CRV NCTLS Advances	\$2,800
A4443224 465UH	A OFS United Helpers Advances	<u>26,749</u>
		\$29,549

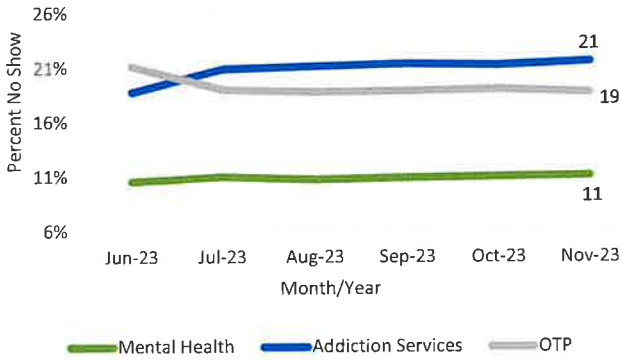
INCREASE REVENUE:

A4234905 56000	A SA CR Other Mental Health P	\$2,800
A4434905 56000	A SA OFS Other Mental Health P	<u>26,749</u>
		\$29,549

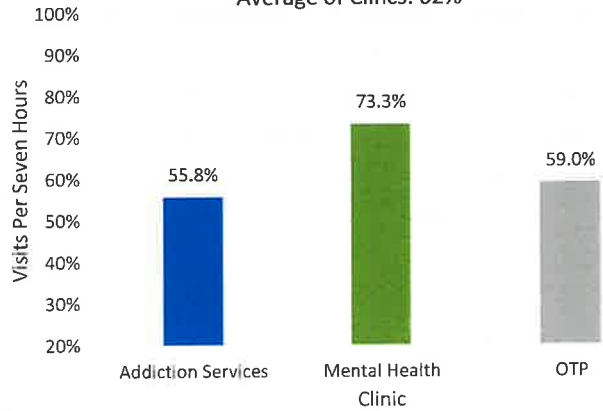
Community Services Clinic Update

November 2023

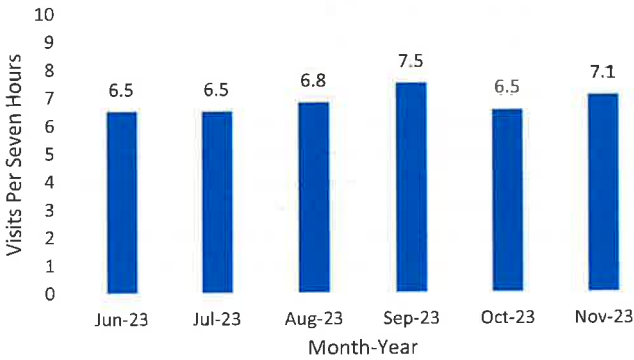
No Show Appointment Rates
Six Month Average: 17.7%



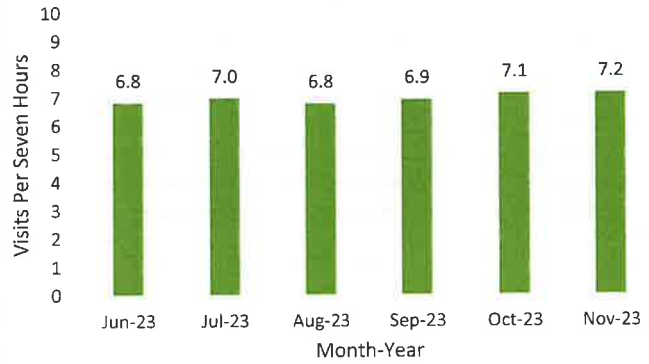
Clinic Counselor Visits Average
Average of Clinics: 62%



Addiction Services & OTP Visits Per Seven Hours
Average: 6.8



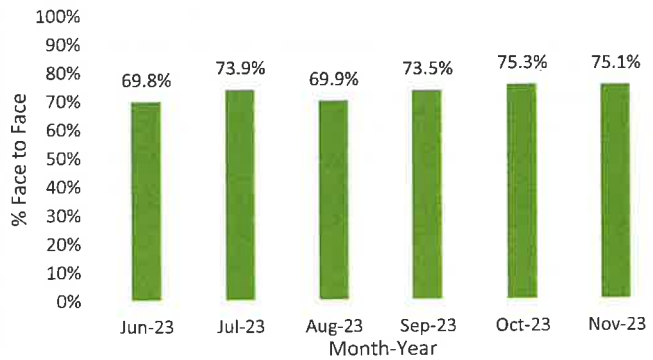
Mental Health Services Visits Per Seven Hours
Average: 7.0



Addiction Services/OTP Face to Face %
Average 55%



Mental Health Face to Face %
Average 72.8%



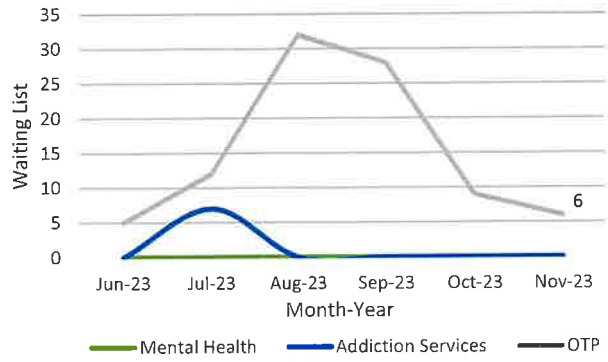
Community Services Clinic Update

November 2023

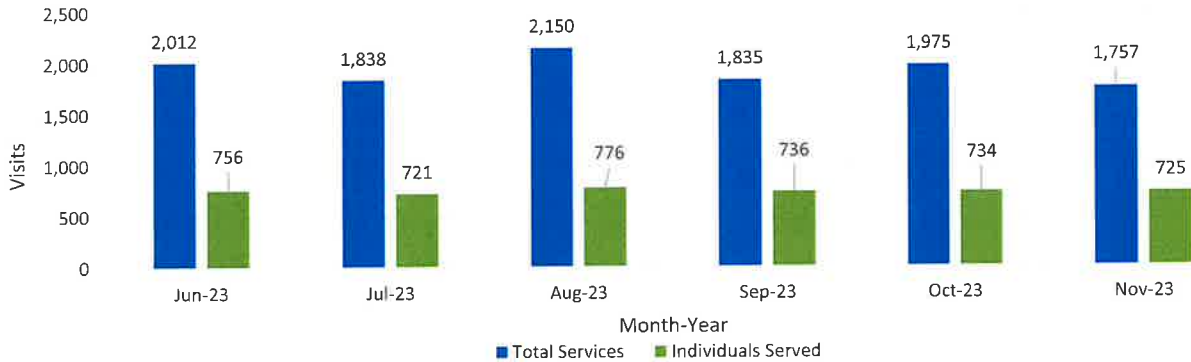
Prescribers Visits Per Seven Hours
Average 9.0



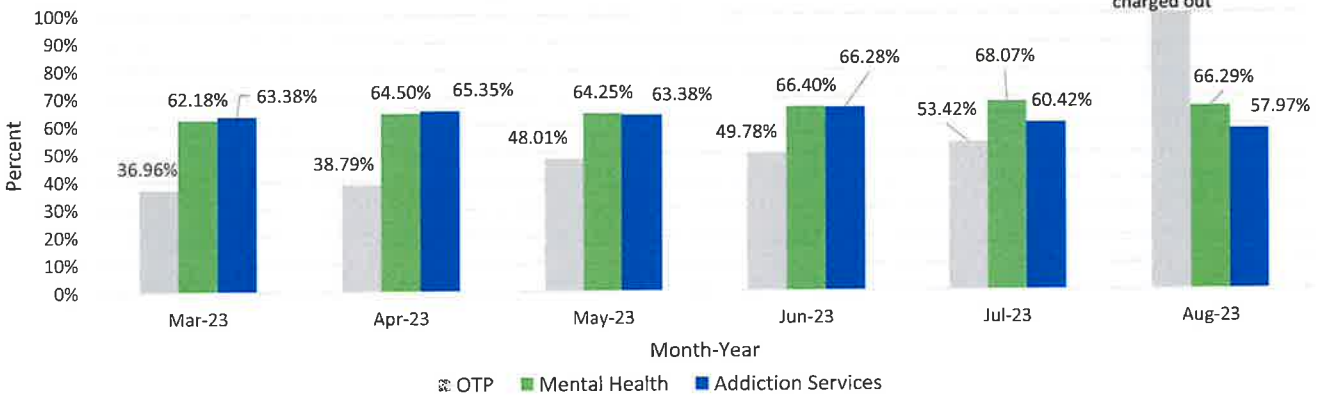
Wait Lists
Six Month Average: 1



Services Provided - All Clinics
Total Services Average: 1,928 Individuals Average: 741



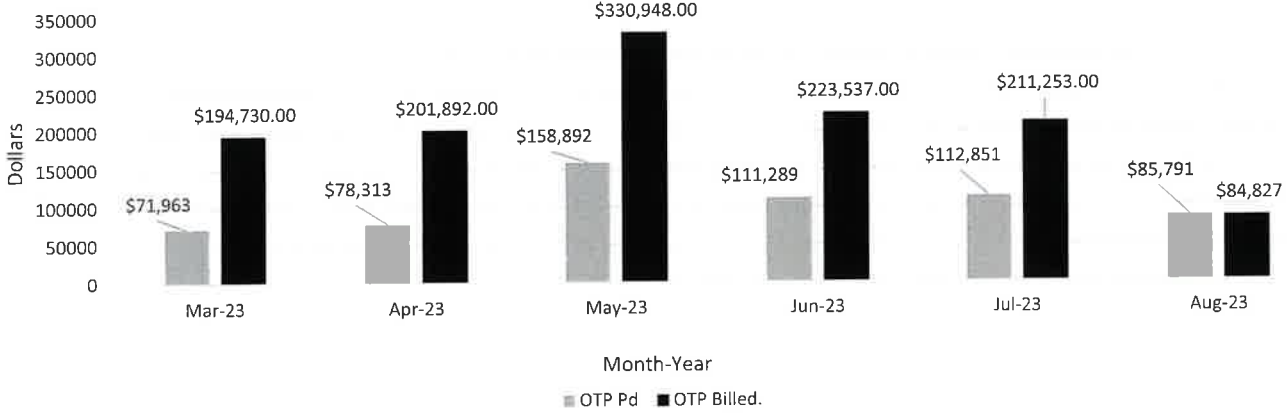
Percentage of Dollars Paid of Billed Services



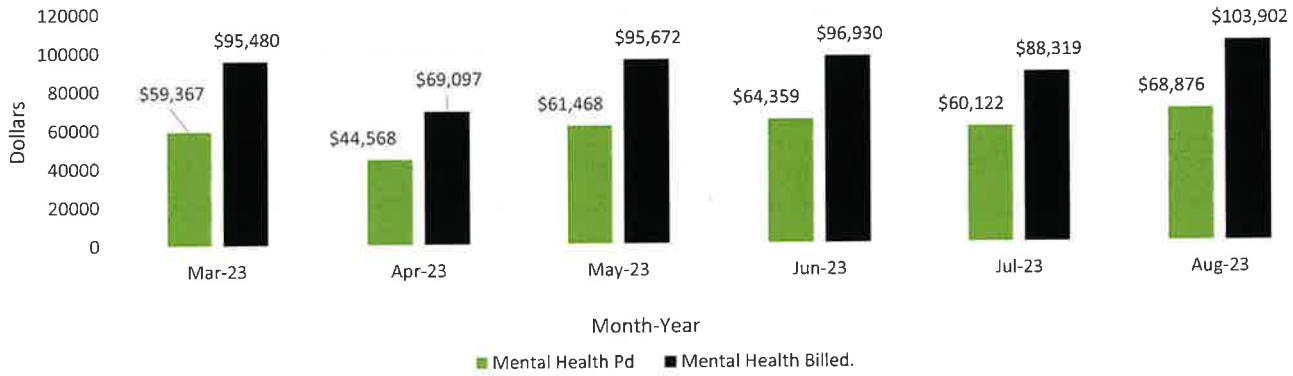
Community Services Clinic Update

November 2023

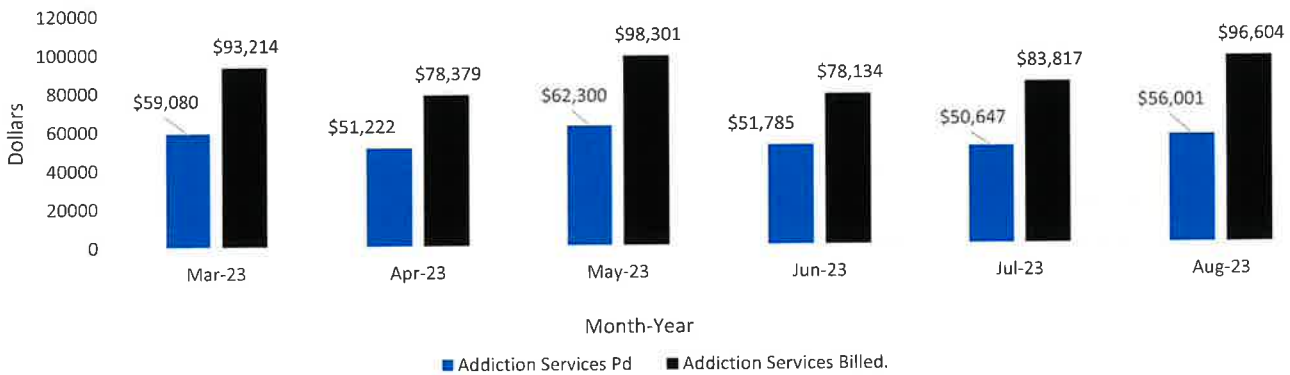
OTP Dollars Paid vs OTP Dollars Billed



MH Dollars Paid vs MH Dollars Billed



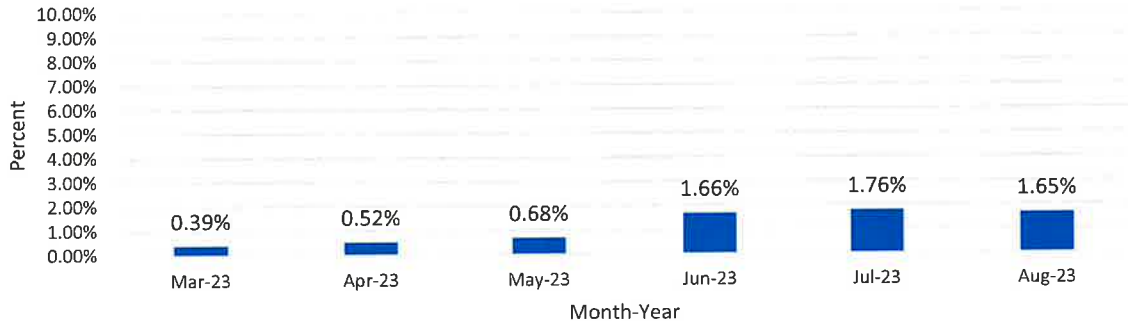
SA Dollars Paid vs SA Dollars Billed



Community Services Clinic Update November 2023

Percent of Services Provided But Not Billed

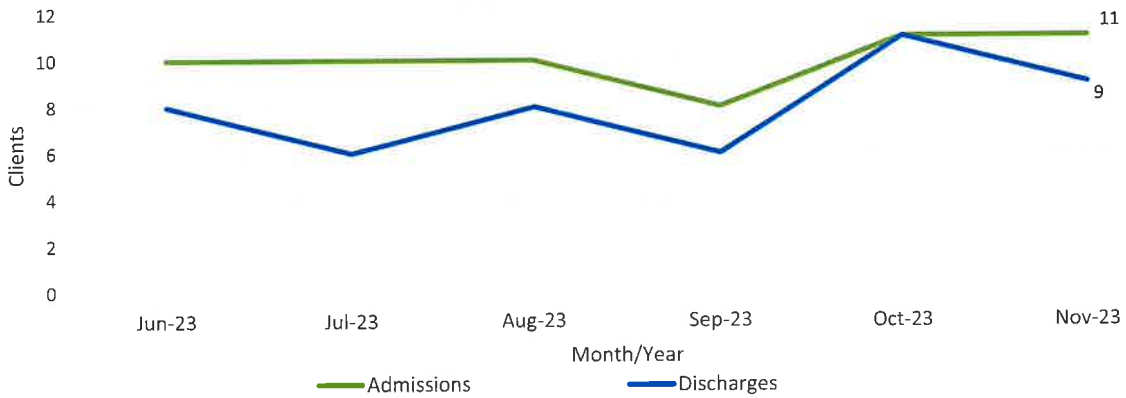
*Indicates % of services, not dollars.



OTP Admissions & Discharges

Total: 169

Net Change: 2



Opioid Treatment Program (OTP) Population Source

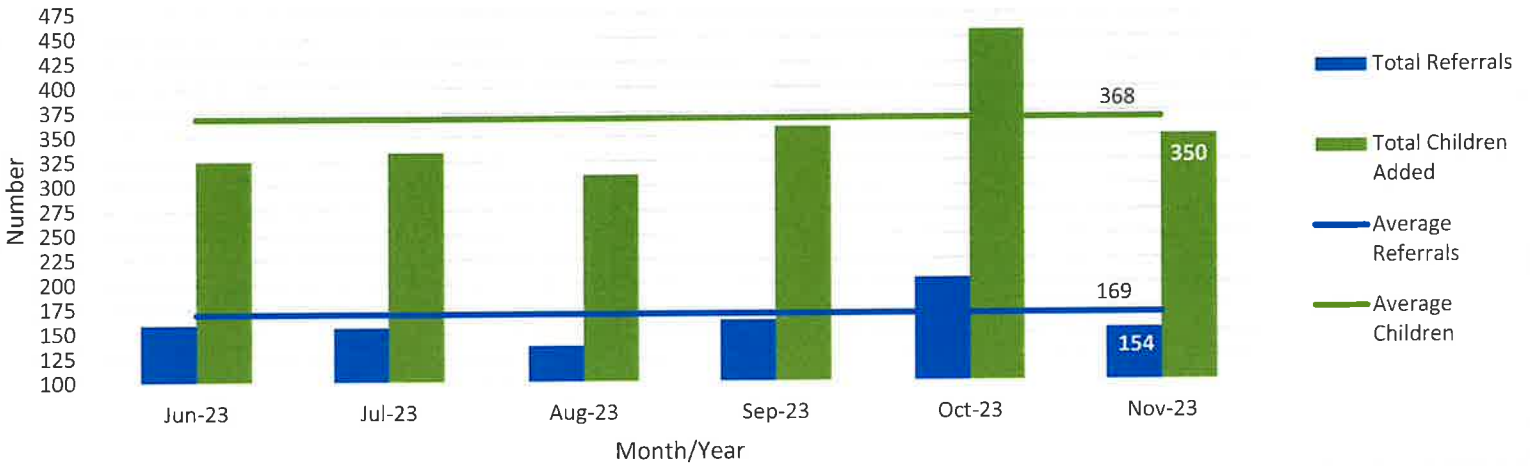
Total: 172



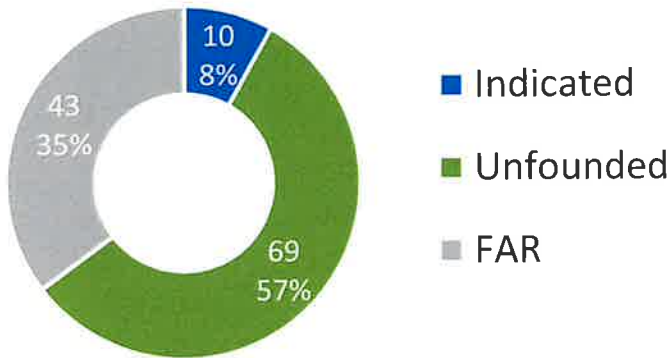
Social Services Monthly Update – November 2023

Child Protective Services

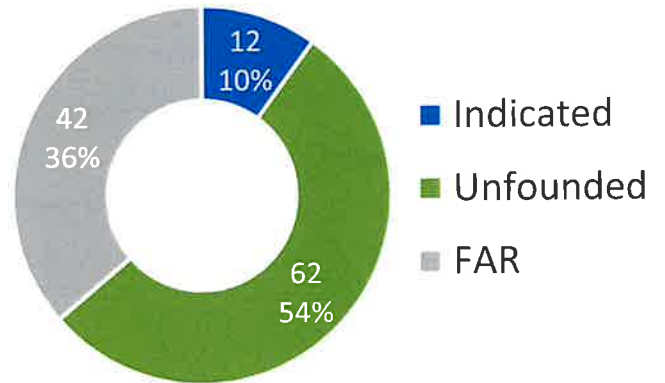
Referrals and Children



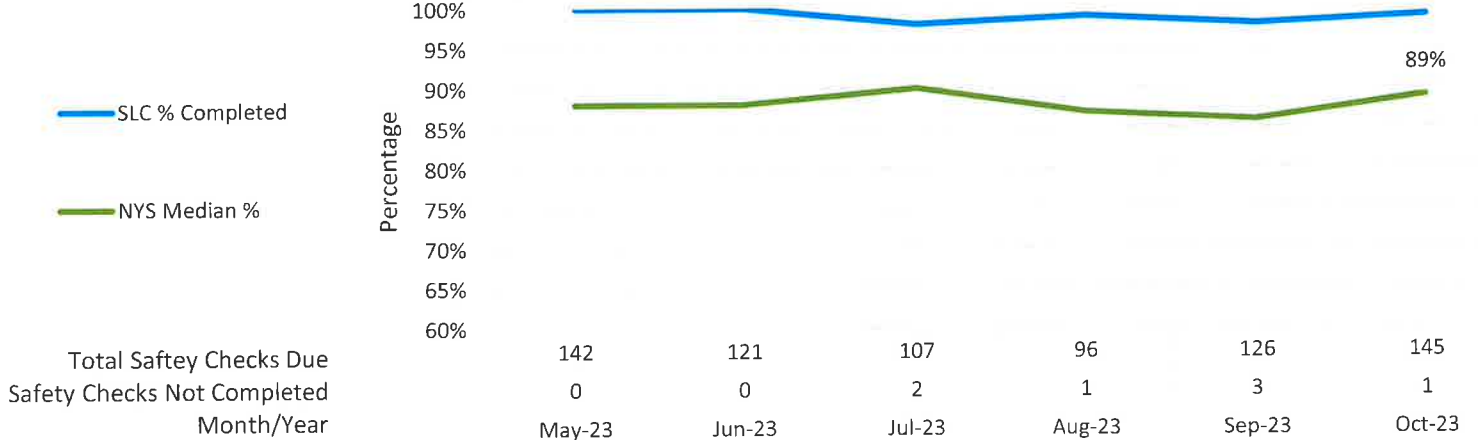
Indicated, Unfounded, & Family Assessment Response (FAR)



Average Indicated, Unfounded, & Family Assessment Response (FAR)

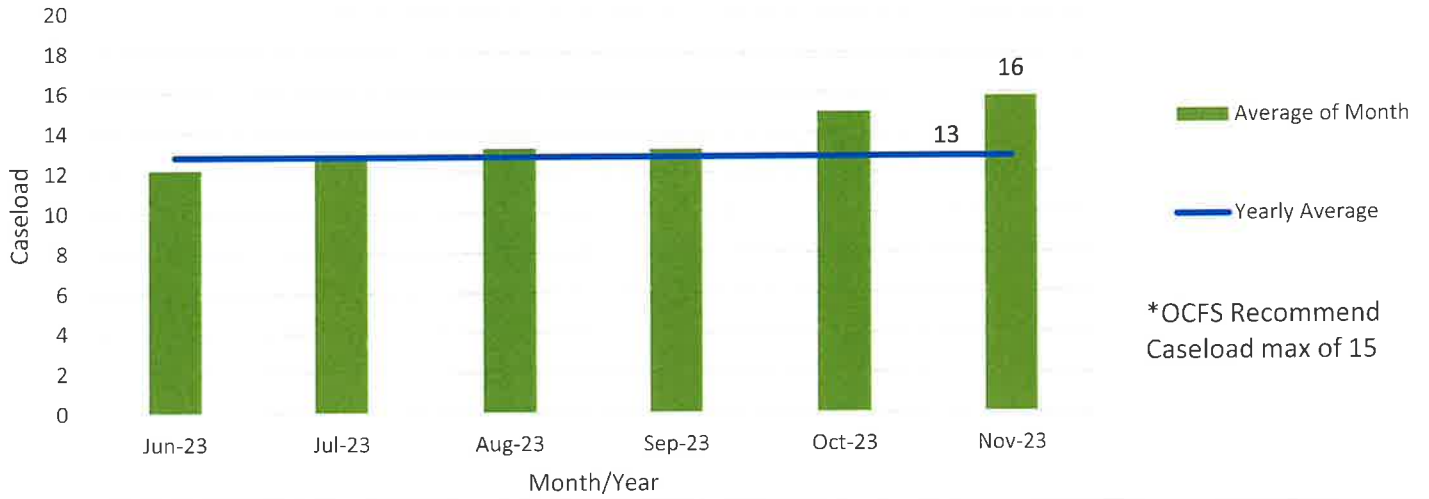


Safety Checks Completed on Time

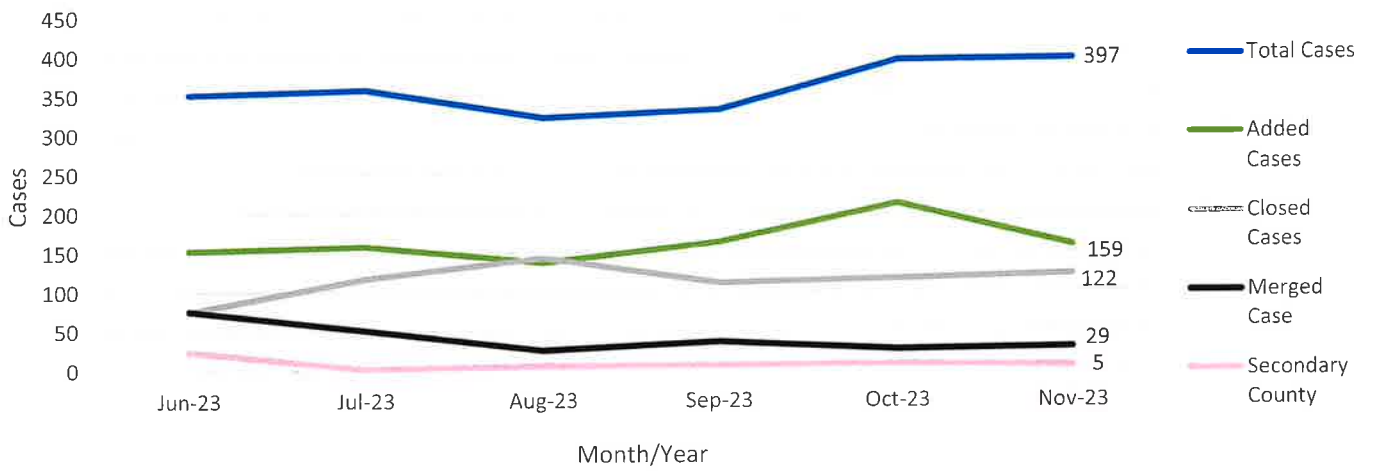


*Data Lagged By One Month Due to Reporting Timeline

Average CPS Caseload

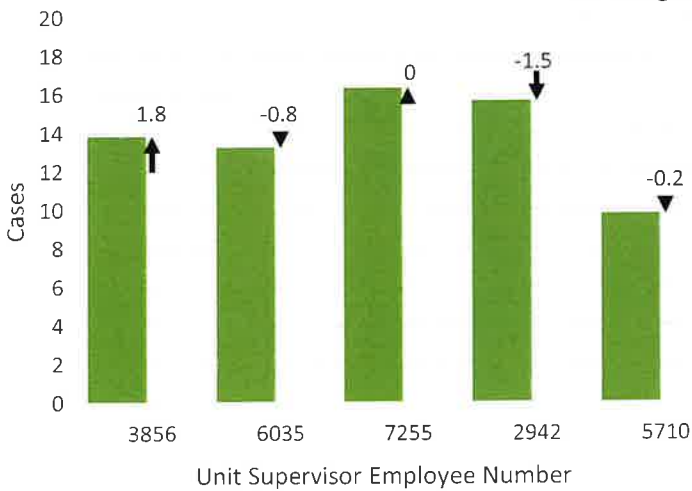


Total Caseload



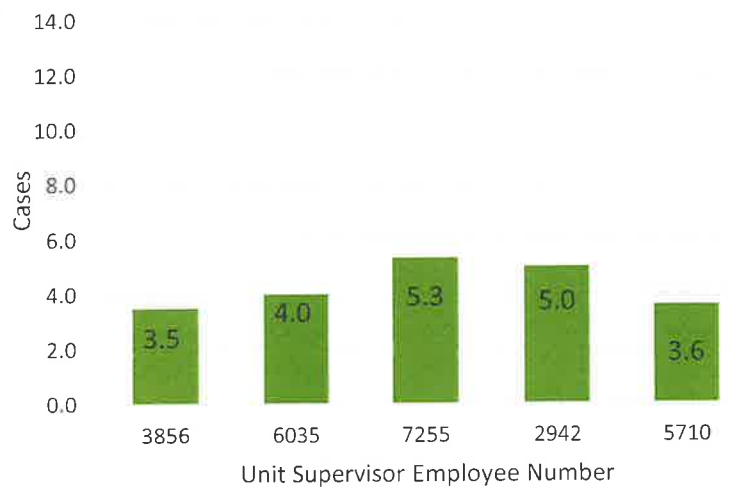
Unit Average Cases Per Month

Average: 14



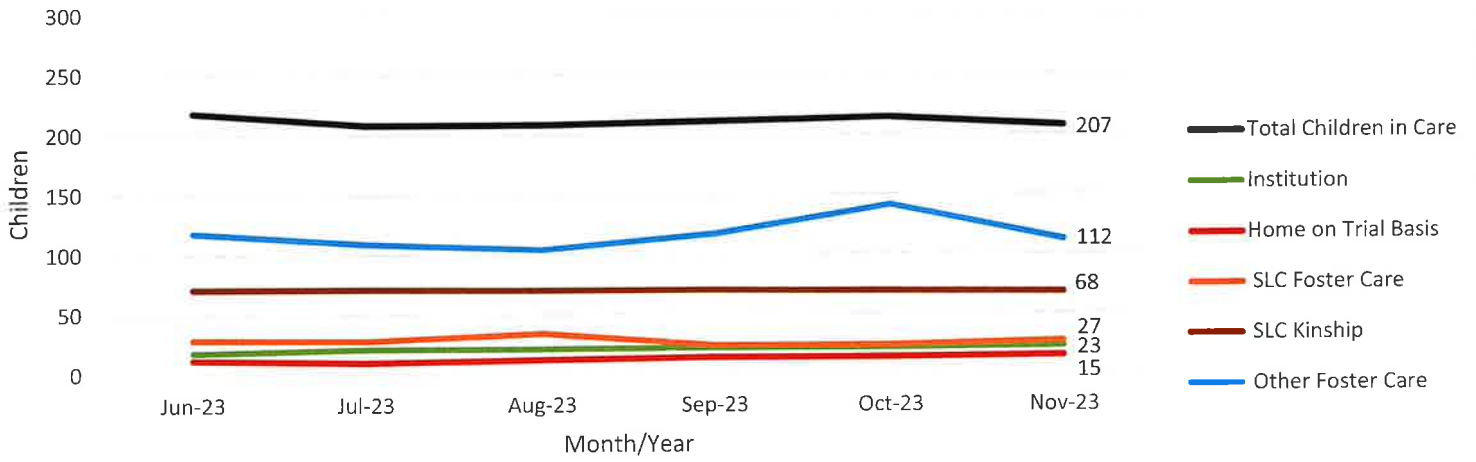
Unit Average Cases Closed

Average: 4



Foster Care/Preventive Services

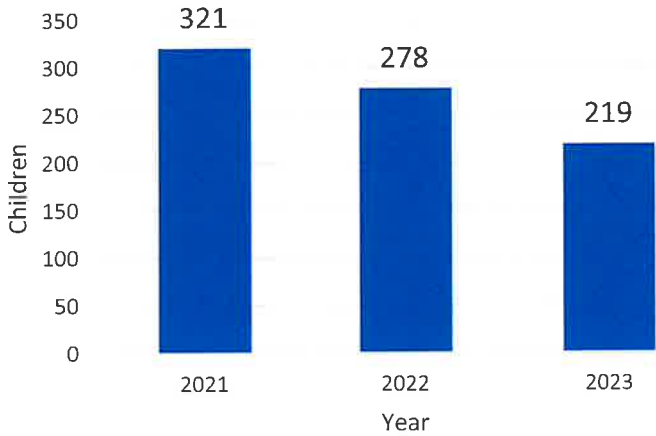
Children In Care



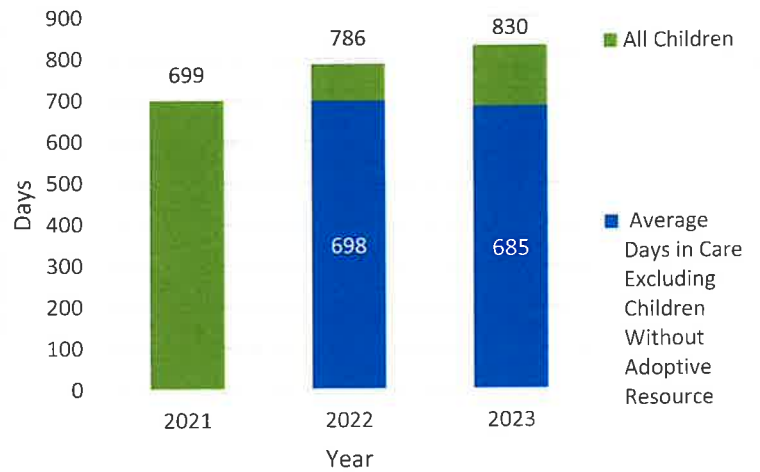
Net Change to Children in Care



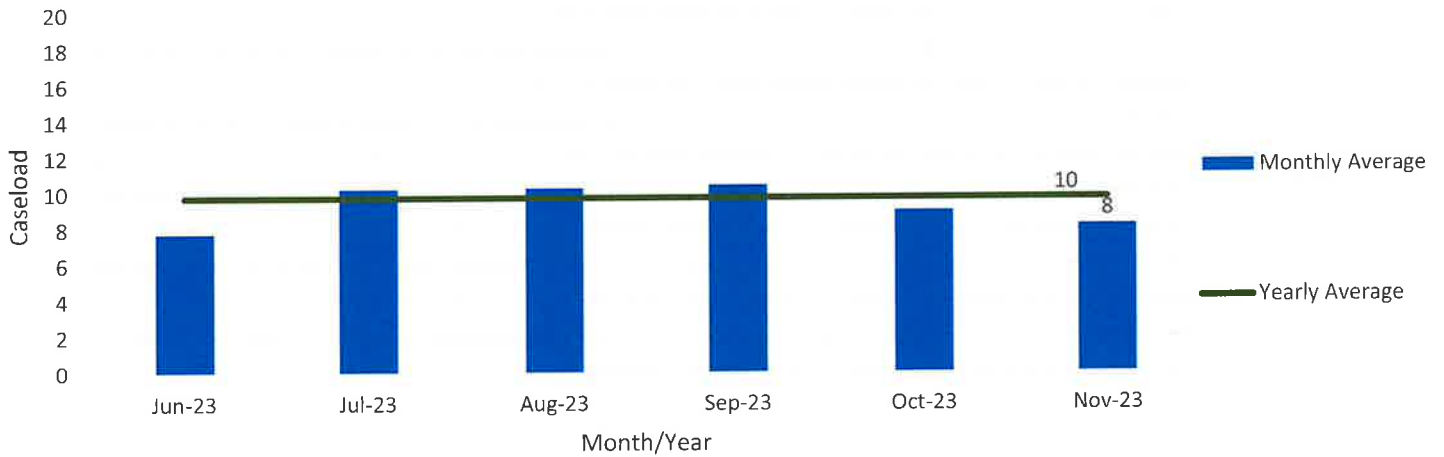
Average Number of Children in Care



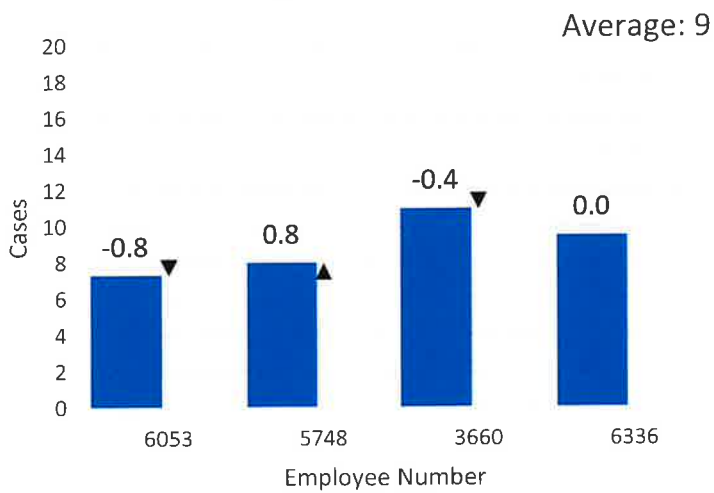
Average Days Children Have Been in Care



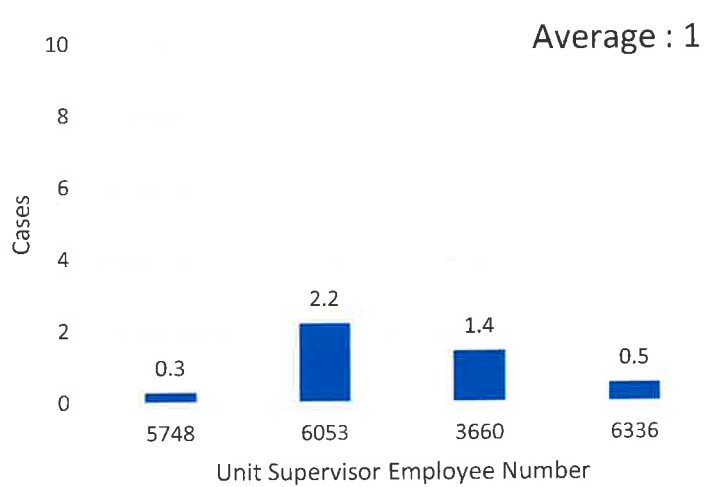
Average Foster Care/Preventive Caseload



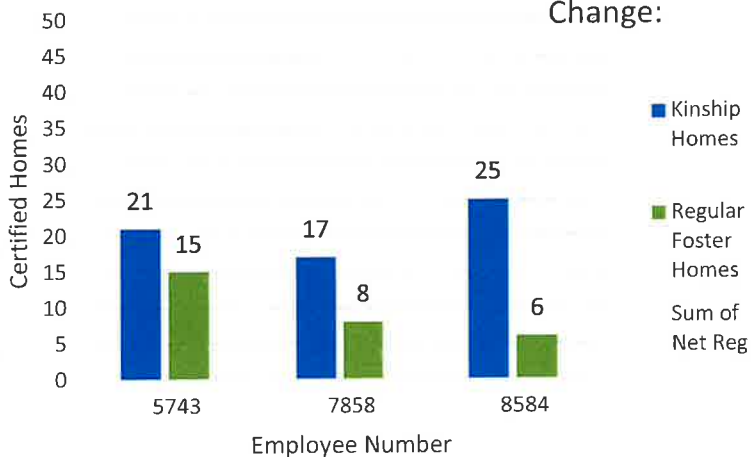
Unit Average Cases Per Month



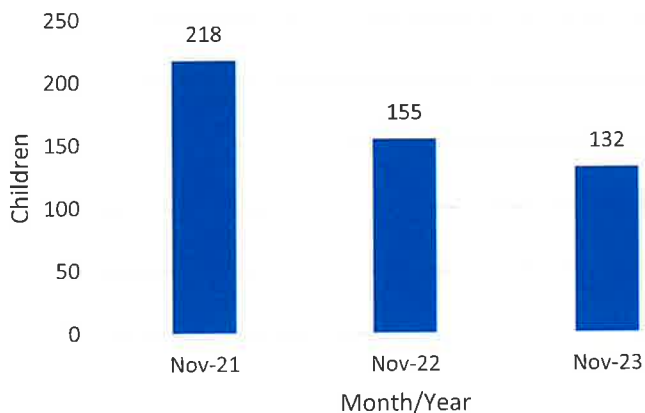
Unit Average Cases Closed



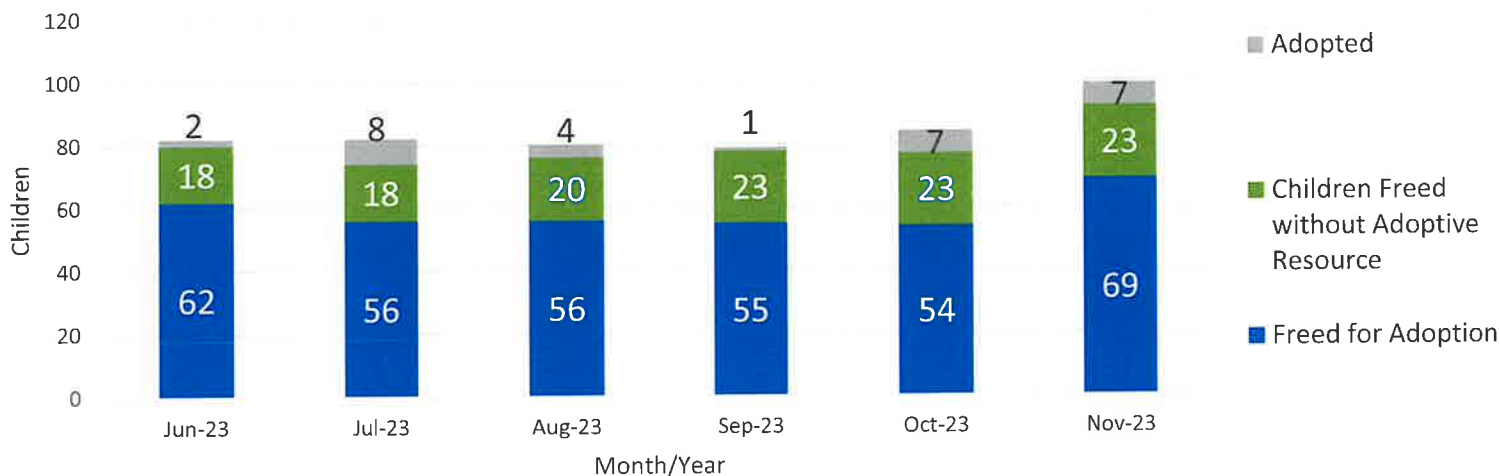
Home Finder Unit Total Change: -2



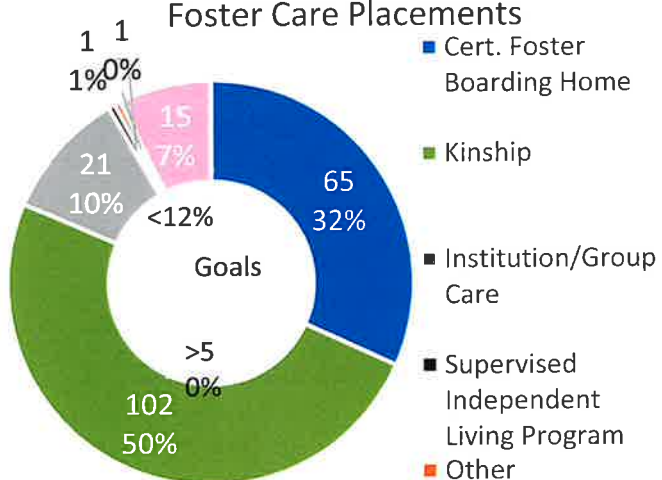
Average Number of Children in Home Receiving Services



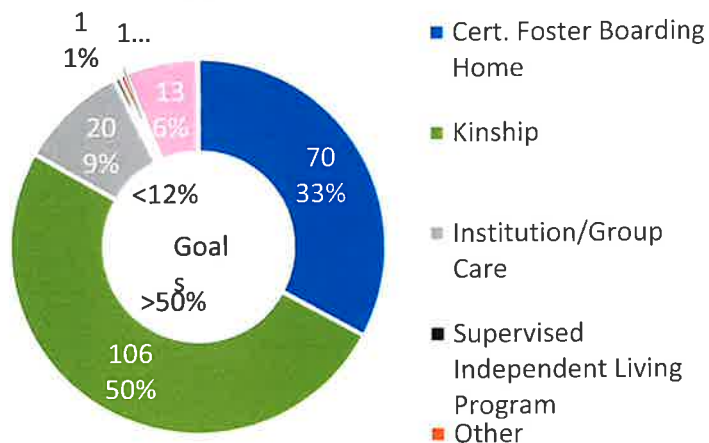
Adoption Activity



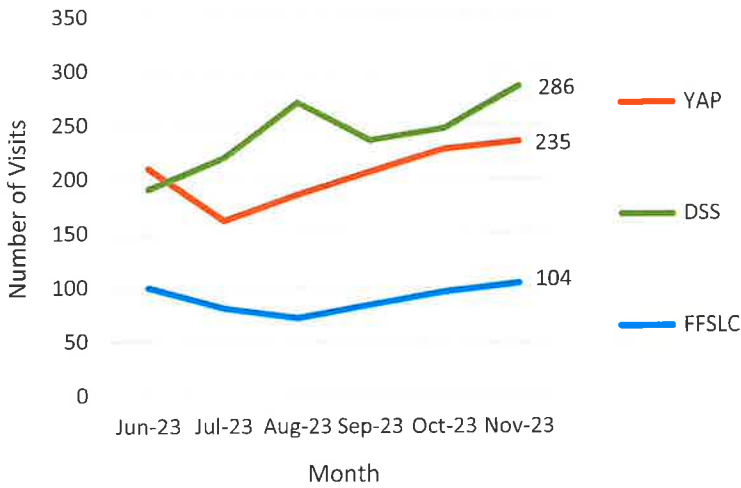
Foster Care Placements



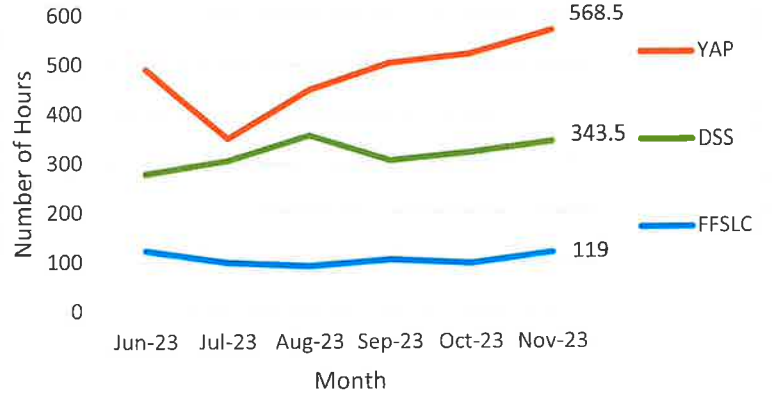
Average Foster Care Placements



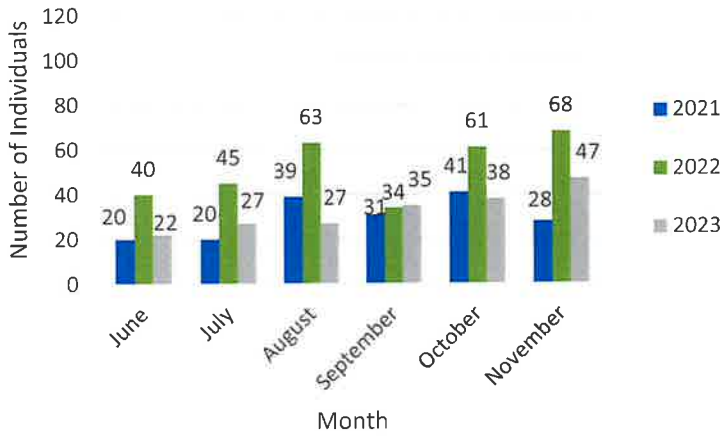
Number of Visits for 176 cases



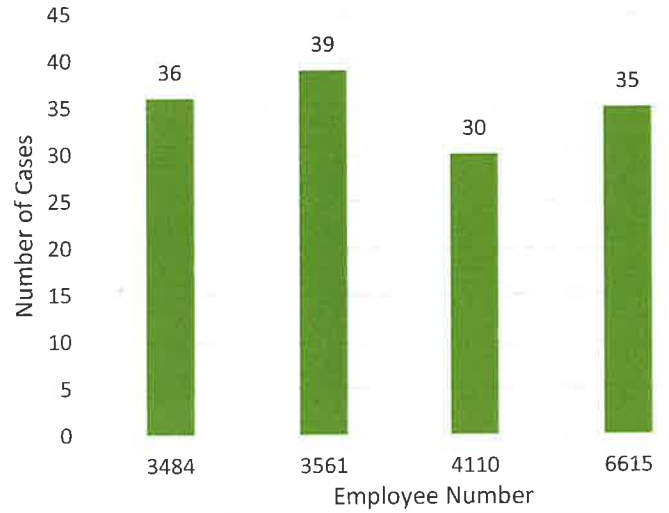
Number of Hours Supervised Visitation for 176 cases



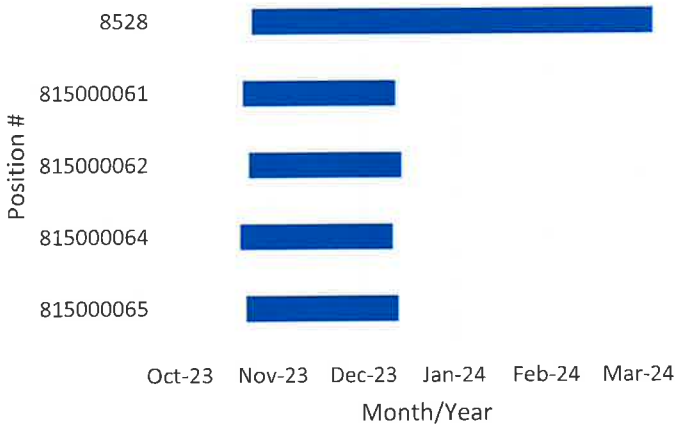
New Homeless Placements



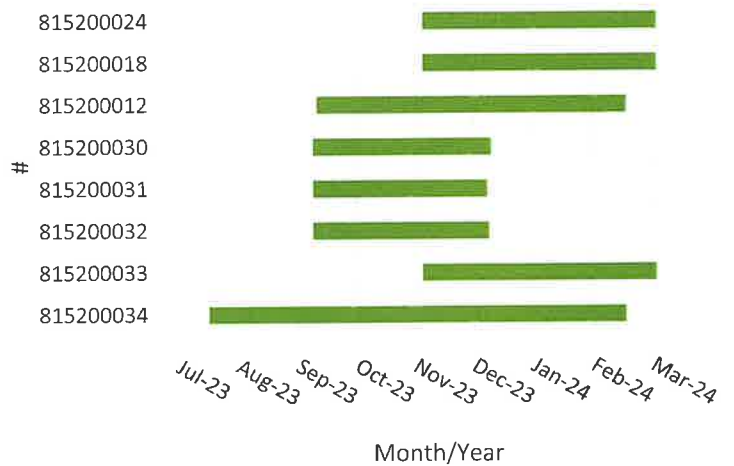
Adult Protective Cases - Totals: 140



Caseworker Trainee Period - Foster Care/Preventive

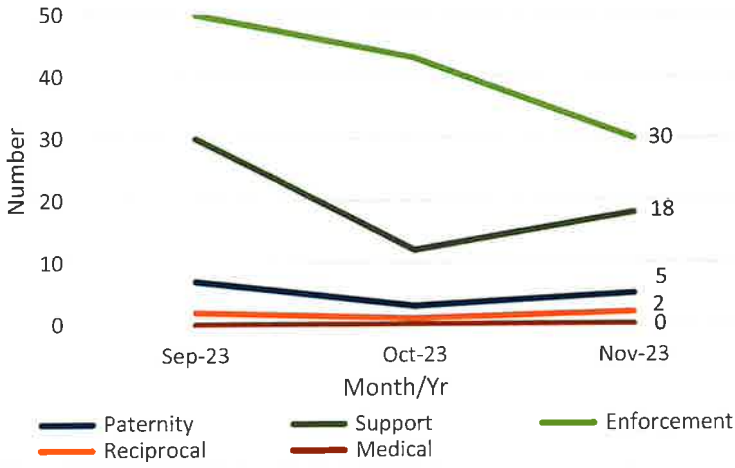


Caseworker Trainee Period - CPS



Child Support

Child Support Petitions

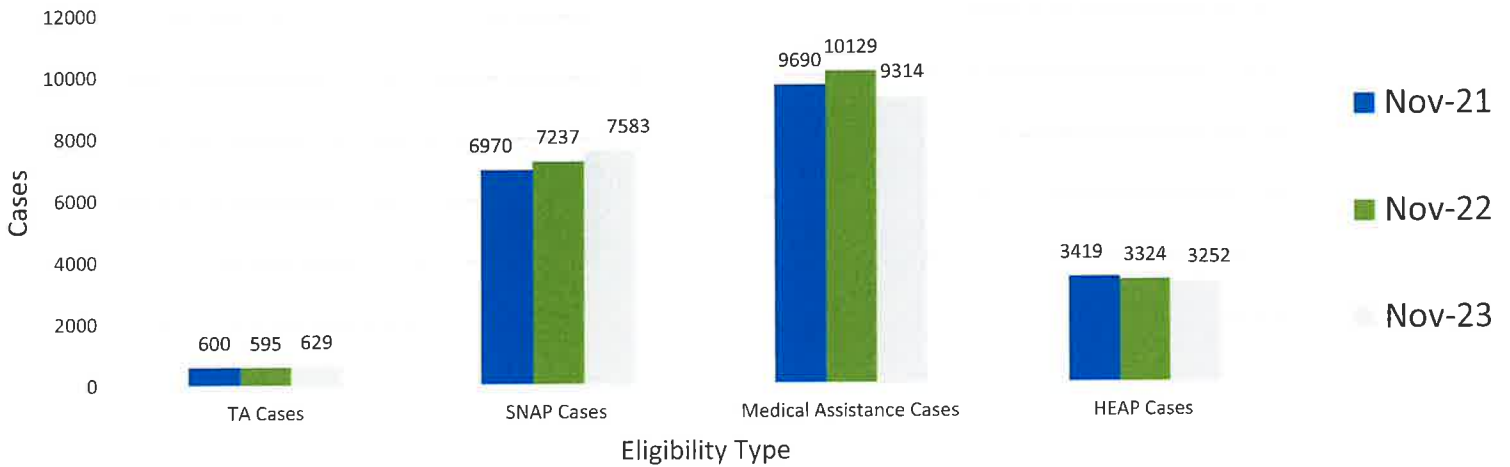


Child Support Collections

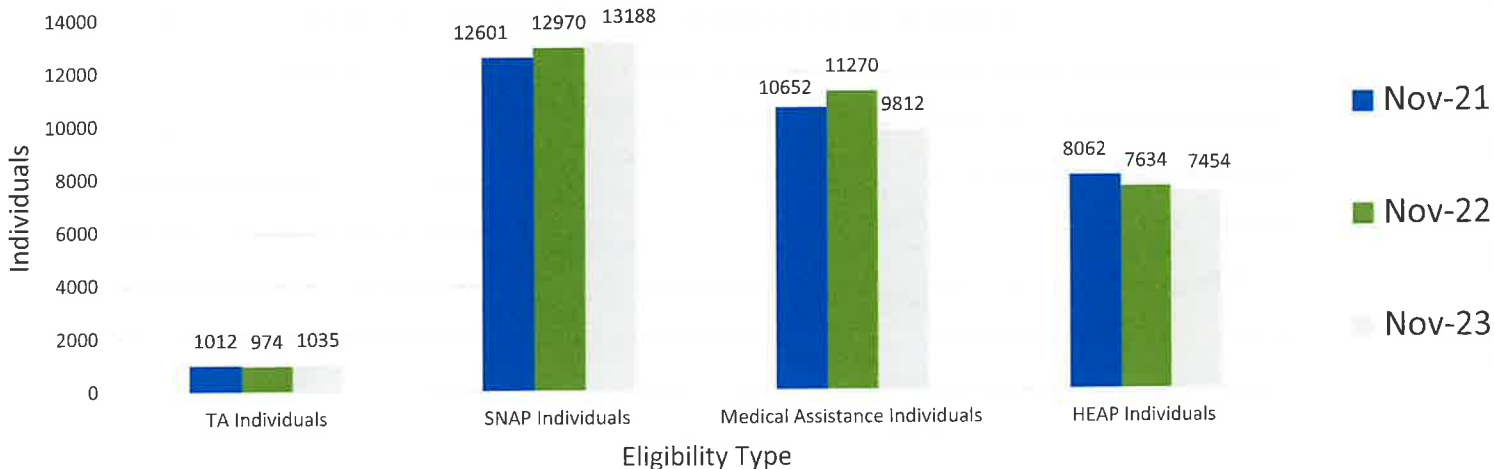


Eligibility Programs

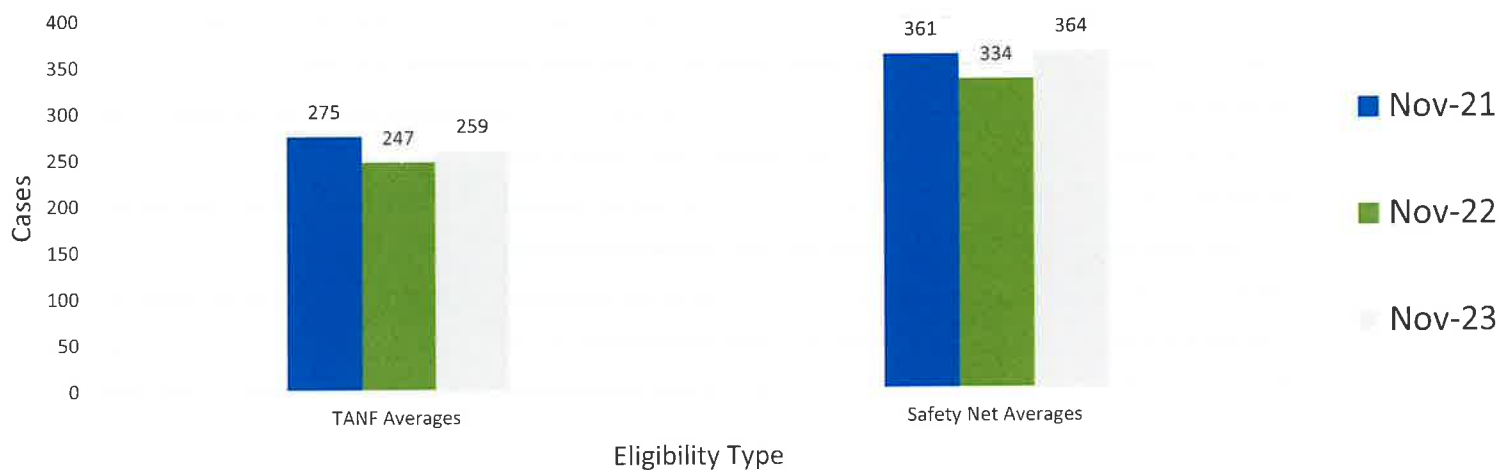
Total Cases by Type



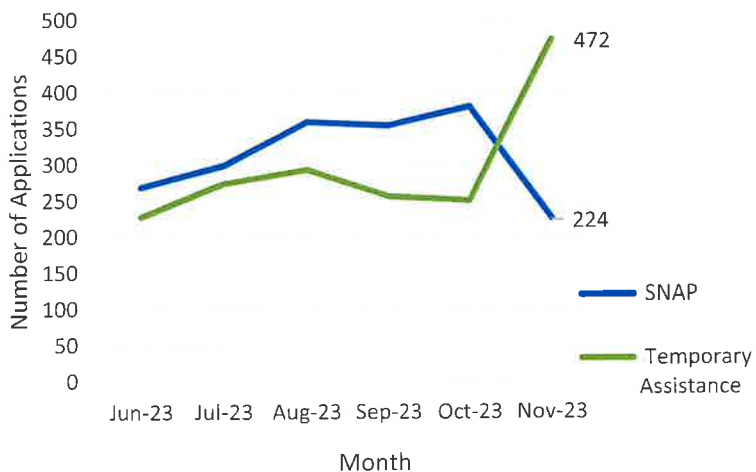
Total Individuals by Type



TANF & Safety Net Averages



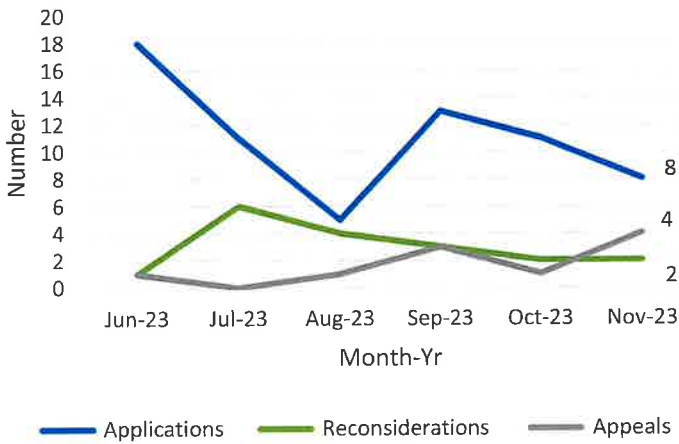
Program Applications



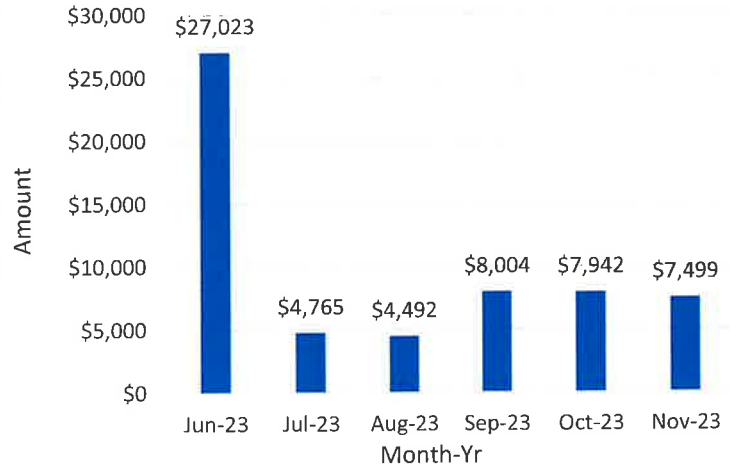
Safety Net Families



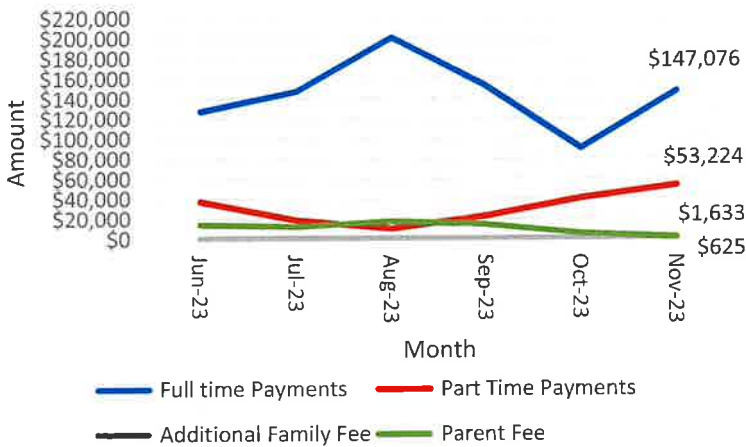
Disabled Client Assistance Program (DCAP)



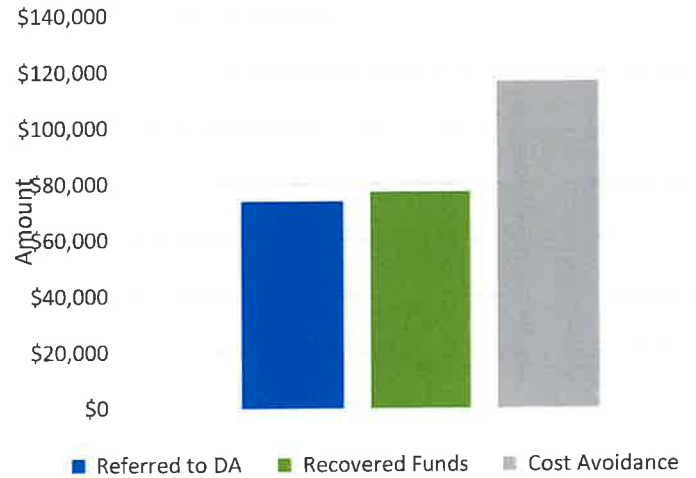
DCAP Interim Assistance Reimbursed



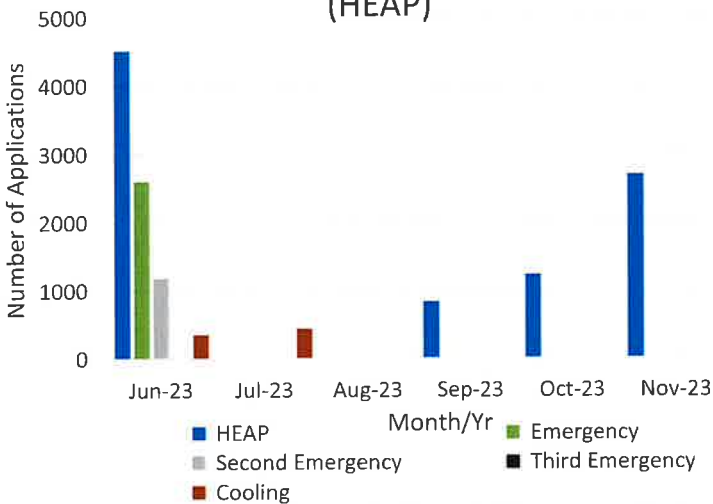
Child Care Assistance Payments 72 Providers



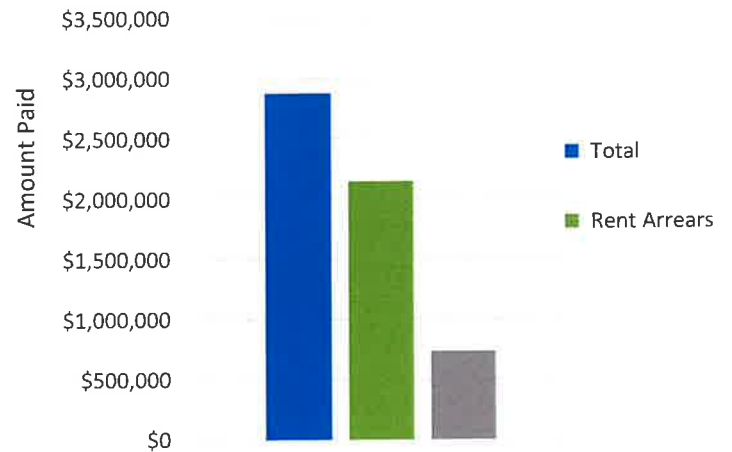
Fraud Investigation Unit (YTD)



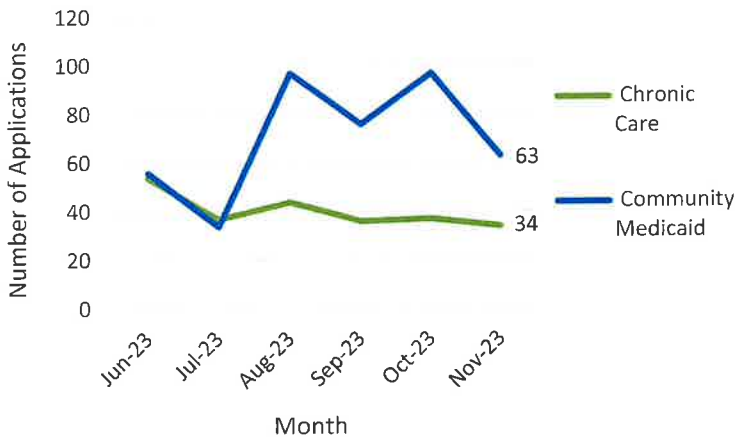
Home Energy Assistance Program (HEAP)



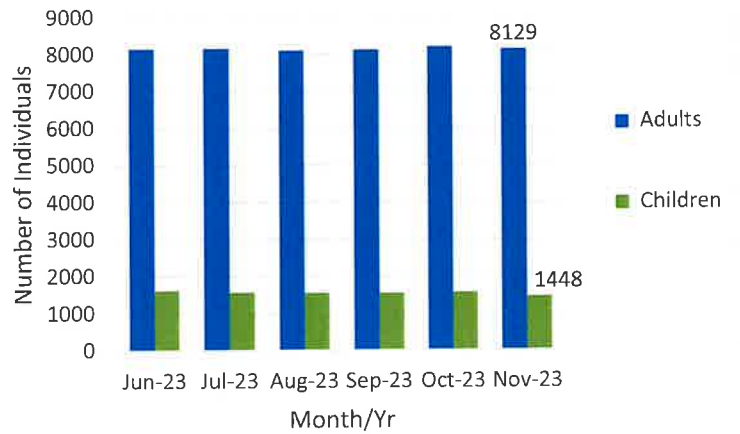
Emergency Rental Assistance Program (6/1/21- 11/27/23)



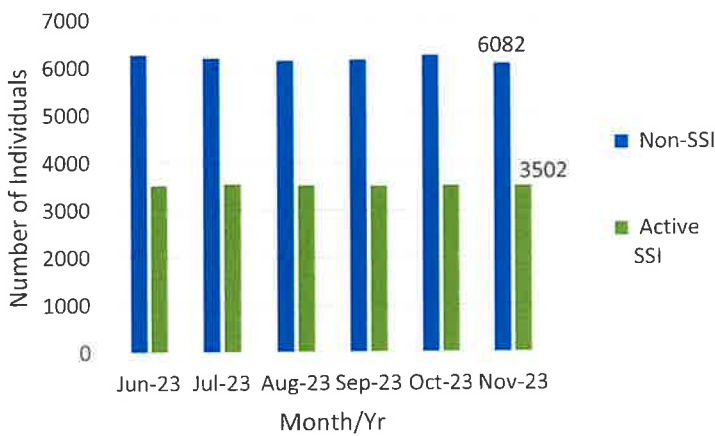
Medicaid Applications



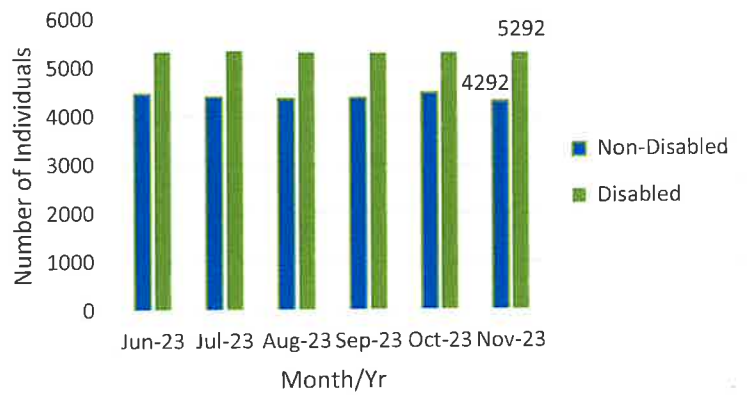
Active Medicaid by Age



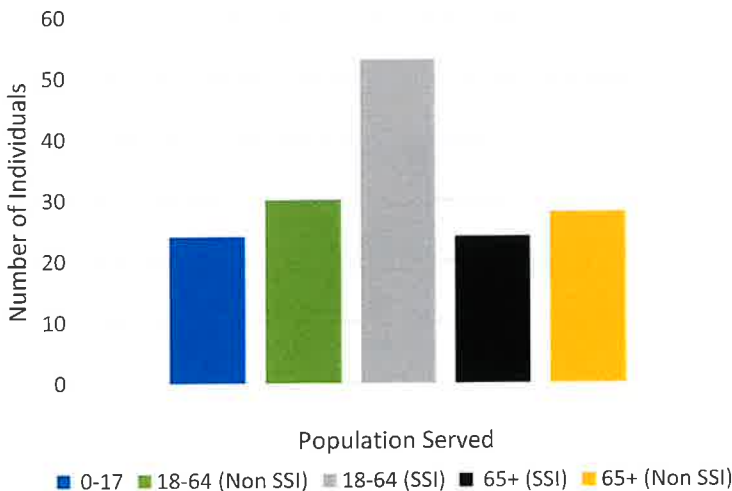
Active Medicaid SSI v. Non-SSI



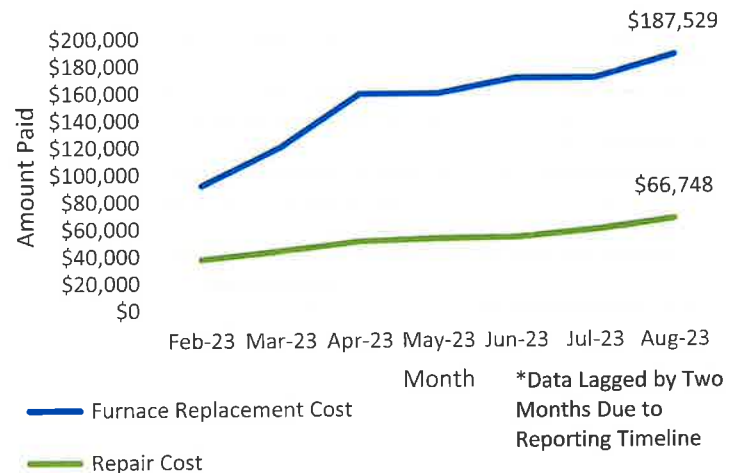
Active Medicaid Disabled v. Non-Disabled



Personal Care Medicaid



Home Energy Repair/Replacement Costs



VACANCY REVIEW SUMMARY

Via Zoom

December 5, 2023

Legislators Attending: Rick Perkins and Bill Sheridan

Committee Members: Ruth Doyle, Karen Bjork, Jonnie Dorothy, Heather Hebert
11:00 A.M.

Summary: January 4 th – November 7 rd		Summary: November 7 th		Reason Vacated:
Request:	147	Request:	8	Retirement:
Approved	145	Approved:	8	Resignation: 1
Denied:	0	Denied:	0	Promotion: 2
Request/Held:	1	Request/Hold:	0	Internal Transfer:
Withdrawn:	1	Withdrawn:	0	New: 5
				Abolished: 3
				Termination:

Positions to be reviewed:

Public Health:

Request: 2

Request: Fill, Public Health Nurse
Position No. 504100001, Immediately

Recommendation: Fill, Immediately

Request: Create and Fill, Part Time Community Health Nurse
Position No. 502000029, Immediately

Recommendation: Fill, Immediately

Social Services:

Request: 2

Request: Fill, Clerk – Unit/Reception
Position No. 002300017, Immediately

Recommendation: Fill, Immediately

Request: Fill, Senior Caseworker – Unit/Medical Services
Position No. 815100012, Immediately

Recommendation: Fill, Immediately

Board of Legislators:

Request: 1

Request: Abolish Senior Account Clerk, Create and Fill Senior Fiscal Officer – Unit/B&G
Position No. 099600002, Immediately

Recommendation: Fill, Immediately

Indigent Defense:

Request: 1

Request: Abolish Administrative Assistant, Create and Fill Senior Fiscal Officer – Unit/Ind. Def
Position No. 099600003, Immediately

Recommendation: Fill, 30 Days

Treasurer:

Request: 2

Request: Abolish Title Searcher and Create and Fill Senior Title Searcher, Position No.
109000001, Immediately (**Note: Title Searcher, Position No. 106800001, will be
abolished upon permanent appointment of Senior Title Searcher.*)

Recommendation: Fill, Immediately

Request: Abolish Principal Account Clerk, and Create and Fill Senior Fiscal Officer, Position
No. 099600001, Immediately (**Note: Principal Account Clerk, Position No.
100300008, will be abolished upon permanent appointment of Senior Fiscal Officer.*)

Recommendation: Fill, Immediately

Committee Members:

- 1.4 John Burke and Dave Forsythe
- 2.7 Larry Denesha and Dan Fay
- 3.7 Joseph Lightfoot and Rita Curran
- 4.4 Ben Hull and William Sheridan
- 5.2 Glenn Webster and Rick Perkins
- 6.6 Harry Smithers and Dave Forsythe
- 7.11 Nicole Terminelli and Margaret Haggard
- 8.8 Larry Denesha
- 9.12 Rita Curran and Dan Fay
- 10.3 Joe Lightfoot and Larry Denesha
- 11.7 John Burke and Harry Smithers
- 12.5 Rick Perkins and Bill Sheridan

St. Lawrence County Vacancy Authorization Form

Social Services



Type: Fill **Clerk**

Subunit (If Applicable): Reception Date Submitted: 11/28/2023

Reason Vacated: Promotion Position Number: 002300017

Date Vacated: 12/8/2023 Position # Abolished:

Position Status: Fulltime Last Fill Date: 2/7/2022

Jurisdictional Class: Competitive Appointee Will Be: Contingent-Permanent

Hrs Per Week: 35 Shift Length: 7 FTE: 1.00

Budget

Salary of Person Leaving: \$34,691 Fill Request Timeline: Immediately

Benefits: Yes (51.44%) \$17,845 Revenue Generating: No 0 %

Base Salary: \$34,162 Reimbursed by Local, State or Federal Funds: Yes 81 %

Base Hourly: \$18.77

Grade: 13

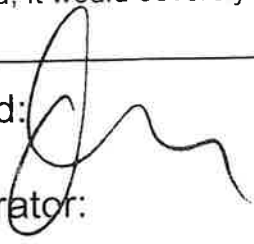
Net County Cost: \$9,982

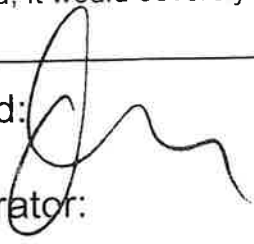
*Net County Cost is calculated from salary of person leaving, if available

Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

This position is needed to participate in greeting and directing an average of 1,163 clients/visitors per month to the appropriate units at the Department; answering an average of 6,200 phone calls per month; issuing an average of 286 Common Benefit Identification Cards (CBIC) a month which are needed to allow clients access to benefits; logging in and directing an average of 494 pieces of mail a month; mailing an average of 139 applications a month; and looking up and making changes to re-mail an average of 41 returned CBICs a month. Other duties include making packets for client handouts; assigning case numbers; and assisting clients with assigning PIN numbers to CBICs. As time permits, this position (1 FTE) and the other Clerks (3.5 FTEs) in Reception are needed to assist other units with duties such as imaging, filing, and delivering mail throughout the Agency. If this position were not filled, it would severely hinder the Department's ability to adequately serve clients.

Department Head: 

County Administrator: 

Approved?
Yes No

Resolution #:

Job Qualifications

For Human Resources Use Only:
Job Qualifications Listed here:

Clerk

MINIMUM QUALIFICATIONS: EITHER:

(A) Graduation from high school, possession of a high school equivalency diploma, or possession of an Individual Education Plan diploma; OR

(B) One (1) year of full-time clerical experience.

St. Lawrence County Vacancy Authorization Form

Social Services



Type: Fill

Senior Caseworker

Subunit (If Applicable): Medical Services

Date Submitted: 11/28/2023

Reason Vacated: Promotion

Position Number: 815100012

Date Vacated: 11/10/2023

Position # Abolished:

Position Status: Fulltime

Last Fill Date: 12/3/2018

Jurisdictional Class: Competitive

Appointee Will Be: Contingent-Permanent

Hrs Per Week: 35 Shift Length: 7 FTE: 1.00

Budget

Salary of Person Leaving: \$65,502

Fill Request Timeline: Immediately

Benefits: Yes (51.44%) \$33,694

Revenue Generating: No 0 %

Base Salary: \$53,614

Reimbursed by Local,
State or Federal Funds: Yes 100 %

Base Hourly: \$29.46

Grade: 26

Net County Cost: \$0

*Net County Cost is calculated from salary of person leaving, if available

Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

The Senior Caseworker position provides direct supervision for two caseworkers and one keyboard specialist within the Medical Services/Personal Care unit. This unit is responsible for the oversight and authorization of Medicaid funded services, including, but not limited to personal care, Consumer Directed Personal Assistance, and private duty nursing. The Senior Caseworker is responsible for directing, monitoring, and signing off on work performed by the caseworkers and clerical staff. They are often required to be a liaison between the Department of Social Services and the agencies providing services to elderly and disabled individuals in the community. The Senior Caseworker provides oversight to a variety of Medicaid waiver programs including the Children's Waiver, Traumatic Brain Injury Waiver and the Nursing Home Transition and Diversion Waiver. Over the past several years, the senior caseworker has also provided back up support to the Adult Protective Services unit.

Department Head:

Approved?

Yes No

County Administrator:

Resolution #:

Job Qualifications

For Human Resources Use Only:
Job Qualifications Listed here:

Senior Caseworker

MINIMUM QUALIFICATIONS: Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree and two (2) years of experience in social casework with a public or private agency adhering to acceptable standards.

St. Lawrence County Vacancy Authorization Form

Public Health Department



Type: Fill

Public Health Nurse

Subunit (If Applicable):

Date Submitted: November 14, 2023

Reason Vacated: Resignation

Position Number: 504100001

Date Vacated: November 24, 2023

Position # Abolished:

Position Status: Fulltime

Last Fill Date: August 9, 2022

Jurisdictional Class: Competitive

Appointee Will Be: Permanent

Hrs Per Week: 35 Shift Length: 7 FTE: 1.00

Budget

Salary of Person Leaving: \$60,386

Fill Request Timeline: Immediately

Benefits: Yes (51.44%) \$31,063

Revenue Generating: No 0 %

Base Salary: \$60,386

Reimbursed by Local,
State or Federal Funds: Yes 36 %

Base Hourly: \$33.18

Grade: 29

Net County Cost: \$58,527

*Net County Cost is calculated from salary of person leaving, if available

Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

The Public Health Nurse would be responsible for leading the Immunization and Maternal Child Health work including overseeing daily operations of the onsite clinic and providing immunizations to the public. They would assist as a back up for the Sexually Transmitted Disease and Communicable Disease programs. This role will act as a team leader to program support staff. The Public Health Nurse requires a BSN in Nursing. Governor Cuomo signed a bill requiring future nurses graduating associate degree or diploma nursing programs to obtain a baccalaureate in nursing within 10 years of initial licensure to maintain their licensure. The BSN particularly covers coursework and fieldwork in public health practice which provides a strong foundation for the work of the department.

Department Head: *[Signature]*

Approved?

Yes No

County Administrator:

Resolution #: 144-2022

Job Qualifications

For Human Resources Use Only:
Job Qualifications Listed here:

Public Health Nurse

MINIMUM QUALIFICATIONS: Possess a Baccalaureate Degree in Nursing from a regionally accredited or New York State-registered college or university and licensure and current registration to practice as a registered professional nurse in New York State;

SPECIAL REQUIREMENTS:

1. Complete 15 credit hours of continuing education in public health related topics approved by the New York State Department of Health must be within the first year of employment in the title; and
2. Possession of a valid New York State Driver's license or otherwise demonstrate the ability to meet the transportation needs of the job.

St. Lawrence County Vacancy Authorization Form

Public Health Department



Type: Create & Fill

Community Health Nurse

Subunit (If Applicable):

Date Submitted: November 27, 2023

Reason Vacated: Other

Position Number: 502000029

Date Vacated: Extension to 6/30/24

Position # Abolished:

Position Status: Part Time

Last Fill Date: March 8, 2022

Jurisdictional Class: Competitive

Appointee Will Be: Permanent

Hrs Per Week: 34.75 Shift Length: 7 FTE: 0.99

Budget

Salary of Person Leaving: \$59,186

Fill Request Timeline: Immediately

Benefits: Yes (51.44%) \$30,445

Revenue Generating: No 0 %

Base Salary: \$57,988

Reimbursed by Local, State or Federal Funds: Yes 100 %

Base Hourly: \$31.86

Grade: 28

Net County Cost: \$0

*Net County Cost is calculated from salary of person leaving, if available

Detailed Justification

What is the impact on your department if this position is not filled? Please provide, in detail, the need to fill the position. Please include the service provided, if it is mandated, number of people (clients) affected, and what you will do if the position is not filled.

This position is an important clinical role necessary for providing immunizations in our clinic, including the COVID-19 vaccination. This nursing position is also responsible for providing education to clients around immunization. Additionally, this individual assists with offsite vaccination clinics such as the farm immunization events.

This request is to extend the current Part Time Community Health Nurse position through June 30, 2024.

Department Head: *[Signature]*

Approved?

Yes No

County Administrator:

Resolution #: 104-2022

Job Qualifications

For Human Resources Use Only:
Job Qualifications Listed here:

Community Health Nurse

MINIMUM QUALIFICATIONS: Either:

A) Licensure and current registration to practice as a Registered Professional Nurse in New York State with a Baccalaureate Degree in nursing from an approved program; OR

B) Licensure and current registration to practice as a Registered Professional Nurse in New York State with a Baccalaureate Degree in nursing from a non-approved program supplemented by content which can be equated to the approved program; OR

C) Licensure and current registration to practice as a Registered Professional Nurse in New York State with either:

1) A Baccalaureate Degree in a health or human services field; OR

2) Two (2) years experience in clinical care; OR

3) Two (2) years experience in providing prevent services in a local health department

SPECIAL REQUIREMENTS:

Possession of a valid New York State Driver's license or otherwise demonstrate the ability to meet the transportation needs of the job.