

MINUTES
Saratoga County Community Services Board Meeting
August 19, 2015

Present: Dr. Edmond Amyot, Dr. Frank Arcangelo, Joseph W. Carr, Helen Endres, Amy Hughes, John Penzer, Robert Ploss, and RJ Stutzman. Also present: Michael S. Prezioso, Ph.D. and Megan W. Johnson from the Mental Health Center.

Absent: William Baker, Lillian McCarthy, and Maria Morris-Groves.

Observer: John Kaufmann

I. CALL TO ORDER

Chairman Arcangelo called the meeting to order at 4:00 p.m. The Board welcomed its newest member, Joseph W. Carr.

II. ROLL CALL

Roll call was taken. A quorum was established.

III. MINUTES

A motion to accept the minutes from 6/24/15 was made by Ms. Hughes, seconded by Ms. Endres. Motion carried. Abstain- Mr. Carr.

IV. PUBLIC TO BE HEARD

John Kaufmann spoke to the Board regarding the hiring of Dr. Prezioso as Director of the Saratoga County Mental Health Center.

V. DIRECTOR'S REPORT/OLD BUSINESS

a. Staffing

i. MDs- Dr. McMahon began July 6, working full time with both the Adult and Youth teams. Next week, Dr. Glozman will begin on the Adult team and Dr. Wolner will begin on the Adult team and in PROS. In September, Dr. vanDyck will begin on the Adult team, working 9 hours a week (.26FTE). This brings the Physician total to 5.26 FTEs. There is one more prospective physician who, if hired, will bring the total to 5.7 FTEs.

ii. SWs: Supervising, Senior, Adult, Youth- Monica D'Agostino has been hired as the Supervising Social Worker for the Youth team following the retirement of Beverly Lazar. Once a social worker is hired to fill Ms. D'Agostino's former position, the team will be fully staffed. A request has been made to fill the Senior Social Worker position that was vacated a year ago by Patty Keating. The Staff Social Worker position vacated by Donna Seavey has been filled. This person will be going to the jail a few mornings weekly.

- iii. RN- Community Mental Health Nurse, Adult team behind a recent retirement, has yet to be filled.
- iv. Access- Intakes for new clients have resumed in both Adult and Youth services.
- b. Mobile Crisis Team Updates- there are two teams to cover the Northern & Southern areas for the Adult Mobile Crisis Team. There will be an office for the Northern team off exit 19 and the Southern team will work out of Parsons. It will not be a 24/7 operation but will target high utilization hours. The teams have not started yet but hope to be operational in September. The Youth Mobile Crisis Team is not as far along in the process. The agreement has just recently been signed.
- c. HRFO Site Visit Follow Up: Staff Training- As per the recommendation of the Field Office, all staff have been trained. Two dates were offered, 7/21 & 7/28.
- d. CSB/County Website- An email address for the Board has been added to the Mental Health Department's webpage. Members should consider the process for checking it. The Board meetings are now listed on the County's calendar. Minutes, after they are approved, will also be listed on the website.
- e. Youth Team/Probation Training- Probation officers, who are located in schools to identify high-risk students through social media outlets, have asked for training in suicide assessment. The Youth Team is developing the training.
- f. Emergency Services/Mental Health Response- Safety Committee meetings will begin in September on a monthly basis. All teams will be represented as well as administration and a union representative. The committee will solicit feedback from their team, do environmental rounds, and trouble shoot problem areas. Other safety issues that are being explored are additional phone trainings, use of radios, and the cost to bolt down the chairs in the waiting rooms. Supervisors will be informed of how to respond to emergency situations. A safety trainer who works in the community will come to the meeting.

VI. NEW BUSINESS

- a. Executive Session- At this time, Dr. Arcangelo called the Board into Executive Session. When the Board reconvened, a position statement written by Dr. Arcangelo in response to the Office of Mental Health correspondence of 7/19/15 was adopted. Dr. Amyot motioned to approve the position statement, seconded by Mr. Stutzman. Motion passed unanimously.
- b. New Board Member- The Board again welcomed its newest member, Joseph W. Carr.
- c. SPOA- In response to federal guidelines requiring conflict-free case management services, an application seeking State Aid to support new SPOA architecture was submitted.

- d. SA- the new SW hire is also a CASAC and will be going to the jail three days a week.
- e. HCBS Provider Status- an application will be submitted to secure HCBS provider status for the Clinic. Benefits include increased flexibility in service delivery and potentially, greater leverage in future negotiations with MCOs.
- f. Youth Mental Health First Aid TTT- Train the Trainer- sending 1 or 2 people to this training who will then be a resource to other departments, building connections between Mental Health and other departments, agencies we contract with, and the community.
- g. Other business- Dr. Prezioso will contact County Attorney Steve Dorsey about the by-laws.

VII. NEXT MEETING

The next meeting will be September 30th at 4:00. The Board agreed that meetings will be on the last Wednesday of the month rather than the 4th Wednesday.

VIII. ADJOURNMENT

A motion to adjourn was made by Mr. Carr, seconded by Mr. Penzer. Passed unanimously. The meeting was adjourned at 5:15 p.m.

Respectfully submitted by: Cari Abatemarco



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Lillian McCarthy
Maria Morris-Groves
John Penzer
Robert Ploss
Rudolph J. Stutzmann

Saratoga County Community Services Board August 19, 2015

The Community Services Board wishes to thank those individuals who have taken the time and effort to express their views and concerns relating to the status of the current Director of Community Services for Saratoga County. Please be assured that any and all matters of recent public concern have been duly noted and reviewed, as is required, by the Saratoga County Community Services Board (CSB). As such, the following represents the CSB's current position on these matters. This document also serves, as directed by the NYS Office of Mental Health, to clarify the dual roles of the Director of Community Services/Director of the Saratoga County Mental Health Clinic in Saratoga County.

- The Community Services Board (CSB) does not find any breach of procedure or statute in the hiring process for the current Director of Community Services (DCS). Last fall the CSB, under the previous chairperson, submitted four finalists to the county with the understanding that any of those finalists, by definition, had the Board's endorsement should they be recommended for appointment by the Personnel Committee of the Board of Supervisors. As such, the CSB is confident that it exercised its rights and responsibilities with regard to the hiring of the DCS with all due diligence. The CSB considers that the intent of the NYS Hygiene Statute regarding this particular matter is to prevent any unilateral action on the part of the county in the hiring (or dismissal) of the DCS and, as such, to attempt to remove any purely "political determinations" from the appointment process. Given the process described above, the CSB does not judge that any unilateral action was taken by the County in this matter in violation of NYS statute. The new DCS was, de facto, jointly appointed by the County and the CSB. The NYS Office of Mental Health has supported this conclusion.
- The CSB oversees general mental health policy formation and initiatives recommended by the DCS. These typically relate to the funding of new community programs, relationships with community human service agencies and the like. The DCS submits these initiatives to the CSB for

discussion and subsequent approval/disapproval. The CSB also approves/disapproves any fiduciary/contractual obligations that may be related to these policy initiatives. The CSB actively participates in the annual County mental health planning meetings required by NYS OMH, via its three subcommittees (i.e. mental health, alcohol/substance, and OPWDD). These meetings last took place in May 2015 with the full participation of the CSB subcommittees. As such, the CSB functions as both an advisory council and monitoring agent with regard to the development and implementation of new and existing community mental health programs in Saratoga County. If, in the CSB's considered opinion, the DCS fails to discharge any of his/her responsibilities in these matters, it can and will exercise its statutory obligation to pursue corrective action.

- Conversely, the DCS is a department head in the employment of Saratoga County, and is "supervised" as Mental Health Clinic Director by the County Board of Supervisors. The County is the fiduciary body and therefore the DCS is supervised like any other county department head, that is, by the Board of Supervisors. The CSB does not "supervise" the DCS in matters relating to the internal, day-to-day administration or management of the Saratoga County Mental Health Clinic (that is, as Mental Health Clinic Director) any more than it "supervises" clinic staff themselves. The CSB has been assured, and is satisfied, that the employee/staff concerns that some have referenced have been reviewed and investigated by the county Personnel Department and the Board of Supervisors. The CSB has been assured that the clinic staff in question have had at their disposal, and have indeed utilized, all appropriate employee resources such as CSEA, the County Personnel Department, and NYS OMH in addressing their stated concerns. The county continues to provide managerial assistance to the current DCS at this time, and a new Deputy Director has been hired and has begun. The CSB is therefore in agreement with Chairman Veitch's statements of July 14, 2015 with regard to the current status of the new DCS. The NYS Office of Mental Health concurs with this statement.
- In summary, at this time the CSB is satisfied with the performance of the current DCS with regard to the aforementioned program planning, development, and administration of mental health initiatives that fall under the Board's purview. The CSB looks forward to continuing its efforts to assist in the development and implementation of effective and accessible mental health services for the citizens of Saratoga County.
- The monthly meetings of the CSB are open to the public as observers, and the meeting dates are posted in advance on the county's website (there is no meeting in August). Requests for speaking time to address the CSB on pertinent matters must be submitted 48 hours in advance; due to the typically full monthly agenda, speaking time is limited to 3 minutes with no discussion.

CC: Spencer Hellwig, Saratoga County Administrator
Matthew Veitch, Chairman, Saratoga County Board of Supervisors
Steven Dorsey, Esq. Saratoga County Attorney
Victoria J. DeSimone-Holt, NYS OMH Hudson River Field Office, Liaison for Saratoga County,
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