

**HEALTH AND HUMAN SERVICES COMMITTEE
MINUTES
DECEMBER 5, 2007 – 3:00 P.M.
SCOTT HEYMAN CONFERENCE ROOM**

Present: N. Shinagawa, Chair, M. Robertson, M. Koplinka-Loehr, F. Proto, M. Sigler
Staff: P. Carey, Department of Social Services; B. Crosby-Grinnell, Health Department; M. Lynch, Public Information Officer; K. Schlather, Human Services Coalition; J. Kippola, Contracts Administrator; S. Martel-Moore, Deputy County Administrator; N. Zahler, Youth Services; L. Holmes, Office for the Aging; K. Fuller, Deputy Clerk
Guests: T. Ashmore, Simona Iftimescu, Ithaca Journal; C. Chock; A. Smith, SPCA Director

Call to Order

Chair Shinagawa called the meeting to order at 3:07 p.m.

Chair's Report

Mr. Shinagawa did not have a report.

Additions to the Agenda

Permission was given to add the item of Request for Proposals – Animal Contract to the Agenda

Deletions from the Agenda

There were no deletions from the agenda. [Later in the meeting the resolution entitled “Authorizing Changes in Charge Structure – Tompkins County Home Health Care” was withdrawn].

Request for Proposals – Animal Contract

Ms. Kippola shared information that stated historically, the SPCA contracted directly with the City of Ithaca, towns, and villages for the provision of dog control and shelter services. The County has had a contract with the SPCA for the provision of cat control and shelter services, as outlined in the document provided.

Ms. Kippola said the SPCA approached the various municipalities and indicated that the contract amount was not adequate for services provided and requested an increase. The members of Tompkins County Council of Governments TCCOG reviewed the proposed fee structure and felt it would be in their best interests to take the service out for Request for Proposals (RFP). The RFP should be ready to be mailed by January 2nd, and will have different levels of care specified for the various services. Ms. Kippola noted the first two tiers would relate to services for dogs, with the Tier 3 being the one the County is responsible for. She said she would like members to review the information and provide any suggestions for amendments prior to the January 2nd date. She shared language that was developed by TCCOG with regard to the time limit to redeem dogs and the course of action allowed beyond the redemption date.

Mr. Proto asked if Ms. Smith would be able to provide a brief description of present services provided by the SPCA. Ms. Smith stated the RFP language the basic services are outlined within the Tier 3 handout provided to members of the Committee. She said there are things that don't apply and could be removed. She said the Tier 3 description does not indicate whether a provider would offer the service to a single municipality or the entire county, which could cause there to be three separate animal control

officers in any given municipality. She noted that although there are regulations regarding dogs, there is no regulation that specifies the need for a human officer.

Ms. Robertson clarified that a question is what is required by state law regarding cats, which is the only item within the RFP that would relate to the County. It was noted that State requirement only requires five days from pick up for cats to be redeemed. Ms. Robertson asked if the County presently is following the five-day requirement. Ms. Smith noted that the quarantine order clause is not related to cats. She also said that feral cats are homeless cats and the provider needs to understand they would need to seize the cats. Ms. Smith said there is a requirement to provide medical treatment to the animals when seized. Ms. Robertson said if that is the case it should specify medical service rather than properly care. Ms. Smith said there is also a requirement for all animals to be adopted be vaccinated for rabies.

Ms. Chock inquired how the Cornell University wildlife services would overlap with these services. Ms. Smith said that the SPCA contracts with Cornell University for medical services however, wildlife does not overlap with domestic pets which is what cats and dogs would be considered.

The Committee was informed by Ms. Kippola that the RFP will provide 2-3 weeks to respond to the proposal, after which TCCOG will review and make determinations, and municipalities will then pass their resolutions. It is hoped that services will be in place by April 1, 2008.

Following the discussion it was determined that there will be a special meeting of the Committee prior to the December 18th Legislator meeting. Mr. Proto requested the Committee be provided with written information detailing the services provided at present by the SPCA, what the law requires, and a draft of the RFP language following the discussion. At that time the Committee will be able to approve the RFP request. Following review the Legislature will make a determination of who to provide the services for the County.

Ms. Robertson said that a much clearer statement of what is required and enough information to provide for a responsible bid and a separate statement of what the SPCA provides. Mr. Koplinka-Loehr stated it is important to know what the minimum State requirements are for the cat control; he also does not feel it appropriate for any potential provider to participate in developing the language for the RFP. Mr. Sigler would like to be able to determine the legal requirement to redeem cats, noting he believes five days is too short a period.

The Committee will receive further information within the week and will meet at 4:00 p.m. on December 18, 2007.

Human Services Coalition

Ms. Schlather, Executive Director, reported the original agenda item, Affordable Mixed-Use Housing from Outskirts to City, is postponed as a result of Mr. Wickham's automobile accident.

She briefly described the program that was developed as part of the Continuum of Care group (DSS, Mental Health, Red Cross) discussions. This group meets and discusses housing of underserved populations, particularly homeless individuals. Part of the conversation is identifying groups that are difficult to find housing for, such as large families, adult protective clients, new initiatives regarding prisoner re-entry, and mental health issues. Lakeview Mental Health came to the group to discuss the fact that people who provide services for these identified have difficulty affording them. Lakeview started discussions to look at how to solve some of these issues and hopes to have plans developed within the next couple of years to solve some of the issues. They are working with Mr. DeLuca, Mental Health Commissioner, and the Mental Health Association during the planning process.

Ms. Schlather provided informational packets that had been distributed at the Health Planning Council's annual meeting; a variety of program information was contained in the handout. In addition, Ms. Schlather provided members with the *2007 Tompkins County Meeting Space Directory*.

Ms. Schlather spoke of the board development training meeting regarding recruitment and retention will occur this evening, with a total of 68 individuals signed up for the two sessions taking place.

Ms. Robertson spoke of Mayor Peterson having a series of meetings on housing. The next will take place on December 19th at 3:00 p.m. in the Council chambers.

Youth Services

Planned Parenthood Grant Application

Ms. Zahler spoke of her department assisting Planned Parenthood of the Finger Lakes apply for a grant being made available through the State Health Department that will assist in providing better health care services for Lesbian, Gay, Bisexual, and Transgender (LGBT) youth. Planned Parenthood is applying on behalf of the four counties within their area; we have provided data and collaboration support. If they are awarded the grant the department will assist in the obtaining workers as well as coordinating training and information with health care providers. The grant will have two phases; one will be to hold a focus group to determine what is needed, national information indicates LGBT youth are more at risk for running away from home, being victims of crime, and having a host of mental health issues. This grant will provide more information and subsequently more services. Maureen Kelly is assisting with this project.

Community Coalition for Healthy Youth

This independent group within our community has requested that Youth Services become their fiscal agent and provide administrative support for their efforts. Youth Services has previously assisted this group with the school surveys completed in 2006 and 2007. Although the surveys are only completed within the Ithaca School District and may not accurately represent what is occurring in rural schools, it does provide information on the highest percentage of school-age youth within the County. At this time information from the surveys is being compiled to provide summarized findings that will be shared with others. She spoke of Ms. Bennett's Powerpoint presentation on the information having been presented at Mental Health Substance Abuse Committee meeting as well as various school principals and community groups. She would like to have the presentation as an agenda item in the future. Ms. Zahler spoke of meeting with Groton and other school districts to determine a common student survey that could provide common use and interest areas that the Coalition could use. It is thought that development would provide information on student behaviors and attitudes regarding substance abuse, school climate, parental monitoring, computer access, etc. They hope to see how many of the six districts may agree on a common survey to be able to provide a countywide picture.

Ms. Zahler spoke of the Coalition's efforts being profiled. She said that 14 out of 700 coalitions were written up as a profile, with Tompkins County's being one of five being asked to provide a display at a Community Drug Abuse Coalition national conference to be held in Washington, D.C. in February 2008; this will be the representative of coalitions within the Northeast region of the country.

Youth Worker Training

Youth Services is wrapping up the youth worker training, with the next taking place Monday, December 10th, dealing with agencies interest in getting young people interested in leadership roles.

Youth Court Concept

Ms. Zahler said that a recent *Ithaca Journal* article highlighted the peer-run Youth Court, which is being spearheaded by Leslie Jones. Youth Services has reached out to assist Ms. Jones to be certain all the pieces required to be successful are in place. There have been a number of meetings with Probation and the District Attorney to discuss the concept.

News Articles

There may be two different articles forthcoming in the *Ithaca Journal* regarding the Student Culture Survey previously discussed. In addition, as part of a thirty-year anniversary series that has taken place, an op ed piece written by Barbara Barry, Town of Lansing resident and long-time participating in youth services programs, will appear honoring the relationship between Youth Services and the County's municipal youth services system.

Collaborative Initiatives

Ms. Zahler spoke of their work with the Department of Social Services to determine if by using County funds can leverage State aid to enhance the diversion and youth services development in Newfield and Enfield. This work is being undertaken by Youth Services, Department of Social Services, and Cornell Cooperative Extension staff, with the hope to extend State aid.

Ms. Zahler thanked everyone for the support of the budget. She indicated the support would provide additional time to best determine how to fund programs. Ms. Robertson said Trudy, from the Bridges program had indicated she was starting an anger management program and was hiring two staff. Ms. Zahler explained that Bridges received a one-time grant from the Park Foundation for nine-months, which will roll into 2008, providing the necessary funding to allow the ½ FTE to be increased to two ½ FTE. Ms. Zahler hopes the County funding will leverage funding to provide for a full-time staff member.

Budget Adjustment

It was MOVED by Mr. Koplinka-Loehr, seconded by Ms. Robertson, and unanimously adopted by voice vote, to recommend approval of the following budget adjustment to the full Legislature.
ADJUSTMENT APPROVED.

<u>Revenue Acct</u>	<u>Title</u>	<u>Amt</u>	<u>Approp Acct</u>	<u>Title(s)</u>
7022.43820	Programs for Youth	\$7,933	7022.54400	Program Expenses

Explanation: The County Youth Services Department has been recently notified of a small pot of increased RHY State aid available to Tompkins County for use in 2007. The increase will be passed onto the currently funded Youth Outreach Program.

Department of Social Services

Food Stamps Online

Ms. Carey reported that Tompkins County Department of Social Services is one of five counties participating in the Food Stamp Online Application initiative. It is anticipated that Phase One will be up and running the end of May 2008. At this time the planning steps are occurring for this phase, which will be facilitated enrollment, walking clients through the process. This initiative will allow telephone interviews and community members may scan documents directly into a file for Department of Social Service use. The initiative is designed to target working families who may be eligible but do not have the capability of taking time off work to apply. Phase two will be a complete online application. It is hoped to have all the necessary software in place, however, if it is not yet completed Madison County has an online application that could be used for the initiative. There are some funds currently available for the initiative as well as some extra Federal funds to enable the purchase of laptops and portable scanners to be utilized.

Ms. Carey said there would be a public forum to bring as many people together as possible. She thought non-traditional agencies and resources could assist such as the Chamber of Commerce, businesses, malls, faith-based communities, churches, family centers, day care, etc. Ms. Carey said there would be a great deal of brain-storming to determine the best locations.

Child Protective Service Initiative

Another initiative Tompkins County is one of five counties has opted to be a pilot county for Differential Response for Child Protective Services (dual response). The law was passed during the last budget cycle to allow counties to enter into a process that when a hotline call is received that indicates a child's actual safety concern may be minimal or non-existent, the case may be placed in a track that offers services and assistance rather than having to complete a full investigation. The more severe or chronic cases would be investigated. Ms. Carey said there are six states presently utilizing this process; the County plan is due in February. The plan will demonstrate how the County will provide appropriate child safety but will remove investigation procedures for appropriate cases.

JARC

The Request for Proposals is presently under review by the County Contracts Administrator. Ms. Carey will provide a list of individuals who will receive the request, which should be complete in January.

Office for the Aging

Lakeside Nursing Home Update

Ms. Holmes reported that Mr. Deptula of Lakeside has had two meetings within the last two weeks with the State Department of Health. Although they have not yet said Lakeside must close they are continuing to work with Mr. Deptula on the plan to try to make it workable. Mark Kissinger, Deputy Commissioner for Long Term Care for New York State, heading up the Berger Commission concerns for the NYS Department of Health has acknowledged that Tompkins County would be hit hard and would be severely under-bedded if Lakeside Nursing Home were to close. She stated this is favorable as it means the State Department of Health is now aware of the situation within Tompkins County, and is now the focus of attention in the restructuring efforts. Mr. Deptula stated that Lakeside could act as a laboratory as the proposed restructuring and recommended out-beds, etc. fit within the building.

Mr. Proto spoke of a potential assisted living residence requesting to be built near Turback's.

Long Term Care Point of Entry Update

Ms. Holmes reported on Tompkins Care Connection – the Long-term care point of entry system utilized within the County. She said the point of entry is the Office for the Aging, working with the Department of Social Services though what we have called long-term care services. At the present time, New York State is attempting to standardize this service to make it accessible to people of all ages. At the present time the focus is on a marketing campaign, working with a local graphic artist, to make the service more widely known. She provided a draft of the campaign poster that will be used during the marketing campaign. Ms. Holmes noted the need to utilize only one telephone number for the services, which will reside in the Office for the Aging but will connect both offices. Year two will provide additional funding for intake and to duly-train staff at Long Term Care Services and Office for the Aging. Mr. Proto asked if there will be outreach for food stamps within the initiative and was informed it is a component of long-term care services, however they may not address it specifically as food stamps to as some elderly do not feel positive about using them.

Expanded Income Services for the Elderly Program (EISIP)

This funding assists in providing in-home non-medical care for the elderly above the Medicaid income level. There have been some increases in the base budget over the past two years as well as

increased demand. She spoke of the need for more home health aides and that attempts are being made to reform the training process to make it more flexible. With this in mind, Tompkins Cortland Community College and others will be working with the County and others to find a way to obtain the desired flexibility. Ms. Holmes spoke of lack of adequate number in the workforce and statewide, although there is funding available there is not the work staff. She said the fall 2008 conference at the Ithaca College Gerontology Institute focused on the topic of workforce issues and aging healthcare. She said the State is working to modify the EISIP program to make it more flexible to allow for more money to be paid to the aides as well as move to consumer direction. Tompkins County will do a pilot when it is available.

Foodnet Update

Ms. Holmes reported Foodnet serves over 500 meals per day to individuals out of the central kitchen. She noted each individual requesting home delivery service requires an assessment by a dietitian, with periodic reassessments as well as on-going contact with individual. Due to a steady increase in requests for Foodnet services,

Budget Adjustment

It was MOVED by Mr. Koplinka-Loehr, seconded by Mr. Sigler, and unanimously adopted by voice vote by members present, to recommend approval of the following budget adjustment. (Mr. Shinagawa temporarily out of room). ADJUSTMENT APPROVED.

Office for the Aging

Revenue Acct	Title	Amt	Approp Acct	Title(s)
6787.41650	PERS Income	\$15,960	6787.52219	PERS Units

Explanation: Money received over the estimated income to be used to purchase PERS machines for PERS Program.

SEQR ACTION: TYPE II-20

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Appointment

It was MOVED by Mr. Koplinka-Loehr, seconded by Ms. Robertson, and unanimously approved by voice vote by members present, to recommend approval of the following appointment to the full Legislature. (Mr. Shinagawa temporarily out of room.) APPOINTMENT APPROVED.

Ardith Bennett - Office for the Aging Advisory Committee - 12/31/10

Health Department

Ms. Crosby requested the resolution entitled Authorizing Changes in Charge Structure – Tompkins County Home Health Care be withdrawn. She stated the information to determine the fee was only provided to the Department earlier in the day and it will require additional time to accurately determine the charge structure. It was noted the resolution would also require Budget and Capital Committee action; Mr. Koplinka-Loehr was agreeable to allowing Budget and Capital to act upon the resolution due to the circumstances. Following a brief discussion, it was determined that the Health and Human Services Committee will meet at 4:00 p.m. on Tuesday, December 18, 2007, to take action on the resolution.

RESOLUTION NO. – APPROPRIATION FROM CONTINGENT FUND FOR REPLACEMENT PAY AND TERMINAL PAY – HEALTH DEPARTMENT

It was MOVED by Mr. Proto, seconded by Mr. Koplinka-Loehr, and unanimously adopted by voice vote, to recommend approval of the following resolution to the full Legislature. RESOLUTION ADOPTED.

WHEREAS, the Health Department had an Account Clerk Typist resign his employment effective October 12, 2007, and

WHEREAS, the Health Department had a Community Health Nurse retire effective September 29, 2007, and

WHEREAS, a Community Health Nurse in the Division for Community Health has been absent from work for longer than two months, and

WHEREAS, the cost of unbudgeted replacement pay in the amount of \$6,717 plus fringes (\$2,620) for the period of September 6, 2007, through November 13, 2007, has been incurred by the Department, and

WHEREAS, the Fiscal Policy of Tompkins County allows for reimbursement of terminal pay and replacement pay through the Contingent Fund, now therefore be it

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

FROM:	A1990.54440	Contingent Fund	\$13,277
TO:	A4016.51000513	Salary – Account Clerk Typist	\$ 204
	A4016.51000580	Salary – Community Health Nurse	\$ 9,348
	A4016.58800	Fringes	\$ 3,725

SEQR ACTION: TYPE II-20

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Mental Health

It was MOVED by Mr. Koplinka-Loehr, seconded by Ms. Robertson, and unanimously approved by voice vote by members present, to recommend approval of the following appointments to the full Legislature. APPOINTMENTS APPROVED.

Larry Roberts Mental Health Subcommittee – Mental Health Recipient	12/31/11
Larry Roberts Community Mental Health Services Board -	12/31/11
Carol Booth Community Mental Health Services Board -	12/31/11
Janette Lynch Community Mental Health Services Board -	12/31/11
Auguste Duplan Mental Retardation/Develop. Disabilities Subcomm. - MH Board	12/31/11
Carol Booth - Mental Retardation/Develop. Disabilities Subcomm. - MH Board	12/31/11
Janette Lynch Mental Retardation/Develop. Disabilities Subcomm.- MH Board	12/31/11
Amy Carcioggia Mental Retardation/Develop. Disabilities Subcomm. - MH Board	12/31/11
Christine Decker Mental Health Subcommittee Community Member	12/31/11

Approval of Minutes

It was MOVED by Ms. Robertson, seconded by Mr. Proto, and unanimously approved by voice vote by members present, to accept the minutes of November 7, 2007, as amended. MINUTES APPROVED.

Executive Session

It was unanimously MOVED and seconded, to enter into an executive session to discuss a legal matter.

An executive session was held between 4:25 p.m. and 4:38 p.m., with no action occurring during the session.

Adjournment

Health and Human Services Committee Minutes
December 5, 2007

On motion the meeting adjourned at 4:39 p.m.

Respectfully submitted by Karen Fuller, Deputy Clerk