

MINUTES
Saratoga County Community Services Board Meeting
June 24, 2015

Present: Dr. Frank Arcangelo, William Baker, Helen Endres, Amy Hughes, Lillian McCarthy, Robert Ploss, and RJ Stutzman. Also present: Michael S. Prezioso, Ph.D. and Carol Lyte from the Mental Health Center.

Absent: Dr. Edmond Amyot, Maria Morris-Groves, and John Penzer.

Observers: Marcy McNamara, Peter Davis, Beverly Lazar, Diane Brown, and Ann Diller.

I. MINUTES

The meeting was called to order at 4:00 p.m. A motion to accept the minutes from 5/27/15 was made by Ms. Hughes, seconded by Mr. Baker. Unanimous. Motion carried.

II. OLD BUSINESS

a. Staffing

- i. MDs- three doctors have come through in the last week and a half, one who is interested in working full time. He has been given an offer letter to start July 20th but would like to start July 6th. He will be seeing both adult and youth clients. Dr. Glosman has expressed interested and an offer letter has been given for part time work. Dr. Wolner visited the Clinic today. He toured the building, met team supervisors, and had lunch with the doctors. He is also interested in working part time. Between the three of them, the Clinic will get just over 2.0 FTEs. The relationship has tightened up between the Hospital and Clinic regarding the recruiting process. The Hospital is conducting the interviews, bringing the doctors to the Clinic for a visit, lunch, or vice versa. The three new doctors will bring us to a total of 5.3 FTEs. In addition, there is also the Nurse Practitioner item which is a County position. These items cover about 200 cases.
- ii. SWs- down one social worker on the adult team and one social worker on the youth team. Interviews are in the process for both. There is one retirement on the adult team- a nurse who also works at the jail in the morning. This position will need to be filled quickly. The Senior Social Worker position on the adult team is at the Vacancy Review Committee for consideration.
- iii. Deputy- Megan Johnson, the new Deputy Director, starts next week on Wednesday.

- b. County Planning Process- three meetings were done with each of the disability areas to gather input on identified needs. This is an annual process that was done on time. Would like to have these meetings at least twice a year.

- c. Mobile Crisis Team Updates- Intermunicipal agreement for Youth Mobile Crisis team still requires a few corrections. Adult Mobile Crisis team is moving forward. Dr. Prezioso helped interview candidates at Parsons, the agency contracted to operate the crisis team. They have identified a psychologist to run the team. Had another meeting to get ready to kick off the focus groups which are an information gathering process. These will include participants from law enforcement, emergency responders, workers from hospitals, and other parties to get input on the best sighting for the mobile crisis team, frequency and volume they see, and needs of community. Moving thoughtfully toward a deadline but no start date set yet.

III. NEW BUSINESS

- a. HRFO Site Visit- this was an unannounced site visit three weeks ago. Visit followed up on concerns regarding operational issues. The response stated it was confirmed through interviews with all levels of staff that provisions of services remain intact. Physician coverage was discussed but there has been an evolution in coverage since then. Efforts to communicate were discussed, making sure staff are aware of different developments. Meeting structures are in place to do this. Will be looking at reinstating some form of weekly updates. Reinforcing with supervisory staff that information discussed at the operational meeting gets disseminated to the rest of the staff.

Recommendations suggested:

- Physician coverage: Making sure Hospital and Clinic agree on the number of physician FTEs. Keep the Field Office updated on progress being made. This is happening.
- Speak with physicians to learn about providing coverage. Dr. Prezioso has met with the doctors to discuss coverage needs, processing of transferring clients from one physician to another, emergency and crisis coverage, and coverage at the jail.
- Suggested that Dr. Arcangelo communicate with staff to clarify the role of Director of Community Services (DCS) as well as the role of Director of Mental Health Clinic. The DCS is conduit for state aid through the three disability areas. In addition, the Deputy in those counties that provide services is responsible for daily oversight of services offered. Staff are not aware there are two different components. Director has historically taken care of DCS duties while the Deputy oversees the day-to-day operations of the Clinic.
- Consider use of consultants to discuss elements of a cohesive workforce and professional work environment.
- Consider regulations around telepsychiatry.

- b. Other- Dr. Arcangelo will be sending a letter to Spencer Hellwig, Marcy McNamara, and the Clerk of the Board about the Board's role. NYS Hygiene Law provides for powers of the CSB that extend beyond how historically the Board has functioned. Clarification is needed on this. Also, Dr. Arcangelo suggested that notice about the meetings be made on the County website. Currently, it is not. For the next Board meeting, it should be discussed that under the Mental Health Department website, there is not a link for the Board. The public cannot communicate with the Board. Should a link be added with an email account for the Board? A motion was made by Mr. Baker authorizing the

Department of Mental Health to list the Board meetings on the County website. Seconded by Ms. Endres. Motion passed.

IV. NEXT MEETING

The next meeting will be July 29th at 4:00. Board members introduced themselves to those observing the meeting.

V. ADJOURNMENT

The meeting was adjourned at 4:33 p.m.

Respectfully submitted by: Cari Abatemarco