

Agenda

Health and Human Services Committee

Monday, July 17, 2017 4:30 PM

Legislature Chambers

1. **Call to Order (4:30)**
2. **Changes to Agenda (4:30)**
3. **Public Comment (4:35)**
4. **Department of Social Services (4:45)**
 - a. **Report/Discussion:** Department of Social Services - Housing Presentation
5. **Minutes Approval (5:15)**
 - a. June 19, 2017
6. **Chair's Report (5:15)**
7. **Comments from Committee Members/Liaison Assignments (5:20)**
8. **County Administrator's Report (5:25)**
9. **Health Department (5:30)**
 - a. **Resolution:** Authorization to Execute a Three-Year Contract – Administration and Provision of Transportation for Early Intervention and Preschool Special Education Children Residing in Tompkins County – Health Department (ID #7156)
10. **Mental Health (5:40)**
 - a. **Resolution:** Acceptance of Incentive Award for Electronic Medical Records Project for the Tompkins County Mental Health Department (ID #7161)
11. **Human Rights Commission (5:50)**
 - a. **Information Item:** SOI Allegation Memorandum (ID #7162)
12. **Adjournment (6:00)**
Bdgt Adj. & Transfers (Info. Only)
 - a. **Information Item:** Ergonomics for MH (ID #7107)
 - b. **Information Item:** Budget Transfer 6.29.17 (ID #7145)
 - c. **Information Item:** Travel/Training MH Admin (ID #7108)
 - d. **Information Item:** Computer Equip - MH Admin (ID #7109)

Health and Human Services Committee
 Regular Meeting Minutes – Draft 6-30-17
 Monday, June 19, 2017 4:30 PM
 Legislature Chambers

Attendance

Attendee Name	Title	Status
Anna Kelles	Chair	Present
Leslyn McBean-Clairborne	Vice Chair	Present
Will Burbank	Member	Present
Carol Chock	Member	Present
Peter Stein	Member	Excused
James Dennis	Legislator	Present
Joe Mareane	County Administrator	Present
Karen Baer	Director of Human Rights	Present
Marcia Lynch	Public Info. Officer, County Administration	Present
Lisa Holmes	Director, Office for the Aging	Present
Amie Hendrix	Director of Youth Services	Present
Michelle Pottorff	Chief Deputy Clerk, Legislature Office	Present
Patricia Carey	Social Services Commissioner	Present
Frank Kruppa	Public Health Director	Present
Martha Robertson	Legislator	Present
Paula Younger	Deputy County Administrator	Present
Xavier Rusk	Paralegal Aide	Present

Guests: Kathleen Schlather, Tierra LaBrada, Human Services Committee; Lee Dillon, Tompkins Community Action

Call to Order

Ms. Kelles, Chair, called the meeting to order at 4:32 p.m.

Changes to Agenda

There were no changes to the agenda.

Public Comment

Ms. Kelles reviewed rules for the public speaking under Privilege of the Floor. She commented that she met with Mr. Myers and members of the Worker's Center today and noted that it will be a "long haul" to raise the Minimum Wage in Tompkins County to a Living Wage. She stressed the importance of everyone staying engaged by supporting local, buying local, and engaging the local community to ensure that local businesses are supported. She believes the goal can be reached by everyone working together to figure out what the challenges are. She said housing relates to the issue of not having a sufficient wage and has asked all departments and agencies that report during upcoming meetings to the Committee to provide a presentation on the services they provide with respect to housing. The intention is to make sure there is an understanding of the services that our government provides so that everyone will know where to send someone for assistance.

Peter Myers, City of Ithaca resident, presented the Committee with a petition containing over

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3,000 signatures in support of raising the Minimum Wage to a Living Wage in Tompkins County. Mr. Myers referred to a conversation he had with an individual who didn't feel they deserved to earn a higher wage and said he questions what respect an employer has for its workers when they are not paying a decent wage. He provided background of the efforts that he was involved in dating back to 2003 and said this campaign to raise the Minimum Wage to a Living Wage for all workers in Tompkins County is making its first entry to the Tompkins County Legislature through the Health and Human Services Committee and recognized it will take time.

Stanley McPherson, Tompkins County resident, said this movement has existed for three years and was what prompted him to be at the roundtable and have a television show. He explained his personal situation and said he has been fighting for a Living Wage for every worker since being fired from his job. He stated the costs to pay rent, buy food, and pay bills exceed \$15/hour and asked the Legislature to continue its support of this until the goal of getting Living Wage for every person who needs it.

Milton Webb, Tompkins County resident, said everyone needs to make a Living Wage but that still doesn't provide enough income for someone to pay bills or the high rents in this community. He said this is where the Living Wage efforts started in Tompkins County and where he thinks it can continue to happen. He said he will always fight for a Living Wage.

Deborah Dawson, Lansing resident, said the Living Wage issue is a big issue for the entire County. She is concerned that we are going to be caught up with limited resources with the federal and State administrations and said the County needs to support itself and to do so it needs to increase its revenue base and the best way to do so is through sales tax. She stated if people can't pay their bills they can't pay sales tax on anything and studies show increasing income of people on the bottom of the socio-economic scale creates revenue. She asked that the Committee consider that this revenue will be very beneficial for the County's revenue base on a whole.

Ms. Kelles said one of the things that Legislators hear is how difficult it is for businesses to pay a Living Wage and asked that people ask business owners who are providing a Living Wage to write a letter and share their experiences with the Legislature.

Human Services Coalition

Human Services Coalition, Continuum of Care, Housing (ID #7106)

Ms. Chock inquired whether she should abstain from voting due to her husband being the Executive Director of Better Housing for Tompkins County and Ithaca Neighborhood Housing Services and was advised that because the funding was going to Catholic Charities it would not be necessary.

Resolution No. - Appropriation of \$50,000 from Contingent Fund to Support the Ithaca/Tompkins Continuum of Care's Transitional Housing Plan (ID #7103)

Minutes Acceptance: Minutes of Jun 19, 2017 4:30 PM (Minutes Approval)

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RESULT:	RECOMMENDED [3 TO 0]
MOVER:	Will Burbank, Member
SECONDER:	Carol Chock, Member
AYES:	Kelles, Burbank, Chock
EXCUSED:	Stein
AWAY:	McBean-Clairborne

WHEREAS, the shortage of affordable housing has been identified as one of Tompkins County’s most critical challenges, and

WHEREAS, as one of many initiatives undertaken by this Legislature to understand and help mitigate the affordable housing crisis, a “multi-year over-target” request was approved as a part of the 2017 County Budget process that provided \$50,000 per year for three years to support the development and implementation of a plan (the “Plan”) by the Human Services Coalition, as lead agency for the Ithaca/Tompkins Continuum of Care, for transitional housing serving the homeless or those re-entering the community from incarceration and/or recovery, and

WHEREAS, \$50,000 was allocated to the 2017 Contingent Fund awaiting the development of such a Plan by the Ithaca/Tompkins Continuum of Care, and

WHEREAS, the Human Services Coalition, as lead agency for the Ithaca/Tompkins Continuum of Care, has undertaken an inclusive process of soliciting proposals from area non-profit agencies and has recommended funding three projects with 2017 funding, namely:

- \$27,000 to Catholic Charities, in partnership with the Ithaca Neighborhood Housing Services (INHS), for a “bridging the gap” rental subsidy intended to assist individuals meet the tenancy criteria for a rental unit through INHS,
- \$5,000 to the Advocacy Center to establish an Emergency Housing Fund for victims of domestic violence with the intent of preventing homelessness through this one-time financial support,
- \$18,000 to Opportunities, Alternatives, and Resources (OAR) to support renovations to its “Endeavor House” project, a four-bedroom house that will provide transitional housing for those returning to the community from the Tompkins County Jail, and

WHEREAS, this Legislature concurs that the proposed use of funds is consistent with the intent established during the 2017 Budget process, will contribute toward the mitigation of the County’s housing crises, and should be released to support the Plan, now therefore be it

RESOLVED, on recommendation of the Health and Human Services and the Budget, Capital, and Personnel Committees, That funds in the amount of \$50,000 for the housing initiative be allocated to the Human Services Coalition, as lead agency for the Ithaca/Tompkins Continuum of Care, for the purpose of supporting the three projects stated herein,

RESOLVED, further, That the Director of Finance be and hereby is authorized and directed to make the following budget appropriation in fiscal year 2017:

FROM	A1990.54400	Contingent Fund	\$50,000
TO:	A6305.54400	Human Services Coalition-Program Expense	\$50,000

SEQR ACTION: TYPE II-20

* * * * *

Minutes Acceptance: Minutes of Jun 19, 2017 4:30 PM (Minutes Approval)

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Minutes Approval

May 15, 2017

RESULT:	ACCEPTED [3 TO 0]
MOVER:	Will Burbank, Member
SECONDER:	Carol Chock, Member
AYES:	Kelles, Burbank, Chock
EXCUSED:	Stein
AWAY:	McBean-Clairborne

Department of Social Services

**Resolution No. - Budget Adjustment and Contracting Authority - Department of Social Services
(ID #7093)**

Mrs. McBean-Clairborne returned at 5:33 p.m.

An amendment was accepted as friendly to delete the wording "to local credit unions of car" in the first Whereas. Ms. Carey said she was confident the State would not ask to receive these funds at a later date.

At the request of Ms. Chock, Ms. Carey will make a "wish list" of things she sees as the unmet needs in the community. Ms. Kelles said she would also like to receive this.

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

WHEREAS the Department of Social Services (DSS) has received a check for \$83,766, representing repayments of loans that had been subsidized through a now-discontinued program benefiting the Department's clients, and

WHEREAS the Social Services Commissioner wishes to use the funds as follows:

\$62,000 - Training and certification of Social Services' mental health service providers to practice evidence-based Child Parent Psychotherapy

\$6,000 - Safe Care 'train-the-trainer' training for our sole home visitation provider's staff

\$2,266 - Consultation services from Community Dispute Resolution Center

\$5,000 - "Seeking Safety" training for DSS staff

\$5,000 - "Peer Recovery Advocate" training for DSS staff

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\$3,500 - "Solution-Focused Trauma-informed Care" training for DSS staff

, 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 donation and to enter into agreements as necessary to effect the above,

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

Appropriation: 6010.54412 Travel/Training	\$13,500
6010.54442 Professional Services	\$70,266
Revenue: 6010.42770 Miscellaneous Revenue	\$83,766

SEQR ACTION: TYPE II-20

* * * * *

Office for the Aging

Resolution No. - Budget Adjustment for Balancing Incentive Program Caregiver Support Program for 2017 - County Office for the Aging (ID #7061)

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

WHEREAS, the Tompkins County Office for the Aging (COFA) is the recipient of one-time funds through the Balancing Incentives Program (BIP) Caregiver Support program, in order to provide services to caregivers of clients who are Medicaid eligible, and

WHEREAS, COFA wishes to claim eligible salary and fringe expenses under the BIP Caregiver Support Program that were not originally delineated in the County budget, and

WHEREAS, the New York State Office for the Aging is allowing expenditures related to this program to be claimed for an extended period of time, through September 30, 2017, and

WHEREAS, because of this extension, COFA can claim \$9,956.66 in expenditures beyond those reflected in the 2017 County budget, now therefore be it

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

Revenue Account	Title	Amt	Approp Acct	Title	Amt.
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A6789.44772	Federal Revenue	\$9,956.66	A6789-51000215	Salary	\$ 496.39
			A6789-51000517	Salary	338.28
			A6789-51000559	Salary	345.56
			A6789-51001583	Salary	161.75
			A6789-54400	Program Exp.	8,001.00
			A6789-58800	Fringes	613.68

SEQR ACTION: TYPE II-20

Information Item - COFA Annual Luncheon Payment (ID #7079)

RESULT:	COMPLETED
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Health Department

Resolution No. - Authorization to Increase Hours - Environmental Health - Health Department (ID #7098)

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

WHEREAS, the Environmental Health Division has 2.0 FTE Sr. Public Health Sanitarian positions, funded in our target budget at 35 hours per week, and

WHEREAS, the Division has received additional funding in the Drinking Water Enhancement Grant to help address new water-related requirements and issues, now therefore be it

RESOLVED, on recommendation of the Health and Human Services and the Budget, Capital and Personnel Committees, That two positions of Sr. Public Health Sanitarian, labor grade 16, position ID 452 and 439, (16/607), competitive class, be increased from 35 hours to 37.5 hours per week, effective July 2, 2017,

RESOLVED, further, That the Finance Director be and hereby is authorized to make the following budget adjustment on his books for the Drinking Water Enhancement Grant:

REVENUE:	4090.43489	Other State Grants	\$ 22,438
APPROPRIATION:	4090.51000049	Project Assistant	\$ 6,825
	.51000607	Sr. Public Health Sanitarian	\$ 4,488
	.52220	Departmental Equipment	\$ 8,000
	.52206	Office Furnishings	\$ 1,000
	.52230	Software	\$ 1,125

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.54303 Office Supplies \$ 1,000
SEQR ACTION: TYPE II-20
* * * * *

Human Rights Commission

Income Discrimination Local Law (ID #7105)

At the Committee's request Ms. Baer will provide numbers of intake cases that have come through the Human Rights Office that have dealt with housing discrimination.

Adjournment

On motion the meeting adjourned at 6:46 p.m.

Minutes Acceptance: Minutes of Jun 19, 2017 4:30 PM (Minutes Approval)



Tompkins County Legislature

Governor Daniel D. Tompkins Building
Ithaca, NY 14850

Meeting: 07/17/17 04:30 PM

Department: Health Department

Category: Agreements, Bids, Contracts, Grants

Functional Category: Fiscal (Budget), Health Related, Transportation

SCHEDULED

RESOLUTION NO. *DOC ID: 7156*

1 **Authorization to Execute a Three-Year Contract – Administration and**
 2 **Provision of Transportation for Early Intervention and Preschool**
 3 **Special Education Children Residing in Tompkins County – Health**
 4 **Department (Pending Committee action 7-17-17)**

5 WHEREAS, the Tompkins County Finance Department, in cooperation with the Tompkins County Health
 6 Department, has duly advertised for proposals for administration and provision of transportation services to children
 7 ages 0-5 who are enrolled in Preschool Special Education and Early Intervention programs as authorized by Tompkins
 8 County and who reside in Tompkins County, and

9
 10 WHEREAS, one proposal was received by the June 5, 2017, deadline, now therefore be it

11
 12 RESOLVED, on recommendation of the Health and Human Services Committee, That the contract be awarded
 13 to Birnie Bus Service, Inc., of Syracuse, New York,

14
 15 RESOLVED, further, That the contract be awarded for a period of three (3) years commencing September 1,
 16 2017, and terminating August 31, 2020, with the option to renew for an additional five-one year periods,

17
 18 RESOLVED, further, That the Health Department is authorized to implement this proposal on behalf of the
 19 County, funds are provided for in Account A2960.54305 and A4054.54305.

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

**Tompkins County Legislature**Governor Daniel D. Tompkins Building
Ithaca, NY 14850

Meeting: 07/17/17 04:30 PM

Department: Health Department

Category: Agreements, Bids, Contracts, Grants

Functional Category: Fiscal (Budget), Health Related, Transportation

SCHEDULED**RESOLUTION NO.** *DOC ID: 7156*

- 1
2 The Preschool Program in NYS is a mandated program and consists of services for children 3-5 years old with
3 developmental delays or diagnosed conditions. In NYS these services are determined by the school district in which
4 the child resides with determination of eligibility guided by NYS Preschool Special Education regulations and all
5 counties in NYS are required to pay for these services.
6
7 Transportation services are part of the services included in the mandate. NYS counties are required to provide a
8 transportation vendor, pay for transportation services directly to the vendor or reimburse the parent if they choose to
9 transport their own child. Birnie Bus Service has worked with Tompkins County providing early intervention and
10 preschool special education transportation services since 1999. Services have been provided an acceptable level for
11 children outside the City of Ithaca School District (Ithaca City School provides transportation to the children in their
12 district and we reimburse them).



Tompkins County Legislature

Governor Daniel D. Tompkins Building
Ithaca, NY 14850

Meeting: 07/17/17 04:30 PM
Department: Mental Health Department
Category: Fiscal
Functional Category:

SCHEDULED

RESOLUTION NO. *DOC ID: 7161*

1 **Acceptance of Incentive Award for Electronic Medical Records**
2 **Project for the Tompkins County Mental Health Department (Pending**
3 **Committee action 7-17-17)**

4 WHEREAS, Tompkins County Mental Health (TCMH) is required by the New York State Office of the
5 Medicaid Inspector General (OMIG) and the Federal Office of the Inspector General (OIG) to comply with certain
6 documentation and billing standards related to the provision of service to the residents of Tompkins County, and
7

8 WHEREAS, the Mental Health Department provides over 30,000 units of mental health services per year and
9 seeks to enhance their provision and quality of service to the residents of Tompkins County through an electronic
10 medical records system that is capable of daily maintenance of medical documentation such as, treatment plans,
11 progress notes, medication management, and emergency services, and
12

13 WHEREAS, the Care Compass Network (CCN), a not-for-profit community organization, was created to
14 champion Medicaid beneficiaries by providing higher quality care in efforts to achieve Delivery System Reform
15 Incentive Payment (DSRIP) goals of improving access to care while reducing patient Emergency Department visits, re-
16 admissions, and preventable admissions, and
17

18 WHEREAS, CCN is promoting and providing financial incentives to assist in the funding for implementation
19 and adoption of electronic medical records systems, greater systems interoperability and electronic data exchange, via
20 existing Regional Health Information Organizations (RHIOs). These financial incentive payments will be made by
21 CCN to TCMH upon achieving Incentive Program Milestones, and
22

23 WHEREAS, the Mental Health Department has applied for an incentive award from CCN in the amount of
24 \$250,000, and
25

26 WHEREAS, the Incentive Program Milestones are as follows: Network Infrastructure (\$40,000); End User
27 Hardware (\$40,000); RHIO Integration/Interfaces (\$30,000); Implementation Fees and Software License Fees
28 (\$140,000); there is an additional one-time payment of \$20,000 as a "Go Live Status Bonus", now therefore be it
29

30 RESOLVED, on recommendation of the Health and Human Services Committee, That the Tompkins County
31 Legislature hereby authorizes the acceptance of these funds from CCN for the EMR project at the Mental Health
32 Department.
33

SEQR ACTION: TYPE II-20



Health and Human Services Committee

Governor Daniel D. Tompkins Building
Ithaca, NY 14850

Meeting: 07/17/17 04:30 PM
Department: Human Rights Department
Category: Housing
Functional Category: Housing, Human Rights

SCHEDULED

INFORMATION ITEM (NO DISCUSSION INTENDED) NO.

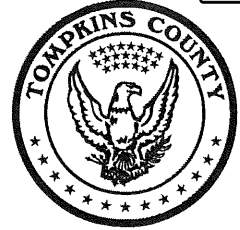
DOC ID: 7162

SOI Allegation Memorandum



TOMPKINS COUNTY **Office of Human Rights**

120 MARTIN LUTHER KING, JR. / W. STATE STREET
ITHACA, NEW YORK 14850
Tel: 607.277.4080 Fax: 607.277.4106



Memorandum

To: Anna Kelles, Chair
Health and Human Services Subcommittee
From: Karen Baer, Director of Human Rights
Xavier Rusk, Paralegal Aide
Date: 21 June 2017
Re: Information as Requested

Anna, please feel free to share with your Committee.

Subject Matter Jurisdiction: Housing
Basis: Source of Income Discrimination

No.	Allegations of Source of Income Discrimination
28	Unequal Terms and Conditions of Tenancy
24	Refusals to Negotiate for Rental
60+	Exclusionary Advertisements
112	Total

In 2016, OHR received fifty-two (52) complaints from forty-seven (47) individuals alleging housing discrimination based on source of income. During a brief intake process, information was collected for the purpose of making referrals to either the New York State Division of Homes and Community Renewal (DHCR), the federal Department of Housing and Urban Development (HUD), or the New York State Attorney General (NYAG)—all agencies with very limited jurisdiction over source of income complaints. For example, housing providers who are recipients of a Low-Income Housing Tax Credits (LIHTCs), United States Department of Agriculture (USDA) grants, or other state and federal assistance may be precluded from discriminating against persons who need housing subsidies to afford housing. In addition, some federal courts (9th Circuit) have made persuasive arguments that source of income discrimination is a form of sex discrimination (See *HUD v. Ross*).

Since June 2017, there has been a decrease source of income intakes, possibly due to OHR's education and outreach efforts related to Tompkins County's lack of source of income protections for County residents. In this calendar year, OHR has received nine (9) individual complaints of source of income discrimination, which include two (2) allegations of unequal terms and conditions and seven (7) refusals to renew leases. KB

Attachment: SOI Allegation Memo (7162 : SOI Allegation Memorandum)



Health and Human Services Committee

Governor Daniel D. Tompkins Building
Ithaca, NY 14850

Meeting: 07/17/17 04:30 PM
Department: Mental Health Department
Category: Fiscal

**BDGT ADJ. & TRANSFERS (INFO. ONLY) NO.
(ID # 7107)**

Ergonomics for MH

Budget Adjustment and Transfer Request Form

(Budget Adjustments requiring Legislature action must be submitted as a resolution)

Department: MENTAL HEALTH	Date: JUNE 13, 2017
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INSTRUCTIONS: *Submit one (1) copy to the Finance Director and one (1) copy to Program Committee through Minute Traq as a new file: "BUDGET ADJUSTMENT OR TRANSFER FOR INFORMATION ONLY"
 ** NOTE: TARGET FOR PROGRAM COMMITTEE MEETING AND NOT THE LEGISLATURE

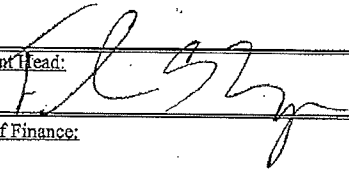
From/Revenue Adjustment:

To/Expenditure Adjustment:

Budget Account	Account Title	AMOUNT	Budget Account	Account Title
4311.54354	MEDICAL SUPPLIES	\$4,000	4310.52214	OFFICE FURNISHINGS

Explanation Required:

Need additional funds in Office Furnishings to cover purchases in response to Ergonomic Reviews for employees

SIGNATURES	Department Head: 	Date Signed: 6/13/17	
	Director of Finance:	Date Signed:	

Attachment: 4310 OFFICE FURN 061317_0001 (7107 : Ergonomics for MH)



Health and Human Services Committee

Governor Daniel D. Tompkins Building
Ithaca, NY 14850

Meeting: 07/17/17 04:30 PM
Department: Youth Services Department
Category: Budget Adjustments Under \$5,000

**BDGT ADJ. & TRANSFERS (INFO. ONLY) NO.
(ID # 7145)**

Budget Transfer 6.29.17

Budget Adjustment and Transfer Request Form

13.b.a

(Budget Adjustments requiring Legislature action must be submitted as a resolution)

Department: T.C. Youth Services Dept	Date: June 29, 2017
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INSTRUCTIONS: *Submit one (1) copy to the Finance Director and one (1) copy to Program Committee through Minute Traq as a new file: "BUDGET ADJUSTMENT OR TRANSFER FOR INFORMATION ONLY"

** NOTE: TARGET FOR PROGRAM COMMITTEE MEETING AND NOT THE LEGISLATURE

From/Revenue Adjustment:

To/Expenditure Adjustment:

Budget Account	Account Title	AMOUNT	Budget Account	Account Title
7020.54442	Professional Service Fees	\$4,000	7020.54412	Travel/Training

Explanation Required:

Transfer needed to accurately reflect actual department expenditures.

SIGNATURES	Department Head: _____	Date Signed: _____	
	Director of Finance: _____	Date Signed: _____	

Attachment: Budget transfer 6.29.17 (7145 : Budget Transfer 6.29.17)



Health and Human Services Committee

Governor Daniel D. Tompkins Building
Ithaca, NY 14850

Meeting: 07/17/17 04:30 PM
Department: Mental Health Department
Category: Fiscal

**BDGT ADJ. & TRANSFERS (INFO. ONLY) NO.
(ID # 7108)**

Travel/Training MH Admin

Budget Adjustment and Transfer Request Form

(Budget Adjustments requiring Legislature action must be submitted as a resolution)

Department: MENTAL HEALTH	Date: JUNE 13, 2017
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INSTRUCTIONS: *Submit one (1) copy to the Finance Director and one (1) copy to Program Committee through Minute Traq as a new file: "BUDGET ADJUSTMENT OR TRANSFER FOR INFORMATION ONLY"
 ** NOTE: TARGET FOR PROGRAM COMMITTEE MEETING AND NOT THE LEGISLATURE

From/Revenue Adjustment: To/Expenditure Adjustment:

Budget Account	Account Title	AMOUNT	Budget Account	Account Title
4311.54412	TRAVEL/TRAINING	\$4,000	4310.54412	TRAVEL/TRAINING

Explanation Required:

Need additional funds for Travel and Training in Admin to cover current & expected training costs for Dep Comm, Dual Recovery Coordinator and QI Mgr

SIGNATURES Department Head: 	Date Signed: 6/13/17
Director of Finance: 	Date Signed:



Health and Human Services Committee

Governor Daniel D. Tompkins Building
Ithaca, NY 14850

Meeting: 07/17/17 04:30 PM
Department: Mental Health Department
Category: Fiscal

**BDGT ADJ. & TRANSFERS (INFO. ONLY) NO.
(ID # 7109)**

Computer Equip - MH Admin

Budget Adjustment and Transfer Request Form

(Budget Adjustments requiring Legislature action must be submitted as a resolution)

Department: MENTAL HEALTH	Date: JUNE 12, 2017
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INSTRUCTIONS: *Submit one (1) copy to the Finance Director and one (1) copy to Program Committee through Minute Traq as a new file: "BUDGET ADJUSTMENT OR TRANSFER FOR INFORMATION ONLY"
 ** NOTE: TARGET FOR PROGRAM COMMITTEE MEETING AND NOT THE LEGISLATURE


From/Revenue Adjustment:

To/Expenditure Adjustment:

Budget Account	Account Title	AMOUNT	Budget Account	Account Title
4311.54354	MEDICAL SUPPLIES	\$4,000	4310.52206	COMPUTER EQUIPMENT

Explanation Required:

Need additional funds in Computer Equipment in Administration; 4310 covers primary expenses for Department.

SIGNATURES	Department Head: 	Date Signed: 6/13/17
	Director of Finance:	Date Signed:

Attachment: 4310 COMPUTER EQUIP 061317_0001 (7109 : Computer Equip - MH Admin)