

AGENDA

HEALTH AND MEDICAL SERVICES COMMITTEE

Monday, July 31st 10:00 a.m.

Members: Robusto, Groat, Bender, Brady, Rose

10:00 a.m. **Approve minutes from previous meeting**

10:00 a.m. **Bonadio**

PRESENTATION: NH Financial Statements and Audit

10:25 a.m. **GIS Manager, Zakk Hess**

DISCUSSION: GIS Needs Assessment

10:30 a.m. **Mental Health, Jim Haitz**

PERFORMANCE REPORT [MH Dept Payments & AR 2023 YTD June.xls](#)
PROGRAM UPDATE

TRANSMITTALS:

- Authorization to Allocate Opioid Settlement Funds [MH08RES1 Auth to Allocate Opioid Settlement Funds REV1.docx](#)
- Authorization to Amend Budget [MH08RES2 Budget Amend Forensic Hospitalization Costs.docx](#)
- Authorization to permanently continue positions [MH08RES3 Auth for MH Dept to Continue Former Grant Funded Positions.docx](#)

10:40 a.m. **Public Health, Diane Devlin**

MONTHLY ACTIVITIES REPORT
2024 DEPARTMENT BUDGET

TRANSMITTALS:

- Authorization to Sign Contract with Michelle Delyser [PH08RES01 Pre-K Related Service - Michelle DeLyser.docx](#)
- Authorization to Sign Contract with Luke Laczak [PH08RES02 Pre-K Related Services - Luke Laczak.docx](#)
- Authorization to Amend Resolution #384-20—Geneva Vending Contract [PH08RES03 Geneva Club Vending Contract Extension.docx](#)

10:50 a.m. **Nursing Home, Jeffrey Stalker**

TRANSMITTAL:

- Authorization to Set Salary for Assistant Director of Nursing [NH8RES01 ADON Salary.docx](#)

STAFFING REPORT

2023	Payments	AR	TOTAL REV	Monthly Billed Rev
1/1-1/31	\$ 828,484.55	\$ 92,338.06	\$ 920,822.61	\$ 920,822.61
1/1-2/29	\$ 1,274,112.91	\$ 136,427.69	\$ 1,410,540.60	\$ 489,717.99
1/1-3/31	\$ 1,798,855.80	\$ 168,099.77	\$ 1,966,955.57	\$ 556,414.97
1/1-4/30	\$ 2,293,733.46	\$ 169,284.37	\$ 2,463,017.83	\$ 496,062.26
1/1-5/31	\$ 2,757,486.90	\$ 235,145.53	\$ 2,992,632.43	\$ 529,614.60
1/1-6/30	\$ 3,243,678.04	\$ 247,410.88	\$ 3,491,088.92	\$ 498,456.49
1/1-7/31			\$ -	
1/1-8/31			\$ -	
1/1-9/30			\$ -	
1/1-10/31			\$ -	
1/1-11/30			\$ -	
1/1-12/31			\$ -	
93.0%		7.0%	Total \$ 3,491,088.92 Billed Revenues	

Financial Summary for Month 6				
	Budget Annual	Budgeted YTD	Actual YTD	Budget/Actual YTD
Billed Rev	\$ 6,302,737.00	\$ 3,151,368.50	\$ 3,491,088.92	\$ 339,720.42
Other Rev	\$ 4,785,017.00	\$ 2,392,508.50	\$ 2,306,174.89	\$ (86,333.61)
Total Rev	\$ 11,087,754.00	\$ 5,543,877.00	\$ 5,797,263.81	\$ 253,386.81
Expense	\$ 11,212,812.00	\$ 5,606,406.00	\$ 4,756,382.17	\$ 850,023.83
Annualization Adjustment for B&G Maint.			\$ (143,494)	
Annualization Adjustment for IT			\$ (108,155)	
Annualization Adjustment for Retirement			\$ 318,842	
Total Exp	\$ 11,212,812.00	\$ 5,606,406.00	\$ 4,823,575.17	\$ 782,830.83
TOTAL	\$ (125,058.00)	\$ (62,529.00)	\$ 973,688.64	\$ 1,036,217.64

B&G Maint & Utilities
\$286,988
PAID FULL
\$23,916/month

IT & Phones
\$216,310
PAID FULL
\$18,026/month

Retirement
\$637,684
\$53,140/month

AR 0-30 Days	AR 31-60	AR 61-90	AR 91-120	AR 121 +
\$ 76,904	\$ 48,539	\$ 38,198	\$ 26,476	\$ 57,294

Past 8 Years Revenue in Excess of Expense	
2015	\$ 129,504
2016	\$ 306,708
2017	\$ 622,134
2018	\$ 1,249,892
2019	\$ 857,462
2020	\$ 1,741,398
2021	\$ 1,387,707
2022	\$ 2,587,521
TOTAL	\$ 8,882,326

RESOLUTION

Committee No. 6

Date: 7/31/2023

Committee Chair: Frank Robusto
Department Head: James Haitz

Authorization to Allocate Opioid Settlement Funds

WHEREAS, Opioid Settlement funds (totaling over \$1.1 million dollars) are being provided to Wayne County and come from various settlements that NYS Attorney General James has negotiated following her lawsuits against the various manufacturers and distributors responsible for the opioid crisis; and

WHEREAS, the Opioid Settlement Fund Advisory Board was created under Chapter 171 of the Laws of 2022 and pursuant to Mental Hygiene Law §25.18, is charged with establishing guidelines on how the settlement funds are to be used; and

WHEREAS, the NYS Office of Addiction Services and Supports (OASAS) is designated as the State Lead Agency responsible for the distribution, monitoring, and oversight of the NY Opioid Settlement Fund, which includes state abatement funds, and pursuant to the settlement agreement, OASAS is providing funding to each County Mental Health Department Local Governmental Unit (LGU), as defined in Mental Hygiene Law Section 41.05, for their regional share of the funds, and have charged each LGU and the Director of Community Services to develop and manage a plan for the use of their settlement funds; and

WHEREAS, one initiative that has been planned and will be funded is the "Red Box" Overdose Emergency Narcan Kit Cabinet initiative, which will be coordinated by the Wayne County Public Health Department and the Wayne County Opioid Task Force; now therefore be it

RESOLVED, the Director of Community Services and the County Treasurer are authorized to allocate and transfer \$50,000 of the Opioid Settlement Funds to the Public Health Dept. for the Red Box initiative and additional related Opioid Prevention and Public Awareness activities and make the following budget amendment:

A4011 Prevent Services
(Appropriations)
\$50,000 to 54584 PHS Injury Prevention

Budgeted: yes no Proposed Cost: \$50,000.00 Reimbursed Amount: \$50,000.00 County Cost: \$0.00

Department Transfer: _____ from Account No. _____ to Account No. A40184.54584

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:
Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION

Committee No. 6

Date: 7/31/2023

Committee Chair: Frank Robusto
Department Head: James Haitz

AUTHORIZATION TO AMEND THE MENTAL HEALTH DEPARTMENT 2023 BUDGET FOR NEW YORK STATE FORENSIC HOSPITALIZATION COSTS

WHEREAS, there are certain situations and legal statutes and proceedings involving Criminal Courts, the County Mental Hygiene Department, and the Wayne County Sheriff's Office & Jail, that sometimes require individuals who may be incarcerated in the Wayne County Jail, or who are not in custody and residing in the community, to be involuntarily hospitalized in a New York State Forensic Psychiatric Center; and

WHEREAS, some individuals who are in the custody of the Sheriff and incarcerated in the Wayne County Jail, or are not in custody and are residing in the community, though are involved in a Criminal Court proceeding under NYS Criminal Procedure Law Section 730 "Fitness to Proceed", which involves a psychiatric evaluation to determine if the defendant is an incapacitated person, or when the individual is in custody of the Sheriff and incarcerated in the Wayne County Jail and if a prisoner's state of mental health requires involuntary care and treatment, and the prisoner should be removed to a psychiatric hospital for treatment, NYS Correction Law Section 508 "Removal of Sick Prisoners From Jail" provides the legal means to do so; and

WHEREAS, when the defendant is found to be an incapacitated person under Criminal Procedure Law Section 730, the court may order the individual to be sent to a state forensic hospital/institution to undergo restorative treatment, or when an incarcerated person is in need of immediate psychiatric care and treatment and is hospitalized in a state forensic hospital, they may be removed from jail to do so under Correction Law Section 508; and

WHEREAS, the County Cost per day for a state forensic hospitalization generally runs in excess of \$1,100 per day, and the length of the hospitalization stay is unpredictable, though in some cases could last as long as a year or more; and

WHEREAS, currently there is one Wayne County Jail inmate that has been admitted into a state forensic hospitalization institution for restorative psychiatric care, and this inmate has been hospitalized beginning in 2022, and will likely remain hospitalized for the remaining months of 2023; and

WHEREAS, due to the unpredictability of the annual need for funding of forensic hospitalization, and the high cost per case, per day for hospitalization, the County budgets a nominal amount annually in order to facilitate immediate hospitalization, then adjusts the budget as additional funding is needed; and

WHEREAS, the Director of Mental Health reports a need, based on current and anticipated costs, to increase the 2023 adopted appropriations by an additional \$151,500 to fund current hospitalizations costs and additionally anticipated costs through December 2023; and

RESOLVED, that the County Treasurer is authorized to transfer \$151,500 from the Unassigned General Fund Balance and make the following 2023 Budget amendment:

A4335 OMH Forensic Hospitalization
(Appropriations)
\$151,500 to 54571 CPL Costs

Budgeted: yes no Proposed Cost: \$151,500.00 Reimbursed Amount: \$0.00 County Cost: \$151,500.00

Department Transfer: _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:
Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION

Committee No. 6

Date: 7/31/2023

Committee Chair: Frank Robusto
Department Head: James Haitz

AUTHORIZATION FOR THE MENTAL HEALTH DEPARTMENT TO PERMANENTLY CONTINUE POSITIONS
CREATED VIA RESOLUTION 348-21 FOR THE CERTIFIED COMMUNITY BEHAVIORAL HEALTH CLINIC INITIATIVE

WHEREAS, in February 2021 the Wayne County Department of Mental Health and its community based behavioral services agency, Wayne Behavioral Health Network (WBHN), were the recipient of a Federal Substance Abuse Mental Health Services Administration "Certified Community Behavioral Health Clinic (CCBHC)" grant for their Wayne County Behavioral Health Clinic & Crisis Response Expansion Initiative; and

WHEREAS, WBHN continues to maintain these services and staff positions despite the conclusion of the grant; and

WHEREAS, the county mental health department is still mandated by New York State to provide continuous 24/7 mental health & addiction crisis response services for Wayne County; and

WHEREAS, in lieu of the grant funding ending, the crisis services are now billable services as well as the addition of receiving state aid to support these services and positions; and

WHEREAS, the department has demonstrated the ability financially to sustain and support the costs of these services and the associated positions created by the passage of resolution 348-21, and the Director of Community Services attests that the department can continue to support these positions and has budgeted them in the tentative 2024 county budget and recommends to the Board of Supervisors that these positions be authorized as ongoing permanent positions in the department's staffing plan; now, therefore be it

RESOLVED, the Wayne County Board of Supervisors authorizes the positions created in resolution 348-21 be continued as part of the mental health department's permanent staffing plan given they are sustainable by ongoing funding and reimbursement sources.

Budgeted: yes no Proposed Cost: _____ Reimbursed Amount: _____ County Cost: _____

Department Transfer: _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:
Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION

Committee No. 6

Date: 7/31/2023

Committee Chair: Frank Robusto
Department Head: Diane M. Devlin

AUTHORIZATION TO EXECUTE CONTRACT WITH MICHELLE DELYSER TO PROVIDE RELATED SERVICES TO PRESCHOOL CHILDREN WITH HANDICAPPING CONDITIONS FOR WAYNE COUNTY PUBLIC HEALTH

WHEREAS, the County is required to contract for approved special education services or programs pursuant to Section 4410 of the Education Law; and

WHEREAS, Michelle DeLyser has been approved by the New York State Education Department to provide Related Services to preschool children with handicapping conditions; and

WHEREAS, Wayne County Public Health wishes to contract with Ms. DeLyser for the provision of Related Services for the period of July 1, 2023 to June 30, 2024 for the following services and rates:

- Occupational Therapy - \$80/.5hr;
- Group (up to 5) - \$50/.5hr;
- Coordination of Services - \$50/.5hr

now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to execute a contract, and sign any future contract amendments with Michelle DeLyser to provide Related Services to preschool children with handicapping conditions for the above listed services and rates for the period of July 1, 2023 to June 30, 2024, subject to the approval of the County Attorney as to form and content.

Budgeted: yes no Proposed Cost: _____ Reimbursed Amount: _____ County Cost: _____

Department Transfer: _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION

Committee No. 6

Date: 7/31/2023

Committee Chair: Frank Robusto
Department Head: Diane M. Devlin

AUTHORIZATION TO EXECUTE CONTRACT WITH LUKE LACZAK TO PROVIDE RELATED SERVICES TO PRESCHOOL CHILDREN WITH HANDICAPPING CONDITIONS FOR WAYNE COUNTY PUBLIC HEALTH

WHEREAS, the County is required to contract for approved special education services or programs pursuant to Section 4410 of the Education Law; and

WHEREAS, Luke Laczak has been approved by the New York State Education Department to provide Related Services to preschool children with handicapping conditions; and

WHEREAS, Wayne County Public Health wishes to contract with Mr. Laczak for the provision of Related Services for the period of July 1, 2023 to June 30, 2024 for the following services and rates:

- Physical Therapy - \$80/.5hr;
- Group (up to 5) - \$50/.5hr;
- Coordination of Services - \$50/.5hr

now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to execute a contract, and sign any future contract amendments with Luke Laczak to provide Related Services to preschool children with handicapping conditions for the above listed services and rates for the period of July 1, 2023 to June 30, 2024, subject to the approval of the County Attorney as to form and content.

Budgeted: yes no Proposed Cost: _____ Reimbursed Amount: _____ County Cost: _____

Department Transfer: _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION

Committee No. 6

Date: 7/31/2023

Committee Chair: Frank Robusto
Department Head: Diane M. Devlin

AUTHORIZATION TO AMEND RESOLUTION NO. 384-20 TO EXTEND CONTRACT WITH GENEVA CLUB VENDING

WHEREAS, Wayne County Public Health (WCPH) currently has a contract with Geneva Club Vending to provide vending equipment and related services within Wayne County owned and leased buildings; and

WHEREAS, the current contract ends on September 30, 2023 and a new Request for Proposals (RFP) will need to be released and a new vending contract awarded; and

WHEREAS, WCPH wishes to extend the current contract to December 31, 2023 to allow more time to release an RFP and to align the vending contract with other WCPH contracts on a calendar year schedule; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to amend Resolution No. 394-20 to extend the Geneva Club Vending contract to December 31, 2023, subject to the approval of the County Attorney as to form and content.

Budgeted: yes no Proposed Cost: _____ Reimbursed Amount: _____ County Cost: _____

Department Transfer: _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION

Committee No. 6

Date: 7/31/2023

Committee Chair: Frank Robusto
Department Head: Jeffrey Stalker

AUTHORIZATION TO SET SALARY FOR THE ASSISTANT DIRECTOR OF NURSING AT THE WAYNE COUNTY NURSING HOME

WHEREAS, the current full-time Assistant Director of Nursing (ADON) has transitioned into the Director of Nursing (DON) effective June 24, 2023, at the Wayne County Nursing Home (WCNH); and

WHEREAS, the Nursing Home Administrator has identified a candidate to fill this position, having significant experience and qualifications to meet the needs of WCNH; and

WHEREAS, the request to hire a Grade 8 ADON at a salary commensurate with such experience has been submitted to the Salary Committee and approved for a salary up to \$85,556, if the candidate is obtained; now, therefore, be it

RESOLVED, that the Nursing Home Administrator has the authority to fill the Assistant Director of Nursing position at the Wayne County Nursing Home at a salary up to \$85,556.

Budgeted: yes no Proposed Cost: _____ Reimbursed Amount: _____ County Cost:

Department Transfer: _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____