

**Health and Human Services Committee**  
 Regular Meeting Minutes – Approved 10-9-18  
 Monday, September 10, 2018 4:00 PM  
 Legislature Chambers

**Attendance**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Shawna Black	Chair	Present
Anna Kelles	Vice Chair	Present
Leslyn McBean-Clairborne	Member	Present
Henry Granison	Member	Present
Amanda Champion	Member	Present
Jason Molino	County Administrator	Present
Katrina McCloy	Deputy Clerk, Legislature	Present
Frank Kruppa	Public Health Director	Present
Sharon MacDougall	Deputy Commissioner of Mental Health	Present
Scott McCown	Mental Health Department	Present
Anne Koreman	Legislator	Present
Kenneth Clarke	Interim Director, Office of Human Rights	Present
Kit Kephart	Commissioner, Social Services	Present
Marcia Lynch	Public Info. Officer, County Administration	Present
Amie Hendrix	Director of Youth Services	Present
Lisa Holmes	Deputy County Administrator	Present
Lisa Monroe	Interim Director, Office for the Aging	Present
Bridgette Nugent	Deputy Director of Youth Services	Present
Katie Borgella	Planning & Sustainability Commissioner	Present
Megan McDonald	Deputy Planning and Sustainability Commissioner	Present
Deana Bodnar	Program Development Specialist	Present
Tom Herden	DSS Administrative Services Coordinator	Present

Guests: Fabina Colon, Multicultural Resource Center; Sally Santangelo, CNY Fair Housing; Kathleen Schlather and Tierra Labrada, Human Services Coalition; Members of the Public and Media

**Call to Order**

Ms. Black, Chair, called the meeting to order at 4:01 p.m.

**Changes to the Agenda**

It was MOVED by Ms. Kelles, seconded by Mr. Granison, and unanimously adopted by voice vote, to add an appointment to the Personal Emergency Response Services Advisory Board (PERS), to the agenda.

The Committee agreed to withdraw the resolution entitled Budget Adjustment - Youth Services Department.

**Public Comment**

There were no members of the public present who wished to speak.

### **Chair's Report**

Ms. Black announced that September is Suicide Prevention Awareness month; this week is National Suicide Prevention Awareness week; today is Worldwide Suicide Prevention Awareness day; and an Out of the Darkness Community Walk has been scheduled for September 15th in support of the American Foundation of Suicide Prevention.

Ms. Black provided an update regarding the Office of Human Rights and said the process of meeting with community leaders is continuing in efforts to restore a vision for the Office. She thanked those members of the community who have been involved in these meetings, spoke during public comment at previous meetings, and those who have provided feedback.

### **County Administrator's Report**

Mr. Molino stated the Recommended 2019 Budget was released last week and the process involved with reviewing the budget has begun and will continue over the next few weeks.

### **Presentations**

#### **Multicultural Resource Center**

Ms. Colon provided a presentation and update regarding the work that has been taking place at the Multicultural Resource Center (MRC). She briefly explained and distributed a document that included the MRC's mission, goals, principles, staff, work, impact, and accomplishments.

#### **CNY Fair Housing - Source of Income**

Ms. Santangelo provided a PowerPoint presentation entitled A Look Ahead: Source of Income Protection Syracuse regarding the enforcement of source of income protections.

### **Department of Social Services**

#### **Ratification of vendor selected through Homeless Services RFP process (ID #8041)**

Ms. Kephart provided a PowerPoint presentation entitled Tompkins County Homeless Services-Request for Proposals Process 2018 that explained the request for proposal process used for selecting a homeless services provider. Ms. Kephart, Ms. Bodner, and Mr. Herden reviewed the proposals received.

Mr. Molino stated he has discussed this with Ms. Kephart and explained the there are two components to this. The first element is having an agreement in place for the remainder of this year to cover the need for services in November and December. He said a budget adjustment to the 2018 Budget will be needed to cover the cost for services and start-up costs. The second element would be to include the costs in the 2019 Budget during the current budget process.

Ms. Black asked on a typical night how many hotel/motel rooms are being used. Ms. Bodner stated currently about 20 to 25 motel rooms are being used. Ms. Black inquired further if there was a dollar amount known that is being spent specifically on motels on an annual basis. Mr. Herden explained that those costs are a bit complicated but he will try to provide estimated figures.

Ms. Kephart spoke of the proposal from St. John's Community Services including administrative and supervisory oversight and they will be looking for a more workable site. Ms. Black stated homeless individuals need some type of care management and that cannot be provided in a motel.

Ms. Kelles inquired about what the start-up costs for St. John's included. Ms. Bodner explained that St. John's would like to make some renovations on the current site and convert some office space to additional beds.

Following inquiries about the full-time equivalent positions in the St. John's proposal, Ms. Kephart stated the wages being paid in all the proposals would be living wages. She also explained that the St. John's proposal included some supervisory positions.

Ms. Kephart said St. John's Community Services organization is faith based but will be providing services to all in need.

Following Ms. Kelles' inquiry, Ms. Kephart explained the increase in costs for these services are more accurate with the increase in need with the dynamics of the population being served. Mr. Herden stated The Rescue Mission had money-making operations involved and proceeds from those operations assisted in supplementing the costs for services.

Following discussion, it was the consensus of the Committee to have Ms. Kephart continue discussions with St. John's Community Services and prepare a resolution that would provide for the necessary budget adjustments to the 2018 Budget to cover the cost for homeless shelter services through the end of 2018 and to execute a contract with St. John's Community Services. The budgeting process for 2019 will be included in the budget process currently taking place.

<b>RESULT:</b>	<b>COMPLETED</b>
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### **Mental Health**

Ms. MacDougall presented a PowerPoint presentation entitled Healthy Homes of Upstate New York (HHUNY).

### **Health Department**

#### **Resolution No. - Acceptance of Learning Resource Grant from Kresge Foundation, Authorization to Execute Contracts, and Budget Adjustment - Public Health Department (ID #8058)**

Mr. Kruppa stated the resolution is in regard to the grant he spoke of at last month's meeting. The Department is in the process of receiving the funding and will accept and create the necessary budget lines to do so.

Mr. Kruppa stated significant training will be provided for himself and Samantha Hillson, Director of Health Promotion, and there will be some additional training for other staff.

<b>RESULT:</b>	<b>RECOMMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Anna Kelles, Vice Chair
<b>SECONDER:</b>	Amanda Champion, Member
<b>AYES:</b>	Black, Kelles, McBean-Clairborne, Granison, Champion

WHEREAS, the Public Health Director and Director of Health Promotion envision the role of the Tompkins County Health Department (TCHD) transforming from a service-provision model to the Population Health Strategist model to address social determinants of health, the underlying cause of many diseases in our community, and

WHEREAS, The Kresge Foundation Emerging Leaders in Public Health (ELPH) program provides funding throughout the country to local health departments to make transformational change in their organizations and improve health outcomes in their communities, and

WHEREAS, on June 27, 2018, the TCHD Team - Public Health Director and Director of Health Promotion - was selected as one of 20 local health departments across the country to participate in the ELPH program, and

WHEREAS, the TCHD Team applied for a Learning Resource Grant from The Kresge Foundation in the amount of \$125,000 to conduct key activities that will expand the capacity of the local department and move it forward in assuming its new role as the Population Health Strategist, and

WHEREAS, the TCHD Team will develop a model of alignment within the Health Department and with community partners to improve health outcomes and move towards achieving health equity, now therefore be it

RESOLVED, on recommendation of the Health and Human Services Committee, That the Health Department is authorized to accept the Emerging Leaders in Public Health grant funds in the amount of \$125,000,

RESOLVED, further, That the County Administrator or 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 for 2018 on his books for the Emerging Leaders in Public Health grant:

Revenue:	4011.42070	Contrib fr Priv Agencies	\$61,140
Appropriation:	4011.52206	Computer Equipment	\$ 3,000
	4011.54303	Office Supplies	\$ 500
	4011.54412	Travel & Training	\$12,140
	4011.54400	Program Expense	\$20,100
	4011.54442	Professional Svc. Fees	\$25,400

RESOLVED, further, That the remainder, \$63,860, will be included in the Health Department's 2019 budget by budget adjustment.

**SEQR ACTION: TYPE II-20**

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**Office for the Aging**

**Resolution No. - Appropriation from Contingent Fund – Terminal-Pay Reimbursement – Tompkins County Office for the Aging (ID #8031)**

<b>RESULT:</b>	<b>RECOMMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Anna Kelles, Vice Chair
<b>SECONDER:</b>	Amanda Champion, Member
<b>AYES:</b>	Black, Kelles, McBean-Clairborne, Granison, Champion

WHEREAS, the Tompkins County Office for the Aging had one Aging Services Specialist retire on August 10, 2018, and

WHEREAS, the Fiscal Policy of Tompkins County allows for terminal-pay reimbursement to be paid to the department from the Contingent Fund, now therefore be it

RESOLVED, on recommendation of the Health and Human Services and the Budget, Capital and Personnel Committees, That the Director of Finance is hereby authorized and directed to make the following budget adjustment for 2018:

FROM:	A1990.54400	Contingent Fund	\$45,592.39
TO:	A6771.51000559	Aging Services Specialist	\$31,380.27
	A6771.58800	Fringes	\$14,212.12

**SEQR ACTION: TYPE II-20**

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**Departmental Updates/Reports**

**Youth Services** - Ms. Hendrix introduced Bridgette Nugent who will be the Interim Director of Youth Services when she moves to the Deputy County Administrator position.

**Office for the Aging** - Ms. Monroe announced that there will be an Office for the Aging Public Hearing on October 17<sup>th</sup> in the Town of Enfield in conjunction with their regularly scheduled meeting with their Senior Group.

**Office of Human Rights** - Dr. Clarke reported that the work is continuing in regard to the Department report and the contents are being drawn from the community needs assessment that is being conducted. He plans to continue to meet with members of the public even after that report has been submitted. He is working with people that have come in the office to file complaints and he facilitated the filing of complaints for three individuals: two housing-based and one employment. Housing and employment seem to be the predominant issues that have come up lately. The Education and Outreach weekly readings program will begin on October 2<sup>nd</sup> and end on November 6<sup>th</sup> and will come from a book entitled Critically Engaged Leader. Readings are open to the public.

**Advisory Board Appointment(s)**

Minutes  
Health and Human Services Committee  
Monday, September 10, 2018

**Advisory Board Appointment (ID #8020)**

Developmental Disabilities Subcommittee

Jeffrey D. Boles - Community member representative; term expires December 31, 2019

Personal Emergency Response Service Advisory Board

Matthew Skeval - Representative of an agency representing the disabled or elderly (Police Agency) - term expires December 31, 2019

<b>RESULT:</b>	<b>RECOMMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Amanda Champion, Member
<b>SECONDER:</b>	Anna Kelles, Vice Chair
<b>AYES:</b>	Black, Kelles, McBean-Clairborne, Granison, Champion

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**Comments from Committee Members/Liaison Assignment Reports**

Ms. Kelles stated a Cornell graduate student has selected a project she proposed to complete a study regarding source of income discrimination.

Mr. Granison, Human Rights Commission Liaison, reported that the Human Rights Commission is still accepting applications for membership and appointments to the Commission will not be made until January 2019; they will move forward from there.

**Minutes Approval**

August 13, 2018

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Anna Kelles, Vice Chair
<b>SECONDER:</b>	Amanda Champion, Member
<b>AYES:</b>	Black, Kelles, McBean-Clairborne, Granison, Champion

**Adjournment**

The meeting adjourned at 6:21 p.m.

**Budget Adjustments & Transfers (Info. Only)**

**Information Item - 4047 Planning & Coordination CSCN Transfer (ID #8063)**

<b>RESULT:</b>	<b>COMPLETED</b>
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