

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

WILLIAM J. SHERIDAN
Chair, Board of Legislators

SERVICES COMMITTEE AGENDA
MR. JOSEPH LIGHTFOOT, CHAIR
MONDAY, MARCH 21, 2022
*****BOARD ROOM AND VIA YOUTUBE*****
*****5:30 P.M. *****

- 1. CALL TO ORDER AND APPROVAL OF THE AGENDA**
- 2. APPROVAL OF MINUTES** – February 14
- 3. CITIZEN ADVOCATES BEHAVIORAL HEALTH URGENT CARE** – James Button, CEO
- 4. COMMUNITY SERVICES – JAY ULRICH**
 - A. Modifying the 2022 Budget for Community Services for Funding from New York State Office of Mental Health (OMH) Workforce Grant (Res)
 - B. Modifying the 2022 Budget for Community Services for North Country Initiative (NCI) Promise Practices Funds (Res)
 - C. Modifying the 2022 Budget for Community Services for Comprehensive Opioid, Stimulant, and Substance Abuse Site-Based (COSSAP) Program Funds (Res)
 - D. Modifying the 2022 Community Services Budget for COSSAP Funding from the Office of Justice Programs (Res)
 - E. Modifying the 2022 Budget for Community Services for Epoch Health Solutions, LLC, for Improvements to Billing Practices (Res)
 - F. Accepting a Donation from Seaway Valley Prevention Council for Community Services Addiction Services (Res)
 - G. Modifying the 2021 Budget for Community Services for Funding from RFMH/OASAS New York State Opioid Response Grant (Res)
 - H. Mental Health and Addiction Clinic Updates (Info)
- 5. PUBLIC HEALTH – JOLENE MUNGER**
 - A. Authorizing an Increase in Rates for the Public Health Department Medical Director (Res)
 - B. Authorizing the Chair to Sign a Request for Revocable Permit with SUNY Potsdam for a Bridges Out of Poverty Training (Res)
 - C. Approval of Rates for Related Services for the Preschool Special Education Program (Res)
 - D. Authorizing the Chair to Sign a Contract with Samaritan Medical Center for Morgue and Laboratory Services (Res)

- E. Authorizing the Chair to Sign Contracts for Services for the Preschool Special Education Program (Res)
- F. Proclaiming April 4th – 10th, 2022 as National Public Health Week (Res)

6. SOCIAL SERVICES – HEATHER RAND

- A. Proclaiming the Month of April as National Child Abuse Prevention Month (Res)
- B. Social Services Statistics (Info)

7. VACANCY REVIEW COMMITTEE – RUTH DOYLE

- A. Vacancy Review Summary (Info)
- B. Social Services
 - 1. Fill Senior Employment & Training Counselor, Position No. 701500003
 - 2. Fill Social Welfare Examiner, Position No. 814000060
 - 3. Fill Support Investigator, Position No. 813000009
- C. Public Health
 - 1. Fill Public Health Nurse, Position No. 504100001
- D. Community Services
 - 1. Fill Registered Professional Nurse, Position No. 501000023

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.

April 4, 2022

Services Committee: 3-21-2022

RESOLUTION NO. _____

**MODIFYING THE 2022 BUDGET FOR COMMUNITY SERVICES FOR FUNDING
FROM NEW YORK STATE OFFICE OF MENTAL HEALTH (OMH)
WORKFORCE GRANT**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, Community Services receives funding modifications from New York State Office of Mental Health (OMH) Workforce Grant, and

WHEREAS, OMH is distributing Federal Supplemental Community Mental Health Services Block Grant funding to eligible providers to enhance workforce, and

WHEREAS, the OMH Workforce Grant is administered and managed by OMH in New York State, and funding is to be utilized from March 31, 2022 through December 31, 2022, and

WHEREAS, Community Services would use the funds for professional training, certification exams, application fees, educational materials, staff overtime to participate in training,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for Community Services for funding from New York State Office of Mental Health (OMH) Workforce Grant Program, as follows:

INCREASE APPROPRIATIONS:

A3143201 18000	A MHOC Direct Service Workers	\$8,000
A3143204 42000	Supplies and Materials	1,178
A3143204 41102	Education and Workshops	13,000
A3143208 81000	Employees Retirement	1,008
A3143208 83000	Social Security	612
A3143208 84000	Workers Compensation	<u>202</u>
		\$24,000

INCREASE REVENUE:

A3134905 56000	OMH Workforce Grant	\$24,000
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April 4, 2022

Services Committee: 3-21-2022

RESOLUTION NO. _____

MODIFYING THE 2022 BUDGET FOR COMMUNITY SERVICES FOR NORTH COUNTRY INITIATIVE (NCI) PROMISE PRACTICES FUNDS

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, North Country Initiative (NCI) is a partnership of hospitals, independent physicians, and community providers working together to reform the healthcare system in the Tug Hill Seaway Region, and

WHEREAS, Community Services Addictions and Mental Health Clinics are a qualified NCI Partner who are members of the clinically integrated network within Jefferson, Lewis, and St. Lawrence Counties, and

WHEREAS, Community Services Addictions and Mental Health Clinics have proposed a project for incorporating virtual reality into the treatment process as part of the NCI DSRIP Promising Practice Fund, and

WHEREAS, Resolution No. 175-2021 approved one-time grant funding from NCI Promise Practices Funds in the amount of \$23,900 to be used to purchase three virtual reality units,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for Community Services for North Country Initiative (NCI) Promise Practices Funds, as follows:

INCREASE APPROPRIATIONS:

A1142504 43005	A CACD Advertising Fees & Expenses	\$1,138
A1142504 41901	A CACD Central Printing	<u>150</u>
		\$1,288

INCREASE REVENUES:

A1334865 56001	A SA Canton Chemical Dependency	\$1,288
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April 4, 2022

Services Committee: 3-21-2022

RESOLUTION NO. _____

**MODIFYING THE 2022 BUDGET FOR COMMUNITY SERVICES FOR
COMPREHENSIVE OPIOID, STIMULANT, AND SUBSTANCE ABUSE
SITE-BASED (COSSAP) PROGRAM FUNDS**

By Mr. Lightfoot, Chair, Finance Committee

WHEREAS, On October 16, 2020, the County received notice from the Office of Justice Programs that the application submitted by St. Lawrence County was successful and will receive funding opportunities entitled Comprehensive Opioid, Stimulant, and Substance Abuse Site-based (COSSAP) Program Award 2020-AR-BX-0076, and

WHEREAS, St. Lawrence County has recognized the need for increased access of individuals with an Opioid Use Disorder (OUD) to recovery services, and

WHEREAS, Resolution No. 314-2020 authorized the acceptance of the Comprehensive Opioid, Stimulant, and Substance Abuse Site-Based Program Grant, and

WHEREAS, on December 7, 2020 the Board of Legislators adopted Resolution No. 330-2020 naming St. Lawrence Health Systems the sub-award recipient to develop and operate the Opioid Treatment Program (OTP), and

WHEREAS, since October 7, 2021, certain legal changes regarding the capability of the County operations have made it beneficial for the County to act as the provider for delivery of an Opioid Treatment Program, and

WHEREAS, the Comprehensive Opioid, Stimulant, and Substance Abuse Site-Based Program Grant Manager/Policy Advisor has permitted the County to re-allocate that portion of the grant funding designated to the Opioid Treatment Program to the Request for Proposal (RFP) second-choice agency, St. Lawrence County Community Services, and

WHEREAS, on November 2, 2021, Resolution No. 335-2021 named St. Lawrence County Canton Addictions Services Clinic the sub-award recipient to develop and operate the Opioid Treatment Program for the COSSAP Program, and, OASAS has issued the OTP clinic PRU 53606,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for Community Services for Comprehensive Opioid, Stimulant, and Substance Abuse Site-Bases (COSSAP) Program Funds, as follows:

INCREASE APPROPRIATIONS:

A1442301 11000	A OTP Direct Services Worker	\$23,906
A1442301 12000	A OTP Supervisor/Admin	39,375
A1442302 21000	A OTP Furniture & Furnishings	32,844
A1442302 25000	A OTP Technical Equipment	7,140
A1442304 407HS	A OTP Human Services Building Rent	6,550

April 4, 2022

A1442304 408HS	A OTP Human Services Building Maintenance	5,910
A1442304 41102	A OTP Educational Workshops	850
A1442304 41401	A OTP Liability & Other Insurance	290
A1442304 414MM	A OTP Medical Malpractice Insurance	2,000
A1442304 41901	A OTP I/D Central Printing	200
A1442304 42000	A OTP Office Supplies & Expenses	13,690
A1442304 42004	A OTP Computer Software	35,700
A1442304 42101	A OTP I/D Copying Equipment	900
A1442304 42303	A OTP I/D Phone Charges	200
A1442304 423SS	A OTP Security System	14,607
A1442304 42402	A OTP I/D Postage	100
A1442304 43005	A OTP Advertising Fees	2,250
A1442304 43007	A OTP Other Fees & Services	4,800
A1442304 43015	A OTP Certification Fees	8,800
A1442304 43019	OTP Client Collection Fees	200
A1442304 44000	A OTP I/D Automotive Expenses	100
A1442304 44100	A OTP I/D Fuel Charges	100
A1442304 45100	A OTP Medical Supplies & Expenses	7,500
A1442308 81000	A Retirement	7,973
A1442308 83000	A Social Security	4,354
A1442308 84000	A Workmens Compensation	1,593
A1442308 84500	A Group Life Insurance	114
A1442308 86000	A Hospital & Medical Insurance	20,491
A1442308 86500	A Dental Insurance	709
A1442308 89000	A Vision Insurance	254
		<u>\$243,500</u>
	<u>INCREASE REVENUE:</u>	
A1416315 57000	A OTP Federal Grants	\$243,500

April 4, 2022

Services Committee: 3-21-2022

RESOLUTION NO. _____

**MODIFYING THE 2022 COMMUNITY SERVICES BUDGET FOR COSSAP FUNDING
FROM THE OFFICE OF JUSTICE PROGRAMS**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, Community Services has received funding from The Office of Justice Programs, and

WHEREAS, The Office of Justice Programs has authorized St. Lawrence County Community Services to modify the COSSAP 2020-AR-BX-0076 Budget, and

WHEREAS, the position of fiscal manager was not filled until seven (7) months into the award causing a reduction in payroll; the fringe for this position was originally calculated at the average County rate of 51.37%, however the position required family coverage with an actual cost of 70.37%, creating an increase of \$22,900 over the life of the grant; the sub-awardee expenses were reduced due to the delayed startup of grant activities,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for Community Services for COSSAP funding from the Office of Justice Programs, as follows:

DECREASE APPROPRIATIONS:

A1542201 12000	A OPIOID REC Supervisory Admin	\$13,991
A1542204 42001	A OPIOID REC Computer Supplies	56
A1542204 42402	A OPIOID REC I/D Postage	25
A1542204 44000	A OPIOID REC I/D Automotive Expense	100
A1542204 44100	A OPIOID REC I/D Fuel Charges	96
A1542204 46500	A OPIOID REC Program Payment	15,557
A1542208 81000	A OPIOD REC Retirement	1,555
A1542208 84000	A OPIOD REC Workmens Comp	1,129
A1542208 89000	A OPIOD REC Vision Insurance	199
		<u>\$32,708</u>

INCREASE APPROPRIATIONS:

A1542204 42000	A OPIOID REC Office Supplies	\$90
A1542204 44500	A OPIOID REC Other Travel Reimbursement	6,744
A1542208 83000	A OPIOID REC Social Security	98
A1542208 84500	A OPIOD REC Group Life Insurance	12
A1542208 86000	A OPIOID REC Hospital & Med Insurance	25,666
A1542208 86500	A OPIOD REC Dental Insurance	98
		<u>\$32,708</u>

April 4, 2022

Services Committee: 3-21-2022

RESOLUTION NO. _____

MODIFYING THE 2022 BUDGET FOR COMMUNITY SERVICES FOR EPOCH HEALTH SOLUTIONS, LLC, FOR IMPROVEMENTS TO BILLING PRACTICES

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, Resolution No. 370-2021 authorized a contract with Epoch Health Solutions, LLC, and

WHEREAS, billing efficiencies in Community Services have been a concern of both the Board of Legislators and State-regulating agencies, and

WHEREAS, Community Services continues to improve its billing practices and is implementing a new Electronic Health Record, and

WHEREAS, Epoch Health Solutions, LLC, assists to identify and resolve billing issues by assessing and improving billing operations, coding, documentation, and compliance, and provide associated training, and

WHEREAS, the County has worked successfully with Epoch Health Solutions, LLC, on other compliancy projects, and

WHEREAS, the Department will be paying for this service with the use of unrestricted DSRIP funds (01TG0691 502A1),

NOW, THEREFORE BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2022 Budget for Community Services for Epoch Health Solutions, LLC, for improvements to billing practices, as follows:

INCREASE APPROPRIATIONS:

A3143204 43007 DSRP	A DSRP OTH Fees and Services	\$8,000
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INCREASE REVENUE:

A3134905 56000 DSRP	A DSRP Mental Health	\$8,000
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April 4, 2022

Services Committee: 3-21-2022

RESOLUTION NO. _____

**ACCEPTING A DONATION FROM SEAWAY VALLEY PREVENTION COUNCIL
FOR COMMUNITY SERVICES ADDICTION SERVICES**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, Community Services Addiction Services has received a donation of three desks, a conference table, and three adjustable desk/computer stands from Seaway Valley Prevention Council, and

WHEREAS, the donation will allow for adequate furnishings to accommodate additional personnel that will be working in the Opioid Treatment Program,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes accepting a donation from Seaway Valley Prevention Council for Community Services Addiction Services.

April 4, 2022

Services Committee: 3-21-2022

RESOLUTION NO. _____

MODIFYING THE 2021 BUDGET FOR COMMUNITY SERVICES FOR FUNDING FROM RFMH/OASAS NEW YORK STATE OPIOID RESPONSE GRANT

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, Community Services received funding modifications from New York State Opioid Response (SOR), and

WHEREAS, Community Services has recognized the need for increased access for individuals with an Opioid Use Disorder (OUD) to recovery services in St. Lawrence County, and

WHEREAS, due to inability to prepay expenses related to the implementation of the new electronic health record and a reduction in the funding by RFMH/OASA, actual expenses are lower than budgeted, and

WHEREAS, this one-time adjustment is to match expenditure and close out grant,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2021 Budget for Community Services for funding from RFMH/OASAS New York State Opioid Response Grant, as follows:

INCREASE APPROPRIATIONS:

A1Z42501 11000	A SOR Direct Service Worker	\$18,085
A1Z42501 11000	A SOR Supervisory/Admin	1,273
A1Z42508 81000	Retirement	\$2,815
A1Z42508 83000	Social Security	1,399
A1Z42508 84000	Workmens Compensation	510
A1Z42508 84500	Group Life Insurance	45
A1Z42508 86000	Hospital & Medical Insurance	5,107
A1Z42508 86500	FB Dental Insurance	317
A1Z42508 89000	Vision Insurance	110
		<u>\$29,661</u>

DECREASE APPROPRIATIONS:

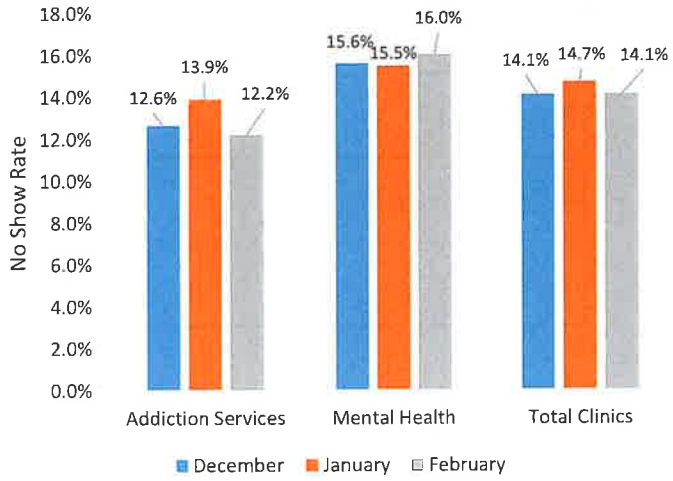
A1Z42504 42004	A SOR Computer Software	\$83,832
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DECREASE REVENUE:

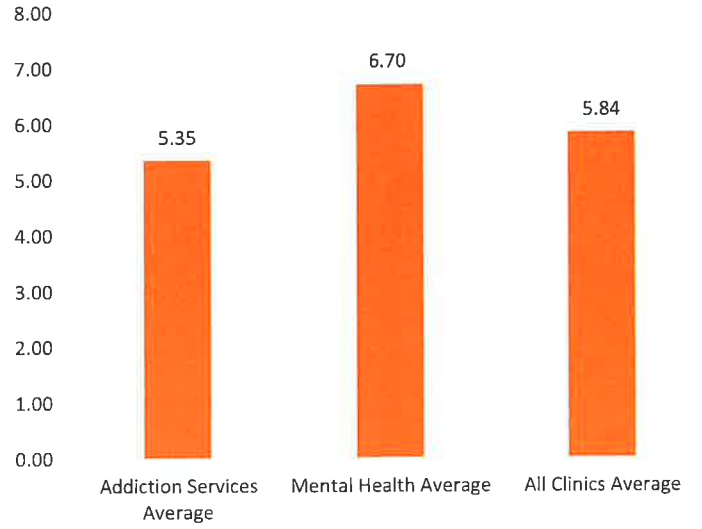
A1Z42505 57000	A SOR FA Chemical Dependency	\$54,171
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Community Services Update February 2022

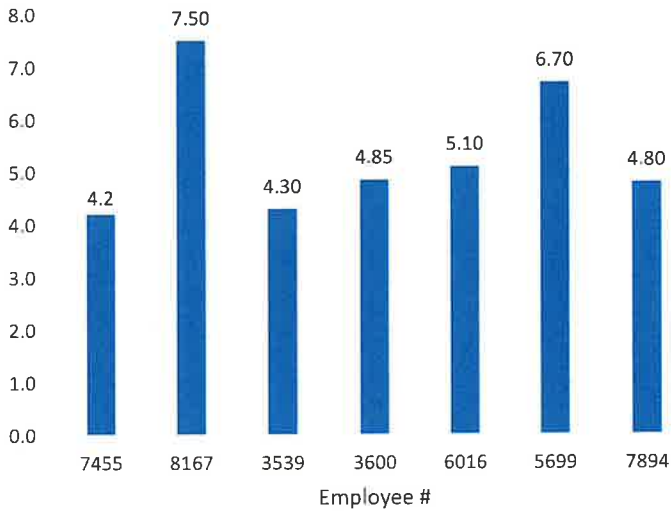
No Show Rates By Month (23.3% Before Call Reminders)



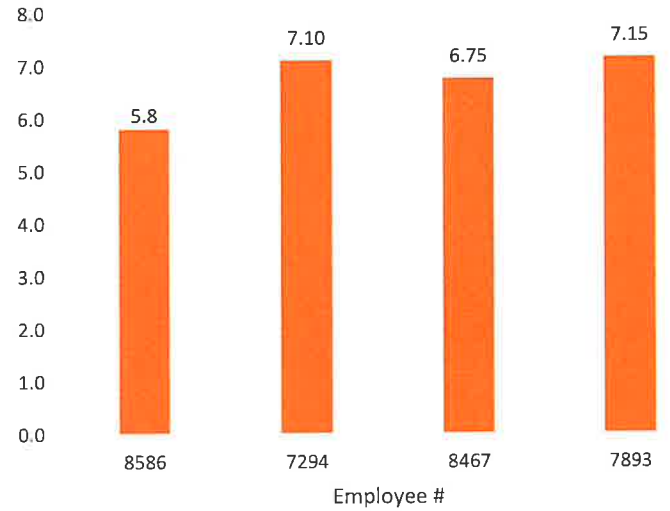
Clinic Counselor Visits Average



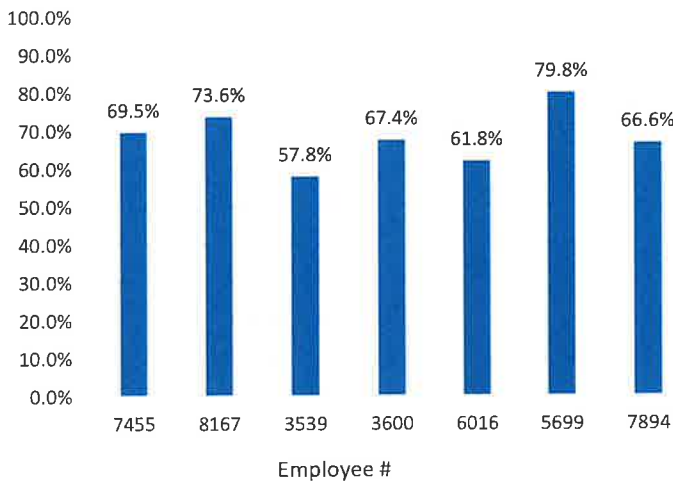
Addiction Services Visits Per Seven Hours



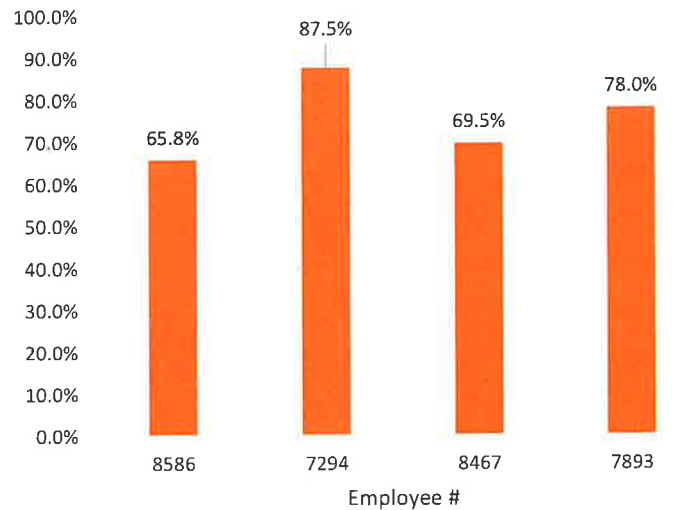
Mental Health Visits Per Seven Hours



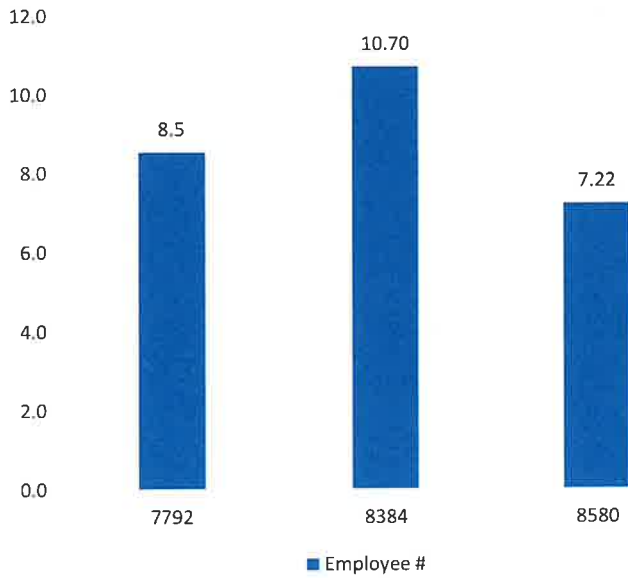
Addiction Services Weighted Face to Face %



Mental Health Weighted Face to Face %

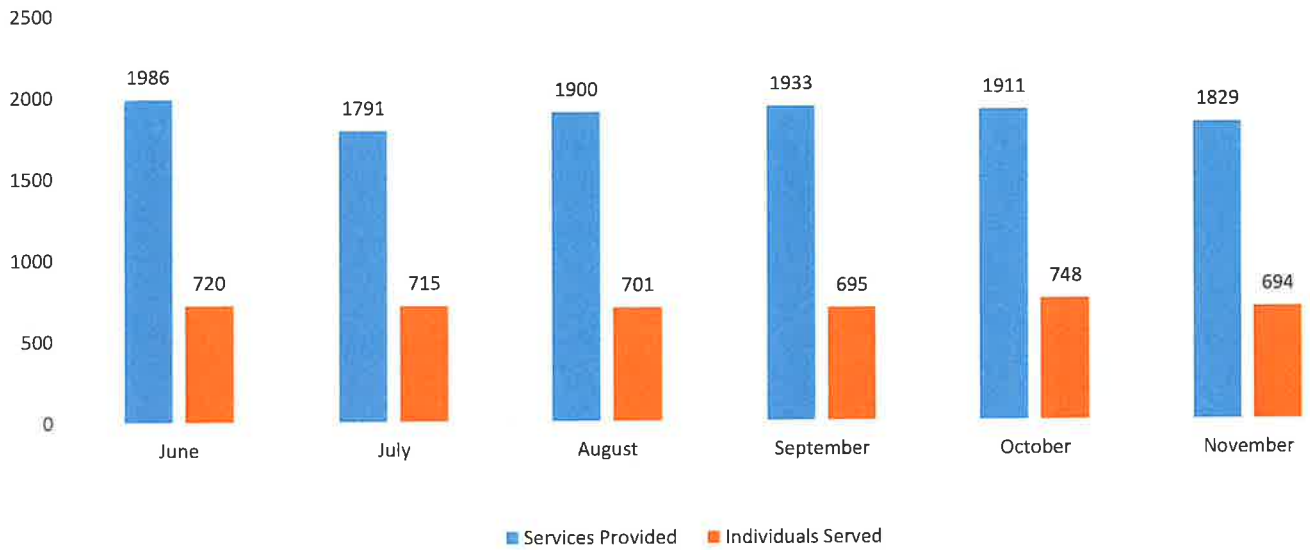


Prescriber Visits Per Seven Hours

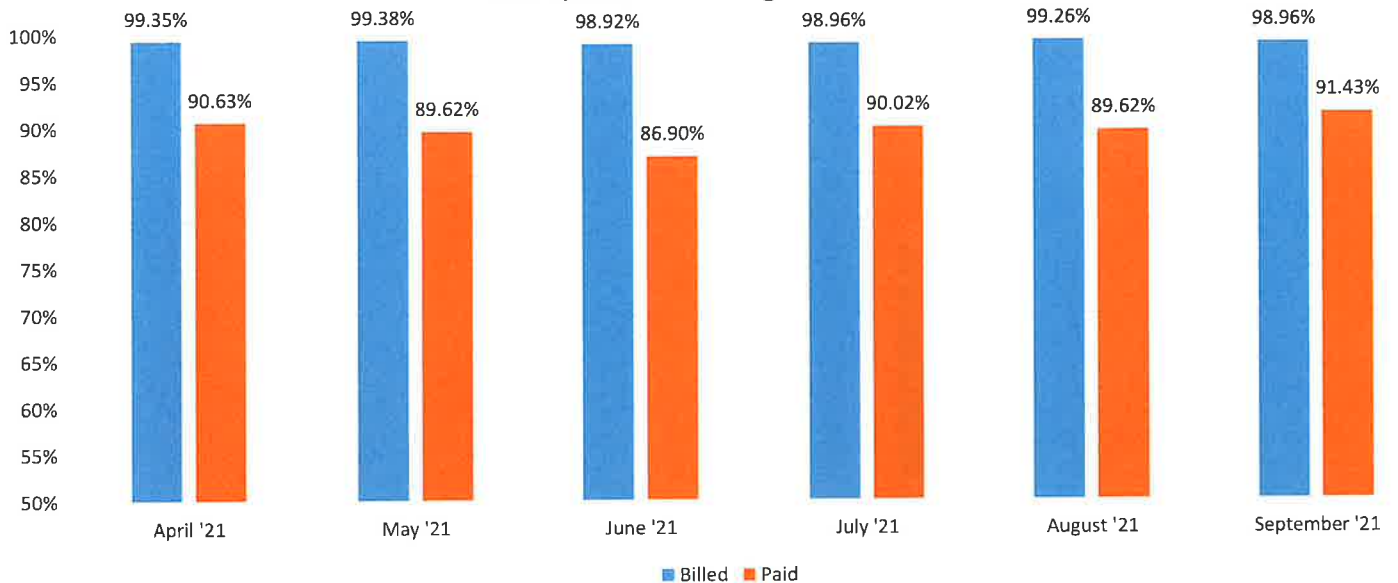


Waiting Lists	Number
Canton CD	10
Gouverneur CD	3
Massena CD	2
Ogdensburg CD	3
Addiction Services Total	18
Mental Health Total	84

Services Provided - All Clinics



Billed/Paid Percentages - All Clinics



April 4, 2022

Services Committee: 3-21-2022

RESOLUTION NO. _____

**AUTHORIZING AN INCREASE IN RATES FOR THE PUBLIC HEALTH
DEPARTMENT MEDICAL DIRECTOR**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, the Public Health Department is required to have a Medical Director to oversee the Article 28 Clinic and Communicable Disease Program, and

WHEREAS, the current rate is \$5000/annually with benefits, and this rate has not been increased since 2009, and

WHEREAS, due to the increase of work duties and no change to salary over the past thirteen (13) years, an increased rate of \$5,000 to \$10,000/annually is being requested,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes an increase in rates for the Public Health Department Medical Director.

April 4, 2022

Services Committee: 3-21-2022

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A REQUEST FOR REVOCABLE PERMIT
WITH SUNY POTSDAM FOR A BRIDGES OUT OF POVERTY TRAINING**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, the Public Health Department is responsible for the Opioid Epidemic Grant Funding which is part of the Emergency Preparedness Program, and

WHEREAS, Public Health, in conjunction with the St. Lawrence County Partners 4 Substance Use Prevention Task Force, has scheduled a Bridges Out of Poverty Training to be held on April 13, 2022, at SUNY Potsdam, and

WHEREAS, costs associated with rental of the space and personnel needed for the day of the event will be \$175 (PPZ40104 43007 OP), and

WHEREAS, this training lead by Jim Ott of AHA! Process, Inc. will cover topics such as Mental Models, Causes of Poverty, Hidden Rules, Language and Storytelling, Resources and Strategies for using the Bridges Out of Poverty Construct, and

WHEREAS, Bridges Out of Poverty Training is designed to teach a deeper understanding of poverty and what it is like for those facing it, and how to empathize and a better understand the challenges faced by people living in poverty, and

WHEREAS, the training provides a general overview of poverty and addresses strategies for finding feasible solutions, and is intended to educate local leaders, clergy, community groups, local agencies, and volunteers on the issues many people encounter daily,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Request for Revocable Permit with SUNY Potsdam for a Bridges Out of Poverty Training, upon approval of the County Attorney.

April 4, 2022

Services Committee: 3-21-2022

RESOLUTION NO. _____

**APPROVAL OF RATES FOR RELATED SERVICES FOR THE
PRESCHOOL SPECIAL EDUCATION PROGRAM**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, the Public Health Department engages the services of several individuals and agencies to provide the needs of Preschool Special Education Program, and

WHEREAS, the rates paid to providers for related services (PK040504 47700) are set by the County and reflect cost from the agency providing services,

WHEREAS, there is no change to the rates from 2021,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators approves the following rates for related services for the Pre-School Special Education Program for the period July 1, 2022 through June 30, 2023:

<u>Service:</u>	<u>Maximum Rate per Half Hour:</u>
Audiology	\$75
Counseling	\$64
Teacher of Hearing Impaired	\$58
Occupational Therapy	\$69
Physical Therapy	\$61
Speech Therapy	\$63
Group Rates (OT, PT, ST – per child)	\$45
Teacher of Visually Impaired	\$50
1:1 Aide	\$14
Interpreter	\$16
Teaching Assistant	\$15
Psychological Services	\$60
1:1 Medical Aide	\$17
Orientation & Mobility	\$66
Parent Training	\$64
School Health Services/Nurse	\$55
School Social Work	\$64
Coordination 2 or more related services	\$64
Assisted Technology Service	\$54
Nutritional Services Home Visit	\$60

April 4, 2022

Services Committee: 3-21-2022

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH
SAMARITAN MEDICAL CENTER FOR MORGUE AND LABORATORY SERVICES**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, the Public Health Department oversees the Coroners' Program, and

WHEREAS, one of the current contracted Pathologist traveled to three (3) individual hospitals within St. Lawrence County, and

WHEREAS, when the Pathologist is unavailable to travel to St. Lawrence County, there is a need to have an alternate location for morgue and laboratory services, and

WHEREAS, Samaritan Medical Center has agreed to receive cases from St. Lawrence County in the absence of the current Pathologist and/or provide for services when a forensic autopsy is required (PC011854 45100 and PC011854 407MF),

NOW, THEREFORE, BE IT RESOLVED the Board of Legislators authorizes the Chair to sign a contract with Samaritan Medical Center for morgue and laboratory services, upon approval of the County Attorney.

April 4, 2022

Services Committee: 3-21-2022

RESOLUTION NO. _____

**AUTHORIZING THE CHAIR TO SIGN CONTRACTS FOR SERVICES
FOR THE PRESCHOOL SPECIAL EDUCATION PROGRAM**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, the Public Health Department engages the services of several individuals and agencies to provide services for the Preschool Special Education Program, and

WHEREAS, the Preschool Special Education Program Contracts cover the following services: Center-Based Program (PK040504 46502), Special Education Itinerant Teacher (SEIT) (PK040504 47700), Evaluation (PK040504 48600) at rates set by the New York State Education Department, and Related Services (PK040504 47700) at rates set by St. Lawrence County, and

WHEREAS, the contracts cover the period July 1, 2022 through June 30, 2023,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign contracts for services for the Preschool Special Education Program, upon approval of the County Attorney.

April 4, 2022

Services Committee: 3-21-2022

RESOLUTION NO. _____

PROCLAIMING APRIL 4th – 10th, 2022 AS NATIONAL PUBLIC HEALTH WEEK

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, the Public Health Department is observing National Public Health Week April 4th – 10th, 2022 and becoming part of a growing movement to create the healthiest nation in one generation, and

WHEREAS, the 2022 theme is “Public Health is Where You Are” with focus on particular public health topics each day of the week, and

WHEREAS, rural communities face a range of health disparities, from higher burdens of chronic disease to limited access to primary care and prevention services, and

WHEREAS, compared to people living in urban areas, rural Americans face a greater risk of death from the five leading causes of death – heart disease, cancer, unintentional injury, chronic lower respiratory disease, and stroke, and

WHEREAS, during this week we will celebrate the power of prevention, advocate for healthy and fair policies, share strategies for successful partnerships and champion the role of a strong public health system,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators proclaims April 4th – 10th, 2022 as National Public Health Week.

April 4, 2022

Services Committee: 3-21-2022

RESOLUTION NO. _____

**PROCLAIMING THE MONTH OF APRIL
AS NATIONAL CHILD ABUSE PREVENTION MONTH**

By Mr. Lightfoot, Chair, Services Committee

WHEREAS, in 1983, then President Ronald Reagan, declared April as “Child Abuse Prevention Month,” and each year, the President of the United States issues a proclamation announcing April as National Child Abuse Prevention Month, and

WHEREAS, child abuse and neglect continue to pose serious threats to the children of our Nation, and

WHEREAS, children who have been abused or neglected have a higher risk of developing various health conditions as adults, including alcoholism, depression, drug abuse, eating disorders, obesity, suicide, and

WHEREAS, all children of St. Lawrence County have the right to being raised in a safe and secure environment that prepares for them for a future of opportunity; sadly, child abuse and neglect threaten the lives and health of many children in St. Lawrence County who are subjected to verbal, sexual, emotional, and physical abuse, exploitation, and neglect, and

WHEREAS, it is essential for communities to create partnerships among families, human service agencies, schools, law enforcement, and businesses that provide supportive resources and reinforce protective measures to ensure the health and well-being of children and families to reduce incidences of child abuse and neglect, and

WHEREAS, providing community-based prevention services to those families can help avoid the on-going need for protective services, law enforcement, the judicial system, foster care, and the treatment of adults recovering from abuse as children, and

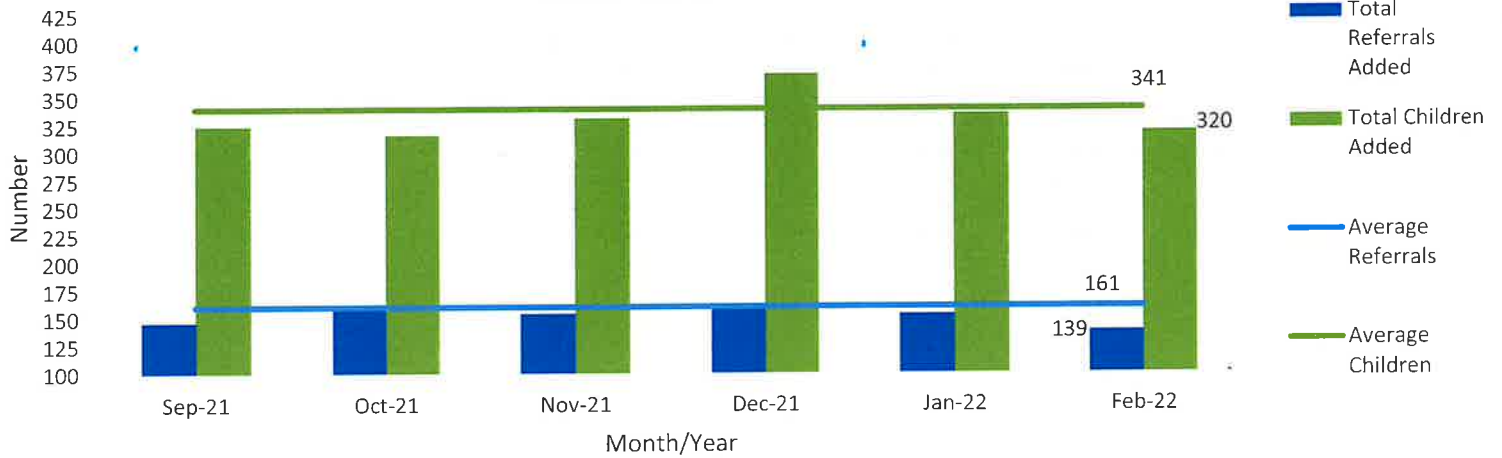
WHEREAS, during National Child Abuse Prevention Month, observed each April, all individuals are encouraged to direct their attention to this critical issue and to support programs that promote the safety and security of children; we also take the opportunity to acknowledge the many dedicated caseworkers who devote countless hours to ensuring the welfare and well-being of our children,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators recognizes the month of April as National Child Abuse Prevention Month.

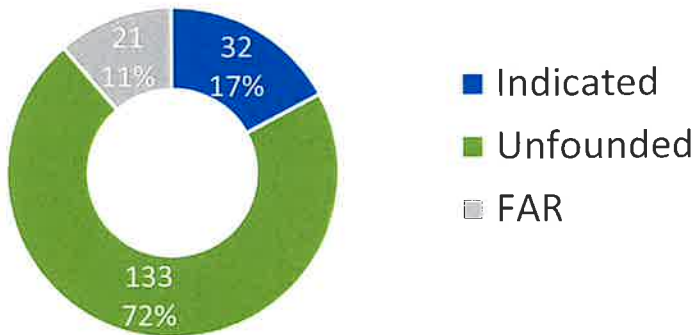
Social Services Monthly Update – February 2022

Child Protective Services

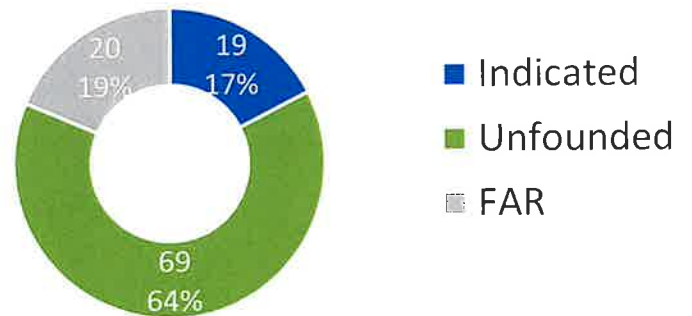
Referrals & Children Added



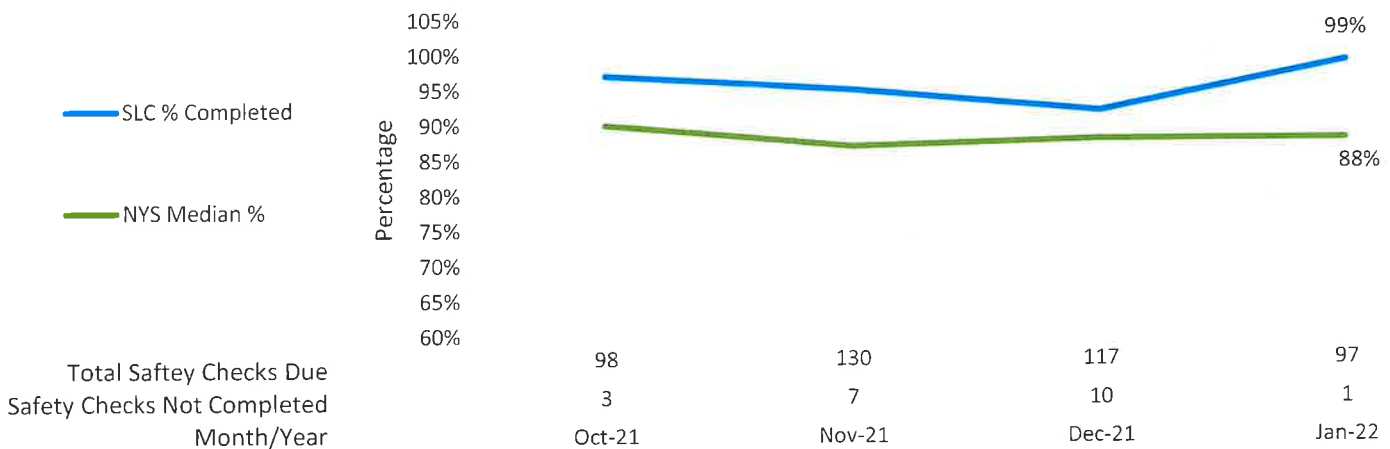
Indicated, Unfounded, & Family Assessment Response



Average Indicated, Unfounded, & Family Assessment Response



Safety Checks Completed on Time

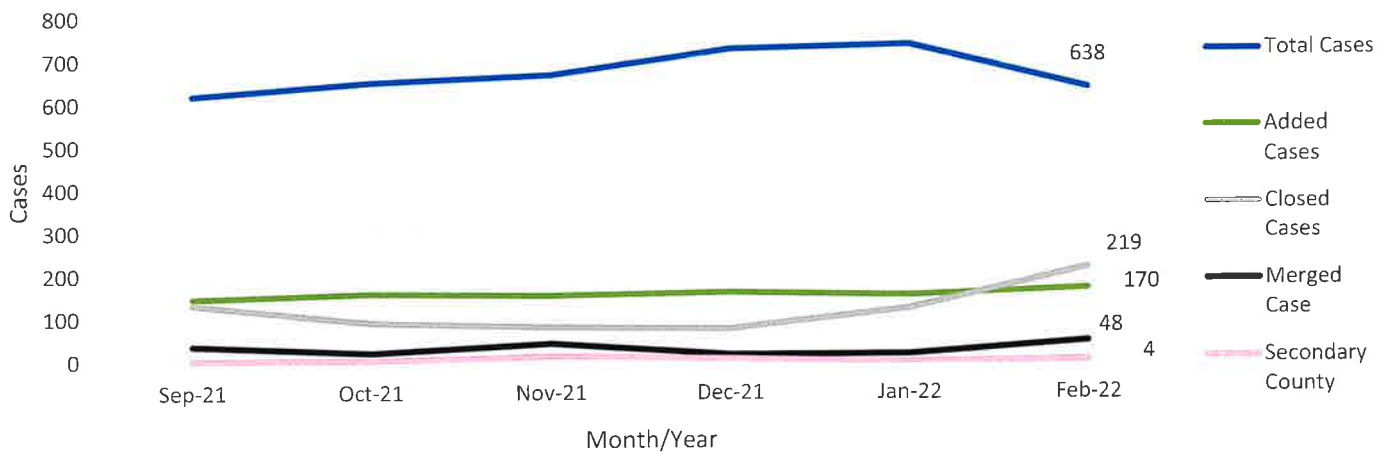


*Data Lagged By One Month Due to Reporting Timeline

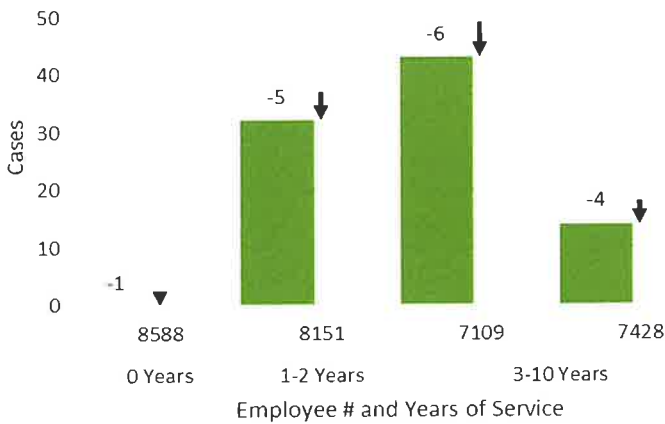
Average CPS Caseload



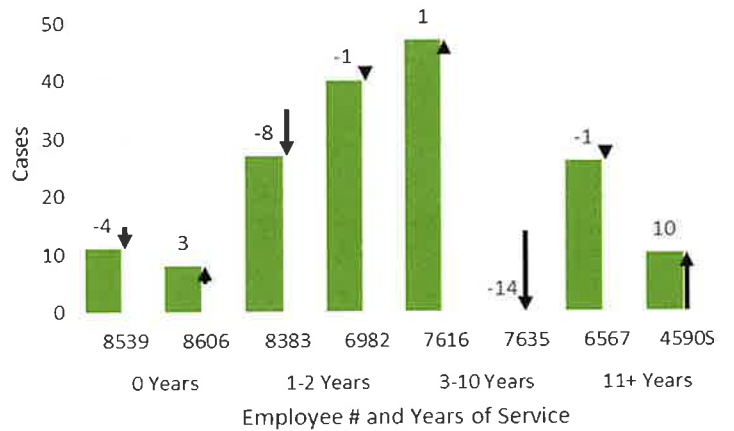
Total Caseload



Cases Per Month by Supervisor #: 3856



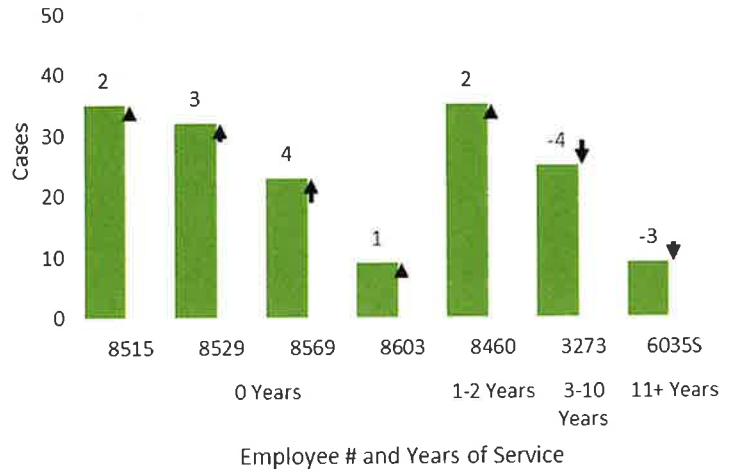
Cases Per Month by Supervisor #: 4590



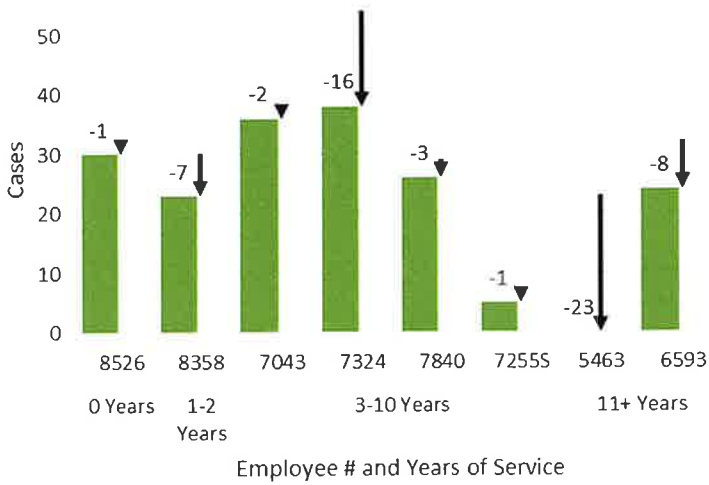
Cases Per Month by Supervisor #: 5478



Cases Per Month by Supervisor #: 6035



Cases Per Month by Supervisor #: 7255



Trainee Period

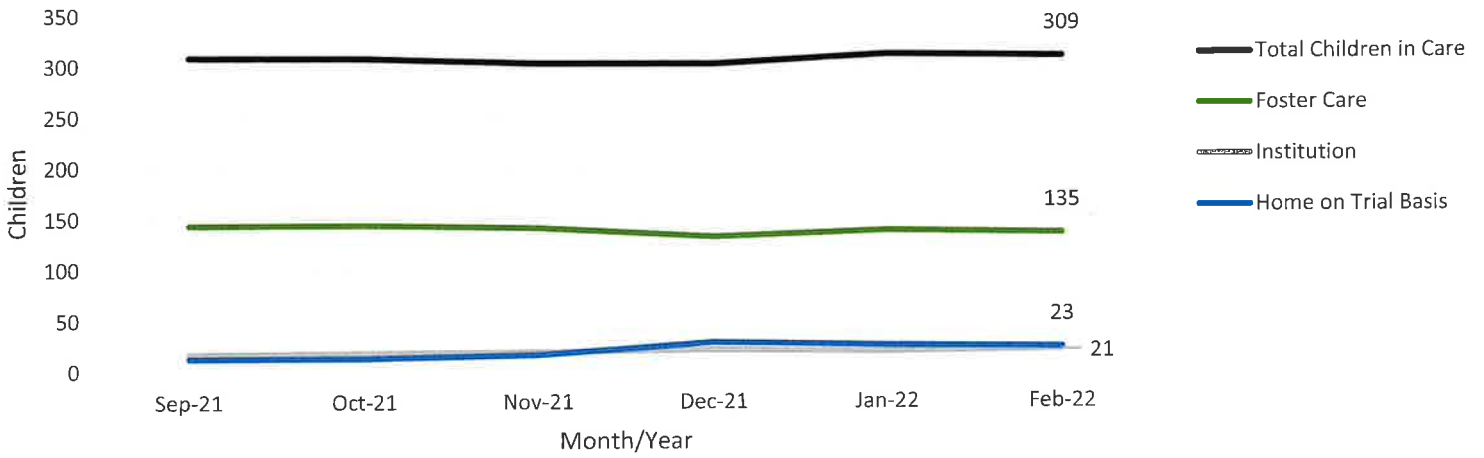


Cases Closed

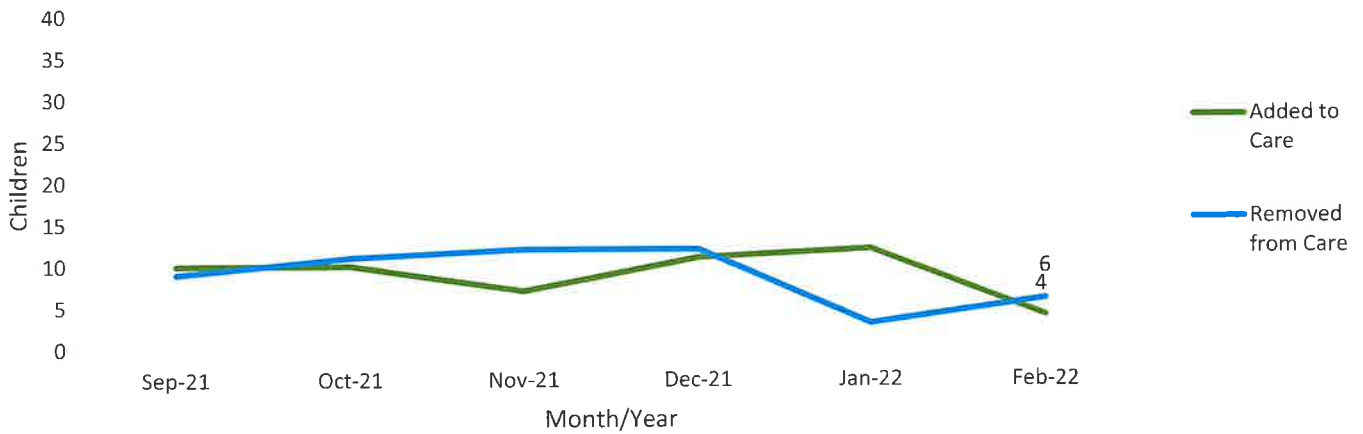


Preventive Services

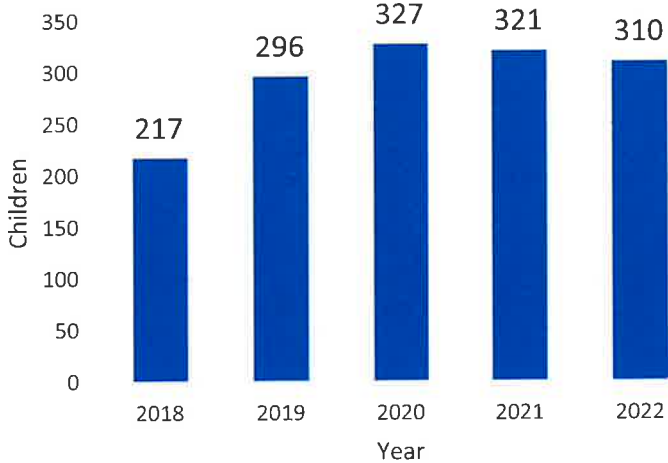
Children In Care



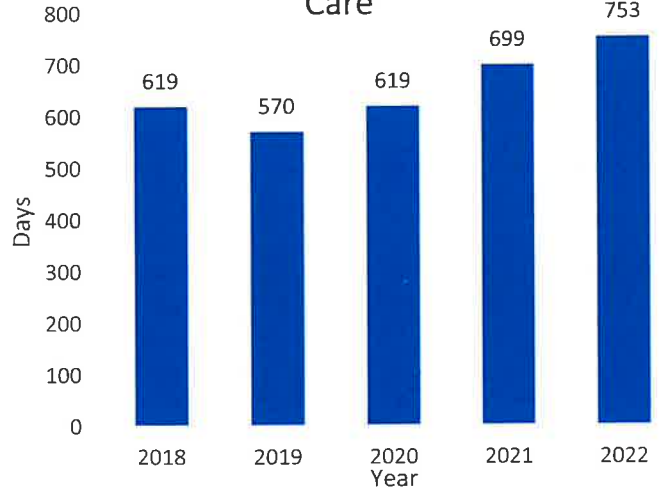
Net Change to Children in Care



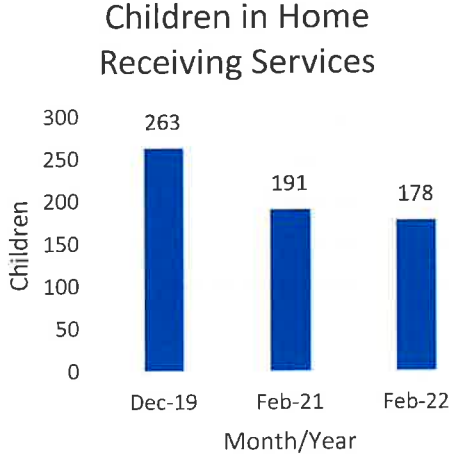
Average Number of Children in Care



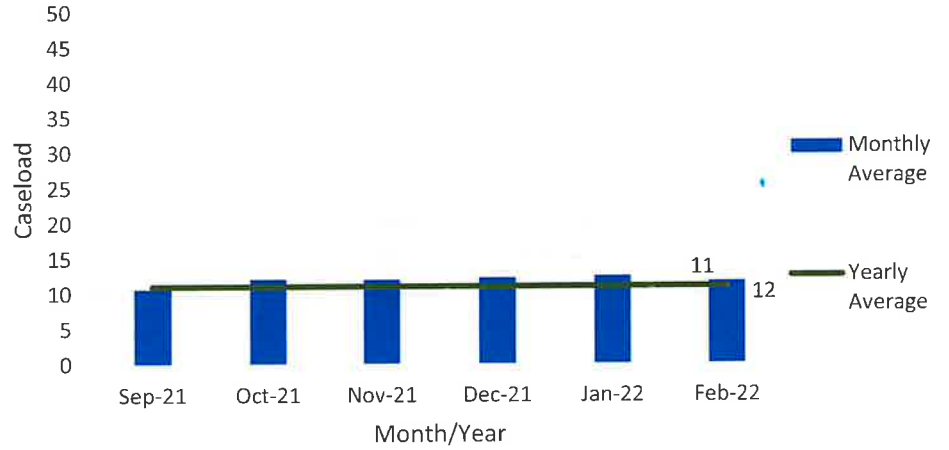
Average Days Children Have Been in Care



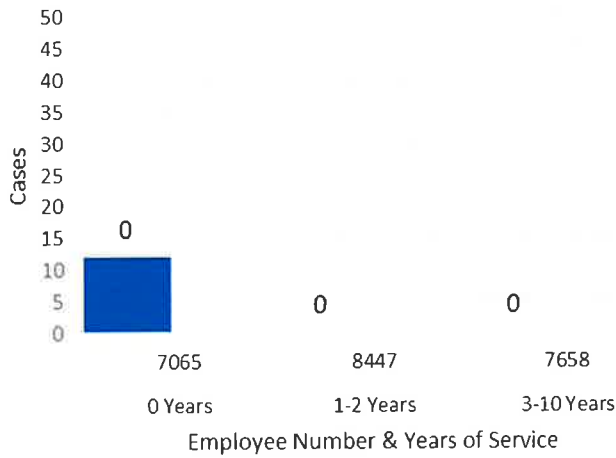
Average Number of Children in Home Receiving Services



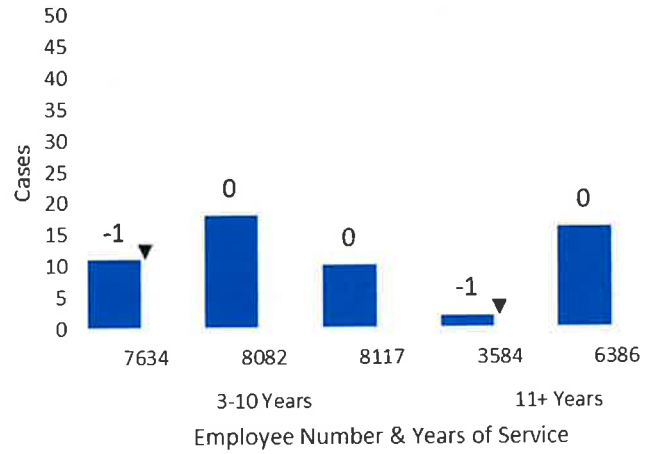
Average Preventive Caseload



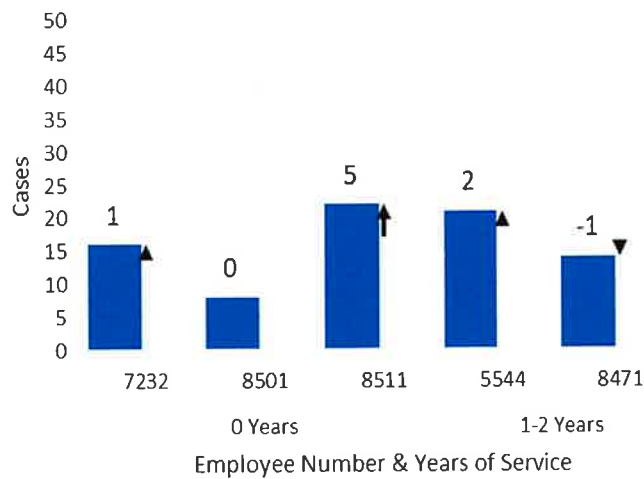
Cases Per Month by Supervisor: 6053



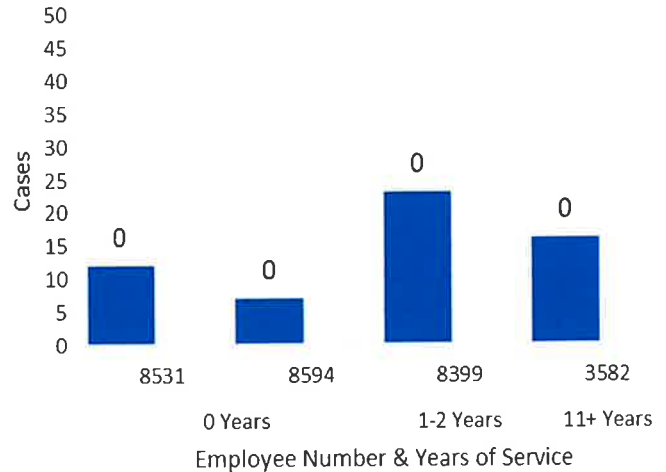
Cases Per Month by Supervisor: 660



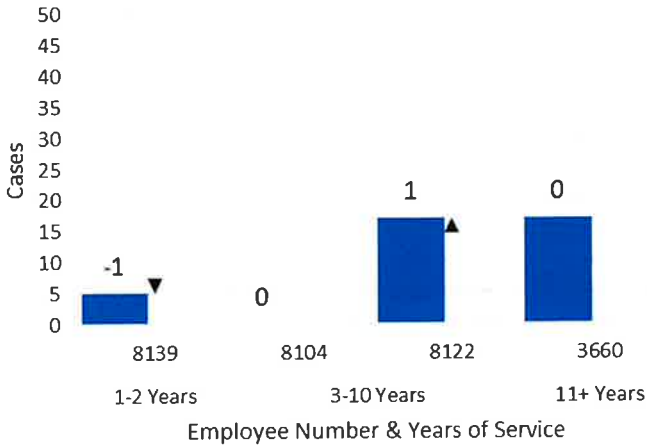
Cases Per Month by Supervisor: 2942



Cases Per Month by Supervisor: 5748



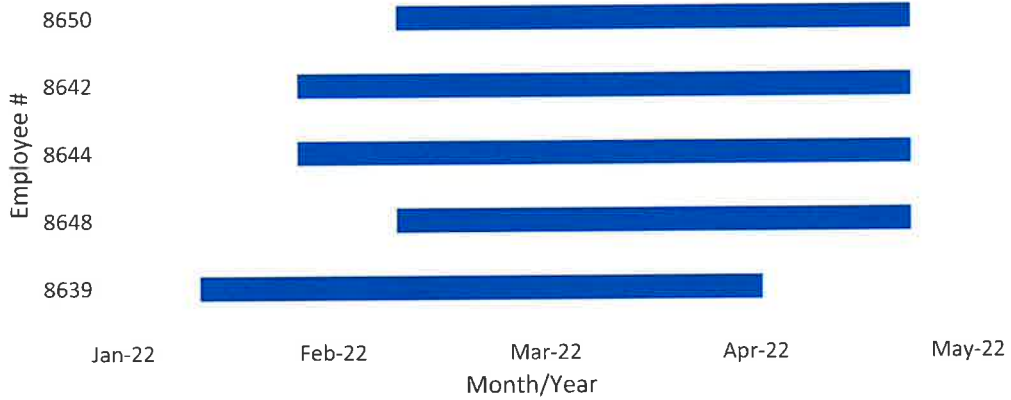
Cases Per Month by Supervisor: 3660



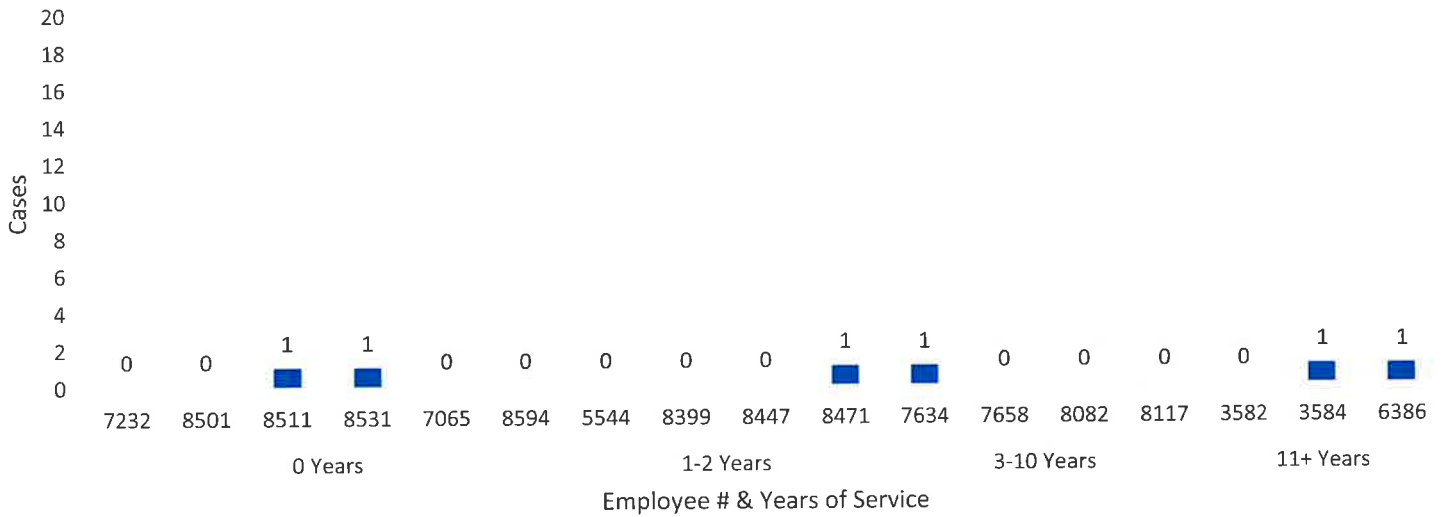
Home Finder Unit - Supervisor: 1998



Trainee Period



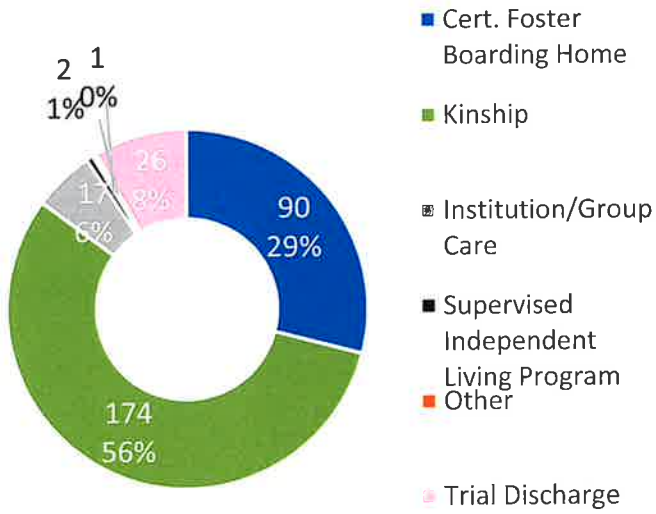
Cases Closed



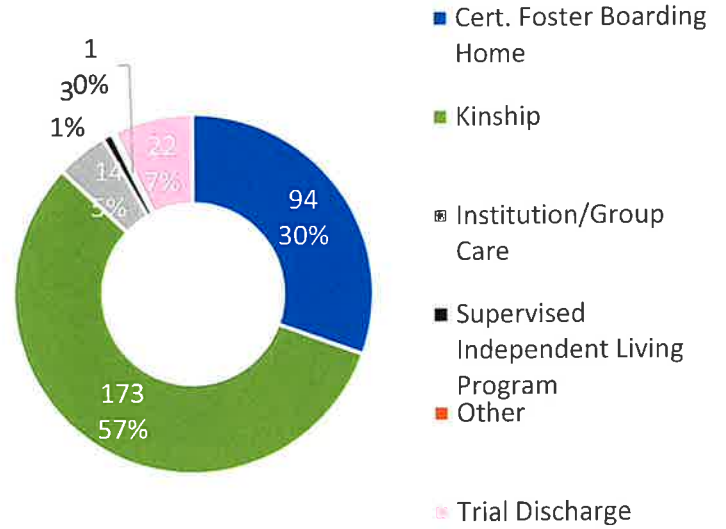
Adoption Activity



Foster Care Placements

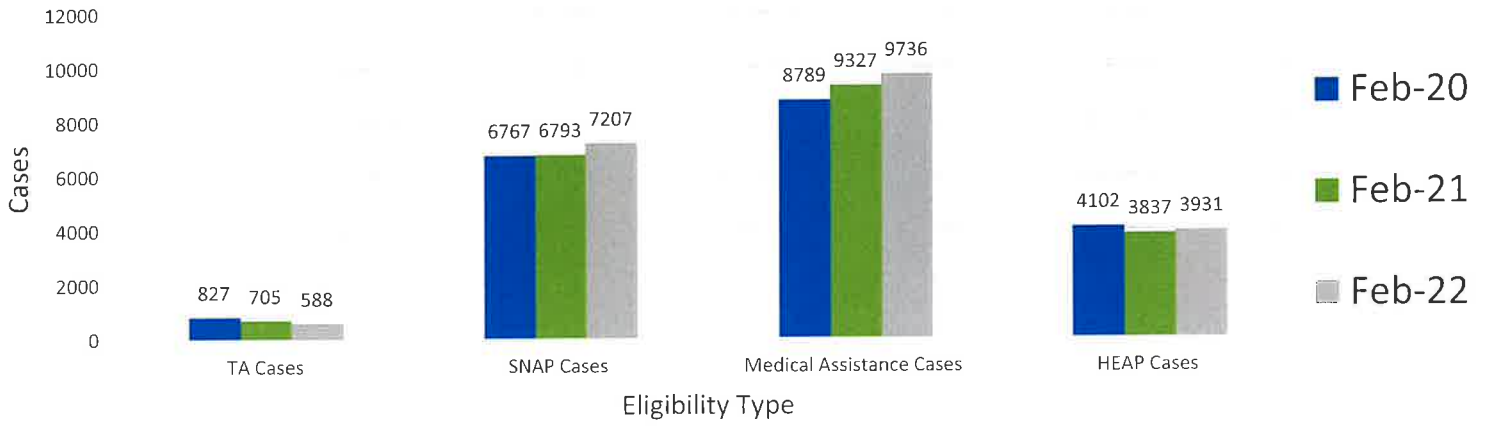


Average Foster Care Placements

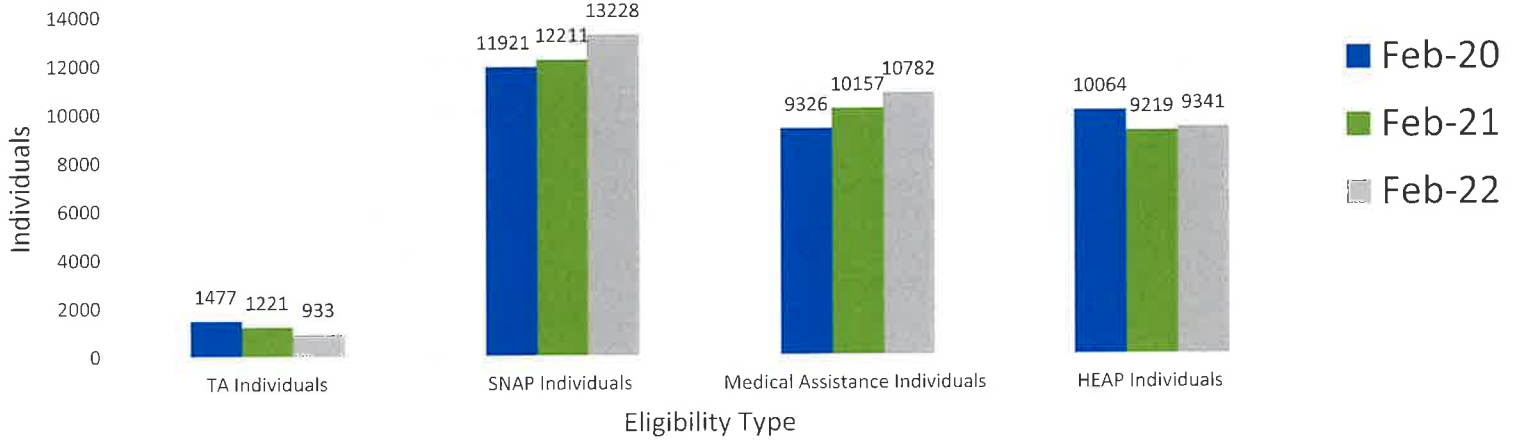


Eligibility Programs

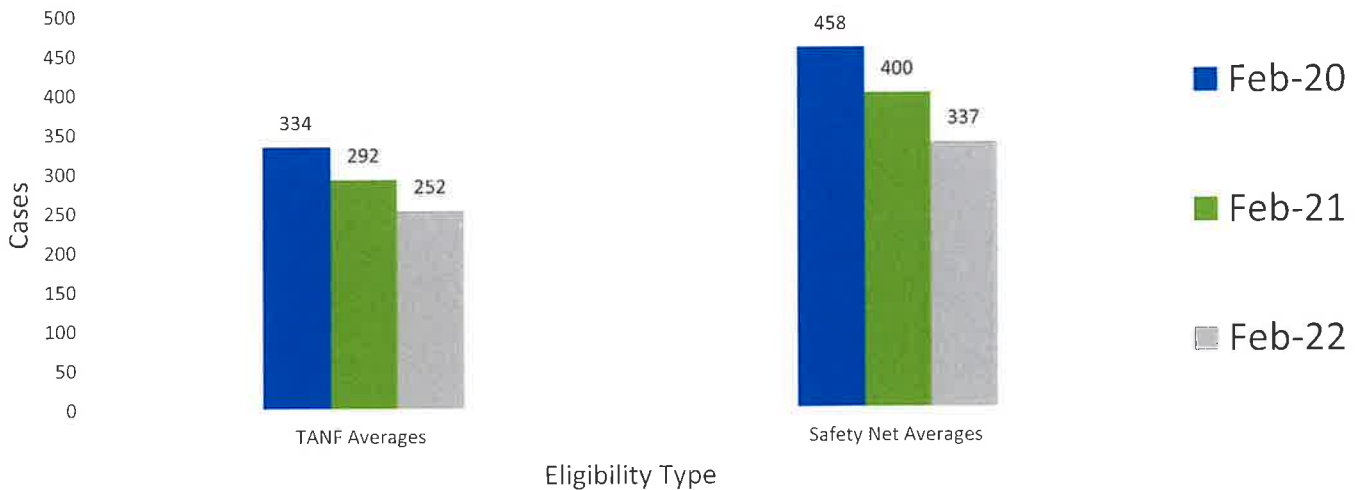
Cases



Individuals



TANF & Safety Net Averages



VACANCY REVIEW SUMMARY

County Administrator's Office – Via Zoom

March 8, 2022

12:00 P.M.

Summary: January 4th – March 8th

Requests: 43
Approved: 40
Denied: 0
Request/Hold: 3
Withdrawn: 0

Summary: March 8th

Requests: 12
Approved: 11
Denied: 0
Request/Hold: 1
Withdrawn: 0

Positions to be reviewed:

Emergency Services:

Request: 1

Request: Fill, Dispatcher
Position No. 612100006, Immediately

Recommendation: Fill, Immediately

Sheriff:

Request: 1

Request: Restore a Portion of Chief Civil Enforcement Officer
Position No. 601100001, Immediately

Recommendation: Fill, Immediately

Probation: Discussion – Probation Assistant

County Clerk:

Request: 1

Request: Create and Fill, Clerk – Unit/DMV
Position No. 009100031, Immediately

Recommendation: Fill, Immediately

Community Services:

Request: 1

Request: Fill, Registered Professional Nurse
Position No. 501000023, 90 Days

Recommendation: Fill, Immediately

Public Health:

Request: 1

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

Recommendation: Fill, Immediately

Social Services:

Request: 4

Request: Fill, Senior Employment & Training Counselor – Unit/Employment
Position No. 701500003, Immediately

Recommendation: Fill, 90 Days

Request: Fill, Coordinator of Social Services Information Technology – Unit/Systems
Position No. 812000001, Immediately

Recommendation: Hold

Request: Fill, Social Welfare Examiner – Unit/HEAP
Position No. 814000060, Immediately

Recommendation: Fill, Immediately

Request: Fill, Support Investigator – Unit/Child Support
Position No. 813000009, Immediately

Recommendation: Fill, Immediately

Planning:

Request: 1

Request: Abolish Planner 2 and Create and Fill, Planner 3
Position No. 400800001, Immediately

Recommendation: Fill, Immediately

Buildings and Grounds:

Request: 2

Request: Fill, Superintendent of Buildings and Grounds
Position No. 305000003, Immediately

Request: Fill, Buildings and Grounds Supervisor
Position No. 305000001, Immediately

Vacancy Committee Members: Two (2) Legislators, Ruth Doyle,
Dylan Soper, Jonnie Dorothy

1.4.2022	John Burke and Margaret Haggard
2.8.2022	Larry Denesha and Dan Fay
3.8.2022	Joe Lightfoot and Rita Curran

St. Lawrence County Vacancy Authorization Form

Social Services



Type: Fill

Senior Employment & Training Counselor

Subunit (If Applicable): Employment

Date Submitted: 3/1/2022

Reason Vacated: Promotion

Position Number: 701500003

Date Vacated: 2/21/2022

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 12/17/2018

Hours Per Week: 35

Appointee Will Be: Contingent-Permanent

Budget

Fill Request Timeline: 90 Days

Temporary Position? No

Salary of Person Leaving: \$63,749

Revenue Generating: No 0 %

Benefits: Yes \$35,750

Reimbursed by State or Federal Funds: Yes 65 %

Base Salary: \$52,179

Budget Mod Attached, If Required?

Grade: 26

Net County Cost: \$35,123

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.

Without the Senior Employment and Training Counselor, the Employment Unit would lack the necessary and proper oversight to achieve successful participation and engagement of participants who receive benefits and are required to engage in work activities. This participation and engagement is required by the State and helps participants reach self-sufficiency and reduces the need for the use of Temporary Assistance. The Senior Employment and Training Counselor carries out internal audits and reviews Department records to ensure adherence to the Temporary Assistance and Supplemental Nutrition Assistance Program Employment Plan. The role of this Counselor is important for improving participation and engagement rates, preparing quality assurance reports, and making sure that supportive services, such as transportation, are effective. The person in this position works with a representative from the Office of Temporary and Disability Assistance to match participants with various funding sources and employers to promote individual and economic growth in St. Lawrence County. If this position were not filled, the Department would not be able to serve County residents as effectively and there would be a less significant reduction in the use of Temporary Assistance and Supplemental Nutrition Assistance Program benefits.

Department Head: 

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Social Services



Type: Fill

Social Welfare Examiner

Subunit (If Applicable): HEAP

Date Submitted: 3/1/2022

Reason Vacated: Promotion

Position Number: 814000060

Date Vacated: 3/4/2022

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 11/19/2018

Hours Per Week: 35

Appointee Will Be: Contingent-Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$52,178

Revenue Generating: No 0 %

Benefits: Yes \$29,261

Reimbursed by State or Federal Funds: Yes 100 %

Base Salary: \$43,292

Budget Mod Attached, If Required?

Grade: 21

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.

The Home Energy Assistance Program (HEAP) involves the issuing of fuel and utility payments to eligible families with low incomes. Social Welfare Examiners make the financial eligibility determinations, and staff in other units could not adequately absorb the duties. Not filling this position would be extremely difficult since there is a very strong need for service once the colder weather is upon us and lack of staffing would place County residents at unnecessary risk. The 2021-2022 HEAP season started early this season, October 1, 2021, and applications for regular and emergency benefits will continue to be accepted until April 29, 2022. As of February 25, 2022 HEAP has received 4395 regular applications and 2154 emergency applications. Most seasons, households can potentially apply for up to 5 benefits with separate applications (regular, 1st emergency fuel, 1st emergency utility, 2nd emergency fuel, 2nd emergency utility). During 2021-2022 season, a Regular Arrears Supplement (RAS) benefit became available to households that incurred arrears with any active utility account. This benefit began September 22, 2021 and increased the potential applications to 7 per household. For 2021-2022, there has been 7411 regular HEAP benefits, 2181 emergency benefits, 30 repairs and replacements, as well as 1106 RAS benefits authorized as of March 1, 2022. Temporary HEAP staff costs are fully reimbursed with the HEAP administrative allocation which was set at 90% of the district's administrative ceiling for Fiscal year 2021.

Department Head: *Heather R.L.*

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Social Services



Type: Fill

Support Investigator

Subunit (If Applicable): Child Support

Date Submitted: 3/1/2022

Reason Vacated: Promotion

Position Number: 813000009

Date Vacated: 3/4/2022

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: 11/25/2013

Hours Per Week: 35

Appointee Will Be: Contingent-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 82 %

Base Salary: \$44,870

Budget Mod Attached, If Required?

Grade: 22

Net County Cost: \$15,241

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 interview clients who wish to have paternity established and/or seek a financial and medical child support order, and to assist clients with violation petitions, modification petitions, and affidavits. This position is also responsible for preparing interstate petitions and documents concerning paternity, support, enforcement and modification of child support obligations; responding to incoming mail and electronic referrals from the New York State Child Support Helpline; reviewing various reports received concerning administrative actions, such as license suspension, cost of living adjustments, property executions, and tax referrals; and interacting with co-workers, other units within the Department, Family Court, attorneys, and intrastate and interstate agencies. This program benefits approximately 5,000 families which annually receive a total exceeding \$12,000,000 of child support. If the position were not filled, the ability to serve these families and reduce the need for the County to provide other benefits to support children would be compromised and place the County at increased risk of losing State funding to support child support collection.

Department Head: 

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Public Health



Type: Fill

Public Health Nurse

Subunit (If Applicable):

Date Submitted: March 1, 2022

Reason Vacated: Resignation

Position Number: 504100001

Date Vacated: March 2, 2022

Position # Abolished:

Position Will Be: Fulltime

Last Fill Date: August 10, 2020

Hours Per Week: 35

Appointee Will Be: Permanent

Budget

Fill Request Timeline: Immediately

Temporary Position? No

Salary of Person Leaving: \$62,473

Revenue Generating: No 0 %

Benefits: Yes \$30,081

Reimbursed by State or Federal Funds: Yes 36 %

Base Salary: \$58,770

Budget Mod Attached, If Required?

Grade: 29

Net County Cost: \$59,234

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, Maternal Child Health, and public health detailing programs. 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: *Jolene Manger*

Approved?

Yes No

County Administrator:

Resolution #:

St. Lawrence County Vacancy Authorization Form

Community Services



Type: Fill

Registered Professional Nurse

Subunit (If Applicable):

Date Submitted: February 2022

Reason Vacated: Promotion

Position Number: 501000023

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: Immediately

Temporary Position? No

Salary of Person Leaving: \$54,249

Revenue Generating: Yes 67 %

Benefits: Yes \$26,121

Reimbursed by State or Federal Funds: No 0 %

Base Salary: \$52,179

Budget Mod Attached, If Required?

Grade: 26

Net County Cost: \$26,522

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 is a mandated position for our OASAS Article 32 outpatient program. This position is a back fill due to an employee promotion. Registered Nurses are responsible for performing a variety of professional nursing tasks involved in patient care. This is a revenue generating position and the revenue for 2021 was 54,847.33. The \$26,121 for fringe is County Cost.

Department Head:

Approved?

Yes No

County Administrator:

Resolution #: