



Sullivan County

Health & Human Services

Meeting Agenda - Final

100 North Street
Monticello, NY 12701

Chairman Catherine Scott
Vice Chairman Matt McPhillips
Committee Member Brian McPhillips
Committee Member Amanda Ward
Committee Member Terry Blosser-Bernardo

Thursday, April 11, 2024

11:00 AM

Government Center

Call To Order and Pledge of Allegiance

Roll Call

Comments:

Reports:

1. Division of Health and Human Services [ID-6340](#)
April 2024
Monthly Report

Attachments: [2024-04 HHS Monthly Report.pdf](#)

Discussion:

Public Comment

Resolutions:

2. To combine and create one all Encompassing Indigent Burial Program Policy [ID-6314](#)
Attachments: [2024-04 IB Policy & Procedure.docx](#)
3. To enter into agreements for the provision of Professional Services for period from June 1, 2024 through May 31, 2025. [ID-6338](#)
4. To authorize the Division of Health and Human Services to submit a request for grant funding [ID-6339](#)
5. To enter into an Agreement and accept funding from the Governor's Traffic Safety Committee for the Child Passenger Safety Program [ID-6296](#)
6. Authorize contract for psychiatrist services at the Care Center at Sunset Lake [ID-6352](#)

Adjourn



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6340

Agenda Date: 4/11/2024

Agenda #: 1.

Sullivan County Division of Health and Human Services (DHHS) -- Monthly Report – April 2024

Roadmap to Better Health Implementation

Updated County Health Rankings were released on March 20th at <https://www.countyhealthrankings.org/> and though we clearly still have much to improve, there is a lot of good news for Sullivan County in this year’s report.

First of all, while Robert Wood Johnson Foundation and the folks at the University of Wisconsin took conscious steps this year to de-emphasize the headline grabbing county vs. county rankings in each state, there are some very clear topline numbers and ratings contained and communicated within the datasets. Some of the key datapoints include:

- Sullivan County rated in the **top half** of counties **nationwide** for our health *outcomes* (length of life and quality of life ratings)
- Although it is not specifically called out as it has been in previous years, the underlying metrics clearly indicate that Sullivan County has **progressed 3 spots to 57th of 62 New York Counties** after moving up one step to 60th last year. This year’s “z-scores” are found in the spreadsheets posted to the County Health Ranking website. The z-scores form the baseline for the national rating scale – the more negative a number is, the better you are, numbers below zero are better than national average, numbers above are worse than national average)
- Sullivan County’s **health factors improved across 14 factors and stayed stable in 7 factors versus 8 declines**. We outperformed New York State as a whole with 7 improved factors and 12 stable versus 9 declines.

Very difficult challenges remain. Primary among them is access to primary care providers, reducing the number of preventable hospital stays and what are known in the study data as “injury deaths” which includes auto accidents but is primarily driven in our area by substance misuse and suicide. Our numbers in these areas are far outside the norm. Children in poverty is also a significant concern – 1 in 4 children in Sullivan County lives in poverty according to the data provided.

One last point about the data – as in all previous RWJF rankings, most of the provided data is at least two years’ time late. So my hope here is that the interventions that we all started when Wendy Brown transformed the Drug Task Force and I became Division Commissioner in 2021 are now just starting to kick in, and this is just the start of a longer term trend. Early progress is easily derailed, but it’s nonetheless encouraging.

Strategy	Update on Activities Supporting the Strategy	Key Performance Indicators Positive Trend = GREEN, Negative = RED	
Ease Access to Care	<ul style="list-style-type: none"> • Mental Health and Substance Use Treatment Access: Pediatric MH services continue to be provided by Astor. More potential patients are becoming aware of and coming to the clinic to be seen during open access hours. DCS is now reporting open access usage in this report. • Stabilization Center (Crisis Care Center): Community needs assessment ongoing. Planning is following up on requests for information from Congressman Molinaro’s office to support our funding request. • Garnet Health Update: Garnet Health is in the final stages of submitting for a major grant which would support the development of a detailed plan, land acquisition, and architectural and engineering studies, to replace Garnet Health Medical Center- Catskills at a to be determined site in Sullivan County to meet contemporary standards and deliver optimal care to Sullivan County residents. 	Unite Us Participating Agencies	25(+1)
		Unite Us Cases	296 (+36)
		Percentage of Cases Open/Resolved	28.9% / 45.9%
End the Opioid Crisis	<ul style="list-style-type: none"> • Drug Task Force Activities: DSS has established a multi-disciplinary investigative unit to reduce risks to babies born suffering from withdrawal. Leaders in our child welfare team and Sullivan County Family 	911 monthly responses to suspected overdoses	15 (-6)

	<p>Court will be attending a conference next month to focus on enhancing child safety on this very important topic. Development of a fatality review board for all overdoses (by adults) is ongoing.</p> <ul style="list-style-type: none"> • Opioid Settlement Fund Distribution – All contracts are in execution for Year 2 RFP respondents whose programs were approved for funding. Catholic Charities submitted a revised RFP response to request funding for outpatient clinical services to clarify requirements after approval was received from the Legislature. That contract is now in development. We intend to re-release the RFP to renew and solicit new inputs for Year 3 funding next month. 	2022 Opioid Deaths	43 (+6)
		2022 Drug-related ED Visits	76 (-6)
		2022 Drug-related Hospitalizations	15 (-4)
Enhance Our Community	<ul style="list-style-type: none"> • Housing Crisis: Homeless census increased again this month. DSS, DCS, Div. of Planning, and several local agencies are actively working together to help homeless persons transition to permanent housing and develop new units (both affordable and market rate) to relieve pressure on the local rental market. • Housing available at SUNY Sullivan?: Commissioner met with SUNY Sullivan interim president to gauge level of interest in creative re-use of Lazarus Levine Hall as transitional housing for local families in need of assistance. Appears to be an opportunity for a significant win-win, with funding available from OTDA to address deferred maintenance issues. Site visit with HONOR EHG and OTDA reps booked for Apr. 10 	Homeless Census	313 (+38)
Encourage Healthier Behavior	<ul style="list-style-type: none"> • Community Engagement: DSS, DCS and Public Health are working together with Dir. of Communications to develop a “synchronization matrix” to make the most of available time and resources that are devoted to promoting good health and a more positive outlook. 		



United Sullivan Network

For more information: www.unitedsullivan.com

- **Unite Us:** Legal Services of the Hudson Valley recently completed registration and training to become the 25th participant in the County’s Unite Us network. Community Resources is coordinating with Unite Us on connecting local food pantries to the network via the Community Assistance Center and is starting to plan a pilot a few food pantries to see if Unite Us can help advance their work.

- **Network Member Update:** The following chart provides the complete list of Sullivan County organizations currently active on Unite Us:

Village of Liberty Police Department	Sullivan County Department of Community Services	Cornell Cooperative Extension Sullivan County	Rehabilitation Support Services - Downstate	Sullivan County Social Services
Sullivan County Probation	Dispute Resolution Center of Orange, Putnam, Sullivan, and Ulster Counties	Catholic Charities of Orange, Sullivan and Ulster -- Behavioral Health Services	Sullivan County Office for the Aging	Lexington Center for Recovery Liberty Clinic
Community Action of Sullivan/Ulster Counties	Sullivan County Youth Bureau	Action Toward Independence Inc.	Sullivan 180	Every Person Influences Children
Dynamic Youth Community, Inc.	Legal Services of the Hudson Valley	Choices Mental Health Counseling PLLC	Independent Living, Inc	Sullivan County Center for Workforce Development
HONOREHG, INC.	Astor Services	Sullivan Allies Leading Together INC.	Mobile Mental Health Team	Restorative Management

- **Network Activity Update:** The following chart provides data on Unite Us usage across Sullivan County.

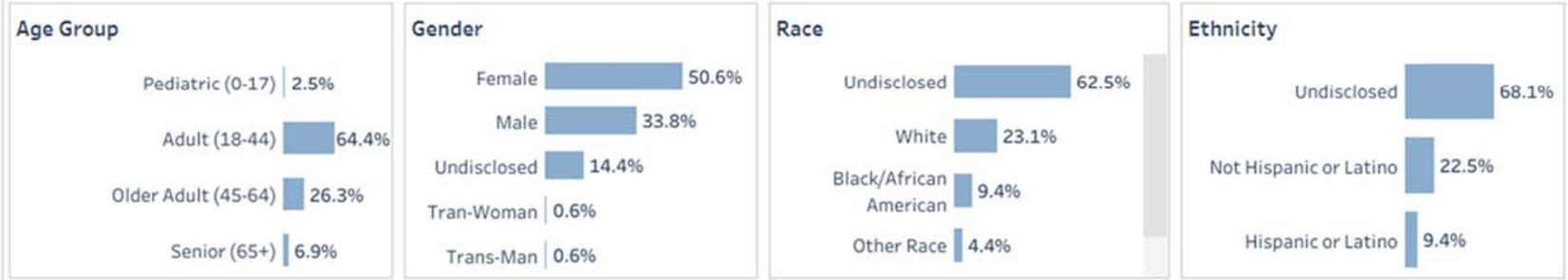
Network Activity Overview

Monitor critical network metrics over time.

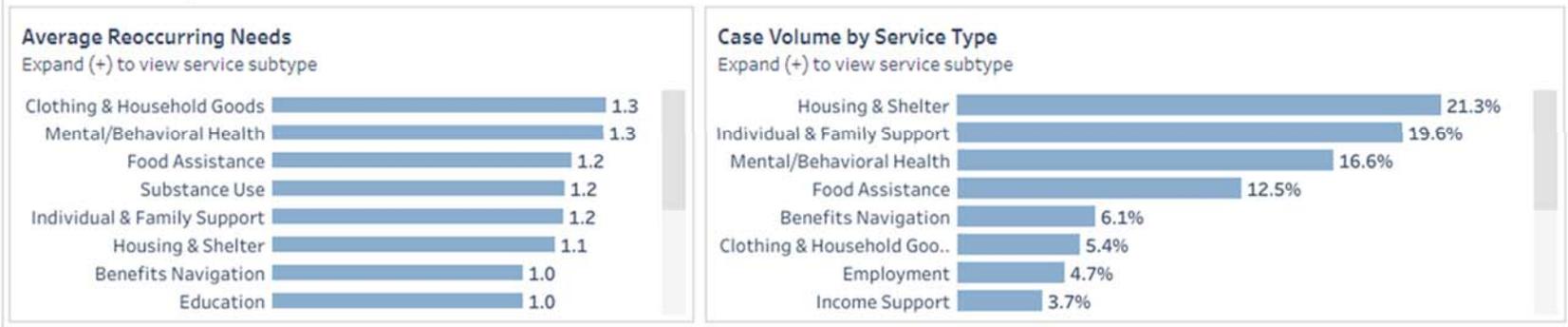
Clients 160	Clients Connected 153	Cases per Client 2.45	Cases 296	Managed Cases 203	Referred Cases 257	Off-Platform Cases 6
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Client Demographics

Select bar(s) to filter tab



Case Summary



Care Center™
at Sunset Lake Rehab

Care Center at Sunset Lake Rehab

For more information: (845) 292-8640, <https://sullivanny.us/Departments/Adultcarecenter>

Care Center at Sunset Lake Key Statistics – all data as of February 29, 2024 unless otherwise indicated

Monthly Total Expenses to Date	Monthly Cash Receipts	Feb. End of Month Census	Meals Prepared for Residents
\$1,169,994.93	\$1,108,363.32	113	10302
Admissions / Discharges	Total Day Care Visits	Total OT treatments	Total PT treatments
15/10	0	673	824

Administrator's Comments:

- **Staffing Update:** Our most recent 5 star with our Payroll Based Journal (PBJ) hours from the second quarter of this year shows our hours per resident per day at 4 hours and 23 minutes per resident per day, this is almost an hour a day over the state required minimum of 3.50 hours per resident per day and is *substantially better than New York State and nationwide averages*
 - Staffing efforts continue, hiring and interviews continue. We have been working diligently with Indeed and reaching out to all qualified applicants as well as any we receive from County HR. Hires from 2/1-2/29 as follows:
 - RN Full Time – 3, CNA Full Time -2, CNA Part Time -1, RN Per Diem- 1, Phlebotomist – 1, LPN Full Time -1
 - We continue to work to improve staffing at the facility and to ensure that the schedule is full so that staff can provide the best quality of care possible. The evenings continue to be our problem area and we are continuing to work to fill those spots with qualified staff members. All recently hired CNA's and future CNA will be assigned to this shift until it has filled. This shift has been an area of on-going efforts.
 - We continue to work with Nursing staff and the staffing coordinator to balance out schedules, so they are consistent for all weekends and holidays. These efforts continue and will continue until we can fill all vacant positions and fully balance the schedule.
 - We continue to look for opportunities to recruit staff through job fairs, advertising, referrals from current and former employees and all other available avenues.
- **Clinical Update:** February saw no cases of COVID -19 acquired or transmitted cases in house by residents or staff members. Education to the staff on infection control is ongoing and we continue to target any identified problem areas through QA as well as immediate education as needed in the event that the need arises.
 - Infection Preventionist continues in contact to with Core tactics to roll out infection control programs as required and to increase the education level of our staff in this important area
 - Pneumonia Vaccine Clinic recently held for all that wish to receive the vaccine.
- There were no visits from any outside inspection body in the month of February.
- Repairs to both elevators were completed in the last week of March.



Department of Community Services (DCS)

For more information: (845) 292-8770, <https://sullivanny.us/Departments/CommunityServices>

National Suicide Hotline: 988 Mobile Mental Health: (800) 710-7083 Children's Mobile MH: (845)701-3777

Director's Comments:

- Staff retention and recruitment –restructured our all staff meeting to provide clear communication and support, have been doing team building, working on supervisory tools and improved communication.
- Access to Services – our clinic has resumed 1-day extended evening hours till 8pm and Open Access on Thursday morning.
- Clinic Redesign for improved access and sustainability – Astor is now on-site providing services a few days a week and remotely on others and plans to be in some of the schools come the fall of 2024.

Care Management:

- The Care Management unit continues to actively engage & work with clients for both of the Health Home agencies and the HARP Services (Health and Recovery Plan) which are Medicaid and Medicaid Managed Care Health Plans. As of the end of February 2024, there are four (4) active Assisted Outpatient Treatment (AOT) orders and one (1) enhanced AOT services.

- Rehabilitation Support Services (RSS) and Independent Living (IL) have hired the staff needed to startup the OMH-funded Safe Options Support / Critical Time Intervention Program (SOS-CTI) in Sullivan County. SOS-CTI will provide behavioral health supports for persons in need, with a focus on homeless, across Sullivan County. HONOR EHG was notified that they were awarded a companion contract to provide 25 supportive housing beds for Sullivan County. Contract details are still TBD.

Adult & Children’s SPOA:

- On February 8, 2024, the Adult SPOA Committee met via Zoom with five (5) new cases reviewed, six (6) previous cases were reviewed.
- The total of 140 RSS beds with 182 people on the waiting list and 15 openings.
- Coordination of referrals and ongoing collaboration with service providers continue. Clients were recommended for/linked to various services, including: behavioral health treatment providers, RSS housing (apartment program and community residences), Access: Supported Housing, Sullivan PROS Program, OFA, APS, Action Toward Independence, Independent Living, Inc., and Care Management services.
- Children’s SPOA Committee met via Zoom on February 22, 2024 and went over three (3) new referral and one (1) previous referrals were reviewed.

Behavioral Health Clinic (Mental Health and Substance Abuse):

- In January, there were 174 clients on the roster for high risk census. ,
- Community Services assists in providing Naloxone to clients. The Department of Health (DOH) has provided a Community Calendar of free Naloxone Trainings which are held several times a week. The project shifted focus from providing sustainable video-based telehealth services to opioid use disorder treatment approaches. OMH has to communicate that medication is its own form of treatment, rather than secondary role to therapy. OMH would like this to be the standard front-line approach for treating these disorders.

SULLIVAN COUNTY DEPARTMENT OF COMMUNITY SERVICES						
STATISTICAL SUMMARY FOR: Feb 01, 2024 - Feb 29, 2024						
Prepared by : Frances Cole				CLIENTS		
PROGRAM	ON ROLLS: 2/1/2024	ADMISSIONS	DISCHARGES	ON ROLL: 2/29/2024	CLIENTS SERVED	UNITS OF SERVICE
SC BEHAVIORAL HEALTH CLINIC ADULT	397	23	16	404	420	689
SC BEHAVIORAL HEALTH CLINIC CHILD	31	0	2	29	31	35
SC BEHAVIORAL HEALTH CLINIC FORENSIC	53	14	6	61	67	96
SC BEHAVIORAL HEALTH CLINIC MICA	19	0	1	18	19	Included In Clinic Adult
SC BEHAVIORAL HEALTH CLINIC MAT	4	3	2	5	7	Included In Clinic Adult
TOTAL MENTAL HEALTH	504	40	27	517	544	820
SC CARE MANAGEMENT	43	1	0	44	44	720
SC HEALTH HOME - ADULT	36	1	1	36	37	279
SC HEALTH HOME - KENDRA, AOT and HH+	11	0	0	11	11	30
SC HEALTH HOME - CHILD	14	0	0	14	14	78
SC HEALTH HOME - OUTREACH	13	0	0	13	13	250
SC CM CCSI					1	2
TOTAL HEALTH HOME CASE MANAGEMENT PROGRAMS	104	2	1	105	107	1,109
SC SPOA - Adult	38			38	38	356
SC SPOA - Child	10			10	10	97
TOTAL SPOA	48	0	0	48	48	453
	# of calls	#of ph interv	Outreaches	Hosp Divers %	Hosp Admit %	
MOBILE MENTAL HEALTH	311	88	16	88	12	

Local Government Unit:

- regarding community access currently conducting a community asset mapping,
- expansion/enhancement regarding crisis services
- Substance Use task force doing allot of work, Hope and Prevention, Cares Pillar, Law enforcement Pillar, and all others – great partner/great work, great coordination and work by LGU staff as well.
- Stabilization Center status – community mapping, funding, location be discussed and worked on.
- Fatality Review Board status – research being done – looking to assembling meeting for key stake holders in the coming months (May/June).



Social Services (DSS):

For more information: (845) 292-0100, <https://sullivanny.us/Departments/familyservices>

Public Assistance Cases (as of 02-29-2024)				
Temp. Assistance to Needy Families	Safety Net	Food Stamps	Medical Assistance	MA/Supplemental Security Income
185(-9)	232(+7)	6018(+157)	3472(-44)	2478(+18)
Homelessness Snapshot (as of 03-01-2024)				
Code Blue	Quarantined	Adults / Children	Sex Offenders	Total Homeless
18	0	194/80	25	275

Temporary Assistance/Housing:

- As of 2/26/2024, the following amounts have been disbursed under ERAP: 834 benefits, \$7,073,808.13
- Rental Supplement Program resumes on April 1. Prioritization of applicants on the waiting list is in progress. Clients will be contacted upon completion.
- Housing and Fraud units are conducting periodic daytime and nighttime hotel checks to ensure compliance with program standards.
- We anticipate Code Blue to conclude on April 15. Warming Centers will close at the same time. Outstanding service and supports were provided this year from New Beginnings Community Worship, Liberty United Methodist Church, Federation for the Homeless, and St. John’s Episcopal Church of Monticello. From December through February this year, Warming Centers served a high of 25 unique clients in Liberty per month and 41 in Monticello.

Medicaid:

- Worked with our Service department to reorganize how Community Medicaid and Foster Care address the medical coverage for our children in care.

Child Care:

- A representative from our Child Care unit joined a field representative from Congressman Mark Molinaro office at the Woodbourne fire station to answer questions about childcare for those affected by the Head Start closure.

HEAP:

- The Heating Repair and Replacement (HERR) and Clean and Tune components remain open. Regular Heating season started on November 1, 2023.
- The Emergency HEAP benefit was made available on January 2, 2024; a second emergency benefit was made available on March 15, 2024. To apply, visit or call any of the agencies below:
 - HEAP Office, Sullivan County Department of Social Services, 16 Community Lane, Liberty, NY; Phone: 845-807-0142; Monday-Friday, 8 a.m.-5 p.m.; Email: Heap@sullivanny.us.
 - Sullivan County Office for the Aging, 100 North Street, Monticello, NY; Phone: 845-807-0241; Monday-Friday, 8 a.m.-5 p.m.
 - Independent Living Inc., 14 Pelton Street, East Wing, Monticello, NY; Phone: 845-794-3322; Monday-Friday, 9 a.m.-5 p.m.
 - Action Towards Independence, Inc., 309 East Broadway, Monticello, NY; Phone: 845-794-4228; Monday-Friday, 9 a.m.-5 p.m.
- The Cooling Assistance Benefit will be available April 15, 2024, which allows for the purchase and installation of an air conditioner or fan if a air conditioner cannot be safely installed

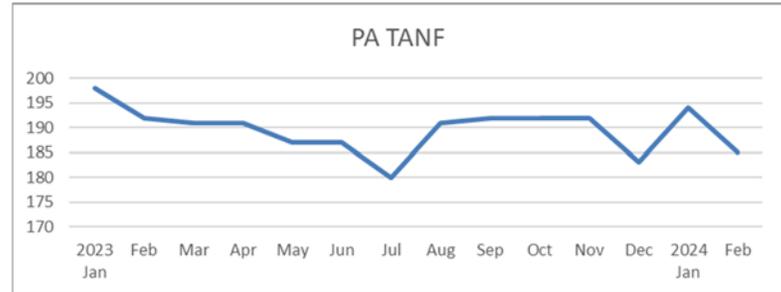
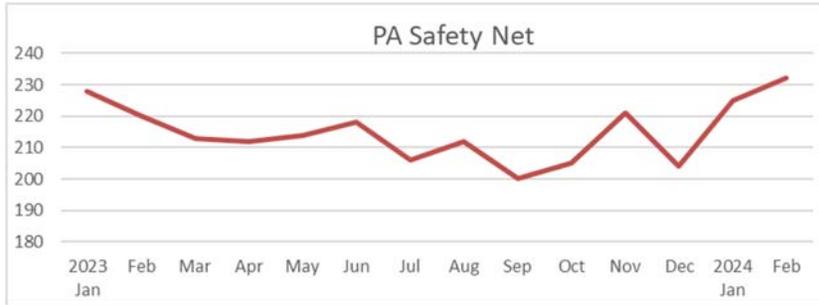
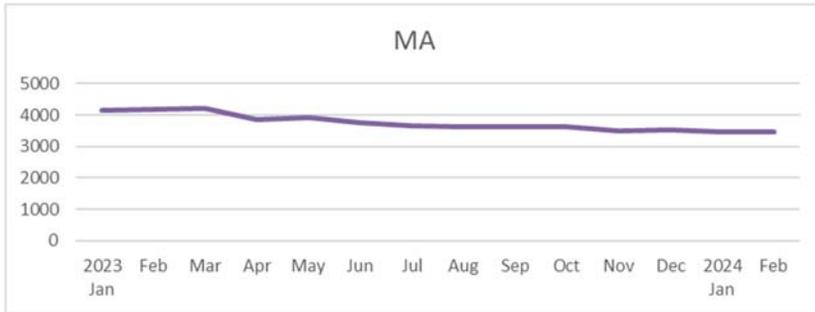
HOUSING:

- Working on an easy to read and understand what is needed to apply palm card for our clients, continues working with other departments and agencies to help with our harder to work with homeless population

SNAP:

- Received a new worker - now fully staffed and are focused on improving processing times.

Temporary Assistance Case Trend Charts:



Fraud Investigations (as of February 29, 2024)						
Collections	Cases Active	Cases Referred	Completed	Arrests	Pending arrests	Burials
\$2,928.81 (-18,057.36)	219 (0)	18 (-16)	18 (-20)	2 (0)	1 (-1)	7 approved (-3) \$12,213.00 costs (-\$5,387.00)
Child Support Enforcement Cases (as of February 29, 2024)						
Collections	Petitions Filed	Paternity Establishments		Total Cases		
\$571,290 (-49,869)	33 (+15)	18 (+16)		2,868 (-107)		

ADULT SERVICES UNIT:	2023 TOTAL	2024 YTD	2024 FEB
PERSONAL CARE AIDES			
CASES OPENED	16	3	1
CASES CLOSED	17	0	0
# CASES (AVG.)	30	32	32
PERS			
# CASES (AVG.)	0	0	0
APS REFERRALS			
16A Neglect/Abuse	37	6	2
16B Neglects Own Basic Needs			
16B Neglects Own Basic Needs	113	15	8
16B Untreated Medical Conditions	33	8	6
16B Self-endangering Behaviors	15	5	2
16B Unable to Manage Finances	36	11	6
16B Environmental Hazards	21	4	2
APS			
CASES OPENED	261	49	26
CASES CLOSED	251	45	16
# CASES (AVG.)	148	155	160
GUARDIANSHIPS			
OPEN	38	40	-2
REP PAYEE			
OPEN	TBD	93	0

FOSTER CARE STATISTICS				CHILD PROTECTIVE STATISTICS			
	FEB 2024	Trend	Goal		2023	YTD 24	FEB 24
Kinship%	10.48%		20%	# New Reports	1410	265	126
Congregate Care%	22.86%		16%	# Indicated Reports	174	33	17
Total in Care	105		<100	Physical abuse	14	0	0
RTF	0			Emotional abuse	0	0	0
Diagnostic	1			Sexual abuse	13	3	2
RTC	10			Neglect	62	14	5
Group Home	4			Domestic violence	13	2	2
Therapeutic Foster Home	14			Educational neglect	39	4	3
Regular Foster Home	55			Substance abuse	33	8	4
Kinship	11			1034	0	2	1
Other	10			# Unfounded Reports	710	75	40
Freed for Adoption	27			# Closed FAR	49	41	11
Certified Homes	73		5x #in ca	# Court Ordered 1034s	36	10	8
Newly Certified Homes	0			PREVENTIVE SERVICES STATISTICS			
Number of Closed Homes	0			NEW REFERRALS		21	
New Kinship Homes	0			TOTAL CASES		90	
Pending Certification	9						



Public Health
Prevent. Promote. Protect.

Public Health Department

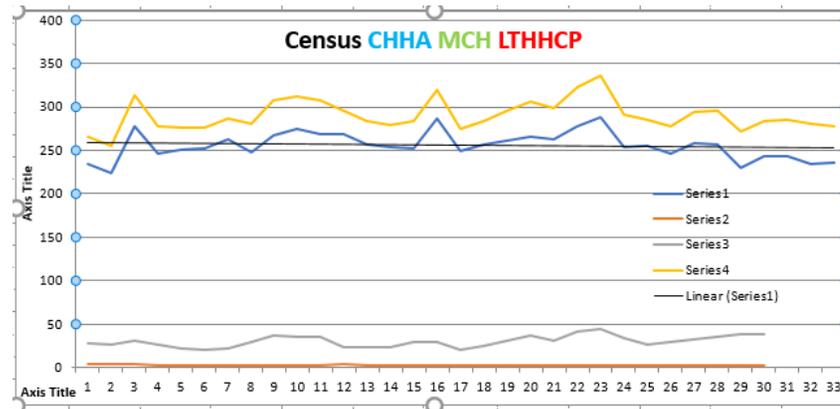
For more information on our report: (845) 292-5910, <https://sullivanyny.us/Departments/PublicHealth>

Director's Comments:

- SCDPH focus continues to be Vaccine preventable disease, summer planning, and retention/recruitment

CHHA: Certified Home Health Agency

Goal / Area of Focus	Update / Progress	Key Indicators/ Trends
Census	Average daily census increased from 173 to 181.	248 CHHA specific patients, 4 LTHHCP patients, 26 MCH patients; total of 277 patients on caseload
Productivity	Avg Productivity across all disciplines 4.5	Goal is 5; OT total 153 hours for the month



SCDPH CHHA Department Specific Performance Indicators:

Measure/Indicator	2024 YE Score	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Target 2024	Current vs. Goal	Trend	Best Practice
Admissions (2024)		88	125														10%
Admissions (2023)	1285	123	114	128	104	123	113	109	97	91	89	81	82				10%
Census (agency) (2024)		236	248														
Prior Year (2023)	3457	286	287	309	296	283	279	284	319	274	284	295	306				
Productivity		4.38	4.50														7
Prior year	4.48	4.63	4.80	4.65	4.55	4.70	4.30	4.74	4.60	4.76	4.55	4.63	4.23	5.50			7
NTUC		12.5%															15%
Sample size		105															
Prior year	73.8%	72.4%	72.5%	74.7%	76.4%	73.7%	78.5%	80.1%	75.4%	78.9%	71.7%	76.4%	76.7%	70.0%			15%
Overtime: total		120.5	153														
prior year	160.3	89	115	122	122	121	127	129	131	131	134	138	161	85.00			
Lock Rate		91.4%	93.0%														100%
Prior year	79%	84.0%	85.0%	93.0%	92.0%	91.0%	83.0%	88.8%	84.2%	91.5%	93.0%	93.0%	91.2%				100%

Health Education/Rural Health Network/Injury Prevention/Other:

Goal / Area of Focus	Update / Progress	Key Indicators/ Trends
Social Media Engagement	Continued progress with reaching our community via social media	
Outreach / Lesson Plans	Know Your Numbers screenings were conducted at Gov Center & DSS multiple times throughout February. Future outreaches confirmed: <ul style="list-style-type: none"> • Indoor Farmers’ Markets • Fearless • Do More Feel Better presentations scheduled at Various Sr Centers • Health and Wellness days at SC Schools scheduled 	
Public Health Week Planning	Planning is completed for Public Health week events	

- Working with MCH and CYSHCN
 - Outreach and referral flyers, CYSCHN Newsletters
- Ongoing prep for Narcan kits. Trainings scheduled through various groups in our community.
- RHN Coordinator hired.

Healthy Families:

Goal / Area of Focus	Update / Progress	Key Indicators/ Trends
Capacity	36 families enrolled at the end of February	Capacity is 60; we have one vacancy affecting capacity
Home Visits	68 out of 98 expected home visits completed	67.96% achieved; the same as January
Referrals	Received 16 referrals; 3 referrals are being handled by FRS 4 F.R.O.G.S. completed in January	Referrals are up from 11 in January. Assessments increased by 100% from January

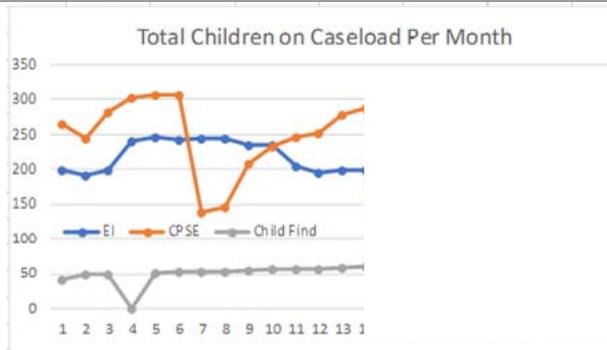
Maternal Child Health/CAPTA/CARA:

Goal / Area of Focus	Update / Progress	Key Indicators/ Trends
Referrals	16 total referrals; 7 opened to care, 2 pending.	Referrals decreased by 2 from January 2024.
Outreach	Outreach to community partners continues.	Education held @ Garnet Catskill to Case Management re: MCH team and referral process.

- One RN hired; start date 3.25.2024
- Working with Sullivan 180 to co-host 2nd annual Maternal Child Health Provider Appreciation Mixer, May 8, 2024.

Children and Youth with Special Healthcare Needs/Early Intervention:

Goal / Area of Focus	Update / Progress	Key Indicators/ Trends
CPSE	Caseload decreased 6 since Jan, 2024	But increased 42 compared to Feb 2023
EI	Caseload decreased 6 since Jan 2024	And decreased by 6 from Feb 2023



2024	Total Claimed	Total Paid
School-Age	\$ 96,900.67	\$ 119,765.65
Service Coordination	\$ -	\$ -

Disease Surveillance and Investigation and Emergency Planning:

Goal / Area of Focus	Update / Progress	Key Indicators/ Trends
Immunization Program	Focus on vaccine preventable disease. Working with DOVE and surrounding counties to address specific populations that are reluctant to vaccinate	YTD 90 immunizations provided (1.1.2024-2.29.2024) Continued outreach to and with community partners
Rabies	19 investigations, 1 cat tested. No animals were positive. Zero persons treated with post exposure prophylaxis	A position has been created in the 2024 budget for a part time ACO. This position will fall under Public Safety, but will work in conjunction with DSI/SCDPH
STI	12 cases of Chlamydia	3 less cases of Chlamydia this month compared to Jan, others stayed stable (less than five cases each).

Tuberculosis	<i>1 Active case; 0 suspect cases. 0 patients seen in the preventative clinic; 0 PPDs administered. 5 LTBI Immigrant follow up; 13 LTBY/+ QFT follow up</i>	<i>Increase in LTBI cases noted.</i>
Lead Poisoning Prevention	<i>0 cases reported for a total of 99 tests completed</i>	<i>Decrease in elevated tests reported.</i>
COVID	<i>443 reported cases; decrease from 781 Jan 2024</i>	<i>Covid 19 trending downwards</i>
Other Communicable Diseases	<i>516 flu cases (decrease from 869 Jan 2024), 443 labs reported COVID 19, 557 other communicables.</i>	<i>Flu, RSV, and Covid are trending downward</i>
Emergency Preparedness	<i>Reviewing Measles response plan</i>	<i>Anticipating Measles outbreak and preparing for same.</i>
MRC	<i>Continuing to recruit MRC volunteers</i>	

- Continuing to focus on Preparing for summer, potential measles outbreak as this is being seen worldwide, nationally, and in our state/surrounding states.

Other Program Areas:

Program Area	Update / Progress	Key Indicators/ Trends
HIPAA/Corporate Compliance	<i>Routine walk-throughs were conducted without notable areas of issue</i>	
Training and Quality	<i>Performing assessment of policy and procedures. Numerous policies have been updated and approved through PAC. Working with each department to create QA dashboard. Preparing for Tri-ennial survey of 2025 (CHHA)</i>	

Staffing Update: Position Title & No.	Notes
Community Services (9 Positions Vacant, 50 Authorized, 18.00% Vacant)	
Account Clerk, #3316	Canvassed the list
Clinical Program Manager, #3457	Posted
CS Coordinator, #3506, #3540	Posted
Senior Account Clerk, #2820	Approved to fill
Database Clerk, #3300	Canvassed the list
Staff Social Worker I, #130, PT#3308, PT#3638	Posted
Public Health (20 Positions Vacant, 80 Authorized, 25% Vacant)	
Director of Patient Services, #3158	Posted
Senior Account Clerk Typist #2981	Vacant
Community Health Nurse #2333, #2943	no applicants
Licensed Practical Nurse, #1636	Posted
PH Nurse, Core #2729, CHHA #2185, #2927	Posted
Registered Nurse, CHHA #2373, #2875, #2782 (PD), Core #849, #3264	Posted
Senior Account Clerk, #1952, #244	Posted
Home Health Aide, #383, #779	Posted
Senior Typist, #716	
Family Support Worker, #2450	Vacant

Care Center at Sunset Lake Nursing Position Analysis – as of March 15, 2024			
Positions Authorized in 2024 Budget	Number Authorized	Total Filled (FT/PT) (County Employees)	Per Diem Rostered
Registered Nurse	19	14 (14/0) (0)	12
Licensed Practical Nurse	22	19 (16/3) (4)	11
Nursing Assistant	73	44 (34/10) (9FT/3PT)	32
Domestic Aide	9	7 (7/0) (4)	3

Social Services (16 Positions Vacant, 176 Authorized, 9.09% Vacancy Rate)	
Caseworker, #616, #1299, #2420, #2724, Caseworker (PT), #3516	Posted
Division Contract Compliance Officer, #3477	Posted
Family Services Investigator, #309	CSEU
Senior Account Clerk, #3557	Services – awaiting test results
Social Welfare Examiner, #582, #809, #3604	Temporary Assistance – posted, no exam required!
Senior Caseworker, #183, #209, #1318	Interviewing for one, two new openings due to promotions
Senior AC/DB #3223	TA – awaiting test results
Records Management Clerk #2495	Vacant



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6314

Agenda Date: 4/11/2024

Agenda #: 2.

Narrative of Resolution:

To combine and create one all Encompassing Indigent Burial Program Policy

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: 0

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: N/A

RESOLUTION INTRODUCED BY HEALTH AND HUMAN SERVICES COMMITTEE TO COMBINE AND CREATE ONE ALL ENCOMPASSING INDIGENT BURIAL PROGRAM RESOLUTION

WHEREAS, the Department of Social Services conducted a survey with funeral homes and interested parties to consider amending the Indigent Burial Program policy; and

WHEREAS, the Department of Social Services would like to combine Resolution 331-20:

- 331-20: set the supplementation rate for individuals and veterans up to \$1200, set the rate for crematory fees, and provided up to \$500 for cemetery fees or the purchase of a burial plot

and combine the amendments from resolutions:

- 129-21: amended to add a shipping cost when a direct cremation is approved as an allowable expense to be reimbursed at standard USPS rates for shipment of the cremains to another state or US territory, provided there is no supplementation to offset the shipping costs, effective March 18, 2021
163-22: amended to include an exceptional rate for direct cremation for individuals in cases where the remains exceed 450 lbs. The actual crematory fee up to \$575 may be reimbursed and loaded mileage to transport to the crematory may be billed at a rate of \$2.00 per mile, effective January 1, 2022
198-23: amended to increase the permitted crematory fee under the Indigent Burial Program policy from up to \$375 to up to \$500, effective April 1, 2023

to create one all-encompassing resolution; and

WHEREAS, the funeral homes have requested that there be a permitted crematory travel expense reimbursed at a flat rate of \$150 for crematory travel expenses outside of Sullivan County, N.Y.

NOW THEREFORE BE IT RESOLVED, that an Indigent Burial Program resolution be created that combines all provisions from resolutions 331-20,129-21, 163-22, and 198-23; and

BE IT FURTHER RESOLVED, that upon the creation of this resolution, resolutions 331-20, 129-21, 163-22, and 198-23 are rescinded; and

BE IT FURTHER RESOLVED, that there will be a permitted crematory travel expense reimbursed at a flat rate of \$150 for crematory travel expenses outside of Sullivan County, N.Y.; and

BE IT FURTHER RESOLVED, that the attached Policy and Procedure for Indigent Burials is hereby adopted and effective on June 1, 2024.

SULLIVAN COUNTY DEPARTMENT OF SOCIAL SERVICES
POLICY AND PROCEDURES FOR INDIGENT BURIALS

1. Direct Burials:

A direct (immediate) burial shall include: All local travel of the remains, staff services, securing of necessary authorizations, casket, grave, grave opening, death certificate, vault liner if required and any other service required by law. Funeral director will oversee requests for Military Honors, Honor Guard, and local Color Guard when requested by family for Veteran.

Adult Cemetery costs: up to \$1,800

Stillborn – 5 years: up to \$800 (6 years and over will be an adult reimbursement)

Burial plot – reimbursed up to \$500 with a receipt

2. Direct Cremation: A direct cremation shall include: All local travel of the remains, staff services, urn, securing of necessary authorizations including the crematory fee and any other service required by law.

Adult Direct Cremation: up to \$1,200

Stillborn – 5 years: up to \$800 (6 years and over will be adult reimbursement)

Crematory fee – reimbursed up to \$500 with a receipt

3. Burial: Pick up out of county transportation rate:

Transportation - \$2.00 per loaded mile to point of destination within Sullivan County.

Maximum rate of \$150.00.

4. Cremation: Crematory travel expense outside of Sullivan County

One-time flat rate - \$150 with crematory receipt

5. Purchase of additional services by non-legally responsible relative/friend:

Non-legally responsible relatives/friends of the deceased are able to purchase additional services directly from the funeral director. This includes visitation, funeral or memorial service. These additional costs incurred are the responsibility of the non-legally responsible relative/friend and shall not exceed \$1,200.

Purchase from non-legally responsible relative/friend: not to exceed \$1,200.

6. Collection of Funds:

The Sullivan County Department of Social Services will be responsible for the research and identification of available assets to be applied to burial/cremation costs with the assistance of the funeral home. The Funeral Director, assisted by the Sullivan County Department of Social Services, will be responsible for:

- Obtaining pending resources/ balances in available accounts. This includes but is not limited to nursing/adult homes, financial institutions (single/joint), representative payee, no-fault, crime victims, any property currently owned, monetary donations, death benefit, etc.
 - By resolving any issues presented including completing a 1310 affidavit in order to have these funds released directly to the funeral home. Sullivan County Department of Social Services will not be held liable to pay or make up for the account balances.

In the case of available assets:

Sullivan County Department of Social Services approval and payment will be made for the burial/cremation cost LESS any readily available balances of these assets or pending resources.

Final approval of an application is contingent on verifying need and in no case will approval be made if the indigent deceased or legally responsible relative has resources in excess of:

- Indigent BURIAL rate plus additional expenses totaling \$2,450.00
- Indigent CREMATION rate plus additional expenses totaling \$1,850.00

General Policy:

Indigent burials must be prior authorized by the County. **NO EXCEPTIONS WILL BE HONORED.** Failure to obtain prior approval from the County will result in denial of payment. A member of the family or a representative will be required to complete a DSS burial application and a face-to-face/phone interview with an agency representative in order to determine eligibility. In cases of an unclaimed deceased individual, the agency will act as representative.

PLEASE NOTE: A LDSS Supplementation Acknowledgement Statement must be completed and submitted with the Itemized Funeral bill of Goods and Services on all cremation/burial requests. If no supplementation payments are made the form must be completed and submitted that no additional payments were made and if a non-legally responsible relative/friend purchases additional services this form needs to be checked that they are not legally responsible and the cost did not exceed \$1,200.

The Funeral Director shall be responsible for providing the burial/cremation of the deceased according to current laws and regulations and, as far as practicable, in accordance with the decedent's religious convictions and affiliations. **The Funeral Directors agree to provide the Services under the terms of this policy wholly and not to bill, or seek reimbursement from family members for additional costs not included under this policy.**



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6338

Agenda Date: 4/11/2024

Agenda #: 3.

Narrative of Resolution:

TO ENTER INTO AGREEMENTS FOR THE PROVISION OF PROFESSIONAL SERVICES FOR PERIOD FROM JUNE 1, 2024 THROUGH MAY 31, 2025

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: \$50,000

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: 140-3.-4.

RESOLUTION INTRODUCED BY HEALTH AND HUMAN SERVICES COMMITTEE TO AUTHORIZE COUNTY MANAGER TO ENTER INTO AGREEMENTS FOR THE PROVISION OF PROFESSIONAL SERVICES FOR PERIOD FROM JUNE 1, 2024 THROUGH MAY 31, 2025

WHEREAS, the County of Sullivan, through the Department of Social Services requires certain professional services to accomplish the provision of Child Protective Services (CPS) related services for Sullivan County youth and families; and

WHEREAS, the Department of Social Services wishes to develop an entry into a viable Child Advocacy Center (CAC) while working toward developing a more local CAC; and

WHEREAS, the Department of Social Services wishes therefore to contract with

- JFC Consulting, LLC for the provision of child abuse and/or neglect medical consultant services at an annual cost not-to-exceed \$35,000; and
- Westchester Institute for Human Development for the provision of non-acute clinical sexual abuse services at an annual cost not-to-exceed \$15,000.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to execute agreements for the provision of the above-mentioned professional services during the period from 6/1/2024 through 5/31/2025; and

BE IT FURTHER RESOLVED, these contracts are at the County’s discretion, subject to annual appropriation; and

BE IT FURTHER RESOLVED, the maximum of these professional services contracts collectively not exceed the Department of Social Services budgeted amount for these services; and

BE IT FURTHER RESOLVED, that the form of said contracts will be approved by the Sullivan County Department of Law.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6339

Agenda Date: 4/11/2024

Agenda #: 4.

Narrative of Resolution:

To authorize the Division of Health and Human Services to submit a request for grant funding

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: 0

Are funds already budgeted? No

Specify Compliance with Procurement Procedures: N/A

RESOLUTION INTRODUCED BY THE HEALTH AND HUMAN SERVICES COMMITTEE TO AUTHORIZE THE DIVISION OF HEALTH AND HUMAN SERVICES TO SUBMIT A REQUEST FOR GRANT FUNDING FROM THE US DEPARTMENT OF JUSTICE, OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION (OJJDP)

WHEREAS, OJJDP seeks to support the efforts of communities to develop prevention and intervention responses that identify, respond to, treat, and support children, youth, and families impacted by opioid use and other substance use disorders. OJJDP asks applicants to integrate youth and family partnership strategies into projects and partner with law enforcement, education, mental health service providers, child welfare agencies, community health agencies, and community-based organizations that address the needs of individuals and families experiencing substance use. OJJDP strongly encourages the use of data and evidence in program development for criminal justice, juvenile justice, and crime victim services; and

WHEREAS, the goal of OJJDP’s Opioid Affected Youth Initiative is to assist communities in developing and implementing effective, data-driven, coordinated, and sustainable responses that address opioid use and other substance use disorders impacting public safety, children, youth, and their families; and

WHEREAS, the Division of Health and Human Services wishes to partner with Sullivan 180 in advancing the goals of the Sullivan County Substance Use Task Force by providing additional prevention education to Sullivan County youth.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit an application for funding from the OJJDP Fiscal Year 2024 Opioid Affected Youth Initiative; and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager, and/or Chairman of the County Legislature (*as required by the funding source*) to accept the award, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

BE IT FURTHER RESOLVED, that should the OJJDP funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6296

Agenda Date: 4/11/2024

Agenda #: 5.

Narrative of Resolution:

To enter into an Agreement and accept funding with the Governor’s Traffic Safety Committee for the Child Passenger Safety Program

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: \$15,000

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

INTRODUCED BY THE HEALTH AND HUMAN SERVICES COMMITTEE TO SUBMIT APPLICATION, ACCEPT FUNDING FROM AND ENTER INTO AGREEMENT WITH THE GOVERNOR’S TRAFFIC SAFETY COMMITTEE FOR CHILD PASSENGER SAFETY PROGRAM

WHEREAS, Motor vehicle traffic crashes are the leading cause of injury related death for New York State residents from (2012-2014, NYSDOH), and motor vehicle traffic injuries are the 3rd leading cause of injury related death and hospitalizations in Sullivan County (2012-2014, NYSDOH); and

WHEREAS, the goal of the Program is to increase the proper use and installation of child safety seats by parents and caregivers in Sullivan County, and the grant provides for appropriate car seats and education for families whose income is at or below 200% of the federal poverty level; and

WHEREAS, Sullivan County Department of Public Health recommends that the County continue to participate in the Program and desires to apply for funding in the amount of \$15,000 for the period of October 1, 2024 through September 30, 2025;

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit the Governor’s Traffic Safety Committee Child Passenger Safety Seat application for funding; and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager, and / or Chairman of the County Legislature (*as required by the funding source*) to accept the award, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

BE IT FURTHER RESOLVED, that should the Governor’s Traffic Safety Committee Child Passenger Safety Seat funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6352

Agenda Date: 4/11/2024

Agenda #: 6.

Narrative of Resolution:

Authorize contract for psychiatrist services at the Care Center at Sunset Lake

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: \$31,200 per year

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE TO AUTHORIZE AWARD AND EXECUTION OF CONTRACT FOR PSYCHIATRIST SERVICES FOR THE CARE CENTER AT SUNSET LAKE

WHEREAS, a proposal was received for Psychiatrist Services for the Sullivan County Adult Care Center, and

WHEREAS, Mid-Hudson Psychiatric Consultants, will provide services from March 1, 2024 through February 28, 2025, with an option to extend on a yearly basis, for three (3) additional years, under the same terms and conditions, and

WHEREAS, the Sullivan County Adult Care Center recommends that an award be made.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a contract with Mid-Hudson Psychiatric Consultants, not to exceed \$600 per week for up to two (2) hours onsite and on call on phone 7 days a week. In accordance with RFP-24-03, and said contract to be in such form as the County Attorney shall approve.