

Agenda

Health and Human Services Committee

Monday, April 17, 2017 3:30 PM
Legislature Chambers

1. **Call to Order (3:30)**
 2. **Changes to Agenda (3:30)**
 3. **Public Comment (3:35)**
 4. **Minutes Approval (3:40)**
 - a. March 20, 2017
 5. **Chair's Report (3:40)**
 6. **Comments from Committee Members (3:45)**
 7. **County Administrator's Report (3:50)**
 8. **Appointments/Liaison Assignments (3:55)**
 - a. **Appointment:** Advisory Board Appointment(s) (ID #6912)
 9. **Office for the Aging (4:00)**
 - a. **Report/Discussion:** Foodnet update (ID #6938)
 10. **Mental Health (4:20)**
 - a. **Resolution:** Authorization to Accept Grant for Mobile Crisis Technical Support - Mental Health Department (ID #6936)
 - b. **Resolution:** Authorization to Accept Grant Funds for Technical Support for the Health Home Care Management Program - Mental Health Department (ID #6935)
 11. **Human Services Coalition (4:35)**
 - a. **Report/Discussion:** Update on development of transitional housing plan (ID #6985)
 12. **Liaison Assignments (if time allows) (4:55)**
 13. **Adjournment (5:00)**
- Bdgt Adj. & Transfers (Info. Only)**
Information Item: Year end budget transfers (ID #6964)

Health and Human Services Committee
 Regular Meeting Minutes – Draft 3-30-17
 Monday, March 20, 2017 4:30 PM
 Legislature Chambers

Attendance

Attendee Name	Title	Status	Arrived
Anna Kelles	Chair	Present	
Leslyn McBean-Clairborne	Vice Chair	Excused	
Will Burbank	Member	Present	
Carol Chock	Member	Present	
Peter Stein	Member	Late	4:48 PM
Katrina McCloy	Deputy Clerk	Present	
Joe Mareane	County Administrator	Present	
Theresa Albert	Administrative Assistant, Youth Services	Present	
Lisa Holmes	Director, Office for the Aging	Present	
Frank Kruppa	Public Health Director	Present	
Marcia Lynch	Public Info. Officer, County Administration	Present	
Karen Baer	Director of Human Rights	Present	
Xavier Rusk	Paralegal, Human Rights	Present	
Ted Schiele	Health Department	Present	

Call to Order

Ms. Kelles, Chair, called the meeting to order at 4:35 p.m.

Changes to Agenda

Ms. Kelles stated there was a revised resolution entitled Authorizing Social Services to Accept and Pass through Safe Harbor Grant to Youth Services Department and a revised Budget Adjustment entitled NY Connects BIP E&E distributed.

Public Comment

There were no members of the public present to comment.

Minutes Approval

February 17, 2017

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Will Burbank, Member
SECONDER:	Carol Chock, Member
AYES:	Kelles, Burbank, Chock
EXCUSED:	McBean-Clairborne, Stein

Office for the Aging

Minutes Acceptance: Minutes of Mar 20, 2017 4:30 PM (Minutes Approval)

Minutes
Health and Human Services Committee
Monday, March 20, 2017

Resolution No. - Budget Adjustment for the 2017 Senior Community Service Employment Program (Title V) (ID #6923)

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Will Burbank, Member
SECONDER:	Carol Chock, Member
AYES:	Kelles, Burbank, Chock
EXCUSED:	McBean-Clairborne, Stein

WHEREAS, pursuant to Administrative Manual Policy 05-02, Section 4.02, budget adjustments for increases in revenues and expenditures exceeding \$5,000 are subject to approval by County Legislature when an appropriation account and revenue accounts are increased, and

WHEREAS, the Office for the Aging has received a final Notification of Grant Award from the New York State Office for the Aging for the Senior Community Service Employment Program hereafter referred to as Title V, which was an increase of \$9,206 in funding, and

WHEREAS, the increase shall be used to fund one additional enrollee within the Title V program, and

WHEREAS, the increase shall also be used to compensate the NY Connects Coordinator for that individual's time in managing the Title V Program, now therefore be it

RESOLVED, on recommendation of the Health and Human Services Committee, That the Director of Finance be and hereby is authorized to make the following adjustments for 2017:

<u>Revenue Account</u>	<u>Title</u>	<u>Amt</u>	<u>Approp Acct</u>	<u>Title</u>	<u>Amt</u>
6775-44772	Federal Revenue	\$9,206			
			6775-51000546	Salary	\$2,856
			6775-51000060	Title V	\$4,599
			6775-5800000	Fringe	\$1,751

SEQR ACTION: TYPE II-20

Department of Social Services

Resolution No. - Authorizing the Department of Social Services to Accept and Pass through Safe Harbor Grant to Youth Services Department (ID #6927)

Minutes Acceptance: Minutes of Mar 20, 2017 4:30 PM (Minutes Approval)

Minutes
Health and Human Services Committee
Monday, March 20, 2017

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Carol Chock, Member
SECONDER:	Will Burbank, Member
AYES:	Kelles, Burbank, Chock
EXCUSED:	McBean-Clairborne, Stein

WHEREAS the New York State Office of Children and Family Services has awarded the Department of Social Services a \$50,000 Safe Harbor grant to further Tompkins County’s efforts to address the problem of Sexually Exploited Children and Youth for use during the current calendar year, and

WHEREAS the purpose of this grant is to assist community efforts to satisfy the requirements of the Preventing Sex Trafficking and Strengthening Families Act, and

WHEREAS those efforts in recent years, which have included awareness, education, and outreach campaigns; partnership-building with several community agencies; and commencement of work on a shared assessment tool have been organized and led locally by the Youth Services Department, and

WHEREAS the Youth Services Department is best positioned to continue that work (including completion and distribution of the shared assessment tool, raising awareness among youth, conducting a county-wide needs assessment, clarifying roles among the partner agencies, and training human services providers who work with children and youths), now therefore be it

RESOLVED, on recommendation of the Health and Human Services Committee, That the Department of Social Services is authorized both to accept this Safe Harbor grant and to enter into an agreement with the Department of Youth Services to pass through both the funding and the leadership role in this multi-agency effort,

RESOLVED, further, That the Director of Finance be and hereby is authorized to make the following adjustments to the 2017 Budget:

Social Services

Appropriation:	6010.54400	Program Expense	\$50,000
Revenue:	6010.43389	NYS: Other Public Safety	\$50,000

Youth Services

Appropriation:	7020.51000655	Program Management Specialist	\$ 6,555
	7020.58800	Fringes (43.41%)	\$ 2,845
	7020.54442	Prof. Service Fees	\$40,600
Revenue:	7020.42797	Other Local Govt. Contribution	\$50,000

SEQR ACTION: TYPE II-20

Youth Services

Minutes Acceptance: Minutes of Mar 20, 2017 4:30 PM (Minutes Approval)

Minutes
Health and Human Services Committee
Monday, March 20, 2017

Resolution No. - Budget Adjustment - Youth Services (ID #6876)

Mr. Stein arrived at this time.

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Will Burbank, Member
SECONDER:	Carol Chock, Member
AYES:	Kelles, Burbank, Chock, Stein
EXCUSED:	McBean-Clairborne

WHEREAS, pursuant to Administrative Manual Policy 05-02, budget adjustments exceeding \$5,000 require Legislative approval, and

WHEREAS, for fiscal year 2016, the Tompkins County Youth Services Department had requested \$33,000 in funding from the City of Ithaca to support the expansion of the work of the Community Coalition for Healthy Youth (CCHY) within the Ithaca City School District (ICSD), and

WHEREAS, the funds would pay for a .5 FTE Program Management Specialist position to help coordinate the work of the CCHY and prepare the City and ICSD to compete for future federal Drug Free Communities funding in 2017, and

WHEREAS, the City was not able to commit to this agreement due to budget limitations, and

WHEREAS, the Youth Services Department did not receive this funding from the City nor was the Program Management Specialist position increased by .5 FTE, now therefore be it

RESOLVED, on recommendation of the Health and Human Service Committee, That the Director of Finance be directed to make the following reductions to the 2016 budget as follows:

<u>Revenue</u>	<u>Acct Title</u>	<u>Amount</u>
7020.42797	Other Local Govt Contributions	(\$33,000)
<u>Appropriation Acct Title</u>		<u>Amount</u>
7020.51000655	Program Management Specialist	(\$21,415)
7020.58800	Fringes	(\$11,585)

SEQR ACTION: TYPE II-20

* * * * *

Health Department

Resolution No. - Authorizing a Public Hearing on Proposed Local Law No. b of 2017 – A Local Law Raising the Legal Age to 21 for Tobacco Sale and Purchase (ID #6763)

It was MOVED by Ms. Chock, seconded by Mr. Burbank, to amend the Local Law, Section 2, by removing the word and definition of shisha, and to amend the first sentence of the definition of Tobacco Product as follows:

Minutes Acceptance: Minutes of Mar 20, 2017 4:30 PM (Minutes Approval)

Minutes
Health and Human Services Committee
Monday, March 20, 2017

~~SHISHA means any product made primarily of tobacco or other leaf or herbs, or any combination thereof, smoked or intended to be smoked in a hookah or water pipe.~~

TOBACCO PRODUCT means any product made **of, or derived from, or including** tobacco or which contains nicotine marketed or sold for human consumption, whether consumption occurs through inhalation, or oral or dermal absorption.

A voice vote on the amendment resulted as follows: Ayes - 2 (Legislators Burbank and Chock); Noes - 2 (Legislators Kelles and Stein); Excused - 1 (Legislator McBean-Clairborne). AMENDMENT FAILED.

It was MOVED by Ms. Chock, to amend the Local Law, Section 2, by removing the word and definition of smoking paraphernalia as follows:

~~SMOKING PARAPHERNALIA means any pipe, water pipe, hookah, rolling papers, or any other device, equipment or apparatus designed for the inhalation of tobacco or Shisha.~~

The AMENDMENT FAILED due to lack of second.

It was MOVED by Ms. Chock, seconded by Mr. Burbank, to amend the Local Law and rewrite to include a ban of the sale of tobacco for all ages county-wide.

Following discussion, Ms. Chock and Mr. Burbank agreed to withdraw their motion.

It was MOVED by Mr. Stein, seconded by Mr. Burbank, to call the question.

A voice vote to call the question resulted as follows: Ayes - 3 (Legislators Burbank, Kelles, and Stein); Noes - 1 (Legislator Chock); Excused - 1 (Legislator McBean-Clairborne). THE QUESTION WAS CALLED.

Ms. Chock requested the minutes reflect her reason for not voting in favor of this resolution is because the definitions included the words “other products and equipment” and further believes there should be a ban of the sale of tobacco county-wide.

Mr. Burbank requested the minutes reflect his vote in favor was to move this action to the Legislature but has serious concerns about this and does not plan to support it at the Legislature meeting.

RESULT:	RECOMMENDED [3 TO 1]
MOVER:	Peter Stein, Member
SECONDER:	Anna Kelles, Chair
AYES:	Kelles, Burbank, Stein
NAYS:	Chock
EXCUSED:	McBean-Clairborne

WHEREAS, Tompkins County has a substantial interest in reducing the number of individuals of all ages who use cigarettes and other tobacco products, and a particular interest in protecting adolescents from tobacco dependence and the illnesses and premature death associated with tobacco use, now

Minutes Acceptance: Minutes of Mar 20, 2017 4:30 PM (Minutes Approval)

Minutes
Health and Human Services Committee
Monday, March 20, 2017

therefore be it

RESOLVED, on recommendation of the Tompkins County Board of Health and the Health and Human Services Committee, That a public hearing be held before the Tompkins County Legislature in Legislative Chambers of the Governor Daniel D. Tompkins Building, 121 East Court Street, Ithaca, New York, on Tuesday, April 18, 2017, at 5:30 o'clock in the evening thereof concerning proposed Local Law No. b of 2017 - A Local Law Raising the Legal Age to 21 for Tobacco Sale and Purchase. At such time and place all persons interested in the subject matter will be heard concerning the same,

RESOLVED, further, That the Clerk of the Board is hereby authorized and directed to place proper notice of such public hearing in the official newspaper of the County.

SEQR ACTION: TYPE II-20

* * * * *

Resolution No. - Adoption of Local Law No. b of 2017 – A Local Law Raising the Legal Age to 21 for Tobacco Sale and Purchase (ID #6764)

Ms. Chock requested the minutes reflect her reason for not voting in favor of this resolution is because the definitions included the words “other products and equipment” and further believes there should be a ban of the sale of tobacco county-wide.

Mr. Burbank requested the minutes reflect his vote in favor was to move this action to the Legislature but has serious concerns about this and does not plan to support it at the Legislature meeting.

RESULT:	RECOMMENDED [3 TO 1]
MOVER:	Peter Stein, Member
SECONDER:	Anna Kelles, Chair
AYES:	Kelles, Burbank, Stein
NAYS:	Chock
EXCUSED:	McBean-Clairborne

WHEREAS, a public hearing has been held before the Tompkins County Legislature to hear all persons interested in proposed Local Law No. b of 2017, and

WHEREAS, the Tompkins County Legislature has determined that adoption of Local Law No. b of 2017 is in the public interest, now therefore be it

RESOLVED, on recommendation of the Tompkins County Board of Health and the Health and Human Services Committee, That proposed Local Law No. b of 2017 - A Local Law Raising the Legal Age to 21 for Tobacco Sale and Purchase is hereby adopted,

RESOLVED, further, That the Clerk of the Board shall publish in the official newspaper of the County a notice of adoption containing a synopsis of said local law and shall within twenty days file one certified copy in the Office of the County Clerk, and one copy with the Secretary of State.

SEQR ACTION: TYPE II-20

* * * * *

Appointments/Liaison Assignments

Minutes Acceptance: Minutes of Mar 20, 2017 4:30 PM (Minutes Approval)

Minutes
Health and Human Services Committee
Monday, March 20, 2017

The following Liaison Assignments were made by the Committee following a brief discussion:

Alcohol and Drug Council of Tompkins County - Peter Stein

Community Mental Health Services Board - Will Burbank

Homeless and Housing Task Force - Carol Chock

Office for the Aging Advisory Committee - Peter Stein

Senior Citizens Council - Lifelong - Peter Stein

Tompkins Community Action - Leslyn McBean-Clairborne

Human Rights Commission - Anna Kelles

Adjournment

The meeting adjourned at 6:08 p.m.

Minutes Acceptance: Minutes of Mar 20, 2017 4:30 PM (Minutes Approval)

**Health and Human Services Committee**

Governor Daniel D. Tompkins Building
Ithaca, NY 14850

Meeting: 04/17/17 03:30 PM

Department: Office for the Aging

Category: Routine Departmental Activities or Statistics

REPORT OR DISCUSSION ITEM NO.**(ID # 6938)**

Foodnet update

Jessica Gosa, Foodnet's new Executive Director, to provide a brief update on Foodnet Meals on Wheels.



Tompkins County Legislature

Governor Daniel D. Tompkins Building
Ithaca, NY 14850

Meeting: 04/17/17 03:30 PM
Department: Mental Health Department
Category: Grants
Functional Category:

SCHEDULED

RESOLUTION NO. *DOC ID: 6936*

**Authorization to Accept Grant for Mobile Crisis Technical Support -
Mental Health Department**

WHEREAS, as established in Resolution 2016-266, adopted December 21, 2016, the Tompkins County Mental Health Department (Department) has developed a Mobile Crisis Team (Team) in order to serve individuals and families who are experiencing urgent concerns related to mental health and/or substance abuse issues, and

WHEREAS, as indicated in the Resolution, the Care Compass Network will provide startup funds for the first two years of participation in this Delivery System Reform Incentive Payment (DSRIP) Program supported project, and

WHEREAS, it is vital that the department provide compact, mobile, efficient systems in order for clinicians to gain access to client medical records and complete their documentation in an accurate and timely manner, and

WHEREAS, the department has received approval for \$12,000 in startup funds for technical support through the Care Compass Network for the purchase of tablet laptop computers and upgrades to current field telephones, now therefore be it

RESOLVED, on recommendation of the Health and Human Services Committee, That the Mental Health Department is authorized to accept said funds,

RESOLVED, further, That the County Administrator or his designee be and hereby is authorized to execute any and all agreements necessary to complete the requirements of the grant,

RESOLVED, further, That the Finance Director be and hereby is authorized to make the following budget adjustment on his books for the Care Management Program for 2017:

REVENUE:	4311.43489	Other State Grants	\$ 12,000
APPROPRIATION:	4311.52206	Computer Equipment	\$ 8,000
	4311.54472	Telephone	\$ 4,000

SEQR ACTION: TYPE II-20



SCHEDULED

RESOLUTION NO. *DOC ID: 6935*

1 **Authorization to Accept Grant Funds for Technical Support for the**
2 **Health Home Care Management Program - Mental Health Department**

3 WHEREAS, Circare, a Behavioral Care Management Program, and Health Homes of Upstate New York
4 (HHUNY) Services, provide administrative oversight to the Health Home Care Management program in Tompkins
5 County, and

6
7 WHEREAS, the Tompkins County Mental Health Department Care Management Team has been providing
8 Health Home services to individuals in Tompkins County, and

9
10 WHEREAS, there are strict requirements regarding the technical aspects of providing Health Home services,
11 such as documentation within a specific electronic client record, requirements regarding client signatures, retention and
12 encrypted transfer of documentation and the need for the Care Management team to do the majority of their work in
13 the field, and

14
15 WHEREAS, it is vital that the department provide compact, mobile, efficient systems in order for clinicians to
16 gain access to client medical records and complete their documentation in an accurate and timely manner, and

17
18 WHEREAS, the department has applied for and has been given approval for an \$18,000 grant from Circare
19 and HHUNY for technical support through the purchase of tablet laptop computers and upgrades to current field
20 telephones, now therefore be it

21
22 RESOLVED, on recommendation of the Health and Human Services Committee, That the Mental Health
23 Department is authorized to accept said funds,

24
25 RESOLVED, further, That the County Administrator or his designee be and hereby is authorized to execute
26 any and all agreements necessary to complete the requirements of the grant,

27
28 RESOLVED, further, That the Finance Director be and hereby is authorized to make the following budget
29 adjustment on his books for the Care Management Program for 2017:

30	31	REVENUE:	4330.43489	Other State Grants	\$ 18,000
32		APPROPRIATION:	4330.52206	Computer Equipment	\$ 15,000
34			4330.54472	Telephone	\$ 3,000

35
36 **SEQR ACTION: TYPE II-20**



Health and Human Services Committee

Governor Daniel D. Tompkins Building
Ithaca, NY 14850

Meeting: 04/17/17 03:30 PM
Department: County Administration
Category: Housing

**REPORT OR DISCUSSION ITEM NO.
(ID # 6985)**

Update on development of transitional housing plan



Health and Human Services Committee

Governor Daniel D. Tompkins Building
Ithaca, NY 14850

Meeting: 04/17/17 03:30 PM
Department: Health Department
Category: Budget Transfers Not Requiring Action

**BDGT ADJ. & TRANSFERS (INFO. ONLY) NO.
(ID # 6964)**

Year end budget transfers

Budget transfers required to realign budget for year end closing per Director of Finance.

Department: 4016 Community Health

Date: March 29, 2017

_____ (for Finance use)

FROM:

TO:

Department Budget Account

Department Budget Account

Detailed Explanation Required:

1	Account	Title	AMOUNT	Department Budget Account	Title	Detailed Explanation Required:
1	4016.54442	Professional Services	\$3,900	4016.52206	Computer Equipment	Transfer necessary to realign 2016 books based on actual spending. Purchase of tablets for new staff and to assist with check-in of clients.
2						
3						
4						
5						
6						
7						
8						

Date of Program Committee

4/17/2017

Date Sent to Program Committee

Sender's Initials

SIGNATURES

Department Head
Director of Finance

Handwritten Signature

Date Signed

3/29/17

for County Administration use only

Routing: Submit 4 (four) copies to Finance-Comptroller
Submit 1 (one) copy to Program Committee for next agenda

Department: **4017 Medical Examiner Program**

Date: **March 29, 2017**

_____ (for Finance use)

FROM:

Department Budget Account

Title

AMOUNT

TO:

Department Budget Account

Title

Detailed Explanation Required:

1	4054.54400	Program Expense	\$1,990	4017.54442	Professional Services	Transfer necessary to realign 2016 books based on actual spending.
2						
3						
4						
5						
6						
7						
8						

Date of Program Committee

4/17/2017

Date Sent to Program Committee

Sender's Initials _____

SIGNATURES

Department Head
Director of Finance

Sherrill K. Hunsaker
Date Signed *3/29/17*

Date Signed

for County Administration use only

Routing: Submit 4 (four) copies to Finance-Comptroller
Submit 1 (one) copy to Program Committee for next agenda

Department: 4018 Healthy Neighborhood Program

Date: March 29, 2017

_____ (for Finance use)

FROM:

Department Budget

Account

Title

AMOUNT

TO:

Department Budget

Account

Title

Detailed Explanation Required:

Detailed Explanation Required:

1	2	3	4	5	6	7	8
4018.54400	Program Expense	\$2,550	4018.51000049	Project Assistant	Transfer necessary to realign 2016 grant spending based on actual expenditures.		
Date of Program Committee				Date Sent to Program Committee			
4/17/2017				Sender's Initials _____			

SIGNATURES

Department Head *[Signature]* Date Signed *3/29/17*

Director of Finance *[Signature]* Date Signed _____

for County Administration use only

Routing: Submit 4 (four) copies to Finance-Comptroller
Submit 1 (one) copy to Program Committee for next agenda

Department: **4090 Environmental Health** Date: **March 29, 2017**

_____ (for Finance use)

FROM: Department Budget Account **4090.58800** Title **Fringes** AMOUNT **\$2,300** **TO:** Department Budget Account **4090.51000554** Title **Public Health Tech** Detailed Explanation Required: _____

	Department Budget Account	Title	AMOUNT	Department Budget Account	Title	Detailed Explanation Required:
1	4090.58800	Fringes	\$2,300	4090.51000554	Public Health Tech	Transfer necessary to realign 2016 books based on actual spending.
2						
3						
4						
5						
6						
7						
8						
				Date of Program Committee		4/17/2017
				Date Sent to Program Committee		_____
				Sender's Initials _____		

SIGNATURES

Department Head <i>[Signature]</i> Director of Finance	Date Signed 3/29/17	for County Administration use only
Director of Finance <i>[Signature]</i>	Date Signed _____	

Routing: Submit 4 (four) copies to Finance-Comptroller
 Submit 1 (one) copy to Program Committee for next agenda