

**Health and Human Services Committee**  
 Regular Meeting Minutes – Approved 5-15-17  
 Monday, April 17, 2017 3:30 PM  
 Legislature Chambers

**Attendance**

Attendee Name	Title	Status	Arrived
Anna Kelles	Chair	Present	
Leslyn McBean-Clairborne	Vice Chair	Present	
Will Burbank	Member	Present	
Carol Chock	Member	Present	
Peter Stein	Member	Late	4:18 PM
Katrina McCloy	Deputy Clerk	Present	
Frank Kruppa	Public Health Director	Present	
Jessica Gosa	Executive Director, Foodnet	Present	
Joe Mareane	County Administrator	Present	
Lisa Holmes	Director, Office for the Aging	Present	
Karen Baer	Director of Human Rights	Present	
Amie Hendrix	Director of Youth Services	Present	
Marcia Lynch	Public Info. Officer, County Administration	Present	
Tierra Labrada	Continuum of Care Coordinator	Present	
Patricia Carey	Social Services Commissioner	Present	

**Call to Order**

Ms. Kelles, Chair, called the meeting to order at 3:33 p.m.

**Changes to Agenda**

There were no changes to the agenda.

**Public Comment**

There were no members of the public present.

**Minutes Approval**

March 20, 2017

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Will Burbank, Member
<b>SECONDER:</b>	Carol Chock, Member
<b>AYES:</b>	Kelles, McBean-Clairborne, Burbank, Chock
<b>ABSENT:</b>	Stein

**County Administrator's Report**

There has been a reduction of aid for the Foster Care program and the Department of Social Services has estimated that it will cost the County about \$230,000. Foster Care is a mandated program

and the County will need to maintain it even though there is a funding cut. Mr. Mareane will provide the Committee members with the baseline for the Foster Care program as requested by Ms. Kelles.

Ms. Kelles inquired about a shift in child care support. Mr. Mareane stated he would look into that and provide additional information to Committee members.

**Appointments/Liaison Assignments**

**Advisory Board Appointment(s) (ID #6912)**

Youth Services Board

Gabriel Carrillo - At-large representative; term expires December 31, 2019

Liaison Assignments

Ms. Kelles stated she will be the liaison to the Tompkins County Youth Services Board and Mr. Burbank will be the liaison for the Health Planning Council.

<b>RESULT:</b>	<b>RECOMMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Will Burbank, Member
<b>SECONDER:</b>	Leslyn McBean-Clairborne, Vice Chair
<b>AYES:</b>	Kelles, McBean-Clairborne, Burbank, Chock
<b>ABSENT:</b>	Stein

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**Mental Health**

**Resolution No. - Authorization to Accept Grant for Mobile Crisis Technical Support - Mental Health Department (ID #6936)**

Mr. Stein arrived at this time.

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

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

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**Resolution No. - Authorization to Accept Grant Funds for Technical Support for the Health Home Care Management Program - Mental Health Department (ID #6935)**

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

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

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

WHEREAS, there are strict requirements regarding the technical aspects of providing Health Home services, such as documentation within a specific electronic client record, requirements regarding client signatures, retention and encrypted transfer of documentation and the need for the Care Management team to do the majority of their work in the field, 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 applied for and has been given approval for an \$18,000 grant

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from Circare and HHUNY for technical support through 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:	4330.43489	Other State Grants	\$ 18,000
APPROPRIATION:	4330.52206	Computer Equipment	\$ 15,000
	4330.54472	Telephone	\$ 3,000

**SEQR ACTION: TYPE II-20**

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**Human Services Coalition**

Update on development of transitional housing plan (ID #6985)

The Human Services Coalition is preparing to release the RFP and applications are due on May 12<sup>th</sup>; Ms. Schlather will keep the Committee up-to-date.

Ms. Kelles requested a summary of RFP responses received.

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**Adjournment**

The meeting adjourned at 4:50 p.m.