

St. Lawrence County
BOARD OF LEGISLATORS
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(315) 379-2276
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RUTH A. DOYLE
County Administrator

WILLIAM J. SHERIDAN
Chair, Board of Legislators

SERVICES COMMITTEE AGENDA
MR. JOSEPH LIGHTFOOT, CHAIR
MONDAY, FEBRUARY 14, 2022

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

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

****PURSUANT TO THE STATE OF EMERGENCY EXECUTIVE ORDER 11 SUSPENSION OF LAW ALLOWING THE ATTENDANCE OF MEETINGS TELEPHONICALLY OR OTHER SIMILAR SERVICE****

1. CALL TO ORDER AND APPROVAL OF THE AGENDA

2. APPROVAL OF MINUTES – January 24, 2022

3. PUBLIC HEALTH – JOLENE MUNGER

- A. Authorizing the Chair to Sign a Contract with the New York State Department of Health for the Lead Poisoning Prevention Program Grant (Res)
- B. Authorizing the Chair to Sign a Memorandum of Understanding Between the St. Lawrence County Public Health Department and Dr. Lisa Kirby, Veterinarian, for Rabies Clinics (Res)
- C. Authorizing the Chair to Sign a Contract with Health Research Inc. /New York State Department of Health (HRI/NYSDOH) for Epidemiology and Laboratory Capacity (ELC) COVID-19 Enhanced Detection and Modifying the 2022 Budget for the Public Health Department Budget (Res)
- D. Accepting Performance Incentive Achievement Award Funds and Modifying the 2022 Budget for the Public Health Department (Res)
- E. Authorizing the Chair to Sign a Contract with Dr. Danny Sekhon for Pharmacist Services for the Public Health Department (Res)
- F. Physician Services (Discussion)

4. COMMUNITY SERVICES – JAY ULRICH

- A. Modifying the 2022 Budget for Community Services for Renovation of the Mental Health and Addiction Services Clinics at the Human Services Center (Res) (*Note: This resolution was Tabled at the January Services Committee and will need a motion to remove it from the table.*)
- B. Authorizing the Chair to Sign a Contract between the Children's Home of Jefferson County (CHJC) and the St. Lawrence County Local Government Unit (LGU) for the Provision of Health Home Care Management Service Dollars and Modify the 2022 Budget for Community Services (Res)
- C. Authorizing the Chair to Sign a Contract with Citizen Advocates for the Mobile Access Program (MAP) Clinical Assessments and Modifying the 2022 Budget for Community Services (Res)

- D. Modifying the 2022 Budget for Community Services for Funding Received from New York State Office of Mental Health to St. Lawrence County as Pass through Funding to Approved Agencies (Res)
- E. Clinic Updates (Info)

5. SOCIAL SERVICES – HEATHER RAND

- A. Modifying the 2021 Budget for Social Services for Administration, Medical Assistance, Temporary Assistance, and Services (Res)
- B. Social Services Statistics (Info)

6. VACANCY REVIEW COMMITTEE – RUTH DOYLE

- A. Social Services
 - 1. Fill a Keyboard Specialist, Position No. 003100046, in Children’s Services/ Prevent/Foster Care
 - 2. Fill a Caseworker, Position No. 815200004, in CPS
 - 3. Fill a Caseworker, Position No. 815200012, in CPS
 - 4. Fill a Caseworker, Position No. 815200014, in CPS
 - 5. Fill a Caseworker, Position No. 815200017, in CPS
 - 6. Fill a Caseworker, Position No. 815200028, in CPS
- B. Community Services
 - 1. Create and fill a Registered Professional Nurse, Position No. 501000071
- C. Public Health
 - 1. Create and fill a Public Health Specialist, Position No. 504300008
 - 2. Create and fill a Community Health Nurse, Position No. 502000028
 - 3. Create and fill a Community Health Nurse, Position No. 502000029

7. COUNTY ADMINISTRATOR’S REPORT

8. COMMITTEE REPORTS

- A. Board of Health (Acres)
- B. CDP Board of Directors (Sheridan)
- 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. Personnel
- C. Negotiations
- D. Appointments

11. ADJOURNMENT – If there is no further business.

March 7, 2022

Services Committee: 2-14-2022

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH THE NEW YORK
STATE DEPARTMENT OF HEALTH FOR THE LEAD POISONING PREVENTION
PROGRAM GRANT**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, the Childhood Lead Poisoning Prevention Program contract for the Public Health Department has been renewed for the time period of October 1, 2021 through September 30, 2026, and

WHEREAS, Resolution No 215-2021 was passed for the Childhood Lead Poisoning Prevention Program Grant in the amount of \$35,829 (PP034725 5600 LEAD) for each year of the contract, and

WHEREAS, notification was received that the amount has been increased to \$49,500 for each year of the contract, an increase of \$13,671 per year, (PP034725 5600 LEAD),

NOW, THEREFORE, BE IT RESOLVED the Board of Legislators authorizes the Chair to sign a contract with the New York State Department of Health for the Lead Poisoning Prevention Program Grant and any COLAs to the grant, upon approval of the County Attorney.

March 7, 2022

Services Committee: 2-14-2022

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A MEMORANDUM OF UNDERSTANDING
BETWEEN THE ST. LAWRENCE COUNTY PUBLIC HEALTH DEPARTMENT
AND DR. LISA KIRBY, VETERINARIAN, FOR RABIES CLINICS**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, the Rabies Program is responsible for holding a minimum of one rabies clinic quarterly within St. Lawrence County, and

WHEREAS, quarterly rabies clinics include ordering rabies vaccines and monitoring supplies; providing vaccinations by a licensed Veterinarian; providing rabies certificates and tags to all animals vaccinated; and recording and maintaining the rabies certificates on file, and

WHEREAS, under this Memorandum of Understanding, Dr. Lisa Kirby would agree to allow the Public Health Department to order rabies vaccine under her license for the quarterly rabies clinics, provide consultation regarding the rabies clinics, and to provide veterinary services at the clinics at a rate of \$200 (PP040424 430VT RAB), and

WHEREAS, this Memorandum of Understanding is effective January 1, 2022 and will remain in effect until terminated by either party via a 30-day written notice,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Memorandum of Understanding between the St. Lawrence County Public Health Department and Dr. Lisa Kirby, Veterinarian, for rabies clinics, upon approval of the County Attorney.

March 7, 2022

Services Committee: 2-14-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH HEALTH RESEARCH INC. /NEW YORK STATE DEPARTMENT OF HEALTH (HRI/NYSDOH) FOR EPIDEMIOLOGY AND LABORATORY CAPACITY (ELC) COVID-19 ENHANCED DETECTION AND MODIFYING THE 2022 BUDGET FOR THE PUBLIC HEALTH DEPARTMENT BUDGET

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, Health Research Inc./New York State Department of Health (HRI/NYSDOH) will be awarding funding to local health departments (LHDs) for enhanced detection, surveillance and prevention of COVID-19, based on county populations plus a supplemental award based on percent of COVID-19 cases, and

WHEREAS, this funding is in part by a Center for Disease Control (CDC) sponsored cooperative agreement for Epidemiology and Laboratory Capacity for Infectious Diseases (ELC), CFDS# 93.323, and

WHEREAS, the original two-year contract period was July 1, 2020 through June 30, 2022 as per Resolution No. 257-2020, and this contract has been extended to March 31, 2023, and

WHEREAS, Governor Kathy Hochul announced on December 20, 2021 that she is making funding available to counties across New York State to help with costs associated with administering vaccines and boosters and enforcing the mask-or-vaccine mandate for indoor public places, and

WHEREAS, upon the signing of this agreement, the Public Health Department will receive funding in the amount of \$1,000,000, and

WHEREAS, funding has been available to support COVID-19, and

WHEREAS, the supplemental funding will be expended on the hiring of permanent and temporary staff to assist with POD activities, POD clinic supplies, conducting public education/awareness campaigns and outreach on mask or vaccine protocols, staff mileage to travel to POD sites, triaging inquires or complaints to partner entities and collaborating on mitigation activities, and wrap around services,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Health Research Inc. /New York State Department of Health (HRI/NYSDOH) for Epidemiology and Laboratory Capacity (ELC) COVID-19 enhanced detection, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2022 Budget for the Public Health Department, as follows:

March 7, 2022

INCREASE REVENUE:

PPZ44895 57000 CVD	P ELC CVD Federal Aid	\$1,000,000
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INCREASE APPROPRIATIONS:

PPZ40101 18000 CVD	P ELC CVD Overtime	\$200,000
PPZ40101 14000 CVD	P ELC CVD Clerical	45,000
PPZ40101 17000 CVD	P ELC CVD Regular Part Time	86,000
PPZ40104 42004 CVD	P ELC CVD Computer Software	100,000
PPZ40104 42800 CVD	P ELC CVD Other Supplies	30,000
PPZ40104 43007 CVD	P ELC CVD Other Fees & Services	358,483
PPZ40104 44000 CVD	P ELC CVD I/D Automotive Expenses	1,500
PPZ40104 45100 CVD	P ELC CVD Medical Supplies & Expenses	60,000
PPZ40108 81000 CVD	P ELC CVD Retirement	41,704
PPZ40108 83000 CVD	P ELC CVD Social Security	24,314
PPZ40108 84000 CVD	P ELC CVD Workmens Comp	8,352
PPZ40108 84500 CVD	P ELC CVD Group Life Insurance	240
PPZ40108 86000 CVD	P ELC CVD Hospital & Medical Insurance	42,415
PPZ40108 86500 CVD	P ELC CVD Dental Insurance	1,465
PPZ40108 89000 CVD	P ELC CVD Vision Insurance	527
		<u>\$1,000,000</u>

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

March 7, 2022

Services Committee: 2-14-2022

RESOLUTION NO. _____

**ACCEPTING PERFORMANCE INCENTIVE ACHIEVEMENT AWARD FUNDS AND
MODIFYING THE 2022 BUDGET FOR THE PUBLIC HEALTH DEPARTMENT**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, the Department of Public Health has received a Performance Incentive Achievement Award from the New York State Department of Health in the amount of \$34,000, (PP034015 56000) and

WHEREAS, the 2021 achievement award focused on promoting the practice of Expedited Partner Therapy for Chlamydia Trachomatis and Neisseria Gonorrhoeae, and

WHEREAS, the level of performance by St. Lawrence County exceeded expectations by achieving a perfect score of one-hundred percent (100%), and

WHEREAS, this achievement award must be used to support costs associated with Article 6 eligible services while costs associated with any eligible activity are acceptable, LHDs are encouraged to consider utilizing the award funds to support the sexual health of patients and their sexual partners through prevention, treatment, and management of sexually transmitted infections,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the acceptance of performance incentive achievement award funds for support of Article 6 eligible services, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2022 Budget for the Public Health Department, as follows:

INCREASE APPROPRIATIONS:

PP040104 43007	P PREV Other Fees and Services	\$34,000
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INCREASE REVENUE:

PP034015 56000	P SA Public Health and Clinic	\$34,000
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March 7, 2022

Services Committee: 2-14-2022

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH DR. DANNY SEKHON
FOR PHARMACIST SERVICES FOR THE PUBLIC HEALTH DEPARTMENT**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, the Public Health Department is in need of a pharmacist to formulate and review medication practices for the clinics in the departments, and

WHEREAS, a contract is needed in order to obtain this service, and

WHEREAS, Pharmacist Dr. Danny Sekhon would be reimbursed (PP040104 43007 STD) a fee of \$150 quarterly for clinic audit to comply with Article 28 of Public Health Law and the rate shall not exceed \$50 per hour for review of policies and procedures, and

WHEREAS, this contract will cover the period January 1, 2022 through December 31, 2022,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Dr. Danny Sekhon for pharmacist services for the Public Health Department, upon approval of the County Attorney.

March 7, 2022

Services Committee: 2-14-2022

RESOLUTION NO. _____ - TABLED

**MODIFYING THE 2022 BUDGET FOR COMMUNITY SERVICES FOR
RENOVATION OF THE MENTAL HEALTH AND ADDICTION SERVICES CLINICS
AT THE HUMAN SERVICES CENTER**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, Community Services has recognized the need for updates to the environment in the clinics at the Human Services Center, and

WHEREAS, renovations would consist of replacing flooring (\$114,846) which includes removal of existing flooring, preparation for vinyl flooring in the corridors, bathrooms, chart rooms, copy machine areas and new clinic space, carpet in the offices, cove base installation, and material removal, and

WHEREAS, the replacement of the inner-office area cubicles to be reconfigured to optimize use of space (\$44,022), to include cubicles and installation (\$36,686) and delivery/installation (\$7,337), and

WHEREAS, the replacement of cloth chairs with vinyl seating for 30 waiting room chairs for the Canton, Ogdensburg and Massena Clinics in the amount \$5,746 and 48 conference room chairs in the amount of \$8,592 for these same clinics, and

WHEREAS, funding for this project is available through the use of unrestricted DSRIP Funds,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for Community Services for renovation of the Mental Health and Addiction Services Clinics at the Human Services Center, as follows:

INCREASE APPROPRIATIONS:

A1142502 21000 DSRP	A CACD Furniture & Furnishings	\$86,434
A1342502 21000 DSRP	A OGCD Furniture & Furnishings	3,211
A3143202 21000 DSRP	A MHOC Furniture & Furnishings	<u>83,561</u>
		\$173,206

INCREASE REVENUE:

A1134905 56000 DSRP	A SA Mental Health	\$86,434
A1334905 56000 DSRP	A SA Other Mental Health Programs	3,211
A3134905 56000 DSRP	A SA CSS Mental Health	<u>83,561</u>
		\$173,206

March 7, 2022

Services Committee: 2-14-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT BETWEEN THE CHILDREN'S HOME OF JEFFERSON COUNTY (CHJC) AND THE ST. LAWRENCE COUNTY LOCAL GOVERNMENT UNIT (LGU) FOR THE PROVISION OF HEALTH HOME CARE MANAGEMENT SERVICE DOLLARS AND MODIFY THE 2022 BUDGET FOR COMMUNITY SERVICES

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, in accordance with 14 NYCRR the Local Government Unit (LGU) governs oversight of Office of Mental Health (OMH) State Aid funding, and as appropriate and/or necessary, LGU must provide or arrange for the provision of Health Home Care Management Service Dollars (hereafter referred to as "Service Dollars") and Health Home Non-Medicaid Care Management Funding, and

WHEREAS, LGU has determined Children's Home of Jefferson County (CHJC) is a "Legacy Provider" and therefore, Health Home connected service recipients are eligible to receive Service Dollars and Health Home Non-Medicaid Care Management Funding, and

WHEREAS, CHJC desires to provide Health Home Services and Service Dollars to Health Home Service Recipients regardless if the individual is eligible for Medicaid and Medicaid Managed Care, and

WHEREAS, LGU desires to enter into an agreement with CHJC to support Health Home Service Recipients by making available Service Dollars and Non-Medicaid Care Management funding, and

WHEREAS, CHJC understands the total maximum service dollar allocation in one calendar year may not exceed ten thousand, nine hundred and sixty-five dollars (\$10,965) and the total maximum Non-Medicaid Care Management allocation in one calendar year may not exceed eight thousand, seven hundred and thirty-six dollars (\$8,736), and

WHEREAS, CHJC and Community Services LGU mutually desire to preserve and enhance the well-being of their clients,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract between the Children's Home of Jefferson County (CHJC) and the St. Lawrence County Local Government Unit (LGU) for the provision of Health Home Care Management Service Dollars, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2022 Budget for Community Services, as follows:

INCREASE APPROPRIATIONS:

A4443224 465CH

A OFS CHJC Advances

\$19,701

March 7, 2022

INCREASE REVENUE:

A4434905 56000

A SA OFS Other Mental Health

\$19,701

March 7, 2022

Services Committee: 2-14-2022

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH CITIZEN ADVOCATES FOR THE MOBILE ACCESS PROGRAM (MAP) CLINICAL ASSESSMENTS AND MODIFYING THE 2022 BUDGET FOR COMMUNITY SERVICES

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, Citizen Advocates received a grant from the Police, Mental Health & Community Collaboration of Rochester, New York, in conjunction with the NYS Office of Mental Health to partner with the St. Lawrence County Sheriff's Department to implement a Mobile Access Program (MAP), and

WHEREAS, MAP connects residents in distress with mental health clinicians utilizing iPads when the Sheriff's Road Patrol requests assistance in the field to achieve a mental health/crisis evaluation remotely to plan for an appropriate disposition, and

WHEREAS, the goal of MAP is to increase timely access to mental health consultations, decrease unnecessary transports, and connect individuals to community services, and

WHEREAS, Community Services wants to enter into a contractual agreement with Citizen Advocates to allocate \$18,400 of State Aid funding for MAP evaluations, and

WHEREAS, the Sheriff's Department, Citizen Advocates, and Community Services mutually desire to preserve and enhance the well-being of the citizens of St. Lawrence County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Citizen Advocates for the Mobile Access Program (MAP) Clinical Assessments, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2022 Budget for Community Services, as follows:

INCREASE APPROPRIATIONS:

A4143224 465CA	A CSS Citizen Advocates Advances	\$18,400
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INCREASE REVENUE:

A4134905 56000	A SA CSS Mental Health	\$18,400
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March 7, 2022

Services Committee: 2-14-2022

RESOLUTION NO. _____

**MODIFYING THE 2022 BUDGET FOR COMMUNITY SERVICES FOR FUNDING
RECEIVED FROM NEW YORK STATE OFFICE OF MENTAL HEALTH TO
ST. LAWRENCE COUNTY AS PASS THROUGH FUNDING
TO APPROVED AGENCIES**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, Community Services has received an updated New York State Office of Mental Health (OMH) State Aid Funding authorization for St. Lawrence County 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,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for Community Services for funding received from New York State Office of Mental Health to St. Lawrence County as pass through funding to approved agencies, as follow:

INCREASE APPROPRIATIONS:

A4143224 465CC	A CSS Catholic Charities	\$1,327
A4143224 465AR	A CSS ARC	1,236
A4443224 465AR	A OFS ARC Advances	105
A4243224 465TL	A CRV NCTLS Advances	19
A4443224 465TL	A OFS NCTLS Advances	356
A4443224 465NR	A OFS NRCIL Advances	2,954
A4143224 465RO	A CSS Reachout Advances	126
A4343224 465RO	A CPP Reachout Advances	419
A4143224 465SS	A CSS Step By Step Advances	521
A4343224 465SS	A CPP Step By Step Advances	2,686
A4443224 465UH	A OFS United Helpers Advances	2,813
A4243224 465UH	A CRV United Helpers Advances	63
		<u>\$12,625</u>

DECREASE APPROPRIATIONS:

A4243224 465CC	A CRV Catholic Charities Advances	\$1,457
A4243224 465AR	A CRV ARC Advances	564
A4243224 465RO	A CRV Reachout Advances	2,315
A4243224 465SS	A CRV Step By Step Advances	1,116
		<u>\$5,452</u>

INCREASE REVENUE:

A4134905 56000	A SA CSS Mental Health	\$3,210
A4334905 56000	A SA CPP Other Mental Health PR	3,105
A4434905 56000	A SA OFS Other Mental Health PR	6,228
		<u>\$12,543</u>

March 7, 2022

DECREASE REVENUE:

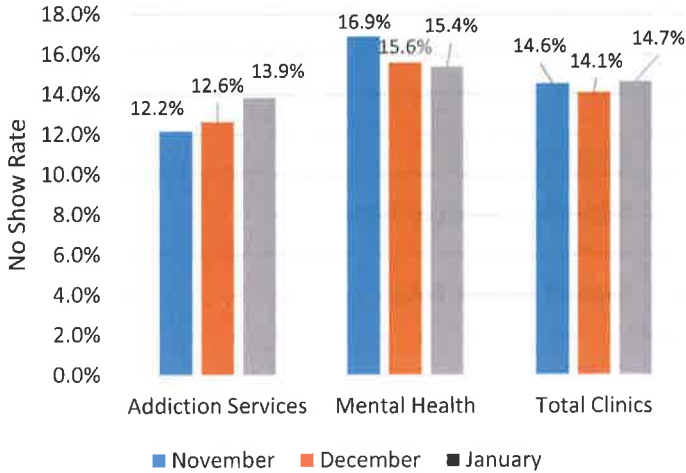
A4234905 56000

A SA CR Other Mental Health PR

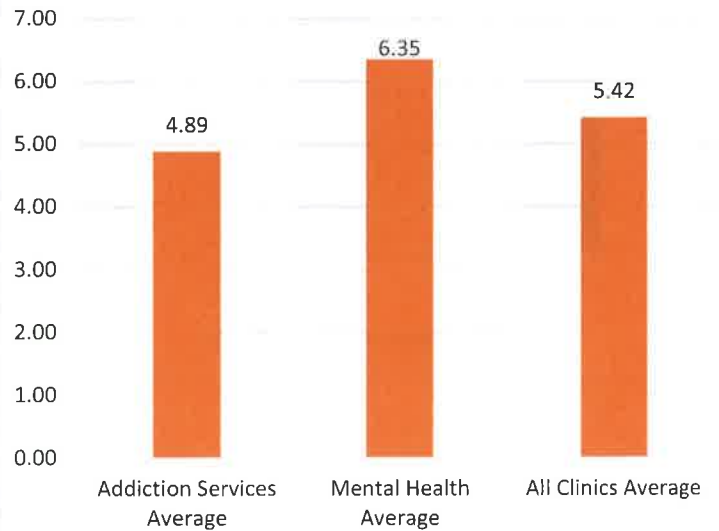
\$5,370

Community Services Update January 2022

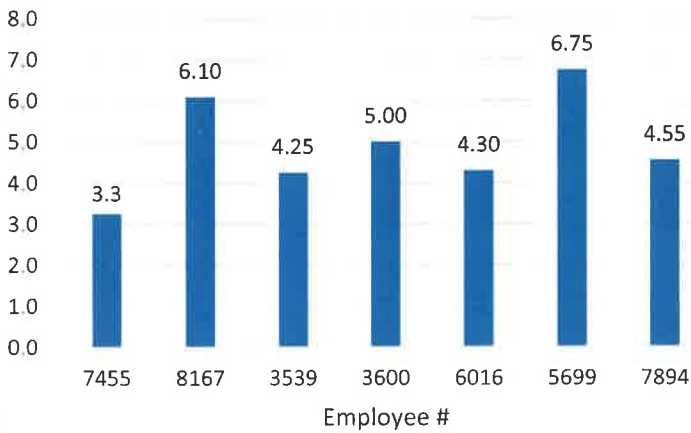
No Show Rates By Month (23.3% Before Call Reminders)



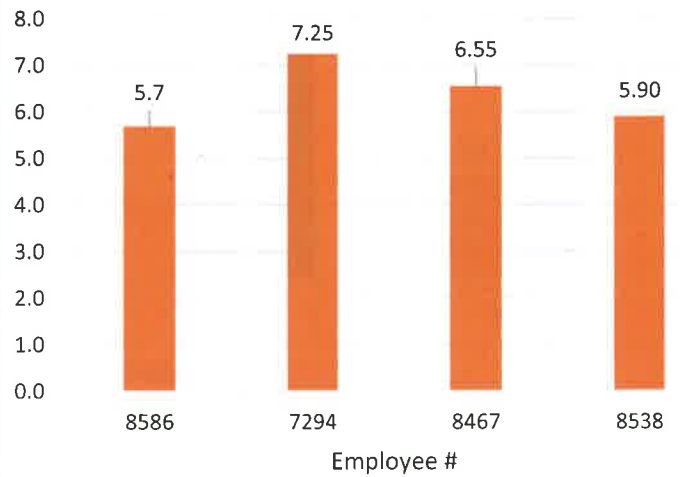
Clinic Counselor Visits Average



Addition Services Visits Per Seven Hours



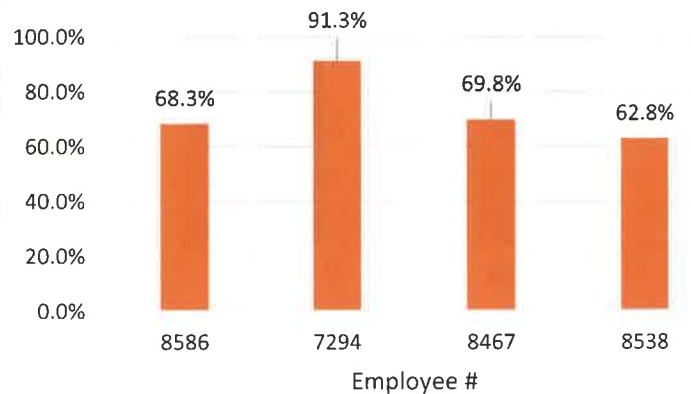
Mental Health Visits Per Seven Hours



Addition Services Weighted Face to Face %

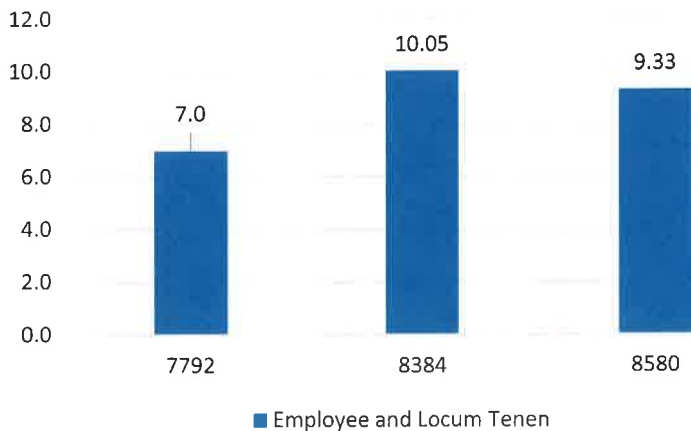


Mental Health Weighted Face to Face %



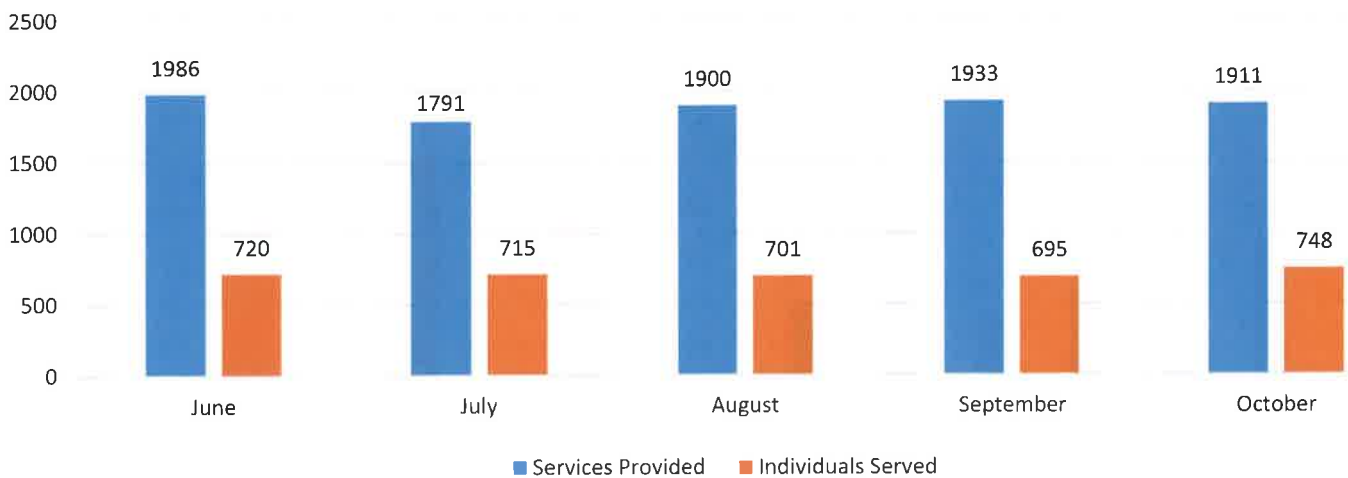
Note: Calculations no longer include "Group Attendees", now based off from number of groups, as of December 2019.

Prescriber Visits Per Seven Hours

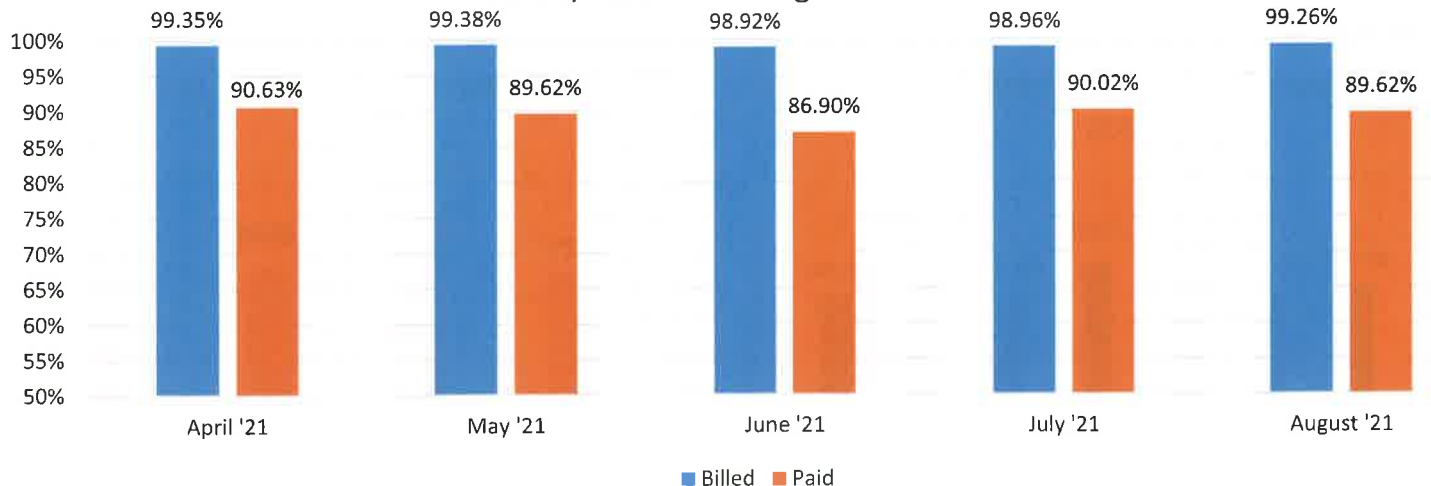


Waiting Lists	Number
Canton AS	10
Gouverneur AS	2
Massena AS	0
Ogdensburg AS	1
Addiction Services Total	13
Mental Health Total	80

Services Provided - All Clinics



Billed/Paid Percentages - All Clinics



March 7, 2022

Services Committee: 2-14-2022

RESOLUTION NO. _____

**MODIFYING THE 2021 BUDGET FOR SOCIAL SERVICES FOR ADMINISTRATION,
MEDICAL ASSISTANCE, TEMPORARY ASSISTANCE, AND SERVICES**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, due to higher than anticipated costs in Child Care and State Training Schools, higher various local revenues, lower local weekly medical assistance costs, and lower Safety Net costs it is necessary to modify the 2021 Social Services Budget,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2021 Budget for Social Services for administration, medical assistance, temporary assistance, and services, as follows:

INCREASE APPROPRIATIONS:

DAM60104 43007	D MAEL Other Fees	\$7,500
DSC61194 46500 ADAD	D ADCFC Adoption Subsidies – I	205,000
DSC61194 465CL ADFC	D ADCFC Clothing	85,000
DSC61194 465IB ADFC	D ADCFC Institution Board	300,754
DSS61294 46500	D STS Other Payments	<u>490,000</u>
		\$1,088,254

DECREASE APPROPRIATIONS:

DAC60104 49900	D SCU Miscellaneous Expense	\$21,000
DAF60104 499FR	D FS Overpayment Repayments	8,000
DAP60104 499DC	D TA Legal Svc for Disabled	25,000
DMM61004 46500	D Medicaid to State	331,798
DPS61404 46100	D HR Directs	308,542
DPS61404 46500	D HR Indirects	<u>55,458</u>
		\$749,798

DECREASE REVENUE:

DPS36405 56000	D SA Safety Net	\$105,560
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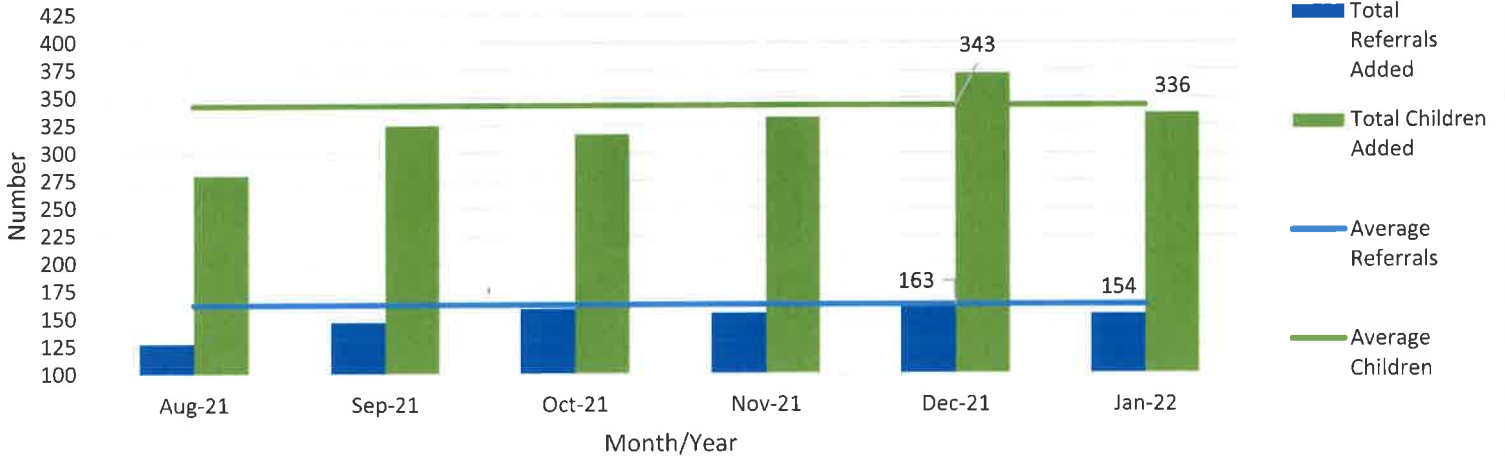
INCREASE REVENUE:

DAC18115 55000	D LR Child Support Incentives	75,500
DMG18015 550MS	D LR Medical Surplus	192,016
DPB18405 55000 BURY	D LR Safety Net Burials	26,800
DSC18195 55000	D LR Child Care	111,700
DSC46155 57000 EAF	D FA FFFS EAF Foster Care Reve	<u>38,000</u>
		\$444,016

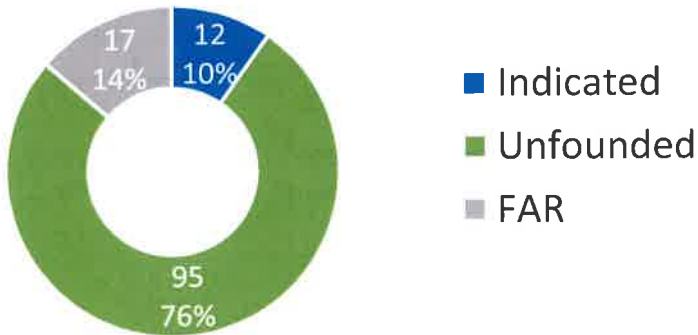
Social Services Monthly Update – January 2022

Child Protective Services

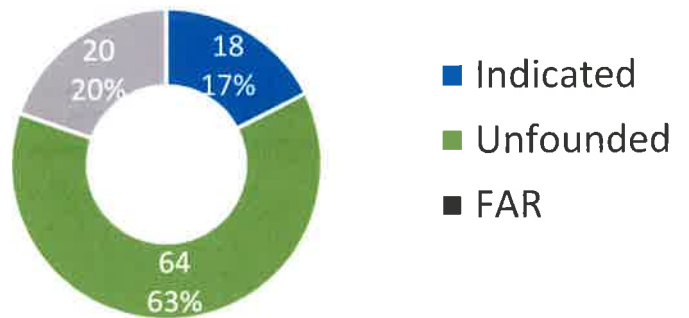
Referrals & Children Added



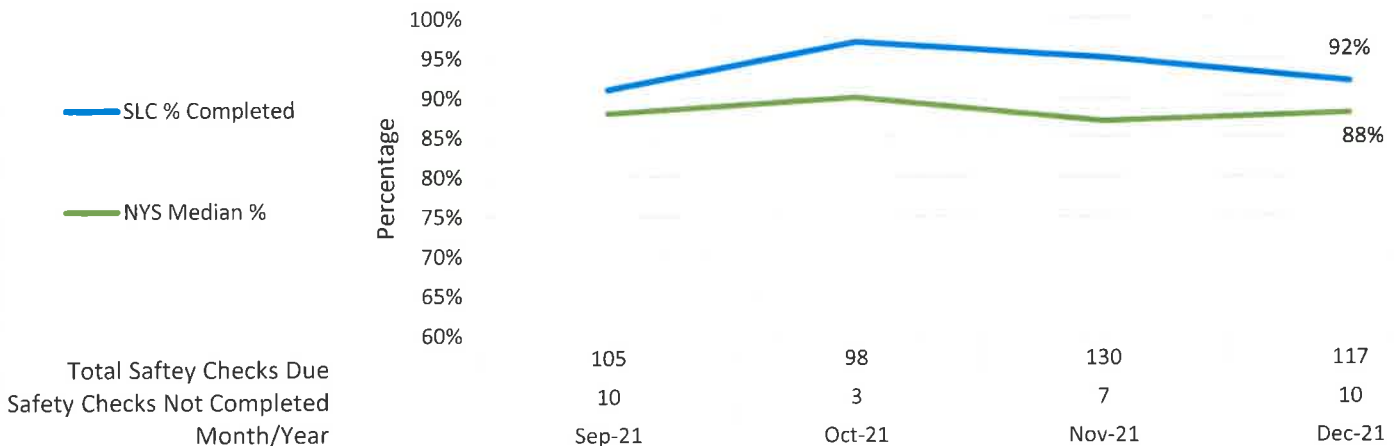
Indicated, Unfounded, & Family Assessment Response



Average Indicated, Unfounded, & Family Assessment Response

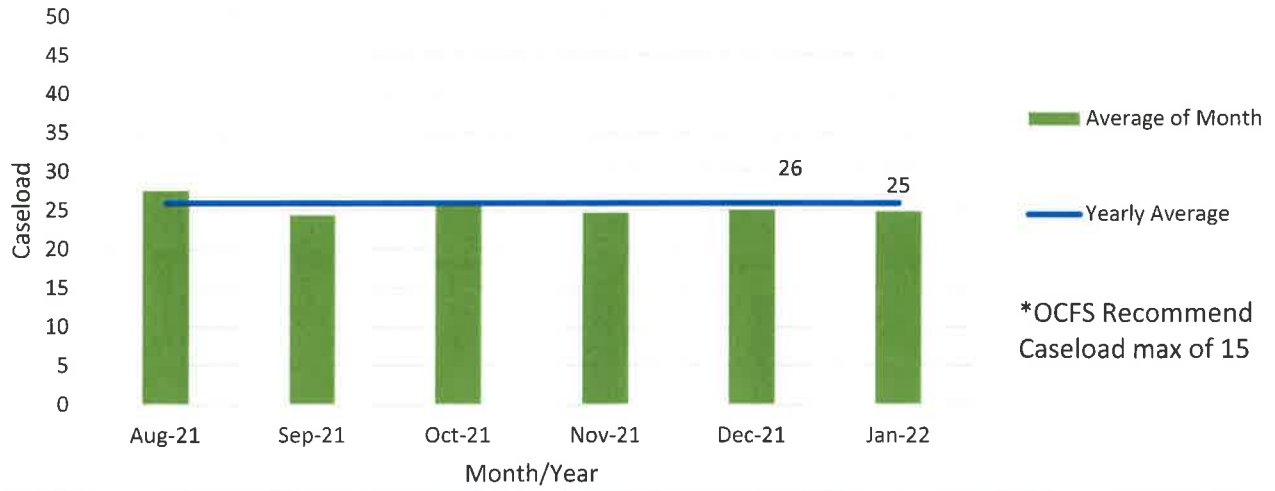


Safety Checks Completed on Time

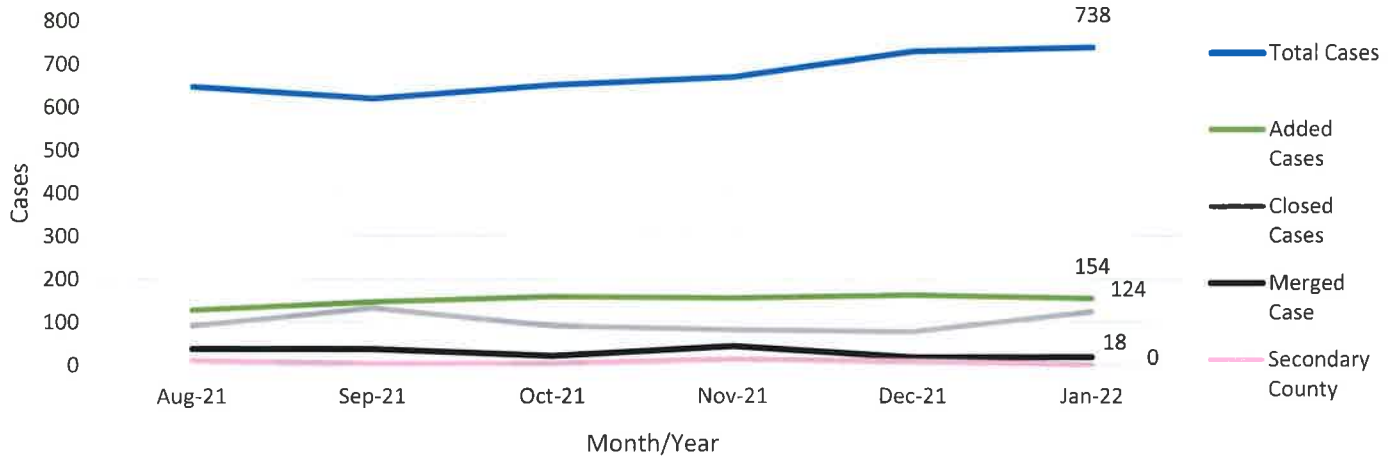


*Data Lagged By One Month Due to Reporting Timeline

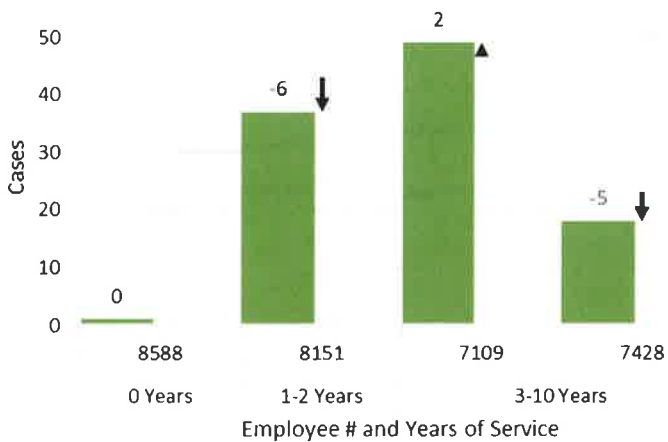
Average CPS Caseload



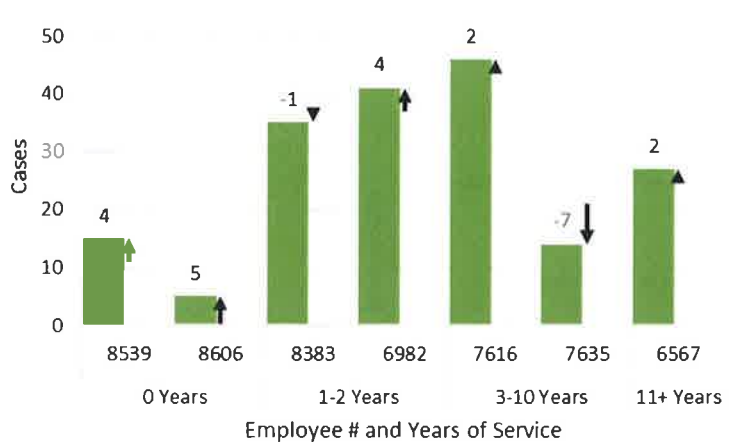
Total Caseload



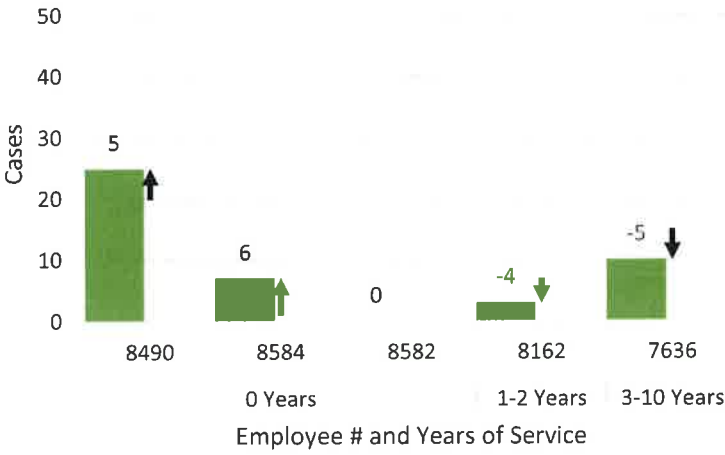
Cases Per Month by Supervisor #: 3856



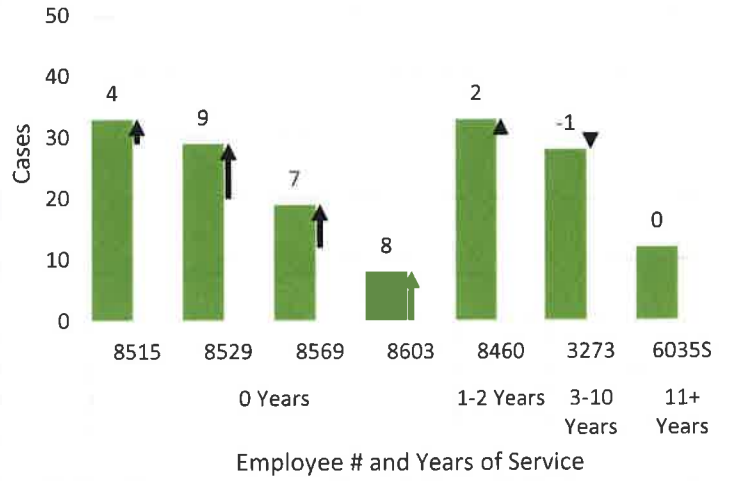
Cases Per Month by Supervisor #: 4590



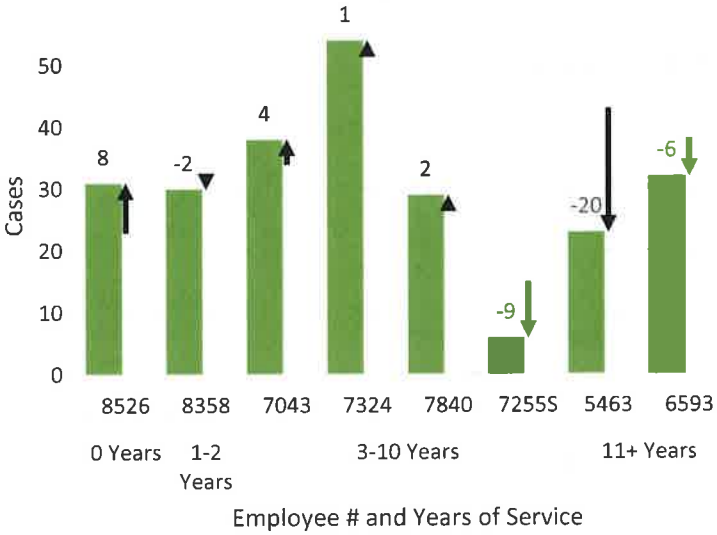
Cases Per Month by Supervisor #: 5478



Cases Per Month by Supervisor #: 6035



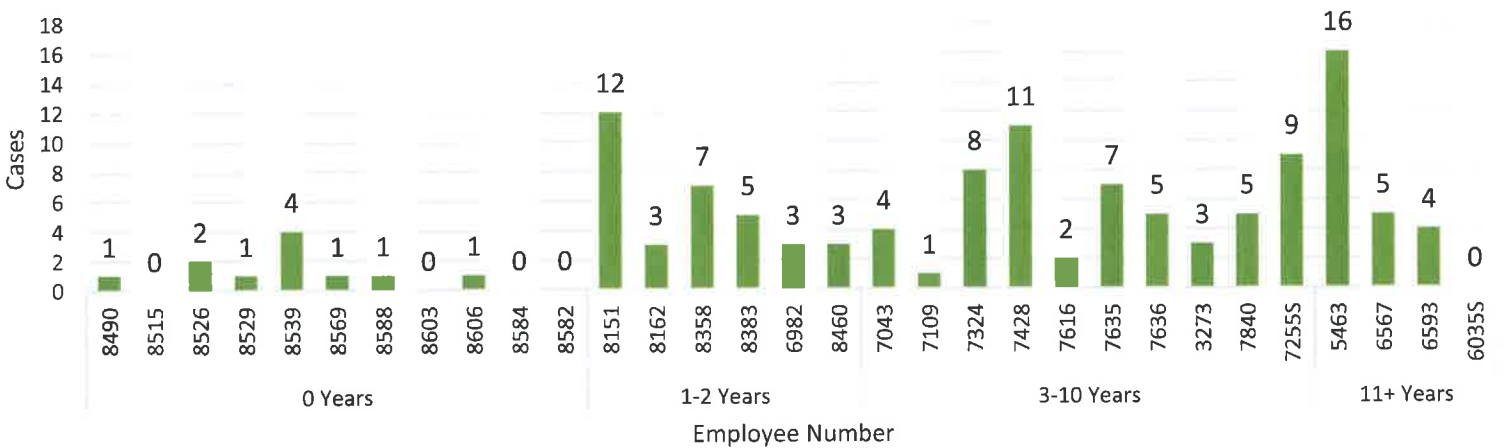
Cases Per Month by Supervisor #: 7255



Trainee Period

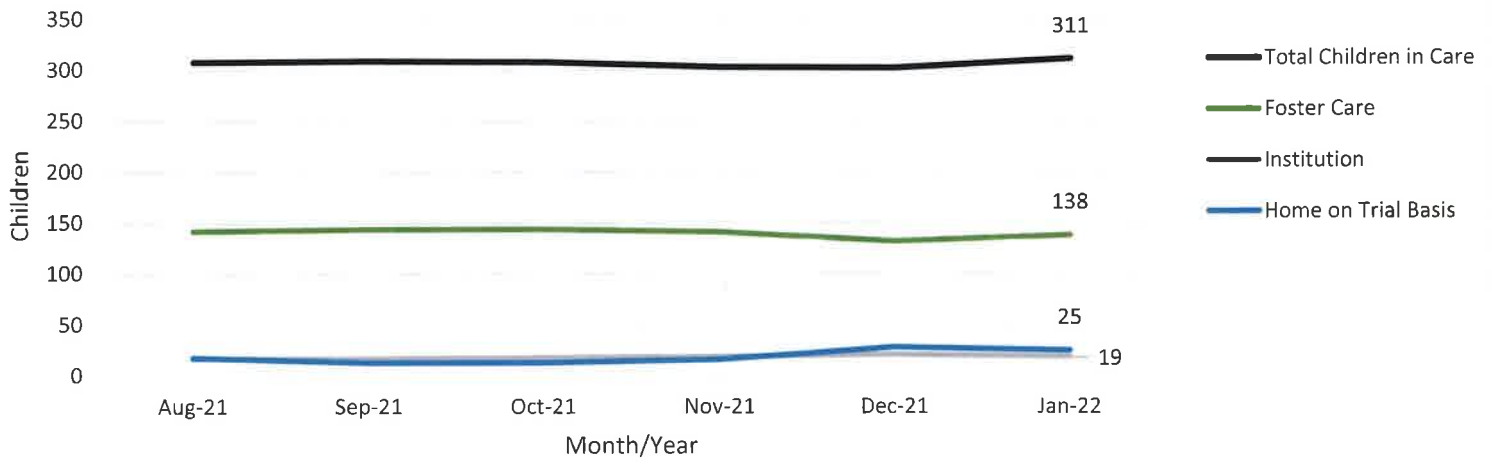


Cases Closed

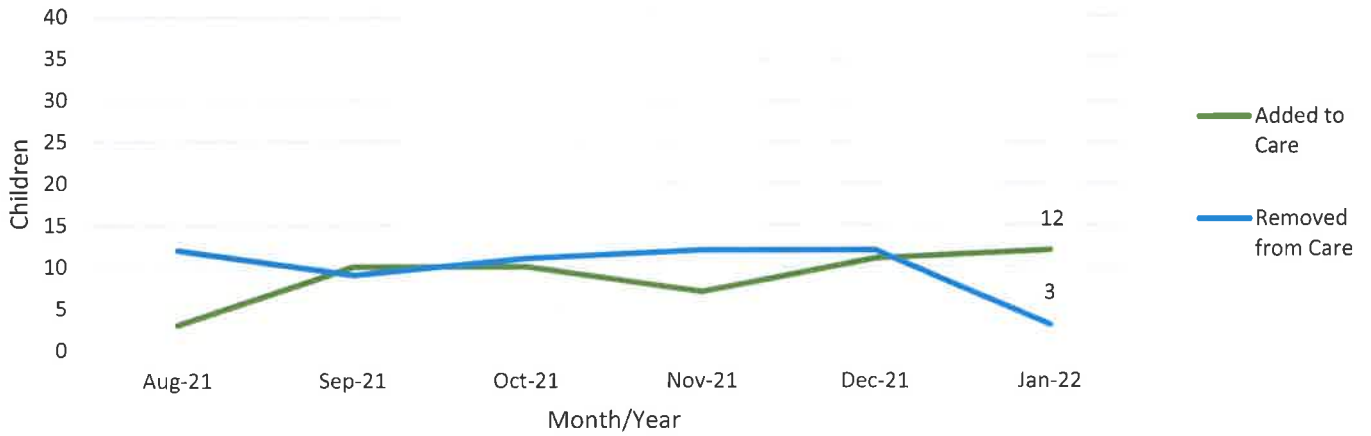


Preventive Services

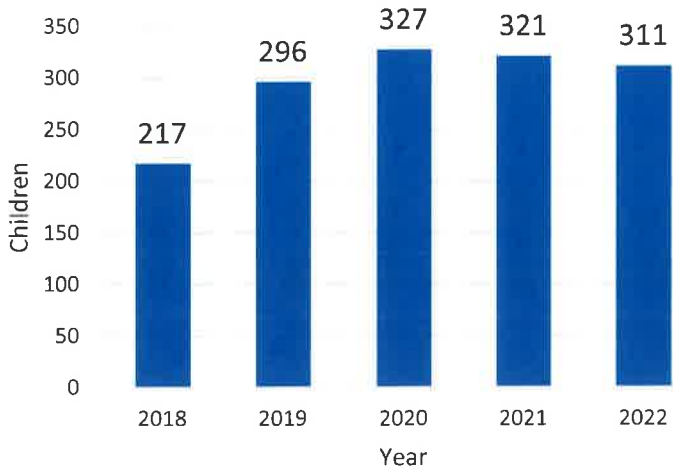
Children In Care



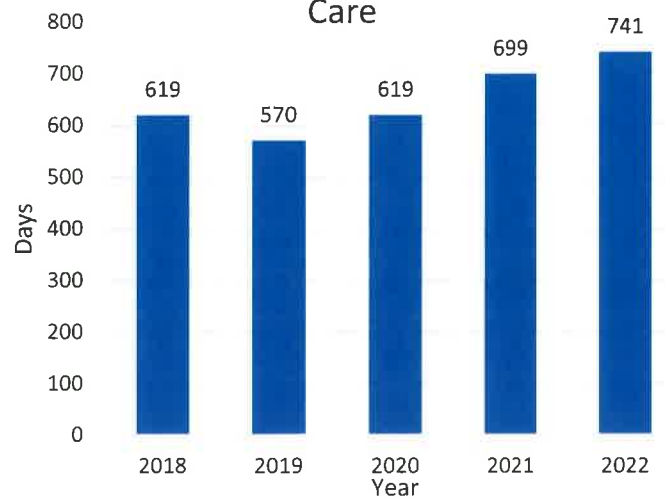
Net Change to Children in Care



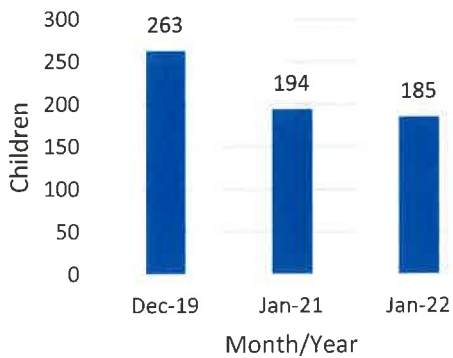
Average Number of Children in Care



Average Days Children Have Been in Care



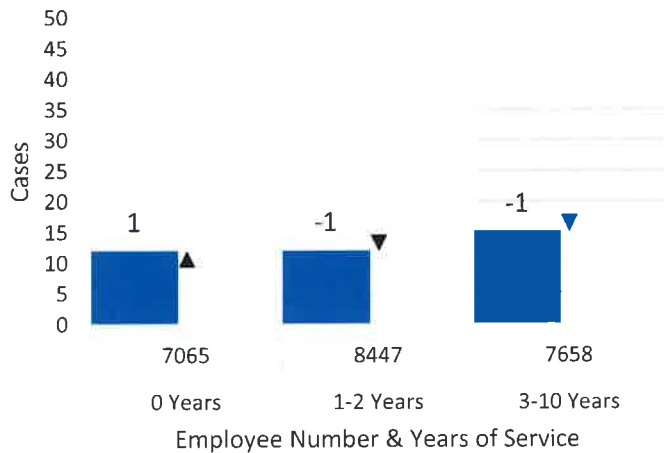
Average Number of Children in Home Receiving Services



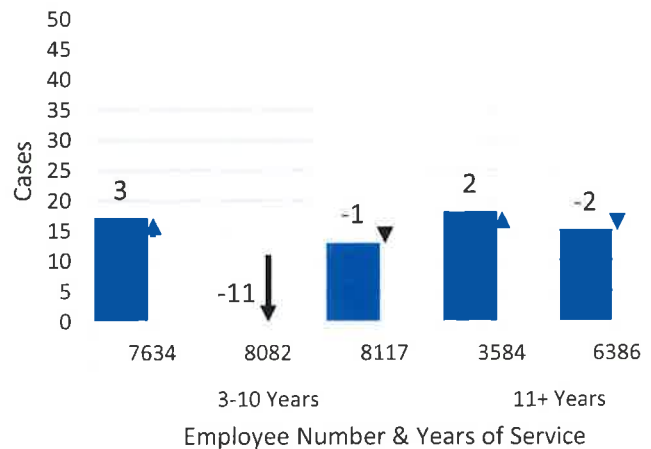
Average Preventive Caseload



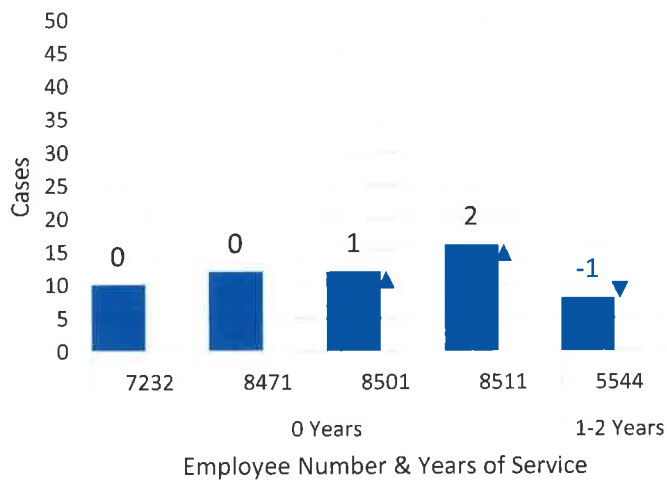
Cases Per Month by Supervisor: 6053



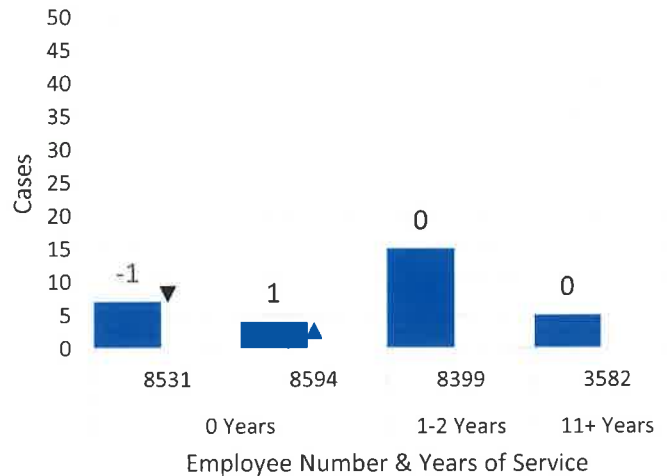
Cases Per Month by Supervisor: 660



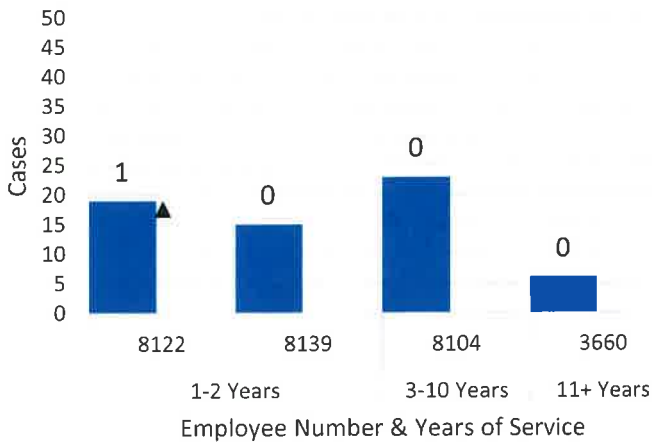
Cases Per Month by Supervisor: 2942



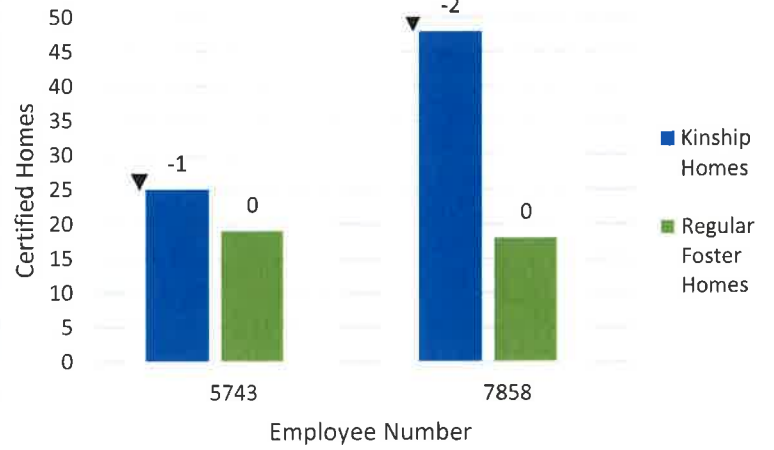
Cases Per Month by Supervisor: 5748



Cases Per Month by Supervisor:3660



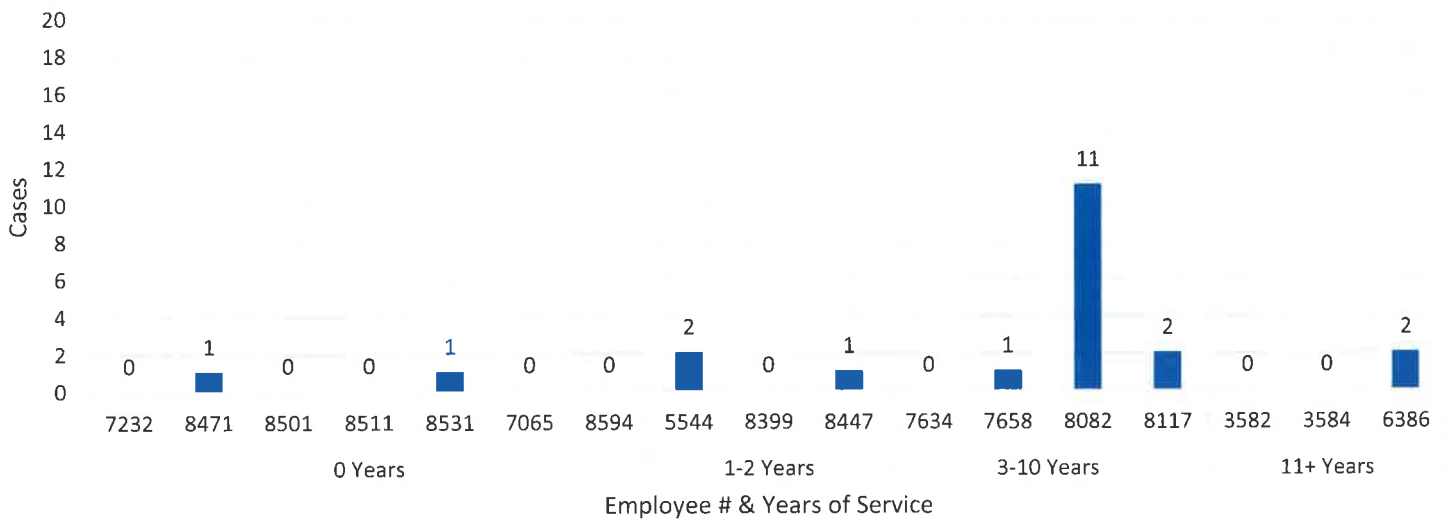
Home Finder Unit - Supervisor: 1998



Trainee Period



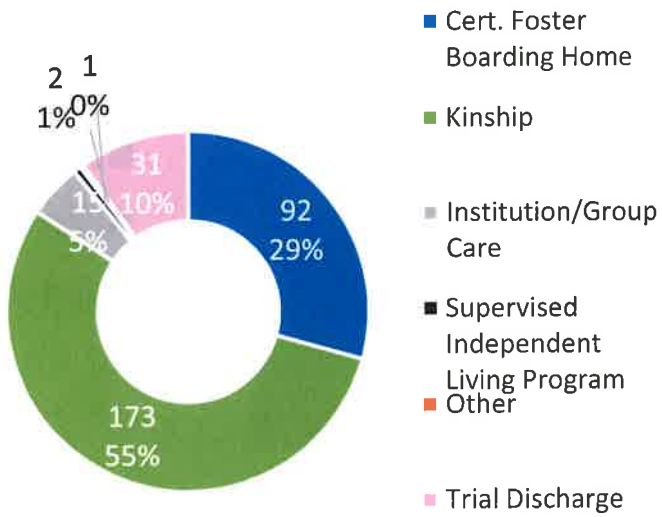
Cases Closed



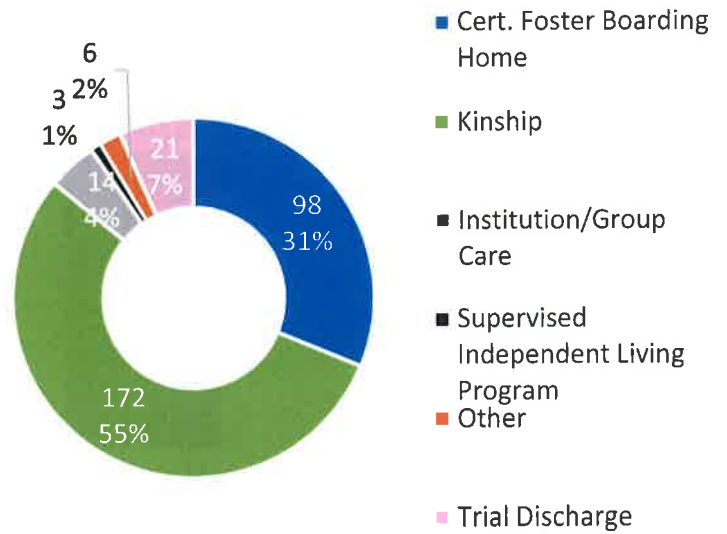
Adoption Activity



Foster Care Placements

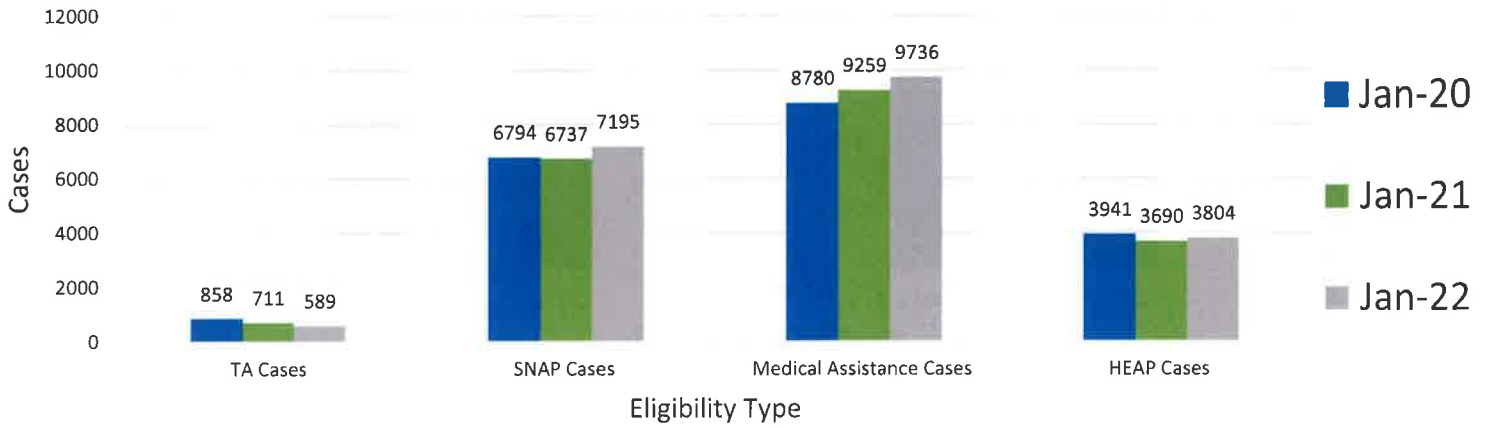


Average Foster Care Placements

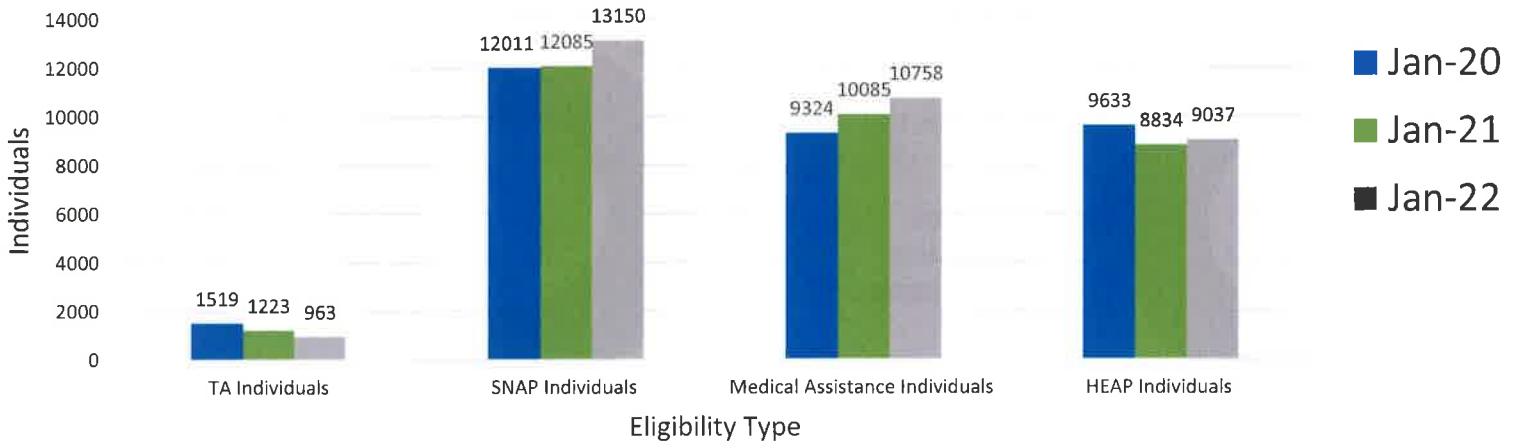


Eligibility Programs

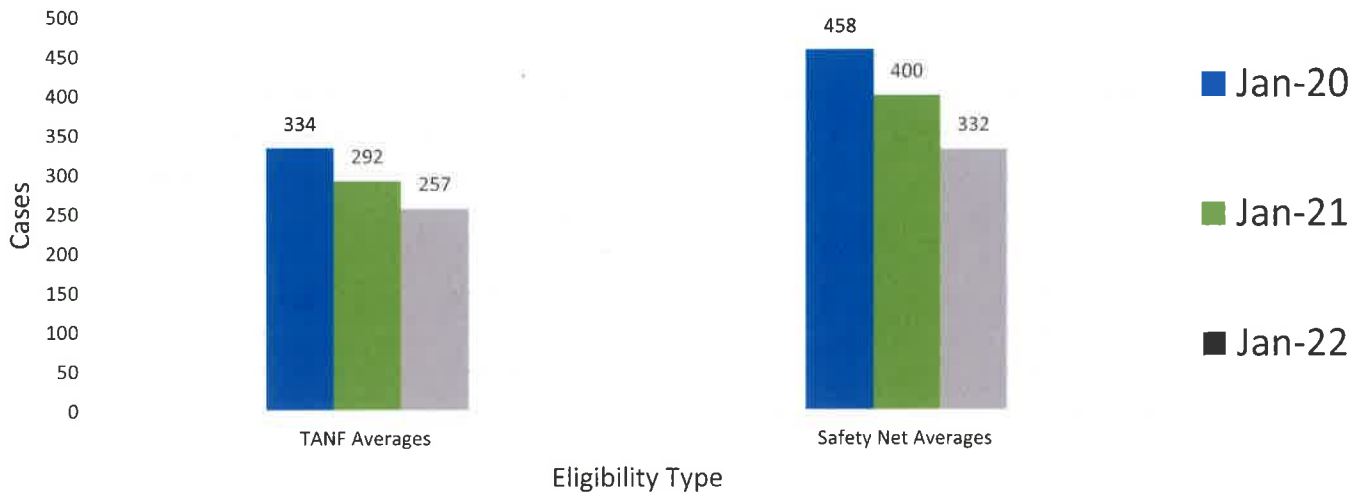
Cases



Individuals



TANF & Safety Net Averages



St. Lawrence County Vacancy Authorization Form

Social Services



Type: Fill

Keyboard Specialist

Subunit (If Applicable): Children's Services

Date Submitted: 2/1/2022

Reason Vacated: Promotion

Position Number: 003100046

Date Vacated: 12/10/2021

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 10/22/2019

Hours Per Week: 35

Appointee Will Be: Contingent-Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$34,928

Revenue Generating: No 0 %

Benefits: Yes \$19,588

Reimbursed by State or Federal Funds: Yes 72 %

Base Salary: \$35,316

Budget Mod Attached, If Required?

Grade: 15

Net County Cost: \$15,428

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 individual in this position completes all clerical duties for a Preventive/Foster Care Unit, which is comprised of 5 Foster Care Preventive Caseworkers. The person in this position is responsible for Service Plan Review letters; court cards; reminders for all legal activity for the Unit; foster care placement documentation; movements of children in foster care; special payment for foster parents; clothing allowance payments for foster parents; caseloads and case logs; tracking case requirements; opening and closing of cases on the New York State Welfare Management System for foster care and preventive cases and the accurate recording of placement dates to ensure proper payment to providers; foster care subsidies; mailing; copying; and typing. Without this essential position, it would be impossible to comply with or successfully participate in Office of Children and Family Services audits. Further, DSS would receive sanctions for not being timely with service plan review letters to clients. Legal paperwork that is not completed and processed timely can result in children remaining in care longer than is necessary, at an increased expense to the Department. Keyboards in Child Welfare not only complete their own duties, they also ensure that all required documentation is completed by the caseworkers and communicate with the supervisor to ensure that work is being completed timely. Because caseloads are significantly higher than the numbers that the Office of Children and Family Services recommends, supervisors are also supervising substantially more cases than is recommended. It is impossible for Child Welfare supervisors to monitor all of the documentation that is required; they rely on the Keyboard to assist with this vital quality assurance role. This position will handle approximately 70+ foster youth with foster care placements, kinship placements as well as preventive youth placed in relative care.

Department Head:

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Social Services



Type: Fill

Caseworker/CPS

Subunit (If Applicable): CPS

Date Submitted: 2/1/2022

Reason Vacated: Resignation

Position Number: 815200004

Date Vacated: 2/11/2022

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 2/7/2011

Hours Per Week: 35

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$61,192

Revenue Generating: No 0 %

Benefits: Yes \$34,316

Reimbursed by State or Federal Funds: Yes 72 %

Base Salary: \$50,242

Budget Mod Attached, If Required?

Grade: 25

Net County Cost: \$27,029

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.

Caseworkers in Child Protective Services (CPS) investigate allegations of child abuse and maltreatment in St. Lawrence County that are made to the State Central Register. If this position were not filled, the impact would compromise child safety and reduce the ability of CPS to maintain the high standards set by the Department of Social Services and the State to ensure the safety of children in St. Lawrence County. While the Office of Children and Family Services recommends 15 active investigations per CPS Caseworker per month, the average caseload size in CPS is 26 as of December, 2021. Not filling this Child Protective Caseworker position further delays the existing timeline of approximately 5 months from the first day of work to the time the Caseworker can initiate reports independently, due to significant training requirements including 6 weeks when they are completely out of the office for training. Cases must be initiated within 24 hours; and virtually all new reports require face to face contact with the families within 24 hours. Without adequate staff to fulfill this requirement, staff will be required to work overtime in cases that require immediate contact due to health and safety concerns. Further, supervisors will be working as Caseworkers to fill the gap, and will be unavailable to supervise their workers. Due to the increased severity of cases (specifically cases involving caregivers who are using heroin and methamphetamines) additional face to face visits, time preparing for court, casework counseling, referrals and follow up is now required. Cases are becoming more complex and our Caseworkers are finding children in dire situations on a daily basis. This position is mandated and necessary to meet the regulatory requirements and ensure the health and safety of children/families.

Department Head:

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Social Services



Type: Fill

Caseworker/CPS

Subunit (If Applicable): CPS

Date Submitted: 2/1/2022

Reason Vacated: Reassignment

Position Number: 815200012

Date Vacated: 1/24/2022

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 3/26/2018

Hours Per Week: 35

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$54,249

Revenue Generating: No 0 %

Benefits: Yes \$30,423

Reimbursed by State or Federal Funds: Yes 72 %

Base Salary: \$50,242

Budget Mod Attached, If Required?

Grade: 25

Net County Cost: \$23,962

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.

Caseworkers in Child Protective Services (CPS) investigate allegations of child abuse and maltreatment in St. Lawrence County that are made to the State Central Register. If this position were not filled, the impact would compromise child safety and reduce the ability of CPS to maintain the high standards set by the Department of Social Services and the State to ensure the safety of children in St. Lawrence County. While the Office of Children and Family Services recommends 15 active investigations per CPS Caseworker per month, the average caseload size in CPS is 26 as of December, 2021. Not filling this Child Protective Caseworker position further delays the existing timeline of approximately 5 months from the first day of work to the time the Caseworker can initiate reports independently, due to significant training requirements including 6 weeks when they are completely out of the office for training. Cases must be initiated within 24 hours; and virtually all new reports require face to face contact with the families within 24 hours. Without adequate staff to fulfill this requirement, staff will be required to work overtime in cases that require immediate contact due to health and safety concerns. Further, supervisors will be working as Caseworkers to fill the gap, and will be unavailable to supervise their workers. Due to the increased severity of cases (specifically cases involving caregivers who are using heroin and methamphetamines) additional face to face visits, time preparing for court, casework counseling, referrals and follow up is now required. Cases are becoming more complex and our Caseworkers are finding children in dire situations on a daily basis. This position is mandated and necessary to meet the regulatory requirements and ensure the health and safety of children/families.

Department Head: *Heather R.L.*

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Social Services



Type: Fill

Caseworker/CPS

Subunit (If Applicable): CPS

Date Submitted: 2/1/2022

Reason Vacated: Promotion

Position Number: 815200014

Date Vacated: 12/24/2021

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 11/30/2019

Hours Per Week: 35

Appointee Will Be: Contingent-Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$51,787

Revenue Generating: No 0 %

Benefits: Yes \$29,042

Reimbursed by State or Federal Funds: Yes 72 %

Base Salary: \$50,242

Budget Mod Attached, If Required?

Grade: 25

Net County Cost: \$22,875

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.

Caseworkers in Child Protective Services (CPS) investigate allegations of child abuse and maltreatment in St. Lawrence County that are made to the State Central Register. If this position were not filled, the impact would compromise child safety and reduce the ability of CPS to maintain the high standards set by the Department of Social Services and the State to ensure the safety of children in St. Lawrence County. While the Office of Children and Family Services recommends 15 active investigations per CPS Caseworker per month, the average caseload size in CPS is 26 as of December, 2021. Not filling this Child Protective Caseworker position further delays the existing timeline of approximately 5 months from the first day of work to the time the Caseworker can initiate reports independently, due to significant training requirements including 6 weeks when they are completely out of the office for training. Cases must be initiated within 24 hours; and virtually all new reports require face to face contact with the families within 24 hours. Without adequate staff to fulfill this requirement, staff will be required to work overtime in cases that require immediate contact due to health and safety concerns. Further, supervisors will be working as Caseworkers to fill the gap, and will be unavailable to supervise their workers. Due to the increased severity of cases (specifically cases involving caregivers who are using heroin and methamphetamines) additional face to face visits, time preparing for court, casework counseling, referrals and follow up is now required. Cases are becoming more complex and our Caseworkers are finding children in dire situations on a daily basis. This position is mandated and necessary to meet the regulatory requirements and ensure the health and safety of children/families.

Department Head:

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Social Services



Type: Fill Caseworker/CPS

Subunit (If Applicable): CPS Date Submitted: 2/1/2022

Reason Vacated: Retirement Position Number: 815200017

Date Vacated: 1/14/2022 Position # Abolished:

Position Will Be: Fulltime Last Fill Date: 1/29/2007

Hours Per Week: 35 Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately Temporary Position? No

Salary of Person Leaving: \$59,554 Revenue Generating: No 0 %

Benefits: Yes \$33,398 Reimbursed by State or Federal Funds: Yes 72 %

Base Salary: \$50,242 Budget Mod Attached, If Required?

Grade: 25 **Net County Cost: \$26,305**

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.

Caseworkers in Child Protective Services (CPS) investigate allegations of child abuse and maltreatment in St. Lawrence County that are made to the State Central Register. If this position were not filled, the impact would compromise child safety and reduce the ability of CPS to maintain the high standards set by the Department of Social Services and the State to ensure the safety of children in St. Lawrence County. While the Office of Children and Family Services recommends 15 active investigations per CPS Caseworker per month, the average caseload size in CPS is 26 as of December, 2021. Not filling this Child Protective Caseworker position further delays the existing timeline of approximately 5 months from the first day of work to the time the Caseworker can initiate reports independently, due to significant training requirements including 6 weeks when they are completely out of the office for training. Cases must be initiated within 24 hours; and virtually all new reports require face to face contact with the families within 24 hours. Without adequate staff to fulfill this requirement, staff will be required to work overtime in cases that require immediate contact due to health and safety concerns. Further, supervisors will be working as Caseworkers to fill the gap, and will be unavailable to supervise their workers. Due to the increased severity of cases (specifically cases involving caregivers who are using heroin and methamphetamines) additional face to face visits, time preparing for court, casework counseling, referrals and follow up is now required. Cases are becoming more complex and our Caseworkers are finding children in dire situations on a daily basis. This position is mandated and necessary to meet the regulatory requirements and ensure the health and safety of children/families.

Department Head: *Heather RL*

Approved?
Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Social Services



Type: Fill

Caseworker/CPS

Subunit (If Applicable): CPS

Date Submitted: 2/1/2022

Reason Vacated: Promotion

Position Number: 815200028

Date Vacated: 12/24/2021

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 6/4/2019

Hours Per Week: 35

Appointee Will Be: Contingent-Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$50,782

Revenue Generating: No 0 %

Benefits: Yes \$28,479

Reimbursed by State or Federal Funds: Yes 72 %

Base Salary: \$50,242

Budget Mod Attached, If Required?

Grade: 25

Net County Cost: \$22,431

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.

Caseworkers in Child Protective Services (CPS) investigate allegations of child abuse and maltreatment in St. Lawrence County that are made to the State Central Register. If this position were not filled, the impact would compromise child safety and reduce the ability of CPS to maintain the high standards set by the Department of Social Services and the State to ensure the safety of children in St. Lawrence County. While the Office of Children and Family Services recommends 15 active investigations per CPS Caseworker per month, the average caseload size in CPS is 26 as of December, 2021. Not filling this Child Protective Caseworker position further delays the existing timeline of approximately 5 months from the first day of work to the time the Caseworker can initiate reports independently, due to significant training requirements including 6 weeks when they are completely out of the office for training. Cases must be initiated within 24 hours; and virtually all new reports require face to face contact with the families within 24 hours. Without adequate staff to fulfill this requirement, staff will be required to work overtime in cases that require immediate contact due to health and safety concerns. Further, supervisors will be working as Caseworkers to fill the gap, and will be unavailable to supervise their workers. Due to the increased severity of cases (specifically cases involving caregivers who are using heroin and methamphetamines) additional face to face visits, time preparing for court, casework counseling, referrals and follow up is now required. Cases are becoming more complex and our Caseworkers are finding children in dire situations on a daily basis. This position is mandated and necessary to meet the regulatory requirements and ensure the health and safety of children/families.

Department Head:

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Community Services



Type: Create & Fill

Registered Professional Nurse

Subunit (If Applicable):

Date Submitted: February 2022

Reason Vacated: New Position

Position Number: 501000071

Date Vacated: N/A

Position # Abolished: N/A

Position Will Be: Full-time

Last Fill Date: N/A

Hours Per Week: 35

Appointee Will Be: Permanent

Budget

Fill Request Timeline: 90 Days

Temporary Position? No

Salary of Person Leaving:

Revenue Generating: No 0 %

Benefits: Yes \$25,124

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$52,179

Budget Mod Attached, If Required?

Grade: 26

Net County Cost: \$77,303

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.

On October 7th, 2021 Governor Kathy Hochul signed into law Legislation S.1795/A.868 aimed toward reducing drug-related overdose deaths across New York State and encouraging those suffering from addiction to seek help in their recovery. Expanding medication assisted treatment, MAT, across state and local correctional facilities will allow incarcerated individuals access to medications and therapies to provide them the opportunity to overcome substance use and lessen the likelihood that they may suffer drug-related overdoses upon their reentry into society. This mandate requires that all inmates are assessed, diagnosed, prescribed medication if indicated, provided individual counseling, group counseling, peer services, and transition services (discharge planning). It is estimated that between 50-70% of our inmate population will participate in the expanded SUD treatment within our correctional facility.

If the position is not filled we would not be in compliance with the NYS State mandate as we would be unable to meet the demand of the current jail census with existing staff. Access to care is paramount, given the current Opioid crisis. This position will screen, and dispense medications to the inmates receiving MAT services, allowing us to meet our requirement to the above mandate.

Department Head:

J. S. [Signature]

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Public Health



Type: Create & Fill

Public Health Specialist

Subunit (If Applicable):

Date Submitted: January 31, 2022

Reason Vacated: New Position

Position Number: 504300008

Date Vacated:

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date:

Hours Per Week: 35

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving:

Revenue Generating: No 0 %

Benefits: Yes \$29,262

Reimbursed by State or Federal Funds: Yes 100 %

Base Salary: \$52,179

Budget Mod Attached, If Required?

Grade: 26

Net County Cost: \$0

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 critical to assist with the department's COVID-19 response efforts. The individual's primary role would be to assist in response activities including: POD organization, staffing, logistics, and volunteer recruitment and retention. The role may also include: creation of education materials, vaccine coordination, case investigation, organizing response efforts within the department and volunteer staff, communication with area hospitals, health centers and facilities regarding testing and exposures, COVID-19 call center, educating staff on the COVID-19 process and guidelines, educating the community on response efforts and assisting in getting the messages out through various media outlets and activities.

Department Head: *Jolene Manger*

Approved?
Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Public Health



Type: Create & Fill

Community Health Nurse

Subunit (If Applicable):

Date Submitted: January 31, 2022

Reason Vacated: New Position

Position Number: 502000028

Date Vacated:

Position # Abolished:

Position Will Be: Part-time

Last Fill Date:

Hours Per Week: 34.75

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving:

Revenue Generating: No 0 %

Benefits: Yes \$31,649

Reimbursed by State or Federal Funds: Yes 100 %

Base Salary: \$56,436

Budget Mod Attached, If Required?

Grade: 28

Net County Cost: \$0

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 critical in leading the COVID-19 response. This individual is responsible for conducting case investigation, contact tracing, communication with area hospitals, health centers and facilities regarding testing and exposures, taking public health and COVID-19 on call, and mentoring and educating staff on the COVID-19 process and guidelines. In addition to COVID-19 responsibilities, this position leads the immunization, maternal child health, and public health detailing programs. Additionally, during the COVID-19 pandemic, this individual will assist with vaccination clinics/PODs.

Department Head: *Jolene Manger*

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Public Health



Type: Create & Fill

Community Health Nurse

Subunit (If Applicable):

Date Submitted: January 31, 2022

Reason Vacated: New Position

Position Number: 502000029

Date Vacated:

Position # Abolished:

Position Will Be: Part-time

Last Fill Date:

Hours Per Week: 34.75

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving:

Revenue Generating: No 0 %

Benefits: Yes \$31,649

Reimbursed by State or Federal Funds: Yes 100 %

Base Salary: \$56,436

Budget Mod Attached, If Required?

Grade: 28

Net County Cost: \$0

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 critical in leading the COVID-19 response. This individual is responsible for conducting case investigation, contact tracing, communication with area hospitals, health centers and facilities regarding testing and exposures, taking public health and COVID-19 on call, and mentoring and educating staff on the COVID-19 process and guidelines. In addition to COVID-19 responsibilities, this position leads the immunization, maternal child health, and public health detailing programs. Additionally, during the COVID-19 pandemic, this individual will assist with vaccination clinics/PODs.

Department Head: *Jolene Manger*

Approved?
Yes No

County Administrator:

Resolution #: