



Health & Human Services Committee

Tuesday, March 7, 2023 3PM
40 McMaster Street, Ballston Spa, NY

Chair: Phil Barrett

Members:

John Lant
Scott Ostrander
Tom Richardson
Jonathan Schopf - vc
Tom Wood
Mo Wright

- I. Welcome and Attendance
- II. Approval of the minutes of the February 7, 2023 meeting.
- III. Tina Potter, Social Services
 - A. Establishing increased funeral rates for indigent decedents
- IV. Daniel Kuhles, Public Health
 - A. Authorizing a transfer of a portion of opioid settlement funds to Saratoga County Department of Health
 - B. Authorizing the acceptance of additional funding for the New York State Department of Health Children and Youth with Special Health Care Needs Grant
 - C. Authorizing an agreement with Captain Community Human Services, Inc. for In-Home Respite Care Services
- V. Michael Prezioso, Mental Health and Addiction Services
 - A. Discussion- Transfer of program budget funding from Mental Health and Addiction Services to the Veterans Service Agency
 - B. Authorizing amendments to Mental Health contracts to include state-funded start-up funding and a stipend for supported housing beds, and amending the 2023 County budget in relation thereto
- VI. Sandi Cross, Aging & Youth Services
 - A. Proclaiming April 2023 as "Youth Month" in Saratoga County
 - B. Authorizing an agreement with CAPTAIN Community Human Services to provide Runaway Homeless Youth programs and services
 - C. Authorizing an agreement with Catholic Charities of Saratoga, Warren, and Washington counties for youth services
 - D. Authorizing the acceptance of 2023 State aid allocation from the Office of Children and Family Services for youth development, youth sports, education opportunities, and runaway homeless youth programs and services

To view the webcast live or once recorded, go to <https://www.saratogacountyny.gov/meetings/2023-meetings/>

- E. Authorizing contracts for the Expanded In-Home Services for the Elderly Program
- VII. Craig Hayner, County Clerk
 - A. Proclaiming April 2023 as “Donate Life Month” in Saratoga County
- VIII. Other Business
- IX. Adjournment



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT: Department of Social Services

DATE: 2/22/23

COMMITTEE: Health & Human Services

RE: INCREASING FUNERAL RATES FOR INDIGENT DECEDENTS

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

ESTABLISHING INCREASED FUNERAL RATES FOR INDIGENT DECEDENTS

3. Specific Details on what the resolution will authorize:

The resolution will authorize Saratoga County to pay the following rates for burial expenses for indigent decedents:

- a) Stillborn: \$500.00;
- b) Up to 11 years old: \$1000.00;
- c) 11 years or older: \$2585.00;
- d) Direct Cremations: \$1265.00;
- e) Oversized caskets: Up to \$100.00;
- f) Allow for the cost of grave opening and closing;
- g) Allow for cost of grave liner;
- h) Allow for cost of crematory fee;
- i) one-way loaded mileage \$2.00 outside of Saratoga County measured from County boundary to place of burial (vouchers for mileage charges over \$200.00 require the approval of the Chair of the Health and Human Services Program Committee).

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office Consulted <input checked="" type="checkbox"/>
--

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

--

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office
Consulted

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Prior Resolution, Copy of other County Rates

10. Remarks:

Per Social Services Law §141 Counties are mandated to make payments for burial expenses for indigents.

The President of the Adirondack Funeral Director's Association has requested a consideration of a increase in the rates paid due to costs incurred by the funeral directors for this service.

Resolution 59-2014 was the most recent rate schedule approved by the Board of Supervisors.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 59 - 2014

Introduced by Supervisors Lucia, Allen, Jenkins, Lunde, Martin, Tollisen and Wood

ESTABLISHING INCREASED FUNERAL RATES FOR INDIGENT DECEDENTS

WHEREAS, §141 of the Social Services Law mandates County payments for burial expenses for indigents;

WHEREAS, Resolution 214-05 last established the rates and allowances for burial expenses for indigents; and

WHEREAS, our Social Services Commissioner has requested reasonable increases in these rates; now, therefore, be it

RESOLVED, that, effective March 1, 2014, Saratoga County will pay the following rates for burial expenses for indigent decedents:

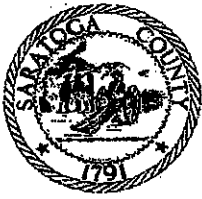
- a) stillborn: \$ 500;
- b) up to 11 years: \$ 900;
- c) 11 years or older: \$2,350;
- d) direct cremations: \$1,150;
- e) oversized casket up to \$100;
- f) allow for the cost of grave opening and closing;
- g) one-way loaded mileage \$1.40/mile outside of Saratoga County measured from County boundary to place of burial (vouchers for mileage charges over \$200 require the approval of the Chair of the Social Programs Committee);

and, be it further

RESOLVED, that the above County payments shall be reduced by the amount of Social Security or other benefits payable for these expenses; and, be it further

RESOLVED, that, when necessary, the Commissioner of Social Services is authorized to purchase burial plots for these decedents.

BUDGET IMPACT STATEMENT: No budget impact.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~59-2014~~

Introduced by Supervisors Lucia, Allen, Jenkins, Lunde, Martin, Tollisen and Wood

ESTABLISHING INCREASED FUNERAL RATES FOR INDIGENT DECEDENTS

WHEREAS, §141 of the Social Services Law mandates County payments for burial expenses for indigents;

59-2014

WHEREAS, Resolution ~~24-05~~ last established the rates and allowances for burial expenses for indigents; and

WHEREAS, our Social Services Commissioner has requested reasonable increases in these rates; now, therefore, be it

APRIL 6, 2023

RESOLVED, that, effective ~~March 1, 2014~~, Saratoga County will pay the following rates for burial expenses for indigent decedents:

- a) stillborn: \$ 500;
- b) up to 11 years: \$ 900;
- c) 11 years or older: \$2,350,
- d) direct cremations: \$1,150;
- e) oversized casket up to \$100;
- f) allow for the cost of grave opening and closing;
- g) one-way loaded mileage \$1.40/mile outside of Saratoga County measured from County boundary to place of burial (vouchers for mileage charges over \$200 require the approval of the Chair of the Social Programs Committee);

SEE AGENDA ITEM REQUEST

and, be it further

~~RESOLVED, that the above County payments shall be reduced by the amount of Social Security or other benefits payable for these expenses; and, be it further~~

RESOLVED, that, when necessary, the Commissioner of Social Services is authorized to purchase burial plots for these decedents.

BUDGET IMPACT STATEMENT: No budget impact.



The Adirondack
FUNERAL DIRECTOR'S ASSOCIATION

DEC 22 2022
SARATOGA COUNTY
DEPT. OF SOCIAL SERVICES

*file
PM
MA*

December 16, 2022

Dear Commissioner Potter and Saratoga County Board of Supervisors,

We are writing as an association to address the current rates for burial expenses as well as what expenses are covered under your program for indigent burials and cremations.

There are three major points we would like to make:

1. For full burials, most, if not all cemeteries, require burial vaults. These vaults are currently not covered by county assistance. Because they are requirements at no fault to the funeral firm, we feel that the cost for this merchandise should be covered by Saratoga County Department of Social Services, similar to a grave and grave opening fee.
2. When a family decides to have their loved one cremated the county does not cover the expense of the crematory. Cremation is a legal form of disposition (equal to burial of a full casket). Therefore, to keep consistent with NYS disposition law we feel that the crematory expense should be covered by Saratoga County Department of Social Services.
3. To reflect the operating cost changes from March 1, 2014 to present, we feel that the Saratoga County Department of Social Services should increase the rates given to funeral firms for their services for indigent burials. We also feel that this should be addressed at a minimum biannually. According to the US Bureau of Labor Statistics, the consumer price index has raised 25.61% from March 2014 to September 2022.

We appreciate your time and consideration. If you are able to speak to the above concerns further, please contact me at (518) 584-5373.

Sincerely,

James J. DeAlto

President, Adirondack Funeral Directors' Association



The Adirondack
FUNERAL DIRECTOR'S ASSOCIATION

2/15/2023

Dear Commissioner Tina Potter,

Thank you for your phone call a few weeks ago concerning the matter of Saratoga County Burial Assistance financial matters. We have listed below our suggestions and proposals.

11 years or older County Assistance Burial proposal:

Full-service burial or cremation with viewing services provided: \$4802.00 PLUS WHOLESALE COST OF CASKET & GRAVE LINER

Removal, embalming, dressing & casketing, cosmetics, basic arrangements, funeral service at funeral home or church, supervision for funeral service, hearse.

NO SUPPLEMENTATION BY FAMILY TO FUNERAL HOME.

Non funeral home services:

Cost of new grave, cost of opening of grave, any cemetery equipment needed or required by cemetery and one certified death certificate.

Direct Burial: \$3,185.00 PLUS WHOLESALE COST OF CASKET & GRAVE LINER

Removal, basic arrangements, supervision for graveside services, hearse.

NO SUPPLEMENTATION BY FAMILY TO FUNERAL HOME.

Non funeral home services:

Cost of new grave, cost of opening of grave, any cemetery equipment needed or required by cemetery and one certified death certificate.

Cremation with services: \$3,980.00

Removal, basic arrangements, alternative container, funeral service at funeral home or church, supervision for funeral service, vehicle to crematory and from crematory, vehicle to cemetery.

NO SUPPLEMENTATION BY FAMILY TO FUNERAL HOME.

Non funeral home services:

Cost of crematory and one certified death certificate.



The Adirondack
FUNERAL DIRECTOR'S ASSOCIATION

2/15/2023

Direct Cremation: \$2,814.00.00

Removal, basic arrangement, alternative container, transportation to and from the crematory.
NO SUPPLEMENTATION BY FAMILY TO FUNERAL HOME.

Non funeral home expenses:

Cost of crematory and one certified death certificate.

New York State disposition law recognizes cremation as the final form of disposition. It is not required by law that one's ashes be buried. With this, it is not necessary for Saratoga County to financially provide funds for the purchase and opening of a grave for the burial of ashes. These funds should be directed to pay for the cremation which is a final form of disposition, which the county does not currently provide as well as the cost of a grave liner when burial is the final form of disposition, which is a requirement of almost every cemetery in New York State outside of the boroughs of New York City.

Social Security deduction is rarely given to the funeral home by family.

****One-way loaded mileage \$3.00/mile outside of Saratoga County measured from County boundary to place of burial or cremation (vouchers for mileage charges over \$250 require the approval of the Chair of the Social Programs Committee).**

Thank you,

Daniel J. DeCelle

President of the Adirondack Funeral Directors Association

	Saratoga County	Warren County	Washington County	Rensselaer County	Albany County	Schenectady County	Montgomery County
stillborn	\$500	\$300	\$400	\$500	\$375	\$600	\$600
burial of limbs			\$65				
up to 11 yrs old	\$900	\$2,000	\$2,000	\$3,400	\$2,000	\$2,122	\$1,900
11 years or older	\$2,350	\$2,000	\$2,000	\$3,400	\$2,000	\$2,122	\$1,900
adult burial	\$2,350	\$2,000	\$2,000	\$3,400	\$2,000	\$2,122	\$1,900
direct cremation	\$1,150	\$1,000	\$1,000	\$1,250	same as above	\$2,121	\$1,200
cremation with services		\$2,000	\$2,000	\$2,500			
plot allowance			cost	cost			\$600
cremation fee		cost	cost	cost	\$350	\$225	\$350
casket							\$430
oversized casket	\$100	\$150			varies by size	varies by size	
grave opening and closing	cost	cost	cost		cost	\$450	up to \$900
winter storage						\$300	\$150
concrete grave vault (liner)						cost	\$785
one way loaded mileage outside County	\$1.40/ mile	\$1.40/ mile	.75 per/ mile		\$2.00/mile		\$2.00/mile
death outside of capital district					\$150		
Family Supplementation		up to \$500	up to \$500	Up to \$750	up to \$750	up to \$750	allowed

*updated 2014

*updated 2021

*updated 2005

*updated 2022

*updated 2020

*updated 2014



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT: Public Health Services

DATE: 2/27/23

COMMITTEE: Health & Human Services

RE: Opioid Settlement Funds

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Transfer of a portion of Opioid Settlement Funds to SCDOH

3. Specific Details on what the resolution will authorize:

Transfer revenue from the opioid settlement funds to SCDOH budget to support surveillance and response initiatives: naloxbox pilot program; evaluation of the cost-effectiveness of non-emergent medical transportation for substance use treatment by SUNY-Albany; purchase of a mass spectrometer to provide surveillance data from analysis of samples collected from law enforcement investigations.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
A.40-2727	Opioid Revenue	\$62,686.68

Expense

Account Number	Account Name	Amount
A.40.408-7053	Medical Equipment	50,000.00
A.40.408-8190	Other Professional Services	10,000.00
A.40.408-8519	Personal Safety Supplies	2,686.68

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
			Opioid Settlement Funds

5. Identify Budget Impact:

The budget will be amended to accept these funds and authorize the related expenses

- a. G/L line impacted 408
- b. Budget year impacted 2023
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office Consulted <input type="checkbox"/>

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:

Surveillance data from the mass spectrometer will be integrated into the County's Substance Use Surveillance System, displayed on the County Dashboard and shared with community based organizations to allow for more precise targeting of interventions and response efforts.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT: Public Health Services

DATE: 2/27/2023

COMMITTEE:

RE: Children and Youth with Special Health Care Needs (CYSCHN)

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Acceptance of additional funding for CYSCHN

3. Specific Details on what the resolution will authorize:

Accepting \$43,518 per year in additional funding from NYSDOH for the Child and Youth with Special Health Care Needs (CYSCHN) contract, which is in the 3rd year of a 5year contract.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
A.40-4483.CSHCN	Ei/Cshcn Grant	\$43,581

Expense

Account Number	Account Name	Amount
----------------	--------------	--------

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
\$43,581			

5. Identify Budget Impact:

Other

- a. G/L line impacted See above
- b. Budget year impacted 2023
- c. Details

The budget will be amended to accept these funds and increase fund balance in the amount of \$ 43,581.

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office
Consulted

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:

NYS is not requiring additional responsibilities or deliverables from Saratoga County as part of the increased funding.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~183~~ - 2020

Introduced by Supervisors ~~Lucia, Connolly, Kusnierz, O'Connor, Winney, Wood and Zlotnick~~

Additional Funding

~~AUTHORIZING THE ACCEPTANCE OF A MULTI-YEAR~~ for the NEW YORK STATE DEPARTMENT OF HEALTH CHILDREN AND YOUTH WITH SPECIAL HEALTH CARE NEEDS GRANT

WHEREAS, the Federally-funded Children and Youth with ~~Special Health Care Needs~~ (CYSHCN) Program is conducted by our ~~Public Health Services~~; and ~~Saratoga County Department of Health~~ additional funding

~~three~~ WHEREAS, the State Department of Health is offering a ~~funding grant~~ for this program covering the ~~five~~ year cycle of October 1, ~~2020~~ through September 30, 2025, subject to annual State appropriation of funding therefor; and ~~2022~~

in the amount of \$75,864 per year

WHEREAS, the State requests County acceptance of this grant for the next ~~five~~ years; and ~~Department of Health~~ ~~three~~

WHEREAS, this program is a useful and desirable service for our residents, and will provide reimbursement to ~~Public Health Services~~ for monies expended on the salary and fringe benefits of a ~~part-time outreach worker~~, education services and resource materials for children and youth with special needs; now, therefore, be it

RESOLVED, that the Chair of the Board of Supervisors is authorized to execute all necessary contracts and documents with the New York State Department of Health to accept a Children and Youth With Special Health Care Needs grant in the amount of ~~\$32,383~~ per year for the program period from October 1, ~~2020~~ through September 30, 2025, subject to annual State appropriations therefor; with the form and content of said contracts and documents to be subject to the approval of the County Attorney. ~~2022~~ \$75,864

BUDGET IMPACT STATEMENT: None. 100% State Aid.

From: doh.sm.CYSHCN <CYSHCN@health.ny.gov>

Sent: Tuesday, September 20, 2022 4:00 PM

To: Daniel Kuhles <DKuhles@saratogacountyny.gov>; Mary E. Rickard <MERickard@saratogacountyny.gov>

Cc: Sepowski, Marina L (HEALTH) <marina.sepowski@health.ny.gov>

Subject: FW: REVISED - C35740GG - CYSHCN – Saratoga County – Additional Funding

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon,

The Children and Youth with Special Health Care Needs enhanced funding letters that were sent out on September 14th contained errors regarding the total amount of funding available to each county and did not clarify the required FTE for each county. Please see the updated letter and correct award amount below.

Thank you for your patience.

Thank you,
CYSHCN Team

New York State Department of Health

Bureau of Child Health / Division of Family Health

Corning Tower Room 878, Albany, NY 12237

518-474-1961

https://www.health.ny.gov/community/special_needs/

From: doh.sm.dfh.boa <dfh.boa@health.ny.gov>

Sent: Tuesday, September 20, 2022 2:56 PM

To: Cmedick@saratogacountyny.gov

Cc: Kwhite@saratogacountyny.gov; merickard@saratogacountyny.gov; Jarvis, Lokia S (HEALTH) <Lokia.Jarvis@health.ny.gov>; Perry, Carolyn (HEALTH) <carolyn.perry@health.ny.gov>; Swan, Suzanne M (HEALTH) <Suzanne.Swan@health.ny.gov>; Rudolph, Claire (HEALTH) <Claire.Rudolph@health.ny.gov>; Goddeau, Jacqueline A (HEALTH) <Jacqueline.Goddeau@health.ny.gov>; doh.sm.dfh.boa <dfh.boa@health.ny.gov>

Subject: REVISED - C35740GG - CYSHCN – Saratoga County – Additional Funding

Congratulations! I am pleased to inform you that Saratoga County will receive additional funding for the current Children and Youth with Special Health Care Needs (CYSHCN) program five-year contract.

The Department of Health (DOH) will initiate a contract amendment in the New York State Grants Gateway (GG) on your behalf. **The annual contract amount for the upcoming budget period of 10/01/2022 - 09/30/2023 will be \$75,864.** Your county will be required to have .5 FTE as a requirement of this new funding. This position can be funded or unfunded. The assigned contract # is C35740GG, which must be referenced on all claims and correspondence with DOH. Final grant awards are subject to the availability of funds and approval by the Office of the State Comptroller (OSC).

Your contract will be available in the Grants Gateway no later than September 23, 2022 (or following the execution of any current budget modifications). Please check your task list. *As a reminder, the following roles are necessary to execute a contract in the GG: Grantee, Grantee Contract Signatory; Grantee System Administrator; and Grantee Delegated Administrator.*

The following information is required to be completed BEFORE changing the contract status to “Contract Information Submitted” at the time of submission of the budget

1. **Expenditure Budget:** Complete the Expenditure Budget for the first 12-month period in GG by referring to the two (2) budget guidance documents present in the Grantee Document Folder located under the Forms Menu in GG.
 - a. *Grants Gateway CYSCHN Budget Instructions, and*
 - b. *GG Budget Data Entry Guidelines*
2. **Subcontractor Information:** If applicable, complete the form for each subcontractor present in the Grantee Document Folder located under the Forms Menu in GG and upload the completed document back to the Pre-Submission Uploads Folder. *These documents should NOT be submitted as a separate email.*
3. **MWBE Form 4 & 5:** Complete both forms present in the Grantee Document Folder located under the Forms Menu in GG and upload completed documents back to the Grantee Document Folder. *These documents should NOT be submitted as a separate email.*
4. **Review Standard Work Plan Objectives:** Standard work plans have been entered into GG. Contractors will be held responsible for the performance of all activities within this standard work plan.

Note: A separate communication will be initiated by the Grants Management Compliance Unit, titled CYSCHN Vendor Compliance. Please respond to that communication separate from this request. Documents requested as part of that request are required to advance the contract amendment for official approvals.

This award is conditioned on the requirements specified above. Responses are requested by **October 7, 2022**. If additional time is required, please contact your Program Managers, Marina Sepowski or Carolyn Perry. Please copy Suzanne Swan, Director of the Bureau of Child Health, on this communication. Additionally, your program manager will be reaching out to you in the coming weeks to provide you with additional administrative forms.

Thank you,
Bureau of Administration, Division of Family Health



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT: Department of Health

DATE: 2/27/2023

COMMITTEE: Health and Human Services

RE: Agreement Captain Community Human Services, Inc. for
In-Home Respite Care Services.

1. Is a Resolution Required:

Yes, Contract Renewal

2. Proposed Resolution Title:

Authorizing an Agreement Captain Community Human Services, Inc. for In-Home Respite Care Services.

3. Specific Details on what the resolution will authorize:

10NYCRR 69-4.18 (Early Intervention) requires municipalities to provide respite services to eligible children and families. A resolution would authorize a renewal agreement with Captain Community Human Services, Inc. for the provision of in-home respite care services and set the rate of payment at the prevailing Medicaid rate. Funds are already included in the 2023 Budget.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

No Budget Impact

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? __ Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? __ Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office
Consulted

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:

10NYCRR 69-4.18 (Early Intervention) requires municipalities to provide respite services to eligible children and families. A resolution would authorize a renewal agreement with Captain Community Human Services, Inc. for the provision of in-home respite care services and set the rate of payment at the prevailing Medicaid rate. Funds are already included in the 2023 Budget.



~~12/15/21~~

SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~320 - 2021~~

Introduced by Supervisors ~~O'Connor, Barrett, Connolly, Grasso, Lant, Winney and Wood~~

AUTHORIZING A RENEWAL AGREEMENT WITH CAPTAIN COMMUNITY HUMAN SERVICES, INC. FOR IN-HOME RESPITE CARE SERVICES

WHEREAS, New York State Public Health regulations require municipalities to provide respite services to any eligible child and family based on need and specified criteria; and

WHEREAS, the County entered into a renewal and amendment agreement with CAPTAIN Community Human Services, Inc. ("CHS") for the provision of in-home respite care services for children in the Early Intervention Program for the term January 1, ~~2021~~ through December 31, ~~2021~~, subject to the availability of State funding for such services; and

WHEREAS, the New York State Department of Health currently offers reimbursement to municipalities in the amount of 50% of the cost of providing respite services; and

WHEREAS, our Health and Human Services Committee and the Commissioner of ~~Public Health Services~~ have recommended that the County enter into a renewal agreement with CAPTAIN Community Human Services, Inc. for the provision of in-home respite care services for children in the Early Intervention Program at ~~a cost of \$32 per hour for one child, \$40 per hour for two children and \$44 per hour for three or more Early Intervention children within one family during one visit~~, with the total contract amount not to exceed \$35,000 per year, subject to the availability of State funding for such services; now, therefore, be it

the prevailing Medicaid rate.

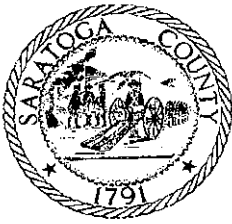
RESOLVED, that the Chair of the Board is hereby authorized to execute an agreement with CAPTAIN Community Human Services, Inc. of Clifton Park, New York, for the provision of in-home respite care services to children in the Saratoga County ~~Public Health Services~~ Early Intervention Program at ~~the prevailing Medicaid rate.~~ ~~d, \$40 per~~ ~~Department of~~ ~~children and~~ ~~\$44 per hour for three or more Early Intervention children within one family during one visit~~; with the total contract amount not to exceed \$35,000 per year for the term January 1, ~~2022~~ through December 31, ~~2022~~, subject to renewal for up to two additional terms of one year each; and it is further

RESOLVED, that such agreement shall be subject to the availability of State funding and reimbursement therefore in the amount of 50% of the County's costs for the provision of such services; and, be it further

RESOLVED, that the form and content of such agreement shall be subject to the approval of the County Attorney; and, be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: None. Funds for these services are included in the 2022 budget



SARATOGA COUNTY ATTORNEY

Saratoga County Municipal Center
40 McMaster Street
Ballston Spa, New York 12020

Telephone: 518-884-4770
Fax: 518-884-4720 (Not for Service)

MICHAEL J. HARTNETT
County Attorney

MICHELLE W. GRANGER
First Assistant

Assistants
HUGH G. BURKE
VIDA L. MCCARTHY-CERRITO
ALEXIS M. OSBORNE
MICHAEL P. NAUGHTON SR.
NICHOLAS M. MARTIN
MARIBETH A. HUNT

Paralegal Specialist
JENNY R. MARCOTTE

MEMORANDUM

DATE: January 19, 2022

TO: Daniel Kuhles
Public Health

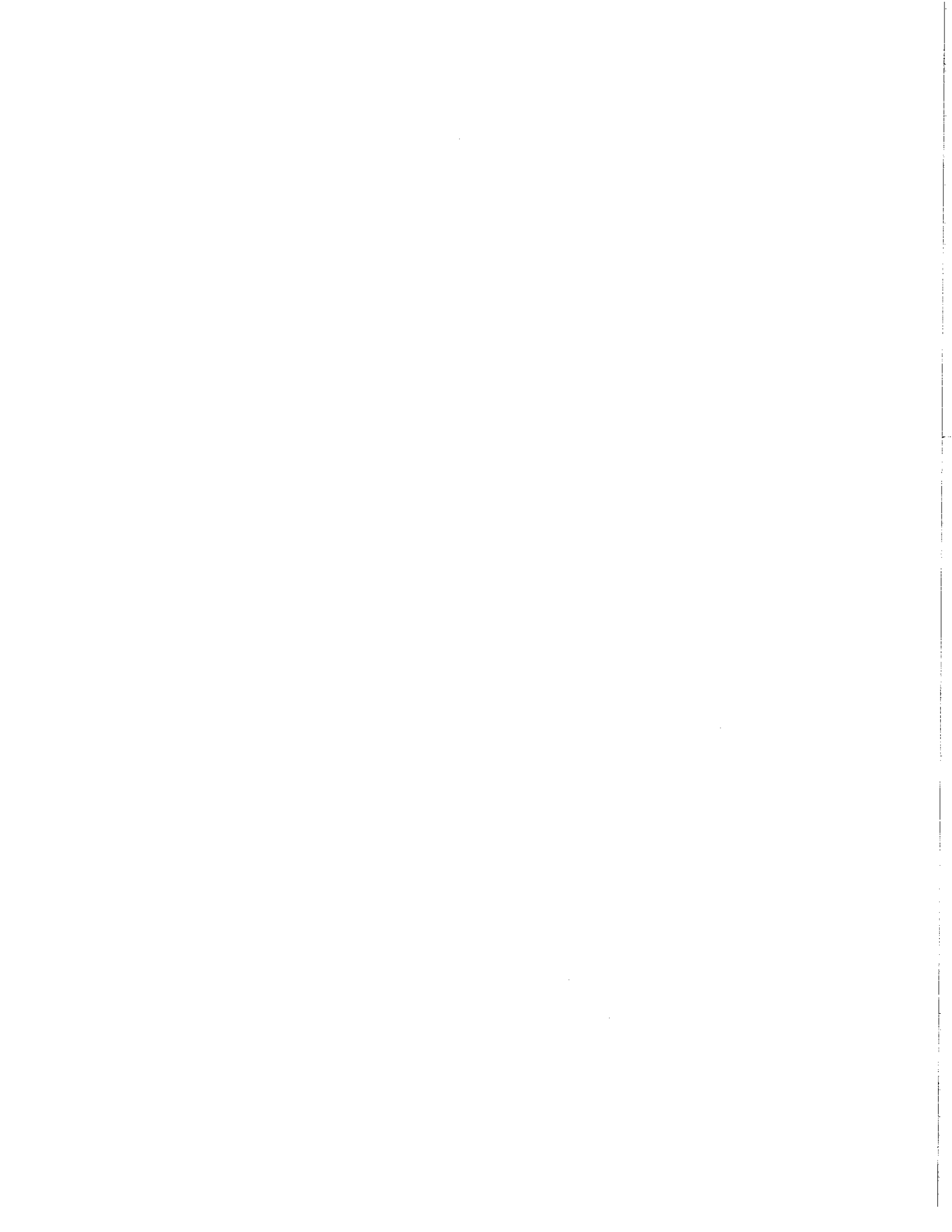
FROM: Michael Hartnett
Saratoga County Attorney's Office

SUBJECT: Vendor Name : **CAPTAIN Community Human Services, Inc.**
Vendor Address : 5 Municipal Plaza, Ste 3 Clifton Park, New York 12065
Vendor I.D. # : 14-1637304
Contract Amount : NTE \$35,000/yr Per Res. 320-2021
Contract Period : 1/1/22-12/31/22
Contract I.D.# : N/A
Purpose of Agreement : EIP services to infants and toddlers

Attached, please find one fully executed copy of the above referenced contract, which has been executed by the Chairman of the Board of Supervisors on January 12, 2022.

Please send this contract to the above named vendor.

cc: Clerk, Board of Supervisors, w/enclosure
County Auditor, w/enclosure
County Administrator w/out enclosure



RENEWAL AND AMENDMENT AGREEMENT

3rd Renewal and Amendment Agreement Dated February 6, 2019.

BY AND BETWEEN,

COUNTY OF SARATOGA, a municipal corporation of the State of New York with offices at 40 McMaster Street, Ballston Spa, New York 12020, (COUNTY),

- and -

CAPTAIN Community Human Services, Inc., having a place of business at 5 Municipal Plaza, Suite 3, Clifton Park, New York 12065, (PROVIDER);

RECITALS:

WHEREAS, COUNTY and PROVIDER entered into an agreement dated February 6, 2019, whereby PROVIDER agreed to provide Early Intervention Program (EIP) services to infants and toddlers with developmental delays and disabilities pursuant to Title II-A of Article 25 of the Public Health Law of the State of New York with the total not to exceed the sum of \$35,000 per calendar year for the term commencing on January 1, 2019 through December 31, 2019 subject to renewal for up to two (2) additional terms of one (1) year each; and

WHEREAS, COUNTY and PROVIDER entered into a renewal and amendment agreement dated January 8, 2020, to amend PROVIDER's name under which it conducts business from Capital District Respite, Inc. to CAPTAIN Community Human Services, Inc. and to renew the agreement for the term commencing on January 1, 2020 through December 31, 2021 subject to renewal for up to one (1) additional term of one (1) year; and

WHEREAS, COUNTY and PROVIDER entered into a renewal and amendment agreement dated May 18, 2021, to renew the agreement for the term commencing on January 1, 2021 through December 31, 2021 subject to renewal for up to one (1) additional term of one (1) year; and

WHEREAS, it is necessary to renew and amend said agreement for the provision of in-home respite care services to children in the Saratoga County Public Health Services Early Intervention Program at a cost of \$32 per hour for one child, \$40 per hour for two children and \$44 per hour for three or more Early Intervention children within one family during one visit; with the total contract amount not to exceed \$35,000 per year for the term January 1, 2022 through December 31, 2022, subject to renewal for up to two additional terms of one year each; and

RECEIVED
JAN 03 2022

SARATOGA COUNTY
YOUTH BUREAU

WHEREAS, both CONTRACTOR and COUNTY desire to renew the Agreement dated February 6, 2019 accordingly;

NOW, THEREFORE, the parties agree as follows:

1. Section 1. Services of the agreement dated February 6, 2019 shall be amended to read as follows:

PROVIDER shall provide in home respite care services to children in the Saratoga County Public Health Services Early Intervention Program at a cost of \$32 per hour for one child, \$40 per hour for two children and \$44 per hour for three or more Early Interventions children within one family during one visit; with the total contract amount not to exceed \$35,000 per year.

2. The Agreement dated February 6, 2019 between CONTRACTOR and COUNTY for Early Intervention Program (EIP) services is hereby renewed for a term of one year, subject to renewal for up to two additional terms of one year each, to commence on January 1, 2022 and terminate on December 31, 2022.
3. All other terms of said Agreement dated February 6, 2019, and any amendments thereto not inconsistent with the provisions of this Renewal Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Renewal Agreement this 12th day of January, 2022.

JAN 13 2022

COUNTY OF SARATOGA

Date 1-12-22

By: Theodore T. Kusnierz, Jr.
 Theodore T. Kusnierz, Jr., Chairman
 Board of Supervisors
 Per Resolution #320-2021

CAPTAIN Community Human Services, Inc.

Date 12/29/21

By: Andy Gilpin
 Print Name: Andy Gilpin
 Federal I.D. # 14-1637304

APPROVED:

Michael Hartnett
 Michael Hartnett
 County Attorney

RECEIVED
JAN 03 2022

SARATOGA COUNTY
YOUTH BUREAU



12/15/21

SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 320 - 2021

Introduced by Supervisors O'Connor, Barrett, Connolly, Grasso, Lant, Winney and Wood

AUTHORIZING A RENEWAL AGREEMENT WITH CAPTAIN COMMUNITY HUMAN SERVICES, INC. FOR IN-HOME RESPITE CARE SERVICES

WHEREAS, New York State Public Health regulations require municipalities to provide respite services to any eligible child and family based on need and specified criteria; and

WHEREAS, the County entered into a renewal and amendment agreement with CAPTAIN Community Human Services, Inc. ("CHS") for the provision of in-home respite care services for children in the Early Intervention Program for the term January 1, 2021 through December 31, 2021, subject to the availability of State funding for such services; and

WHEREAS, the New York State Department of Health currently offers reimbursement to municipalities in the amount of 50% of the cost of providing respite services; and

WHEREAS, our Health and Human Services Committee and the Commissioner of Public Health Services have recommended that the County enter into a renewal agreement with CAPTAIN Community Human Services, Inc. for the provision of in-home respite care services for children in the Early Intervention Program at a cost of \$32 per hour for one child, \$40 per hour for two children and \$44 per hour for three or more Early Intervention children within one family during one visit, with the total contract amount not to exceed \$35,000 per year, subject to the availability of State funding for such services; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an agreement with CAPTAIN Community Human Services, Inc. of Clifton Park, New York, for the provision of in-home respite care services to children in the Saratoga County Public Health Services Early Intervention Program at a cost of \$32 per hour for one child, \$40 per hour for two children and \$44 per hour for three or more Early Intervention children within one family during one visit; with the total contract amount not to exceed \$35,000 per year for the term January 1, 2022 through December 31, 2022, subject to renewal for up to two additional terms of one year each; and it is further

RESOLVED, that such agreement shall be subject to the availability of State funding and reimbursement therefore in the amount of 50% of the County's costs for the provision of such services; and, be it further

RESOLVED, that the form and content of such agreement shall be subject to the approval of the County Attorney; and, be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: None. Funds for these services are included in the 2022 budget

JAN 3 2022



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/02/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marshall & Sterling Upstate, Inc. 125 High Rock Ave., Suite 206 Saratoga Springs NY 12866		CONTACT NAME: Jodi Nobile PHONE (A/C, No. Ext): (518) 587-1342 E-MAIL ADDRESS: jnobile@marshallsterling.com FAX (A/C, No): (518) 587-1348
INSURER(S) AFFORDING COVERAGE		
INSURER A:	Harleysville Ins. Co. of NY	NAIC # 10674
INSURER B:	Harleysville Worcester Ins. Co	26182
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** CL216201717 **REVISION NUMBER:**


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
		INSD	WVD					
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y		MPA00000020631N	06/01/2021	06/01/2022	EACH OCCURRENCE	\$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence)						\$ 100,000	
	MED EXP (Any one person)						\$ 5,000	
GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 3,000,000
							PRODUCTS - COMP/OP AGG	\$ 3,000,000
								\$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BA00000020632N	06/01/2021	06/01/2022	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	BODILY INJURY (Per person)						\$	
	BODILY INJURY (Per accident)						\$	
							PROPERTY DAMAGE (Per accident)	\$
								\$ 50,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			CMB00000020630N	06/01/2021	06/01/2022	EACH OCCURRENCE	\$ 5,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						AGGREGATE	\$ 5,000,000
							PER STATUTE	
							OTH-ER	
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
A	Professional Liability			MPA00000020631N	06/01/2021	06/01/2022	Ea. Occurrence	Policy Aggregate
	Abuse Liability						1,000,000	3,000,000
							1,000,000	3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Requested by: Saratoga County Mental Health & Addiction Services.

County of Saratoga is an additional insured if required by written contract, per endorsement number CG2026.

CERTIFICATE HOLDER County of Saratoga 40 McMaster Street Ballston Spa NY 12020	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
	© 1988-2015 ACORD CORPORATION. All rights reserved.

POLICY NUMBER: MPA00000020631N

COMMERCIAL GENERAL LIABILITY
CG 20 26 07 04**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.****ADDITIONAL INSURED – DESIGNATED
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE**Name Of Additional Insured Person(s) Or Organization(s)**

County of Saratoga

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf.

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.

RECEIVED
NOV 01 2021

SARATOGA COUNTY
YOUTH BUREAU

CAPTAIN COMMUNITY HUMAN SERVICES

6060

Check Date: 10/20/2021 PayeeID: NATIONWIDE/7497

Check Amount: \$3,993.56

Date: 10/12/2021 Memo: Insurance - Auto, Umbrella, Package - Exp. 6/1/22 Invoice #: OCTOBER 5N1194

Amount: 3,993.56

Payer: CAPTAIN Community Human Services

CAPTAIN COMMUNITY HUMAN SERVICES

Check Date: 10/20/2021 PayeeID: NATIONWIDE/7497

Check Amount: \$3,993.56

Date: 10/12/2021 Memo: Insurance - Auto, Umbrella, Package - Exp. 6/1/22 Invoice #: OCTOBER 5N1194

Amount: 3,993.56



CAPTAIN Community Human Services
543 Saratoga Road
Glenville, NY 12302

PAY Three Thousand Nine Hundred Ninety Three and 56/100

TO THE NATIONWIDE
ORDER Processing Center
PO Box 37712
Philadelphia, PA 19104-5012

#00606060# 1021301675:00 200 218 75 21#



Nationwide
Is on your side

Nationwide
Processing Center
P.O. Box 37712
Philadelphia PA 19104-5012
www.nationwide.com

3128
CAPTAIN COMMUNITY HUMAN SE
543 SARATOGA RD
GLENVILLE NY 12302-5711

PREMIUM INVOICE

Invoice Date: 10/12/21

Billing Account: 5N1194
Agency Code: 84-6417
Payment Received: \$3,993.56
Current Balance: \$15,956.23

Minimum Due: \$3,993.56
Due Date: 11/01/21
Minimum due must reach us by the due date

Questions? Contact your agent:
MARSHALL & STERLING SERVICE INC
365 E 518-943-3900

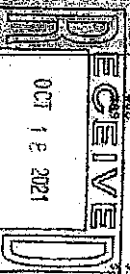
Thank you for entrusting us to meet your
insurance protection needs.

options to pay:

Recurring: Electronic Funds Transfer (EFT)
Mail: Send a check with coupon
Auto: Send a check with coupon
On-Line: www.nationwide.com
Telephone: 1-866-665-4992

See additional information on the
reverse side.

BA 206521	06/22	Commercial Automobile	5,626.40	1,606.68
BA 206521	06/22	Commercial Automobile	2,588.00 <td>797.00</td>	797.00
BA 206521	06/22	Commercial Automobile	1,799.00 <td>5.00</td>	5.00
BA 206521	06/22	Commercial Automobile	6.00 <td>6.00</td>	6.00
Totals			15,956.23	3,993.56



ENTERED ON 10/21
BY: [Signature]



Insured: CAPTAIN COMMUNITY HUMAN SE

WAYS TO PAY
Mail: Send a check with this coupon
Online: www.nationwide.com
Telephone: 1-866-665-4992

Nationwide
Processing Center
P.O. Box 37712
Philadelphia PA 19104-5012

Check box for address change and update address on back.

Amount Paid:

3,993.56

5 25N339400053595623 0399356 0000000

CAPTAIN COMMUNITY HUMAN SERVICES

517

Check Date: 1/14/2021 Payee/ID: MARSHALL & STERLING UPSTATE / 3021 Check Amount: \$1,089.59

Date	Memo	Invoice #	Amount
1/8/2021	Policy #SCY202150199R 01/09/2021-01/09/2022	1467563	1,089.59

Payer: CAPTAIN Community Human Services

(L1107HB) 8278193

CAPTAIN COMMUNITY HUMAN SERVICES

517

Check Date: 1/14/2021 Payee/ID: MARSHALL & STERLING UPSTATE / 3021 Check Amount: \$1,089.59

Date	Memo	Invoice #	Amount
1/8/2021	Policy #SCY202150199R 01/09/2021-01/09/2022	1467563	1,089.59

RECEIVED
NOV 01 2021

SARATOGA COUNTY
YOUTH BUREAU

Payer: CAPTAIN Community Human Services



CAPTAIN Community Human Services
543 Saratoga Road
Glenville, NY 12302

BALLSTON SPA NATIONAL BANK
Burnt Hills Office
Burnt Hills, NY 12027
www.bsnb.com
90-4677213

517

005173

DATE
1/14/2021

CHECK AMOUNT
\$1,089.59

AY One Thousand Eighty-Nine and 59/100

OF THE
ORDER
P:

MARSHALL & STERLING UPSTATE
125 HIGH ROCK AVENUE
SUITE 208
SARATOGA SPRINGS, NY 12866

VOID AFTER 90 DAYS

CAPTAIN COMMUNITY HUMAN SERVICES

560

Check Date: 6/3/2021 Payee/ID: MARSHALL & STERLING UPSTATE / 3021 Check Amount: \$505.00

Date	Memo	Invoice #	Amount
5/24/2021	AIG Accident Policy #SRG0009137369C 7/3/21-7	1609945	505.00

Payer: CAPTAIN Community Human Services

Nelco (L1107HB) 88111

CAPTAIN COMMUNITY HUMAN SERVICES

560

Check Date: 6/3/2021 Payee/ID: MARSHALL & STERLING UPSTATE / 3021 Check Amount: \$505.00

Date	Memo	Invoice #	Amount
5/24/2021	AIG Accident Policy #SRG0009137369C 7/3/21-7	1609945	505.00

Payer: CAPTAIN Community Human Services

560



CAPTAIN Community Human Services
543 Saratoga Road
Glenville, NY 12302

BALLSTON SPA NATIONAL BANK
Burnt Hills Office
Burnt Hills, NY 12027
www.bsnb.com
50-467/213

005609

DATE	CHECK AMOUNT
6/3/2021	\$505.00

Five Hundred Five exactly*****

TO THE ORDER OF:
MARSHALL & STERLING UPSTATE
125 HIGH ROCK AVENUE
SUITE 208
SARATOGA SPRINGS, NY 12866

VOID AFTER 90 DAYS

[Handwritten Signature]

CERTIFICATE OF WORKERS' COMPENSATION INSURANCE

***** 141637304
CAPTAIN COMMUNITY HUMAN
SERVICES INC TA CAPTAIN
543 SARATOGA ROAD
GLENNVILLE NY 12302



SCAN TO VALIDATE
AND SUBSCRIBE

POLICYHOLDER CAPTAIN COMMUNITY HUMAN SERVICES INC TA CAPTAIN 543 SARATOGA ROAD GLENNVILLE NY 12302		CERTIFICATE HOLDER SARATOGAYOUTH BUREAU SARATOGA COUNTY 152 WEST HIGH STREET BALLSTON SPA NY 12020	
POLICY NUMBER A2065 136-0	CERTIFICATE NUMBER 411362	POLICY PERIOD 02/01/2021 TO 02/01/2022	DATE 4/5/2021

THIS IS TO CERTIFY THAT THE POLICYHOLDER NAMED ABOVE IS INSURED WITH THE NEW YORK STATE INSURANCE FUND UNDER POLICY NO. 2065 136-0, COVERING THE ENTIRE OBLIGATION OF THIS POLICYHOLDER FOR WORKERS' COMPENSATION UNDER THE NEW YORK WORKERS' COMPENSATION LAW WITH RESPECT TO ALL OPERATIONS IN THE STATE OF NEW YORK, EXCEPT AS INDICATED BELOW, AND, WITH RESPECT TO OPERATIONS OUTSIDE OF NEW YORK, TO THE POLICYHOLDER'S REGULAR NEW YORK STATE EMPLOYEES ONLY.

IF YOU WISH TO RECEIVE NOTIFICATIONS REGARDING SAID POLICY, INCLUDING ANY NOTIFICATION OF CANCELLATIONS, OR TO VALIDATE THIS CERTIFICATE, VISIT OUR WEBSITE AT [HTTPS://WWW.NYSIF.COM/CERT/CERTVAL.ASP](https://www.nysif.com/cert/certval.asp). THE NEW YORK STATE INSURANCE FUND IS NOT LIABLE IN THE EVENT OF FAILURE TO GIVE SUCH NOTIFICATIONS.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS NOR INSURANCE COVERAGE UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY.

RECEIVED
NOV 01 2021

SARATOGA COUNTY
YOUTH BUREAU

NEW YORK STATE INSURANCE FUND

DIRECTOR, INSURANCE FUND UNDERWRITING

VALIDATION NUMBER: 673575591



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT: Mental Health and Addiction Services

DATE: March 1, 2023

COMMITTEE: Health & Human Services

RE: Veterans Peer to Peer Program

1. Is a Resolution Required:

No, Discussion Only

2. Proposed Resolution Title:

3. Specific Details on what the resolution will authorize:

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

--

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office
Consulted

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Program information summary

Copy of proposal or estimate

Copy of grant award notification and information

Other _____

10. Remarks:

NYS Office of Mental Health (OMH) state aid provides for Legislative grant funding called Joseph P. Dwyer Veterans Peer-to-Peer (VP2P) Support Initiative for veterans suffering from PTSD. Historically, this funding has been within Department 43 Mental Health and Addiction Services (SCMHAS) budget.

Discussion involves the request from the department head of the Veterans Services Agency (VSA) for program budget funding and position within the 2023 compensation schedule be transferred from SCMHAS to the VSA. An interdepartmental contract will be needed to pass through the funding from SCMHAS to VSA.

Attached are program guidelines. VSA will submit a quarterly expense report to SCMHAS. SCMHAS will remain responsible for fiscal reporting to the State.

Joseph P. Dwyer Peer-to-Peer Program Frequently Asked Questions (FAQ)

A. Fiscal and Grant-related questions

1. What reporting requirements does the State have for a local Dwyer chapter to document their use of the State funds awarded for this program?

Office of Mental Health (OMH) providers and Counties receiving OMH funding, including Dwyer funding, must submit an annual Consolidated Fiscal Report (CFR) that contains a fiscal summary of the OMH program(s) operated in the fiscal period. There are four CFR submission types: (1) FULL, (2) Abbreviated, (3) Article 28 Abbreviated, and (4) Mini-Abbreviated. The CFR submission type is dependent on the NYS Agencies on the CFR, the total amount of State Aid/Medicaid the provider received in the period, and the program type(s). Unlicensed providers receiving OMH State Aid grants less than \$250,000 are permitted to use the simplified Mini-Abbreviated CFR submissions.

To determine the appropriate CFR submission type, refer to the CFR submission matrices located in Section 2.0 of the applicable CFR Manual. For further information about Fiscal Reporting, use the following link: <https://omh.ny.gov/omhweb/finance/main.htm>

2. Why are the State funds going to the County Office of Mental Health rather than the County Veterans Service Agency since this is a Veterans-focused peer-to-peer program?

Consistent with existing Dwyer programs, the funds are appropriated in the Office of Mental Health's budget. Each county can choose how to administer the contracts to support this program. For example, some counties administer the program directly through the county Director of Community Services or the county Veterans Service Agency while others partner with local nonprofit organizations.

3. Do all of the funds need to be spent within the same State Fiscal Year during which they are distributed, or can funding carry over into the next State Fiscal Year?

OMH requires State Aid funds for a specific budget year (April 1, 2022 through March 31, 2023) to be spent within this period. Consistent with all ongoing OMH Local Assistance grants, contract authority typically cannot carry over into the next fiscal period.

However, in recognition of the transition from Legislative funding and the addition of new counties receiving Dwyer funding for the first time, OMH will allow counties to have extended time to fully expend funding from the 2022-23 State Fiscal Year. Counties will be authorized to spend 2022-23 Dwyer funding in both 2022-23 and the 2023-24 State Fiscal years.

4. Is there any prohibition on spending part of this State Fiscal Year's funds on securing a resource, or reserving a program or activity, that will be used in the following State Fiscal Year?

If the provider is purchasing long-term assets such as property or vehicles, the Office of Mental Health requires review and approval of such purchases and requires that these assets will continue to be used consistent with government purposes. Otherwise, the provider can use resources consistent with the statutory and contractual intent including preserving or securing resources that will benefit the continued operation of the program. All such State grants are fully subject to Office of Mental Health and County oversight including the contract reviews and audits.

5. Can Providers use funds from this State Fiscal Year to book a trip which would take place in the following fiscal year?

Given that OMH will be allowing, on a one-time basis, an extended period for expenditure of 2022-23 Dwyer funding, there should be no need for utilizing current year funding to book an allowable, programmatically appropriate trip for next year. Under normal circumstances, a deposit for a trip taking place in the following year would be allowable, but full payment/expenditure of the cost of a trip would not be considered appropriate until the trip actually takes place.

6. What is the scope of how Providers can use Dwyer funding?

Funding can be used to support the core mission of the Dwyer program: helping veterans support veterans. Examples may include but are not limited to: hiring program staff supporting the Dwyer Program mission; events for veterans; trips and other activities supporting Veterans; and reimbursement of volunteer expenses. Funds are not intended to supplant other funding available to support veterans, including but not limited to: health care; direct individual subsidies including rent, food or utilities; employment services; supports for re-entering civilian life, etc.

B. Program, training and supports to providers and counties

7. What are the best ways for me to learn about best practices that have worked in other Dwyer Programs?

OMH, DVS, SUNY Albany, and the New York State Dwyer Coalition are partnering to support the Dwyer Programs throughout New York, including partnering on a series of forums to share newly developed best practices guidance with counties around the state. In addition to sharing this guidance, these meetings will serve as opportunities for counties to ask questions and share feedback about what additional supports different Dwyer Programs may need.

8. What training is available, if any, from the State for a brand-new Dwyer chapter to get up and running?

The New York State Division of Veterans' Services offers an eight-session online training program for any interested Joseph P. Dwyer Veteran Peer Support Programs. This training provides participants with key information about federal and state Veterans' benefits and resources as well as training in the Columbia Protocol suicide prevention screening. The training is provided free of charge for any Dwyer chapter director or peer mentor who would like to receive it. Individuals who complete all eight-sessions receive a certificate of completion from the Division of Veterans' Services.

Additionally, as part of the outreach steps described above, OMH and DVS will seek to identify any unmet training needs of Dwyer Program providers. The agencies will work to share relevant existing training resources and develop new ones to address any gaps.

9. Is Dwyer meant to be a clinical mental health program or simply a peer-to-peer support program?

The Joseph P. Dwyer Program is intended to be a Peer-to-Peer support program. We recommend that Dwyer Programs have information about local mental health programs and help educate and connect people who are interested in Mental Health or Substance Use Disorder treatment services, but Dwyer Programs are not intended to provide such services. For more information about local Mental Health or Substance Use Disorder programs, please contact us at the email address provided at the end of this document.

10. Is there a particular peer certification, or any other type of specialized training, that someone should have before they begin working as a peer mentor within the Dwyer Program? What about a Dwyer Program Director? What minimum qualifications should that person have?

At this time, there are no established requirements for qualifications or certification for Peer Mentors or other Dwyer Program staff. As part of our discussions with existing and developing programs, we will collaborate with counties and providers to understand what staff experience and credentials have been found to be helpful for existing programs and will share that information with all Dwyer Programs.

For any additional questions, please email Dwyer_Program@omh.ny.gov

Joseph P. Dwyer Veterans Peer-to-Peer Program Implementation Guide



Eric R. Hardiman, Ph.D. and Amanda L. Matteson, Ph.D.

University at Albany, State University of New York

School of Social Welfare

Note: The New York State Office of Mental Health, in conjunction with the New York State Division of Veterans' Services, provides support for the Dwyer Program throughout the state. The University at Albany's School of Social Welfare serves in an evaluation and research capacity to capture and analyze service delivery and utilization data from the Dwyer Program in order to identify best practices. The contents of this guide are drawn from the statewide evaluation of Dwyer programs, as conducted by the authors. The best practices and lessons learned from Dwyer programs are taken from multiple years' worth of direct interviews, observation, and service delivery data provided by Dwyer program staff and veterans receiving Dwyer services.

September 2022

Purpose

This document is intended to serve as a **guide** to program implementation, specifically for use by counties in New York State as they develop new Dwyer-funded programs. *It is **not intended** as a program manual or a set of rules and regulations.*

Background & History

In 2012, the New York State Senate, in conjunction with the New York State Office of Mental Health, secured funding for the creation of the PFC Joseph P. Dwyer Veterans Peer-to-Peer Support Pilot program. The program was initially designed with a suicide prevention focus for veterans experiencing Post-Traumatic Stress Disorder (PTSD) or Traumatic Brain Injury (TBI) as a result of their military service. The Dwyer initiative was originally implemented in four counties: Jefferson, Rensselaer, Saratoga and Suffolk. During the first year of program operations, the focus of Dwyer expanded beyond its early emphasis on PTSD and TBI to address all areas of veteran well-being in the community.

The program was named in honor of PFC Joseph P. Dwyer, a native of Suffolk County who served as an Army medic in Iraq. During a combat mission in Baghdad, he was photographed carrying an injured Iraqi boy. The photograph became iconic and was featured in newspapers across the country. After returning home from Iraq, PFC Dwyer was honorably discharged from the U.S. Army but was “never the same” and experienced a number of challenges reintegrating into the civilian community. He battled post-traumatic stress, depression and substance abuse for several years following his military discharge. In July 2008, PFC Dwyer passed away at the age of 31 years. The tremendous success of the Dwyer Program since late 2012 provides an important reminder of the ongoing impact of PFC Dwyer’s life and contributions to the veteran and military communities.

Since its initial implementation in 4 counties, the Dwyer Program has experienced steady growth and sustained impact on a range of communities in New York State. As of May 2022, a total of 25 counties have established Dwyer programs and provided valuable services to veterans and military families across the state. The New York State Fiscal Year 2023 Enacted Budget provides funding to expand the program statewide.

Core Foundational Principles

The Dwyer Program was developed with three core principles. These principles act as a foundation upon which counties have been able to build their own programs.

PRINCIPLE 1: All Dwyer services should be delivered by veterans for veterans (and their family members by extension).

This is a core tenet of peer support programs – services and supports are delivered by “peers” and **not** professional clinicians. Many Dwyer programs have expanded upon this principle to also include services for family members of veterans, with the understanding that services provided to family members can be equally important, helping further the process of engaging veterans themselves.

PRINCIPLE 2: Dwyer services should be non-clinical in nature.

This principle has been critically important in the success of the Dwyer Program since its inception. Rather than replicating traditional clinical support services (e.g., counseling or therapy), the Dwyer Program offers non-clinical peer-delivered supports. Many veterans avoid traditional provider-delivered mental health services for reasons such as stigma and previous negative experiences. Seeking help is not always a common experience for veterans, and many distrust helping professionals who are not veterans themselves. Through its focus on natural and organic peer support, veterans who may not be comfortable with engagement in professional systems of care can still benefit from the Dwyer Program. It is the peer-based, creative and non-traditional aspects of Dwyer services that makes them truly unique and a special avenue for veteran engagement and community-building.

At the same time, Dwyer programs should gain and maintain an awareness of, and a referral pathway to, clinical mental health services in their area of operations. In doing so, Dwyer programs will be able to make high-quality “warm handoff” referrals when necessary to clinical mental health or substance abuse services for veterans who are experiencing a behavioral health crisis. The fact that Dwyer programs are themselves non-clinical in nature **does not** mean that a Dwyer program should have no interaction with clinical mental health and/or substance use professionals in their local area. On the contrary, these connections can be extremely valuable for Dwyer program mentors and mentees alike. Dwyer staff and volunteers can provide trust and support to veterans during the referral process, enabling successful access to services.

PRINCIPLE 3: Dwyer services should always be voluntary, open to all veterans, with a bare minimum of required paperwork.

A core feature of all peer support is that it must be voluntary in nature. Veterans should always be able to fully choose whether to participate in Dwyer, and to determine the extent of their participation. The veteran experience of stigma and distrust of professional providers can also stem from bureaucracy, paperwork, and stringent requirements on the receipt of support services. It is vital that the Dwyer programs offer services, supports and activities that are *voluntary* and with a *bare minimum of required paperwork*. Veterans participating in Dwyer programs should not have to complete intake assessment forms or provide extensive personal information. This is a crucial distinguishing feature of the Dwyer program that separates it from other services and programs for veterans. Related to this principle is the fact that all veterans, regardless of discharge status, combat vs. non-combat distinction, branch of service, theater served, race/ethnicity, gender identity or sexual orientation should be eligible to receive and participate in Dwyer services.

Program Structure

Each county funded under the Dwyer initiative has a large degree of flexibility in terms of structural and organizational configuration. The Dwyer programs have to date been hosted in the following categories of host organizations: (1) county Veterans Service Agencies (VSA); (2) county mental health authorities; (3) private not-for-profit service agencies (e.g., independent living programs, family service agencies or mental health associations); or (4) veterans offices located in a college/university setting. The diversity of these settings means that each host organization has its own set of practices and policies within which the Dwyer program in that county operates. The structural flexibility has allowed Dwyer programs to develop in ways that are appropriate and relevant for their own local county context.

Some of the Dwyer programs have had great success using existing physical resources (e.g., a community-based organization’s meeting space) where veterans can gather and socialize. Some counties have storefront “drop-in” hours so that veterans can simply walk in off the street and engage with Dwyer staff. Other programs operate in more of a mobile capacity, taking mentorship and peer support services into the community where veterans live and spend their time. All of these approaches are legitimate, and it is recommended that new Dwyer programs consider what will work best in their own communities.

Dwyer programs are often hosted by existing organizations (e.g., a county Veteran Service Agency or private human service agency). Newly funded Dwyer programs will face fewer initial

challenges and have an easier path to successful program implementation if they are clear about their relationship to the host organization. Well-defined roles, responsibilities and administrative processes are critically important. Host organizations should offer support to the Dwyer programs and maintain regular communication with administrators.

Dwyer programs should understand that some veterans' distrust of governmental organizations creates a barrier to receiving valuable resources. Because Dwyer is not a "one size fits all" model, veterans are able to participate in unique and separate programs that are not seen as institutional and governmental in nature. The perception that Dwyer programs are separate from and an alternative to formalized veteran services is crucial. The uniqueness of Dwyer as a "standalone" (even when affiliated or hosted by a VSA or MHA) helps break down powerful stigma and encourages individuals to engage with services that they may not otherwise consider.

It is important that host organizations seek to build an understanding of the issues faced by veterans in any given community. Host organizations should recognize the need for maximum flexibility within the Dwyer program structure. Programs that are run through host organizations that do not have experience serving veterans face a more complicated set of challenges and issues and should prepare accordingly — including, but not limited to, receiving proper training in military cultural competency for all program staff. Such trainings are readily available from high-quality programs, including some that provide this training free of charge. Training in the basics of benefits and services available to veterans and Military Families is also advisable for all program staff. This training is also readily available free of charge. No matter where a given county's Dwyer program is located, a comprehensive and organized approach to program structure is necessary.

Program Staffing

Dwyer programs have not been required to adhere to specific staffing structures, leaving administrative hiring decisions up to each county program. Despite different staffing approaches, all programs have paid administrators (Program Directors) who serve in leadership roles. Many recruit and hire veterans to serve as Peer Mentors (on either full-time or part-time basis). Other programs operate entirely using a volunteer work force in the Peer Mentor role. Additional administrative positions (e.g., Assistant Director, Administrative Assistant) are also hired by some programs. Regardless of hiring practices, all Dwyer program services must be delivered by persons who self-identify as veterans themselves. It is recommended that a veteran serves in the Program Director position. There have been notable exceptions in the history of the Dwyer initiative, with civilians running successful Dwyer programs. In such situations it is imperative that program leadership is immersed in and deeply knowledgeable about veteran and military culture.

In those cases with strong effective civilian leadership, the Program Director has either worked in veteran/military settings for several years or has been surrounded with family members who are veterans. Although such experience and immersion in military culture can suffice, it is still highly recommended that new Dwyer counties hire veterans as Program Directors.

Supervision & Support

A strong and supportive team-like working atmosphere is of utmost importance, regardless of whether the veteran peer workforce is paid or volunteer. Dwyer programs that are the most successful are those which have built comradery and social cohesion among the veterans who staff the programs. In many cases, the programs are able to model the concept of “unit cohesion” found in the military, whereby mission, unity of purpose and true social cohesion bonds are positive factors leading to success. The emphasis on **mission** and **purpose** is central to Dwyer program success. Programs should continuously stress the value, importance, and life-saving nature of the Dwyer work.

Dwyer programs must support their staff through providing an understanding and nurturing work environment. The work of veteran peer support can be challenging, stressful, and emotionally exhausting. Appropriate supervision that is supportive and not punitive can help veteran peer mentor staff cope with the various challenges associated with this work. It is recommended that Dwyer administrators meet regularly with staff in order to provide supportive supervision and further build team cohesion. Furthermore, Dwyer programs should establish strong connections with localized clinical mental health services that are ready, willing, and able to provide supportive services to peer mentors who, based on the challenging nature of their work with their mentees, may require these mental health services for their own well-being.

Training

Proper training for program leaders and staff should be a key component of any Dwyer program. Dwyer programs have approached training in a variety of ways, depending on program structure, philosophy and resource availability. Some programs have developed extensive in-house training materials and processes, while others have required that peer mentors attend external trainings. Other programs have blended these approaches, offering initial training/orientation which is then augmented by external training and continuing education opportunities as they arise.

The most effective approaches to staff/mentor training are those that focus on the nature of peer support, emphasizing practical/pragmatic strategies to engage and connect with other veterans. Mentors should be trained in basic communications, relationship-building skills, and how to effectively navigate the self-disclosure process. Programs should avoid a clinical focus in training

materials. Although it is true that peer mentors may be at the “front lines” of work with veterans who may be in crisis, it is essential that Dwyer staff are not clinicians or therapists and that they are not perceived as such. Training should also emphasize the need for mentors to develop self-awareness and self-care strategies to mitigate the effects of stress and/or secondary trauma.

To ensure that Dwyer Program personnel provide accurate resource information to veterans participating in the program, Dwyer Program personnel are encouraged to receive trainings on basic information about Federal and state benefits, services, and resources available to veterans and military families. The New York State Division of Veterans’ Services will provide this training to any and all interested Dwyer Program personnel free of charge.

Crisis Response and Suicide Prevention Training

As Dwyer Program personnel may encounter veterans who are in crisis, it is valuable for Dwyer Program personnel to receive training in **non-clinical** suicide prevention methods, such as the internationally recognized Columbia Suicide Severity Rating Scale (C-SSRS, available free through Columbia University). Other examples include the SAVE, SafeTALK, and CALM models. These are empirically supported conversation-based methods designed for use by non-clinicians. By receiving training and resources in these and other methods, Dwyer Program personnel will become better-equipped to conduct a basic suicide prevention screening, identify when a veteran is at heightened risk of suicide or self-harm, and make good “warm handoff” referrals to local clinical mental health services when warranted. Such actions can save the lives of veterans who are confronting these mental health crises in their lives.

Branding/Program Logos

Each of the Dwyer-funded counties has been given the flexibility to name its own program. Although programs have not been required to use the Joseph P. Dwyer name in their official program titles, it is strongly recommended that programs clearly identify themselves as Dwyer programs. This can be done through distinct logos and/or the display of multiple names to indicate the Dwyer affiliation. Programs are further strongly encouraged to use the official photograph of Joseph P. Dwyer in their promotional materials. The goal of clearly identifying each program as Dwyer-affiliated is to reduce confusion for veterans considering Dwyer participation and to promote a sense of statewide cohesion in the project. Newly funded programs may (but are not required to) consult with the ***New York State Dwyer Coalition*** for ideas related to branding and logos.

Fundraising

Many Dwyer programs have expressed an interest in the ability to raise funds external to those provided through the Dwyer funding mechanism. The ability for programs to raise separate funds

to augment their program services will vary according to host organization and policy. Dwyer programs should carefully consult with both their host organization and their NYSOMH contracts before engaging in external fundraising. Fundraising may also be seen as a way to further program outreach, veteran engagement, and public education. Programs should always exercise caution to ensure that fundraising efforts do not supersede program activities and the core mission of providing peer support for veterans in the community.

Program Elements

All of the core program elements delivered by Dwyer programs are intended to serve veterans and/or their family members in a given county/community. Over the years, each county program has been encouraged to develop its own plan for service delivery, resulting in a highly diverse and wide range of program elements offered. The “service mix” in any given county’s Dwyer program will vary, but the following program elements represent the most commonly delivered services. It is important to note that this list should not be viewed as static. Each program is encouraged to develop and implement its own new services that will help reach and support veterans in the local community. ***Not all program elements will be successful for any given county***, and the freedom to experiment with new services is essential. Moreover, counties are strongly encouraged to include Dwyer participants in planning processes, so that those veterans using Dwyer services can have a meaningful voice in planning them as well.

(1) Individual mentorship/support for veterans

Peer support exchanged between veterans is the central and most important element of the Dwyer programs. Some programs use an informal unassigned process, while others make use of formal mentor/mentee pairings. Many use the military concept of “Battle Buddies” to emphasize the supportive nature of mentorship. Alongside the traditional in-person exchange of support, individual mentorship can take place in many other shapes (via text, telephone, email, Zoom, etc.).

(2) Individual mentorship/support for family members of veterans

In the early days of the Dwyer program, services were designed to be delivered only to veterans. It became clear early on, however, that providing outreach and support to the family members of veterans is a highly effective way to impact veterans themselves. Particularly for those veterans most at risk of social isolation and hesitant to engage with a program, connecting with family members first has been found to be a creative and successful way to bring veterans to the Dwyer program. Over the years, programs have also reported that providing supports and socialization opportunities to family members leads to increased quality of home life for veterans, ultimately reducing the risk of

negative outcomes. Some programs have reported success hosting family events (e.g., cookouts, picnics) and others even host programs for children of veterans.

(3) Regular group meetings for veterans and/or family members

Groups hosted by Dwyer programs have been a key part of service for most (though not all) county programs. Groups can be hosted for veterans or their family members and can take a variety of shapes. The key factor in all groups is that they should be peer-led and not run by mental health or other professional helpers. Examples include support groups for various issues (e.g., trauma, relationships, general topics), creative arts groups (e.g., art, crafts, poetry, writing, storytelling) or even task groups (designed to work together to find solutions to various challenges). Although Dwyer programs do not provide clinical services, many host peer support groups for substance abuse challenges (e.g., Alcoholics Anonymous or Narcotics Anonymous). Hosting such groups can provide participants with a safe, comfortable, veteran-centered avenue to engage in peer support specific to substance abuse issues. Several programs have reported difficulties maintaining attendance at groups and have stopped hosting them over time. One important aspect of hosting groups is to ensure that they are not described as treatment or therapeutic groups. Most veterans seeking Dwyer support services report that they are not looking for treatment or clinical help, but instead looking for true social supports and community with each other. Any program hosting groups should make sure to avoid the perception that groups are of a professional therapeutic nature. Since the pandemic, many Dwyer programs have had success hosting online groups for veterans and family members.

(4) Social activities for veterans and/or family members

Perhaps the most successful of Dwyer program elements has been the hosting of social activities for veterans and their family members. These give veterans a chance to meet each other and build meaningful supportive connections with other. In many ways, these social activities represent the true heart and soul of the Dwyer programs. A veteran who is reluctant to “attend a program”, admit need or vulnerability, or obtain help with a pressing issue may not agree to seek out participation in a traditional program. However they might instead consider going on a social outing with other veterans with whom they can bond together. Examples include attending sporting events, fishing trips, hiking trips, pizza outings, movie nights, board game nights, etc. As with most program elements, Dwyer programs are encouraged to be creative in their thinking and development of meaningful social activities for veterans and family members.

(5) Crisis intervention

Embedded within all of the other potential program elements is the notion that once a veteran is socially connected with peers through a Dwyer program, they will be more

likely to reach out when in need or at a time of crisis, however defined. Even if such a veteran does not reach out, their engagement with a Dwyer Program means that peer mentors regularly check up on veterans and may have a clear sense when someone could be reaching a crisis point. Dwyer programs are thus a crucial point of crisis intervention for veterans and family members. In some cases, full-blown crises can be avoided through conversation, connection, and support. In other cases, the Dwyer Peer Mentor can be the individual who assists a veteran getting the professional help needed during a crisis, if appropriate. Finally, an opportunity for crisis intervention can provide a pathway into Dwyer participation for veterans who might otherwise be reluctant to engage. Another resource for veterans in crisis is the Veterans Crisis Line which veterans can reach by dialing 988 and pressing 1. Veterans may also still reach the Veterans Crisis Line with the previous phone number—[1-800-273-8255](tel:1-800-273-8255) and Press 1 as well as by text ([838255](tel:838255)), and chat (VeteransCrisisLine.net/Chat).

(6) “Warm Line” telephone support

Some Dwyer programs have reported success with telephone “warm lines”, which are a publicly advertised means for veterans to call in and talk to another veteran. These services are not intended to serve a full crisis support capacity (as in traditional suicide prevention hotlines), but instead can provide an understanding ear for veterans who are socially isolated yet not ready to participate in Dwyer program activities. Some programs may offer a more informal version of this warm line function, while not advertising as a dedicated and staffed service. Regardless of structure, this program element suggests that Dwyer programs should consider alternative and non-traditional ways to connect with veterans who are hesitant about full engagement.

(7) Animal-assisted supports (e.g., canine, equine)

Several Dwyer programs have developed animal-assisted program elements. These range from in-house service dog training programs to group visits to external equine programs. Some Dwyer programs develop partnerships with animal-assisted service programs so that the partnership program can bring services directly to the Dwyer program. These program elements are reported as highly valuable supports for veterans who are at risk for social isolation. Animal-assisted opportunities can also serve as a program recruitment tool, bringing in veterans who may not otherwise know about the Dwyer program.

(8) Physical activities (e.g., hiking, running, cycling, kayaking)

As with other social activities, the opportunity for veterans to get together in pro-social physical activity has been a highly successful program element in Dwyer counties. As a non-traditional “intervention”, physical activities bring veterans together and provide a means of social engagement and program entry for those who might be described as otherwise reluctant to participate. Some physical activities offered by Dwyer programs

are regular (e.g., weekly hiking, monthly kayaking, etc.), while others may be offered only seasonally or on special occasions. Programs should consider creative ways to use participation in physical activities as a way to engage veterans.

(9) Volunteerism opportunities

A common emphasis in military training is the concept of “service before self”, meaning that soldiers are trained to prioritize service to others. Many veterans still relate to this philosophy, placing more importance on helping others than helping themselves. Some of the Dwyer programs have reported tremendous success building on this belief through engaging Dwyer participants in group-based volunteer activities. Examples include community clean-up efforts, home repairs for those in need, or building structures to improve home accessibility for those with disabilities. The chance to engage in mission-driven, time-limited volunteer activities as a group can bond veterans together, build community, and offer chances for peer support. New Dwyer programs should consider ways to build volunteerism into their set of program offerings.

(10) Outreach/educational activities

All Dwyer programs engage in some level of outreach as a means to connect with veterans in the community and recruit new participants. Examples range from the informal (wearing a Dwyer shirt and talking to other veterans in natural community settings) to the formal (setting up informational tables at community resource fairs). Some programs go a step further and offer various training and educational events to veterans and civilians alike in the community. These activities can empower veterans to take on an educational role, and also serve to improve the community’s understanding of important issues relevant to veterans and their families.

(11) Transportation services and/or linkage to community resources

Particularly for veterans in rural and remote areas, lack of transportation can be a major life challenge. Some of the Dwyer programs have successfully built transportation and linkage services into their array of program features. Transporting veterans to community appointments can be an effective way to build relationships while also offering a concrete and much needed resource. Veterans who may be initially reluctant to participate in Dwyer services may be willing to accept a ride to an appointment. During the transportation, Dwyer mentors can engage and connect with veterans, building rapport and trust. Transportation can thus be utilized as one important pathway into Dwyer service involvement. Some agencies hosting Dwyer programs may have specific policies

regarding transportation. Dwyer program administrators should be careful to operate within host agency policy.

Best Practices / Lessons Learned

Each county Dwyer program to date has followed its own unique path forward in a manner that is consistent with the needs and specific context of its county. Although each of these programs have found success in different ways, there are significant lessons to be learned from their implementation stories. What follows should be regarded as a set of lessons learned and best practices from existing Dwyer programs. These lessons and best practices have been gathered directly from the programs and veterans themselves, drawing on empirical service delivery data, personal interviews with Dwyer staff and program participants, and observational data. The best practices and lessons learned have been organized below into four separate categories for ease of use: (1) Program setup and structure; (2) Program outreach; (3) Program operational practices; and (4) Veteran-specific lessons learned.

(1) PROGRAM SETUP AND STRUCTURE

A first step in setting up a Dwyer program is a deep environmental scan of the local community. Newly funded Dwyer counties should approach the program design and implementation processes within the context of a solid knowledge of the local community. The geographic and demographic context of each county is an important factor in program implementation. Population, community size and type (rural, urban, suburban), number of cities, regional placement, and other characteristics directly impact a program's ability to recruit and engage veterans. County demographics in particular should be used to determine what services are offered, how they are delivered, and how staffing patterns are constructed. These factors should be considered early in the development process of any program. Program planners should conduct a comprehensive assessment of local resources available to veterans and their family members. Such assessments can draw on existing knowledge in host agencies, but should also attempt to identify major gaps in resources for veterans, historical challenges, potential organizational and community partners, etc. An effective environmental scan will help prepare the Dwyer program to shape its services to best serve veterans in the local community. Dwyer programs should strive to understand local socioeconomics, income disparity, and related issues. Counties with residents experiencing high rates of poverty, unemployment, food insecurity, and lower socioeconomic status will require different programmatic strategies for veterans than those with more privileged communities. Counties with high levels of income disparity face a unique set of challenges for veterans. All programs should keep a close pulse on shifting social

conditions and trends in their communities, particularly as they impact veterans and military families.

Dwyer programs need a clearly articulated program philosophy and model. Each Dwyer program has an *implicit* overarching philosophy guiding its services, yet not all are clearly articulated. Veterans working as peer mentors have emphasized the need to know how and why their work is connected to a larger program mission. Peer support works best when it is intentional, thoughtful, and clearly connected to a larger purpose. The philosophy or model should be transparent and clear to staff and participants alike. This philosophy or model provides a framework that ties together basic program logic and purpose. The core program philosophy should also be conveyed in all Dwyer program printed materials and marketing/branding efforts.

Programs need a clear, focused mission and purpose. It is crucial that Dwyer programs are not viewed by the veterans they serve as scattered and/or disorganized. Veterans report that they want structure, organization and clarity in their programs. They want to be part of a program with a mission which resonates and gives purpose to their participation. By having a well conceptualized mission and purpose, programs will be able to offer the structure and organization necessary to meet their goals and serve veterans as well as possible. Clear and repeated articulation of the mission is just as important as its presence. Some programs may have a mission statement but if it is not clearly articulated and woven into every aspect of service delivery, it will be invisible to those veterans receiving services. The strong desire for mission and purpose among veterans relates directly back to their training and immersion in military culture.

Programs need to delineate short-term, intermediate, and long-term objectives and goals. Along with mission statements, philosophies and conceptual frameworks, Dwyer programs need to develop a road map for how veterans are expected to benefit from program services, activities and interventions. Such objectives and goals lead to transparency and shared agreement, decreasing the likelihood of organizational confusion or mission drift. They can also be used as an evaluative tool, helping programs measure their own effectiveness and success. Benchmarks and service delivery targets are valuable tools that can benefit programs as well. One strategic tool that Dwyer programs may consider is the use of a program *logic model*, a visual chart illustrating the resources, activities/program elements, and anticipated outcomes for each element. Programs may learn more about logic models through the Compass website: <https://thecompassforsbc.org/how-to-guides/how-develop-logic-model-0>. Program goals and objectives (as well as logic models) should be revisited on a regular basis for self-assessment and ongoing program improvement. The UAlbany evaluation team is also available for free consultation in this area.

Programs need clear administrative structure and organization. The desire for program structure and organization arises from veterans' preference for hierarchy and clarity. For many (though not all) veterans, this organizational hierarchy resonates with their military culture and experience. Almost all of the peer mentors/facilitators/volunteers talked about the need to know how and why their work is connected to the larger program mission. They seek hierarchies so that they can be clear about their own responsibility and mission. Hierarchical and transparent organizational structures and practices will increase the comfort level of veterans and ensure that they can identify with the program and its mission.

Program leadership is important. The role of Program Director is important in the success of Dwyer programs. This individual sets the tone for the program, ensures that it runs smoothly, and serves as a role model. In most cases, the Director is the "face" of Dwyer in the community. The Program Director can also be seen as analogous to the Commanding Officer in a military unit, recreating the feel for veterans of hierarchy and military unit dynamics. Strong leadership qualities for this position include charisma, consistency, decisiveness, flexibility, experience, creativity and the ability to inspire cohesion among staff/volunteers. It is important to note that leadership style can and should vary from program to program. Some Dwyer Program Directors utilize a participatory and/or democratic approach to leadership, often using committees and/or advisory councils. Others may opt for a more traditional hierarchical leadership style. Program Directors should be strong ambassadors and advocates for the program in the community. Most veterans have expressed the desire for the Program Director to also be a veteran, thereby reinforcing the principles of peer support.

Programs should offer a wide variety of services. Dwyer programs that offer multiple services for veterans and family members appear to have more success than those offering one primary service. The veteran population in any given county is heterogeneous, with many subgroups each with different sets of needs. Intervention variety allows the programs to reach a wider range of veterans (young veterans, women, LGBTQ, etc.) and to offer a more robust set of support services. Services should be delivered with a "wraparound" philosophy that attempts to help veterans in multiple life areas, rather than solely focusing on one. Intervention variety can also help address staff burnout and increase longer-term participant engagement. Programs should continually assess and revisit the effectiveness of their services, leading to modifications, additions, or deletions when necessary.

(2) PROGRAM OUTREACH

Outreach strategies should be prioritized. As perhaps the most difficult aspect of operating Dwyer programs for veterans, outreach is also one of its most critical functions. Outreach must be prioritized since those veterans most in need are often isolated and not yet connected to other support services. Outreach must be creative, flexible, and thorough. Programs should strive to diversify their approaches to outreach, and constantly monitor the effectiveness of outreach strategies. There appears to be no standardized route to effective outreach, so it is important that each county program plans its outreach with full consideration of local demographics and community context. Outreach efforts should strive to connect veterans in natural community settings in innovative ways that do not resemble traditional referral processes. Different subgroups of the veteran population (e.g., by age, gender, race/ethnicity, combat vs. non) will require different outreach strategies.

Program outreach should extend beyond veteran recruitment. Programs should view outreach as a multifaceted and complex activity rather than viewing it in traditional narrow terms. Although veteran recruitment remains a top outreach priority, outreach efforts can also lead to resource attainment, partner development, organizational networking, and public education. Outreach can be used for any or all of these purposes depending on the specifics of a strategy or particular event. Outreach should not be viewed as an activity separate from peer support services but should be seamlessly integrated into all program efforts and activities. Community awareness and public recognition are essential to Dwyer program success. Those programs that have developed clear and effective marketing and branding strategies are better able to harness public visibility and interest, thereby increasing the likelihood of reaching more veterans and ultimately building more veteran-supportive communities. Marketing efforts need to be instantly recognizable and send a message of welcome and support to veterans who may be reluctant to engage in more formal and professional systems of care. Program materials should be consistent and clear in both message and branding. Finally, programs should consider involving veterans who are service recipients themselves in the design and development of marketing materials.

Dwyer programs need to offer multiple points of initial engagement for veterans. Veterans across the state discover and initially engage with Dwyer programs in a wide variety of ways. Entry into the Dwyer program should not be seen as a “one size fits all” phenomenon. Programs need to be as creative as possible when configuring services, with multiple points of service entry as a means to recruit veterans. Staff should cultivate non-traditional means of program entry and should regularly consult with veteran service recipients to learn how to better recruit new participants. Word of mouth is central to most veterans learning about Dwyer, and

it is thus important that programs are keenly aware of public perceptions within their local communities.

Program outreach strategies should be diverse and tailored to veteran subgroups.

Dwyer programs need to continually revise and expand their strategies of outreach to potential participants. Outreach is an inherently complex endeavor, with those veterans most in need also the most difficult to find and engage in services. Word of mouth, written materials, social media, tabling, and events have all been found to be effective outreach strategies but are not the only methods to employ. Using a mixture of strategies ensures reaching a wide array of veterans and family members because some strategies may be more effective with certain subgroups of veterans. Those programs who have maximized creativity and fluidity in outreach have been more successful at reaching a wide swathe of veterans in need.

(3) PROGRAM OPERATIONAL PRACTICES

Dwyer programs should communicate and collaborate with other Dwyer programs. One of the documented strengths of the Dwyer program since its inception has been the willingness of programs to communicate with each other, consult on challenges, share ideas, and even collaborate on special projects together. Although each county's program is separate and distinct, the shared mission and purpose provided by the Dwyer rubric is powerful. Although informal communication between and amongst programs happens organically, communication and collaboration between county Dwyer programs was facilitated by the evaluation team through 2020. Before the COVID-19 pandemic, annual meetings were held in Albany with Dwyer administrators meeting in person to exchange ideas and learn from each other. Starting in 2021, the ***New York State Dwyer Coalition*** was created in Ulster County to offer a more formalized mechanism for peer support between Dwyer programs. The coalition has grown in size and importance, bringing Dwyer stakeholders together on a monthly basis via remote technology. All Dwyer programs are encouraged to participate in coalition meetings in order to maximize the benefit of collaboration and inter-county cooperation.

Program flexibility is essential. Flexibility needs to be a core feature of all Dwyer programs. Many traditional and/or institutional programs serving veterans are perceived as over-regulated and rigid by those veterans using them. A large factor in the success of the Dwyer program has been its ability to offer an ***alternative***, particularly for veterans who are reluctant to engage with other programs. The Dwyer programs must be able to switch strategies, adapt to feedback, and change direction whenever necessary. The most successful Dwyer counties have built such flexibility into their regular practice, continually reviewing program effectiveness and modifying

services as a result. Outreach is a particular area in which flexibility is key. Flexibility should not come at the expense of structure and organization but should be incorporated into a thoughtful and comprehensive program planning strategy.

Program services can also be “virtual”. One of the key lessons of the last two years for the Dwyer programs has been the need to adjust program services for the COVID-19 pandemic. Lockdowns and other safety precautions challenged each program to think about its services for veterans in different ways. Most programs were able to pivot quickly and offer a range of remotely delivered support services. These services used technologies such as email, text, telephone, FaceTime, and Zoom to help build community amongst veterans even when physical in-person contact was not possible. The lasting impact of this experience suggests that Dwyer programs should continue to use a wide variety of technological means to engage veterans. Remotely delivered supports can be equally valid and helpful to veterans as those delivered in person. Dwyer programs located in rural areas should especially consider diversifying the use of technology and virtual supports for veterans. Dwyer programs are further encouraged, if feasible, to establish a physical location where veterans can come in and gain access in a confidential setting to a computer with broadband internet. Such a resource will provide valuable service to veterans lacking internet access and will allow them to meet virtually with a peer mentor or engage in other important activities such as accessing benefit information or setting up appointments.

Organizational collaboration is a key best practice. Dwyer programs are best positioned to successfully operate in their own communities when they have strong partnerships with external organizations. The best programs are open to collaboration and partnership, rather than seeing other organizations that serve veterans in a competitive light. Organizational partners can be traditional (e.g., other veteran-serving agencies) or non-traditional (e.g., YMCA/YMHA/YWCA/etc., gyms, restaurants, libraries, college campuses, arts studios, etc.). The key is for Dwyer programs to seek partnerships that yield creative projects and ways to better integrate veterans into the local community. Strong organizational collaborations serve to increase overall resources available to veterans in a community. A side benefit is also that such partnerships increase the visibility of the Dwyer program and can serve to educate the general public about the value of veterans in their community.

Social comradery/teamwork/unit cohesion are central concepts. Veterans using Dwyer services often are often seeking meaningful ways to re-create the social comradery and unit cohesion that they experienced while serving in the military. Many veterans participating in Dwyer program have reported feeling they lack the same *connection, meaning and purpose* when

they return to civilian life. Without these phenomena, veterans often experience social isolation, substance abuse, and mental health problems. The Dwyer programs offer them a chance to re-create the group cohesion and social bonds found in the military. To be surrounded by others who understand one's own experience is a central benefit of peer support and the goal of the Dwyer programs. These are concepts of central importance to veterans and can be directly tied to prevention of isolation and suicide. Dwyer programs should continually strive to build comradery and unit cohesion, making them a core centerpiece of their strategic plans. The development of comradery and team cohesion among veterans is a valuable tool to combat the social isolation many veterans experience after military service.

At the same time, Dwyer programs should be sensitive to the potential needs of veterans who may not have had positive experiences in military service. For instance, some veterans may have experienced military sexual trauma, race-based discrimination, or bias based on sexual orientation. It is critically important the Dwyer programs provide a safe, welcoming and supportive environment for such veterans, even if those individuals choose not to participate in large group activities or seek social comradery. Dwyer programs should strive to provide individualized, tailored services to a range of veterans who may seek different experiences and supports based on their own set of needs.

Programs must balance veteran and mental health perspectives. The Dwyer programs operate in a very unique intersection between veteran/military issues and mental health issues. Although it is possible to integrate the two, the primary lens through which one views the work will have an impact on the veterans served. A program that primarily uses a veteran-focused framework may neglect important mental health components, while a program operating primarily from a mental health framework will run the risk of becoming too clinical/professionalized/treatment-focused in nature and ignore those needs related to veteran and military culture. An appropriate balance between the two extremes is difficult to find and should be a goal of the programs. As with outreach, Dwyer programs should engage in continuous self-review to make sure it is operating from a balanced perspective.

Dwyer programs should only offer non-clinical supports. One of the unique and most powerful elements of the peer support approach for veterans as used in the Dwyer programs is that veterans help other veterans in organic, natural, and non-clinical ways. Veterans working as peer mentors for Dwyer should not be trained in clinical interventions, but instead function in a supportive role through the lens of their own lived experience as veterans. This organic, natural approach is extremely valuable to veterans who are reluctant to seek out care of any sort, particularly from mental health providers. Using a non-clinical approach should still be an intentional process for the peer mentors but avoid the use of clinical language and concepts.

Instead, it is closer in spirit to friendship, with special emphasis on mutuality, understanding, and emotional support.

The fact that Dwyer Programs are non-clinical in nature does not mean that Dwyer Programs should avoid relationships with trusted, locally based clinical care providers. On the contrary, these relationships are important to form and sustain. Dwyer staff should be supported in the process of referring veterans to more formalized levels of care when needed. Such referrals are best done within the context of trusted peer support relationships. Training in the use of an empirically-supported crisis intervention and suicide prevention protocols, such as those identified in the “training” section of this guide, is highly valuable for Dyer program staff. Such methods use non-clinical, conversational techniques to identify individuals who are at risk of suicide or self-harm and connect them, when indicated, with clinical mental health care.

Dwyer program services should be trauma-informed, although not trauma-focused. The lasting impact of trauma experienced during military service is significant and should not be ignored in the veteran population. The sources of trauma can take many forms including physical injury, life-threatening events, sexual assault, moral injury, and witnessing death. Some veterans are exposed to multiple traumas in the military. Exposure to trauma can lead to post-traumatic stress (PTS) or other mental health symptoms if not addressed. Veterans are often reluctant to discuss traumatic events at first, and thus many who experience post-traumatic stress leave it unaddressed for long periods of time. Dwyer programs need to be *sensitive* to the realities of trauma and its effects for veterans in the community, in all aspects of program design and delivery. Although it is critical that program services are *non-clinical*, all Dwyer staff should be keenly aware of the possibility that veterans engaging with the program may be deeply impacted by trauma and its after-effects. It is important that program services should be *trauma-informed*, rather than *trauma-focused*. Placing too much direct emphasis on trauma may prevent veterans from engaging with the program and lead to the perception that it involves clinical treatment. Finally, Dwyer program staff should be knowledgeable about local treatment resources available for veterans and develop referral capacity so that veterans in need of clinical services related to trauma can be supported throughout the referral process.

Programs should be knowledgeable about veteran suicide and able to broach the subject with participants. As with trauma, Dwyer program staff should be knowledgeable and aware that suicide and self-harm are significant risks for veterans. Dwyer staff should be trained and supported in suicide risk awareness (e.g., using the C-SSRS, SAVE, and SafeTALK approaches described in the training section above) as it relates to veterans. Most importantly, peer mentors need to be willing to discuss it in clear, direct terms with veterans. The Dwyer programs directly address suicide prevention by working to engage veterans in a positive,

supportive community that reduces social isolation, perhaps the most pressing factor leading to veteran suicide. As with trauma, programs should strive for awareness and sensitivity to veteran suicide while not making it an explicit clinical focus of its services. As described above, Dwyer programs should also draw on their organizational partnerships with local and/or other providers to facilitate effective referrals when indicated. In addition to local organizations, the New York State Office of Mental Health and the New York Division of Veterans Services, and the US Department of Veterans Affairs all have excellent resources related to suicide prevention that can be extremely valuable to Dwyer programs. Finally, the New York State Dwyer Coalition offers Dwyer programs an opportunity to learn more about crisis response and suicide prevention strategies from each other.

Programs should encourage and support personnel who need to temporarily or permanently step aside from their Dwyer work for their own mental health and well-being. Veterans serving as program directors, peer mentors, and other Dwyer personnel are not immune from the same mental health challenges Dwyer participants face. A veteran's work with another veteran can prove to be unintentionally "triggering" for the veteran mentor, as hearing stories, seeing pictures, reading journal entries, etc. about another veteran's military experiences may remind them of their own traumatic in-service experiences. Dwyer programs are therefore strongly encouraged to establish strong clinical mental health relationships not only for program participants but also for program staff and volunteers. Dwyer personnel (whether paid or volunteer) should be told regularly that there is no shame in stepping aside temporarily, or even permanently, if they find themselves in a place of mental health distress. No Dwyer personnel should ever feel that it is a sign of "weakness" or "giving up" to seek and receive mental health services and supports. Given the potentially re-traumatizing nature of the services that Dwyer peer mentors and other leaders perform when working with Dwyer participants, this message needs to be consistently reinforced to ensure that Dwyer personnel never feel that they would be letting the program down if they step aside to attend to their own mental health needs.

Social activities hosted by Dwyer are beneficial and an important program feature. To the casual observer a social activity such as bowling, attending movies, fishing, or hiking may not seem like an *intervention* for veterans in need of support. Yet these activities are opportunities for veterans to expand their networks, be around other veterans, feel connected to a cohesive group, and be understood by those around them. Social activities are a time where veterans can feel comfortable being themselves around others like them. Friendships and peer support relationships are developed during these outings, drawing veterans out of physical and social isolation. Hosting social activities has become a core component for Dwyer programs and a key place where veterans build community with each other. Implemented properly, they can help achieve numerous program goals and objectives.

Unique, creative and non-traditional programming is the most effective. Veterans using Dwyer services resoundingly say they do not want to be viewed as a “client” seeking a “program” in order to receive “services”. Rather they simply want to connect with other veterans and be around people who understand their situation. In doing so, they become engaged, build friendships, expand social networks, and experience improvements in their quality of life. Even for those who have struggled with mental health issues, trauma, and substance abuse, the non-clinical avenues of supporting veterans seem to be the most fruitful in terms of outcome. Dwyer programs should work to emphasize non-traditional and creative ways to engage veterans without focusing on traditional program/administrative requirements. Creative and innovative program offerings (e.g., outdoor social activities, community volunteer projects, art-based activities) can attract a wide variety of veterans to the program. These types of interventions encourage organic peer support that is not solely focused on mental health issues or challenges, while also helping address the stigma many veterans experience. An awareness that Dwyer interventions should be seen as non-traditional is essential to program success.

Programs should consider including family support components. Originally conceived as a program solely for veterans, it became clear in the early stages of implementation that inclusion of family members and loved ones in recruitment and engagement efforts is not only beneficial to veterans, but also crucial to overall program success. While family-focused service components may not be targeted directly toward veterans, they tend to increase veteran recruitment. Veterans who socially isolate and are most in need of peer support are often not ready to engage in program services themselves. A family element can serve as a less stigmatizing entry point into a program. Family components within Dwyer-funded programs also help build community and strengthen the overall level of support available to veterans in a county. There is not one model for a family component, and programs should be encouraged to experiment with the development of services designed for children, caregivers, spouses, etc. All of these services ultimately help veterans through indirect and creative ways that are neglected in traditional sources of care and support.

Programs should emphasize ways for veterans to provide service, help other veterans, and engage in volunteerism. Veterans often relate to the notion of **providing service** to others before thinking about oneself. Emphasis is placed during military training on the importance of helping others, working together collaboratively, looking out for fellow soldiers, and working for the common good. Many veterans continue to work in helping capacities (e.g., as police officers, firefighters, EMTs, mentors for youths, community-based organization leaders, etc.) after the military, and volunteer to help after disasters. The notion of

“service beyond self” should be incorporated into the work that Dwyer programs do. Dwyer participants consistently report that they love to engage in project-based group volunteer activities in the community. These opportunities resonate with the desire veterans have to give back to the community and lend increased importance to the veterans’ lives. Engaging in service activities can add a sense of purpose and mission that is often lacking for them in the civilian world. Viewing oneself as a helper with valuable contributions to make can be a life-changing experience for veterans who engage in peer support. Like social activities, volunteerism can also serve multiple purposes including outreach, engagement, retention, publicity, community education, and more. Perhaps most importantly, group volunteer projects can recreate the social cohesion and feel of a military unit that veterans experienced while in the military. Finally, some veterans may prefer to engage in volunteerism though the provision of individual peer support services, so programs should strive to offer a range of volunteer opportunities.

Dwyer programs have a role to play in educating others about military culture. A recurring theme found in all Dwyer programs and counties to date is that military and civilian cultures are distinct and separate. The gap between the two cultures may appear subtle to the outsider, but particularly for those veterans struggling to successfully reintegrate, it is both wide and powerful. Dwyer programs can provide a successful military-civilian bridge through public education efforts. Many if not most of the challenges experienced by veterans are directly related to this cultural divide and its impacts. Its depth cannot be overstated for veterans who crave understanding, meaning, purpose, and hope in a culture that often lacks empathy and true concern for their experience. To truly provide a web of support around veterans in need, and to prevent the social isolation which has been linked to negative outcomes, communities play a vital role in bridging the divide between military and civilian culture. Dwyer programs are in a unique position to aid in this process through public education efforts. Public education also serves to empower veterans through providing opportunities to use their own expertise and experiential wisdom to improve the community at large. Public education efforts should not be viewed as ancillary or extra components, but rather should be a central activity leading to program success and community improvement.

Programs should seek regular feedback from participants and staff. Accountability is a central concept for veterans, and the experiences of service recipients should be used in quality improvement efforts. There is no greater resource during this process than the wisdom of those administering and receiving services. Providing feedback allows veterans to contribute back to their own programs and offers empowerment opportunities. From a program planning and administration perspective, the ability to gather and absorb regular feedback, and to adjust services accordingly, is critical to program accountability and ultimately success serving veterans. Dwyer programs are encouraged to develop strategies for obtaining regular feedback from

participants and program personnel (whether paid or volunteer). Such feedback can be highly useful after major events, when new program components are added, and/or simply at regular calendar intervals.

(4) VETERAN-SPECIFIC LESSONS LEARNED

Transition out of the military is an inherently complex process, impacting every area of veterans' lives. Veterans participating in Dwyer programs have shared with great awareness how difficult and painful the experience reintegrating into civilian life has been. Most indicate that the military did not prepare them well for what would follow after military service. The transition from being a service member to life as a veteran is multifaceted and fraught with challenge. The inherent lack of structure in civilian life, potential for perceived lack of purpose and meaning, and confusion about roles can negatively impact veterans. Relationships in the military are based on loyalty, hierarchy, logic, mission, responsibility, and a common purpose, while civilian relationships (personal, family, work, etc.) have different focal points that can be difficult to adapt to for veterans. Unemployment or underemployment are also additional factors contributing to the challenge of reintegration for veterans. Finally, veterans described how struggles with reintegration were compounded by the lack of social membership and cohesion they had experienced in military service. Another challenge for which many veterans have not felt prepared for adequately by the military is navigating the complex system of federal benefits for which they and their families may be eligible. This dense and complex system may prove frustrating and degrading for veterans and their families to navigate, potentially causing or worsening mental health challenges. All of the challenges veterans face with reintegration are complex and fluid, dependent on situation and context. ***Dwyer programs should design program services and supports in a way that is highly sensitive to such reintegration and transition challenges.***

Identity is a core and often overlooked concept for veterans. Personal identity and its shifting nature is a recurring theme in the experience of veterans. In the military, service members are defined by their military identities. Once they leave the military, that aspect (which for some may have been the most important part) of their identity is suddenly gone. They describe feeling adrift and not having a clear sense who they are and what their purpose is. The identity of being a “veteran” is not immediately comfortable for all, and the resulting dissonance can be devastating to self-esteem. Depression, isolation, and substance misuse are common responses, particularly when post-traumatic stress and moral or physical injuries are thrown into the mix. *Mission, purpose, and identity* are closely interwoven concepts for veterans in very complex ways. The Dwyer programs have a distinct opportunity to reach people and help them through difficult identity transitions that can be transformative and lifesaving. ***Programs should***

build in non-clinical opportunities to help veterans think about their own identities in support of personal growth and success.

Veterans feel misunderstood by civilians. Above almost all other sentiments, veterans report that they feel misunderstood by civilians and family members alike, particularly upon return from military deployment. The experience seems to be so unique and life-altering that only someone else who has gone through a similar experience can truly understand the impact. Although it is easy to observe that veterans are misunderstood, the imperative is for Dwyer staff to be continually sensitive to this phenomenon. ***Dwyer programs should work towards creating program services, activities and community events that can bridge this understanding gap and ultimately help communities better understand and appreciate veterans.***

Veterans use a variety of coping strategies to process their military experiences and handle challenges. Veterans engage in coping behaviors that are a direct response to challenges they face during reintegration. Some of these behaviors represent healthy and adaptive coping strategies (holistic treatments, meditation, animal-assisted therapy, artistic endeavors, public speaking, counseling/therapy), while others can be problematic and maladaptive (substance use, compartmentalization, avoidance, anger, isolation, risk-taking). The maladaptive coping behaviors are often used to avoid processing negative experiences or difficult interactions with others. The adaptive behaviors appear to be used frequently to process trauma, experiences or stress. When maladaptive and unhealthy coping strategies are used, it is important that Dwyer programs not pathologize or label veterans, but instead support them in change and growth efforts. ***Dwyer programs should be aware of common coping strategies for veterans and build this knowledge into program services and activities.***

Veterans face significant mental health and substance abuse challenges in the community. Veterans may experience a range of mental health challenges and/or substance abuse issues after leaving the military. Mental health symptoms can include sleep disturbance, depressive symptoms, anxiety, hypervigilance, mania, hallucinations, rumination, flashbacks, irritation/anger, sadness, guilt, and terror. Such symptoms should be considered a normative response to the more difficult aspects of military experience, and *not necessarily considered mental impairment*. Particularly when coupled with the experience of stigma related to help-seeking and/or negative interactions with professional providers, mental health needs among veterans often go unmet. Help-seeking is seen by many veterans as an admission of weakness and viewed as implicitly discouraged in military culture. The unmet mental health need among veterans is further exacerbated by relationship difficulties, feeling misunderstood by others, lack of needed resources, substance abuse, and social isolation. Even if severe symptoms are seen,

Dwyer staff/peer mentors should strive to not pathologize and label/diagnose symptoms. Dwyer programs have had great success developing organizational relationships with mental health providers, substance abuse programs and crisis services for referral purposes when necessary. ***Dwyer programs should be prepared to support veterans through various mental health and substance abuse challenges in non-clinical ways that emphasize peer support. Programs should also build organizational relationships with external service providers that will facilitate referrals, when necessary, while also remaining cautious and careful about focusing too heavily on mental health.***

Peer support is a powerful and vital source of strength and healing for veterans.

Drawing on the strong connective bonds that exist between veterans, peer support is a critically important resource for individuals coping with the reintegration process. Veterans describe feeling understood and supported by other veterans in ways that are not possible with civilians, even loved ones. The concept of feeling understood is of utmost importance to veterans, for whom misunderstanding and alienation are linked to social isolation and negative health outcomes. Peer support offers connection, bonding, trust, loyalty, social membership, wisdom and experience to veterans who may not otherwise have access to these valuable resources. The peer support relationship differs from traditional helping relationships in its true mutuality. Providing help to others like themselves can also become a “mission” for veterans in the community, providing empowerment and a renewed sense of purpose and meaning.

Distrust of professional service providers can be a barrier to Dwyer program entry. Some veterans describe a high degree of distrust when it comes to health care and helping professionals in general. This is particularly true with civilian providers but can also apply when receiving care from other veterans. Dwyer program participants explain that issues of trust and understanding are paramount, and that the experience of stigma is a strong factor keeping them away from traditional providers. Earning the trust of veterans, some of whom may be cautious or hesitant to engage, must be a program priority at all times. ***Dwyer programs should create supports, activities, and services which build trust and account for the reluctance to engage that many veterans may exhibit at first.***

Stigma can prevent veterans from getting needed services and supportive care.

The experience of learning to become strong and appear without weakness during military training has a powerful impact on veterans. Help-seeking is equated with weakness and vulnerability, both of which are seen as liabilities in the military. After military service, many veterans find that patterns of masking need and hiding vulnerabilities have become ingrained into their behavior. They acknowledge that admitting the need for help is very difficult, and many

will not do so until a crisis point is reached. These factors and others lead to an increased experience of stigma in the civilian world. ***All Dwyer program services should be informed by a continual awareness of stigma and its impact on veterans.***



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT: Mental Health and Addiction Services

DATE: March 1, 2023

COMMITTEE: Health & Human Services

RE: Supported Housing Bed State Plan Amendment (SPA) and
Rehabilitative and Tenancy Support (RTS) Services

1. Is a Resolution Required:

Yes, Grant Acceptance

2. Proposed Resolution Title:

Rise Housing and Support Services, Inc. Supported Housing Stipends and Start-up

3. Specific Details on what the resolution will authorize:

The Office of Mental Health (OMH) 2023 State Aid Letter Amendment #3 indicates that, effective 1/1/2023, a \$600 per bed stipend was added to 51 supported housing beds (\$30,600) enrolled to participate in the Supported Housing State Plan Amendment (SPA) #20-0005, which is for the provision of Rehabilitative and Tenancy Support (RTS) service within Supportive Housing programs. Rise Housing and Support Services, Inc. is the only eligible provider which chose to participate. Funding includes an additional \$30,600 for start-up costs. The resolution asks the Committee to accept the state aid increase and to amend the budget \$61,200.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
A.43-3491	Supported Housing	\$61,200

Expense

Account Number	Account Name	Amount
A.43.441-8726.078	Transitional Services SH	\$61,200

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
	\$61,200		

5. Identify Budget Impact:

The budget will be amended to accept these funds and authorize the related expenses

- a. G/L line impacted A.43.441-8726.078
- b. Budget year impacted 2023
- c. Details

This is 100% OMH State aid.

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office
Consulted

a. Source of grant funding:

State

b. Agency granting funds:

OMH

c. Amount of grant:

\$61,200

d. Purpose grant will be used for:

Provider state aid pass through funding.

e. Equipment and/or services being purchased with the grant:

Rehabilitative and Tenancy Support Services within Supported Housing programs.

f. Time period grant covers:

1/1/23-12/31/23

g. Amount of county matching funds:

0

h. Administrative fee to County:

0

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Resolution 296-2021

10. Remarks:

None of the increases are above the 10% contract threshold authorized by Resolution 296-2021, which allows the committee to accept additional funds from the State of New York in support of the services provided by our agencies without further amendment. A letter signed by the Commissioner and Countersigned by the Agency detailing the increase in state aid is sufficient to document and effectuate the increases as set forth in the original contract.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 200 - 2022

Introduced by Health and Human Services: Supervisors Barrett, Butler, Connolly, Edwards, Lant, Schopf and Wood

AMENDING RESOLUTION 296-2021, AUTHORIZING AMENDMENTS TO MENTAL HEALTH CONTRACTS TO INCLUDE STATE-FUNDED COST OF LIVING INCREASES, A MINIMUM WAGE INCREASE, START-UP FUNDING AND A STIPEND FOR SUPPORTED HOUSING BEDS, AND AMENDING THE 2022 2023 COUNTY BUDGET IN RELATION THERETO

WHEREAS, Resolution 296-2021 authorized ongoing contracts for mental health services, subject to State appropriations therefor; and

WHEREAS, Resolution 296-2021 further authorized the Health and Human Services Committee to accept additional grant funds from the State of New York in support of the Services to be rendered by the contracting agencies listed in Resolution 296-2021, provided the additional grant funds did not exceed 10% of the contract amounts set forth in Resolution 296-2021; and

WHEREAS, additional funds have become available from ~~New York State Office of Addiction Services and Supports (“OASAS”)~~ in the amount of \$40,846, and New York State Office of Mental Health (“OMH”) in the amount of \$155,119 **61,200**, for ~~cost of living adjustments (“COLA”), effective April 1, 2022, including a Five Dollars (\$5) per bed minimum wage increase~~ **the provision of Rehabilitative and Tenancy Support Services within supportive housing programs, effective January 1, 2022, including \$30,600 start-up and a \$600 per bed stipend for fifty-one (51) supportive housing beds, effective April January 1, 2022 2023,** allocated to the following mental health service providers contractually retained pursuant to Resolution 296-2021:

<u>PROVIDER</u>	<u>AMOUNT</u>
Unlimited Possibilities, Inc. d/b/a Unlimited Potential, Inc.	\$ 30,392
Rise Housing and Support Services, Inc.	\$114,988 61,200
Saratoga Bridges NYSARC, Inc. Saratoga County Chapter, Inc.	\$ 346
Rehabilitation Support Services, Inc.	\$ 12,127
Unity House of Troy, Inc.	\$ 569
Mechanicville Area Community Services, Inc.	\$ 507
Captain Community Human Services, Inc.	\$ 1,247
Saratoga County (Transportation)	\$ 2,950

Community Work and Independence, Inc.	\$ 350
Northeast Parent and Child Society, Inc.	\$ 525
Shelters of Saratoga, Inc.	\$ 1,573
Saratoga Center for the Family, Inc.	\$ 309
Albany Diocesan School Board, Roman Catholic Diocese of Albany	\$ 1,128
The Alcohol and Substance Abuse Prevention Council, Inc.	\$ 26,657
Franklin Community Center, Inc.	\$ 2,297

; and

WHEREAS, our Health and Human Services Committee has authorized the acceptance of the forgoing additional grant funds in the amount of \$195,965 **61,200**, which additional grant funds do not exceed 10% of the contract amounts set forth in Resolution 296-2021; and

WHEREAS, the acceptance of these additional funds requires an amendment to the **2022 2023** County Budget; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute any agreements and documents necessary to accept additional funding awarded by OMH and OASAS in the ~~combined~~ amount of \$195,965 **61,200**; and it is further

RESOLVED, that the form and content of said documents shall be subject to the approval of the County Attorney; and it is further

RESOLVED, that Resolution 296-2021 is hereby amended to increase the authorized contract amounts listed above, and the terms and provisions of Resolution 296-2021 not inconsistent with this Resolution shall remain in full force and effect; and it is further

RESOLVED, that the ~~2022~~ **2023** Saratoga County Budget is amended as follows:

MENTAL HEALTH AND ADDICTION SERVICES

Increase Appropriations:

Acct.: A.43.441-8726.014 Transitional Services CSS	\$ 143
Acct.: A.43.441-8726.034 Transitional Services ICM	\$ 1,646
Acct.: A.43.441-8726.039 Transitional Services Rehab	\$ 69
Acct.: A.43.441-8726.078 Transitional Services SH	\$ 71,783 61,200
Acct.: A.43.441-8726.200 Transitional Services RF	\$ 18,348
Acct.: A.43.441-8726.570 TSA Health Homes	\$ 10,425
Acct.: A.43.441-8726.965 TSA Salary COLA	\$ 1,810
Acct.: A.43.441-8727.014 Unlimited Possibilities CSS	\$ 12,529
Acct.: A.43.441-8727.037 Unlimited Possibilities ISE	\$ 1,164
Acct.: A.43.441-8727.039 Unlimited Possibilities PR	\$ 1,596
Acct.: A.43.441-8727.040 Unlimited Possibilities IJR	\$ 4,500
Acct.: A.43.441-8727.200 Unlimited Possibilities RF	\$ 7,359
Acct.: A.43.441-8727.965 Unlimited Possibilities Salary COLA	\$ 3,244
Acct.: A.43.441-8728.046 Community Human Services	\$ 708

Aeet.: A.43.441-8728.200 Community Human Services RIV	\$ 539
Aeet.: A.43.441-8729.001 Mechanieville Srv LA	\$ 379
Aeet.: A.43.441-8729.014 Mechanieville Srv CSS	\$ 16
Aeet.: A.43.441-8729.965 Mechanieville Srv Salary COLA	\$ 112
Aeet.: A.43.441-8730.200 Community Workshop RF	\$ 350
Aeet.: A.43.441-8731.001 Sar Center For Family LA	\$ 309
Aeet.: A.43.441-8732.078 Rehabilitation Support Services SH	\$ 9,363
Aeet.: A.43.441-8732.200 Rehabilitation Support Services SH RIV	\$ 2,764
Aeet.: A.43.441-8733.037 Assn of Ret Citizens LSE	\$ 346
Aeet.: A.43.441-8734.034 Shelters of Saratoga LCM	\$ 1,573
Aeet.: A.43.441-8741.200 NEP & CSOC RF	\$ 525
Aeet.: A.43.441-8749.037 Northeast Career Planning	\$ 569
Aeet.: A.43.443-8650 Catholic Schools 013	\$ 1,128
Aeet.: A.43.443-8726.013 Transitional Services ASA	\$ 10,764
Aeet.: A.43.443-8735,013 Franklin Community Cntr	\$ 2,297
Aeet.: A.43.443-8738.013 ASAPP ASA	\$ 26,657
Aeet.: A.43.435-8350 Client Transportation	\$ 2,950
	<hr/>
	\$195,965

Increase Revenues:

Aeet.: A.43-3469 MH Reinvestment	\$ 29,885
Aeet.: A.43-3470 MH Health Homes	\$ 10,425
Aeet.: A.43-3474 Family Support Services	\$ 708
Aeet.: A.43-3475 Innovative Job Reh.	\$ 4,500
Aeet.: A.43-3476 SA Special Employment	\$ 3,744
Aeet.: A.43-3479 COLA MH	\$ 5,166
Aeet.: A.43-3483 Alcohol Abuse Program St	\$ 26,657
Aeet.: A.43-3489 State Aid OASAS Rise	\$ 14,189
Acct.: A.43-3491 MH – Supported Housing	\$ 81,146 61,200
Aeet.: A.43-3494 CSS	\$ 15,638
Aeet.: A.43-3495 Intensive Case Mgt	\$ 3,219
Aeet.: A.43-3497 Local Assist Agency	\$ 688
	<hr/>
	\$195,965

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds and authorize the related expenses.

June 21, 2022 Regular Meeting

Motion to Adopt by Supervisor Hammond, Seconded by Supervisor Lant

AYES (230267): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819) Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662),

~~Mark Hammond (17130), Scott Ostrander (18800), Thomas Richardson (5163), Theodore Kusnierz (16202), Sandra Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), John Lawler (8208), John Lant (17361)~~

~~NOES (0):~~

~~ABSENT (5242): Willard H. Peek (5242)~~



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 296 - 2021

Introduced by Supervisors O’Connor, Barrett, Connolly, Grasso, Lant, Winney and Wood

AUTHORIZING ONGOING MENTAL HEALTH CONTRACTS FOR 2022 - 2024

WHEREAS, the Community Services Board assists our Commissioner of Mental Health and Addiction Services in administrating the County’s many varied mental health programs; and

WHEREAS, contracts with certain mental health service providers will expire on December 31, 2021; and

WHEREAS, our Health and Human Services Committee has recommended that said expiring contracts be renewed for a term of three years; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute renewal agreements for a term of three years commencing on January 1, 2022 and terminating on December 31, 2024 with the following agencies to provide for the indicated funding per year for their services, subject to State appropriations therefor:

<u>ORGANIZATION</u>	<u>TOTAL</u>	<u>FUNDING LINE</u>
Albany Diocesan School Board aka/Roman Catholic Diocese of Albany	\$ 37,304	NYS OASAS-\$27,849 Saratoga County-\$9,455
The Alcohol and Substance Abuse Prevention Council of Saratoga, Inc.	\$ 683,931	NYS OASAS-\$658,151 Saratoga County-\$25,780
Captain Community Human Services Corp.	\$ 41,301	NYS OMH - \$30,836 Saratoga County- \$10,465
Center for Disability Services, Inc. aka/United Cerebral Palsy of the Tri-Counties, Inc.	\$ 10,264	Saratoga County-\$10,264
Community, Work and Independence, Inc.	\$ 8,646	NYS OMH-\$8,646
Franklin Community Center, Inc.	\$ 75,932	NYS OASAS - \$56,687 Saratoga County-\$19,245

Mechanicville Area Community Services Center, Inc.	\$ 14,992	NYS OMH-\$10,084 NYS OASAS-\$1,486 Saratoga County-\$3,422
Unity House of Troy, Inc.	\$ 14,039	NYS OMH-\$14,039
Northeast Parent and Child Society, Inc.	\$ 12,961	NYS OMH-\$12,961
Rehabilitation Support Services, Inc.	\$ 132,018	NYS OMH-\$132,018
Saratoga Bridges, NYS Association for Retarded Citizens, Inc., Saratoga County Chapter	\$ 64,311	NYS OMH-\$8,544 Saratoga County-\$55,767
Saratoga Center for the Family, Inc.	\$ 18,705	NYS OMH-\$7,620 Saratoga County-\$11,085
Shelters of Saratoga, Inc.	\$ 52,003	NYS OMH-\$38,823 Saratoga County-\$13,180
Rise Housing and Support Services, Inc.	\$1,481,506	NYS OMH-\$1,215,739 NYS OASAS-\$265,767
Unlimited Possibilities, Inc. d/b/a Unlimited Potential	\$ 716,389	NYS OMH-\$679,966 Saratoga County-\$36,423

and, be it further

RESOLVED, that the Health and Human Services Committee is hereby authorized to accept additional grant funds from the State of New York in support of the services provided by the foregoing agencies in an amount not to exceed 10% of amounts stated above per year; and be it further

RESOLVED, that each renewal agreement authorized herein shall provide that the amount stated above may be increased by up to 10% per year of said amount to include additional State grant funding received for the services provided by the agency without further amendment; and, be it further

RESOLVED, that the form and content of such contracts shall be subject to the approval of the County Attorney; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: Funding for these contracts has been placed in the 2022 Tentative Budget.

KATHY HOCHUL
Governor

ANN MARIE T. SULLIVAN, M.D.
Commissioner

MOIRA TASHJIAN, MPA
Executive Deputy Commissioner

September 30, 2022

Dear Supportive Housing Provider:

The Office of Mental Health (OMH) is providing guidance for the implementation of the 2022-23 Budget pursuant to State Plan Amendment (SPA) 20-0005 which permits the State to pursue Medicaid reimbursement for Rehabilitative and Tenancy Support Services provided in OMH funded supportive housing programs. Eligible OMH supportive housing providers that choose to participate in this program will be eligible to receive enhanced OMH State Aid contract funding to further support the provision and recording of these services.

As you know, OMH has a longstanding commitment to Supportive Housing with funding for rehabilitative services and tenancy supports to help individuals live successfully in the community. The recently approved SPA 20-0005 will enable the State to pursue Medicaid billing for the provision of eligible services in State contracted supportive housing units which will afford OMH the ability to make additional investments in these programs to preserve and support needed tenancy supports and services.

If a provider chooses to participate in the program and submit reporting on monthly rehabilitative and tenancy support services, OMH will provide contractual increases to enhance the annual funding per unit by \$1,200 for Downstate programs and \$600 for Upstate programs. OMH is planning to start implementation in January 2023 with submission of monthly service reporting data going forward. Accordingly, for providers that choose to participate in the program with notification of your intent to submit monthly service reporting data, OMH will issue contract amendments with the funding increases effective January 1, 2023.

OMH Guidance

There are several important guidance documents that providers should reference as they consider participation and prepare for implementation of this initiative. These resources are as follows:

OMH Frequently Asked Questions (FAQ) on Implementation of Rehabilitation and Tenancy Supports for Supportive Housing: OMH compiled a full list of FAQs on a wide range of questions being raised by Supportive Housing providers relating to the implementation of SPA #20-0005 including but not limited to: general background, service definitions, funding mechanics, participation rules, eligibility determinations, and monthly reporting requirements and service record requirements. The latest FAQ guidance on this initiative is posted https://omh.ny.gov/omhweb/adults/supportedhousing/sh_rts_faq.pdf

Supportive Housing Guidelines (Issued September 30, 2022): OMH updated the Supportive Housing Guidelines to including all the details of SPA 20-0005 implementation including service definitions including psychosocial rehabilitation, counseling and other services to help beneficiaries maintain housing in the community, as well as CAIRS monthly reporting

requirements. The latest document is posted on the OMH webpage as follows:
https://omh.ny.gov/omhweb/adults/supportedhousing/supportive_housing_guidelines.pdf

State Plan Amendment (SPA) 20-05 Rehabilitative Housing Tenancy Supports: A copy of the approved New York State Plan pages with descriptions of covered rehabilitative services, staff qualifications and reimbursement. In addition, a copy of the 1915 c waiver for selective contracting. The waiver limits the State Plan covered benefit to individuals in supportive housing programs funded by the State and authorizes OMH to submit billing for services provided by subcontractors.

https://www.health.ny.gov/regulations/state_plans/status/non-inst/approved/docs/app_2020-10-16_spa_20-05.pdf

Participation

Providers will be required to complete the attached form to notify OMH by November 30, 2022 of your decision whether or not your agency plans on participating in the program starting January 1, 2023. This form can be located at the following link:

https://omh.ny.gov/omhweb/adults/supportedhousing/rts_participation_attestation.pdf

OMH will conduct a training webinar on November 7, 2022 at 9am to provide an overview of this initiative, review all the participation requirements and respond to questions providers may have as you navigate this decision. Further details on these training sessions will be announced to all eligible Supportive Housing programs shortly. In addition, OMH will be scheduling additional training opportunities for any participating agencies to be announced in December of 2022 which will cover eligibility determinations, CAIRS reporting on covered services and other key training areas required for implementation.

If you have any questions regarding this opportunity, please contact OMH at OMH.SH@OMH.NY.GOV

Sincerely,

April Wojtkiewicz

April Wojtkiewicz
Director, Community Budget
and Financial Management Group

Julie Duncan

Julie Duncan
Director, Bureau of Housing
Development and Support

cc: Robert Myers, Ph. D.
Emil Slane
Chris Smith
Jessica Eber
Pieter Barnett
Rachel Gaul
Kevin Rocco

RE: SH Beds

Huang, Songyun (OMH) <Songyun.Huang@omh.ny.gov>

Wed 2/8/2023 9:34 AM

To: Banden, Lisa <LBanden@saratogacountyny.gov>

Cc: Gioia, Marshall (OMH) <Marshall.Gioia@omh.ny.gov>

1 attachments (388 KB)

SH SPA Side Letter;

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Lisa:

Please see the attached letters. The funding is designed to RISE who participates in the rollout of State Plan Amendment(SPA).

Region Type	Region Name	County Code	County Name	Agency Code	Agency Name	Program Code(s)	Participating Beds Eligible for Inc.	Stipend Inc. per Bed	Start-up (Allocated to 1/1/23 Liability Date)	FAV of Inc.
Upstate	Hudson River	46	Saratoga		Total	6060	51	\$ 600	\$ 30,600	\$ 30,600
Upstate	Hudson River	46	Saratoga	50590	RISE Housing and Support Services Inc.	6060	51	\$ 600	\$ 30,600	\$ 30,600

Song Y. Huang

Associate Budgeting Analyst

NYS Office of Mental Health

- Hudson River Field Office

10 Ross Circle, Suite 5N

Poughkeepsie, NY 12601

Tel: (845)483-3570 | Fax: (845)454-8218

www.omh.ny.gov



From: Banden, Lisa <LBanden@saratogacountyny.gov>

Sent: Wednesday, February 8, 2023 9:26 AM

To: Huang, Songyun (OMH) <Songyun.Huang@omh.ny.gov>

Subject: SH Beds

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

Hi Song, on letter amendment #3, under FC 078, there is a \$600/SH bed increase, including start-up costs. I have no idea if this funding should be applied - it has a stipulation that some of the additional is for "start-up" costs and beds enrolled in the "SPA rollout". What is the acronym "SPA" mean? Do I just apply this money across all current beds? Thank you for your help.

Lisa Banden

Fiscal Manager

Saratoga County Mental Health & Addiction Services

135 South Broadway

Saratoga Springs, NY 12866

(518) 584-9030 x1061



KATHY HOCHUL
Governor

ANN MARIE T. SULLIVAN, M.D.
Commissioner

MOIRA TASHJIAN, MPA
Executive Deputy Commissioner

January 17, 2023

Dr. Michael Prezioso
Commissioner
Saratoga County Dept. of MH and Addiction Services
135 South Broadway
Saratoga Springs, NY 12866

Dear Dr. Prezioso,

The purpose of this letter is to inform you that one or more providers receiving Office of Mental Health (OMH) funding in your county have enrolled to participate in the rollout of State Plan Amendment (SPA) #20-0005. This SPA permits the State to pursue Medicaid reimbursement for Rehabilitative and Tenancy Support Services provided in OMH funded Supportive Housing programs.

Providers operating Supported Housing (6060), Supported Single Room Occupancy (SP SRO - 5070), and/or Community Residence SRO (CR SRO - 8050) programs and receiving OMH funding were notified in October 2022 that they are eligible to participate. Providers who enrolled to participate were then asked in December 2022 specifically which programs would participate. CAIRS and Concerts data was used to help determine how many units would be eligible to receive an increase on State Aid Letter (SAL), up to the maximum number funded on State Aid Letter (SAL).

We have determined and allocated increases to State Aid Letters and have enclosed a report of increases by provider, for your reference. Providers who enrolled to participate are required to submit reporting on monthly rehabilitative and tenancy support services, if any provider fails to do so, the increase amount provided may be reduced accordingly. Before taking such action, OMH will reiterate the requirements for participation and offer an opportunity to come into compliance. Counties will be notified directly by OMH if such a reduction should be implemented.

Thank you for your cooperation in the disbursement of these funds. If you have any questions or concerns, please email them to OMH.SH@omh.ny.gov.

Sincerely,
A handwritten signature in black ink that reads "April A. Wojtkiewicz". The signature is written in a cursive style.

April A. Wojtkiewicz
Director
Community Budget & Financial Management

Enclosures (2)

CC:
Emil J. Slane
Field Office Director
Field Office Fiscal Staff
Kevin Rocco

Region Type	Region Name	County Code	County Name	Agency Code	Agency Name	Program Code(s)	Participating Beds Eligible for Inc.	Stipend Inc. per Bed	Start-up (Allocated to 1/1/23 Liability Date)	FAV of Inc.
Upstate	Hudson River	46	Saratoga		Total	6060	51	\$ 600	\$ 30,600	\$ 30,600
<i>Upstate</i>	<i>Hudson River</i>	<i>46</i>	<i>Saratoga</i>	<i>50590</i>	<i>RISE Housing and Support Services Inc.</i>	<i>6060</i>	<i>51</i>	<i>\$ 600</i>	<i>\$ 30,600</i>	<i>\$ 30,600</i>

CONFIDENTIALITY NOTICE -- This email is intended only for the person(s) named in the message header. Unless otherwise indicated, it contains information that is confidential, privileged and/or exempt from disclosure under applicable law. If you have received this message in error, please notify the sender of the error and delete the message. This message (including any attachments) may contain confidential, proprietary, privileged and/or private information. The information is intended to be for the use of the individual or entity designated above. If you are not the intended recipient of this message, please notify the sender immediately, and delete the message and any attachments. Any disclosure, reproduction, distribution or other use of this message or any attachments by an individual or entity other than the intended recipient is prohibited. Thank you.

Are you in crisis, experiencing emotional distress, or worried about someone you know? Call or text 988 or chat at 988lifeline.org
24 hours a day, 7 days a week.

IMPORTANT NOTICE:

This e-mail is meant only for the use of the intended recipient. It may contain confidential information which is legally privileged or otherwise protected by law. If you received this e-mail in error or from someone who was not authorized to send it to you, you are strictly prohibited from reviewing, using, disseminating, distributing or copying the e-mail. PLEASE NOTIFY US IMMEDIATELY OF THE ERROR BY RETURN E-MAIL AND DELETE THIS MESSAGE FROM YOUR SYSTEM. Thank you for your cooperation.

Attachment A
Funding Source Allocation Table
County Code: 46 County Name: Saratoga
Year: 2023 Amendment: 3 - 2/6/2023 9:33:22 AM

HHS Committee.

Print Date : 02/07/2023 09:48 AM
Printed By : LPALLMB
Page : 1 of 2

<u>Funding Source</u>	<u>Code</u>	<u>Type</u>	<u>Prior Letter Allocation</u>	<u>Allocation Changes Since Prior Letter</u>	<u>Revised Current Fiscal Year Allocation</u>	<u>Annualized Value from Prior Letter</u>	<u>Annualized Value Changes from Prior Letter</u>	<u>Fiscal Year Revised Annualized Value</u>	<u>Beds</u>
Local Assistance	001A	GS	\$21,632	\$0	\$21,632	\$0	\$0	\$0	
Community Support Services	014	GS	\$444,580	\$0	\$444,580	\$0	\$0	\$0	
Adult Case Management & ACT	034J	GS	\$83,752	\$0	\$83,752	\$0	\$0	\$0	
Integrated Supp Emp	037	GS	\$54,102	\$0	\$54,102	\$0	\$0	\$0	
Remarks									
Allocation adjustment made to 4/1/23 and AVs to correctly reflect 4/1/22 5.4% COLA increase.									
\$693 represents the quarterly value of the 5.4% COLA effective April 1, 2022. The full annual value is \$2,772.									
PROS State Aid	037P	GS	\$43,252	\$588	\$43,840	\$0	\$0	\$0	
Remarks									
Quarterly increase of \$147 (retro to 1/1/23) as a result of a recalculation of the UDC Funding.									
Effective 1/1/2023, PROS Residual State Aid and PROS Vocational Initiative funding recalculated based upon monthly census data reported in CAIRS. CY 23 funding amounts are : Saratoga County PROS SA \$17,136 Voc \$26,116.									
Adjustment to Saratoga County SAL to reflect accurate increase of vocational funding - Additional Vocational Initiative funding of \$14,099 FAV, effective 4/1/22. \$10,574 represents 3 quarters of additional funding (4/1/22-12/31/22). Additional details and guidance to follow.									
MICA	039C	GS	\$1,788	\$0	\$1,788	\$0	\$0	\$0	
Forensics	039J	GS	\$463,756	\$0	\$463,756	\$0	\$0	\$0	
Psych Rehab	039L	GS	\$41,548	\$0	\$41,548	\$0	\$0	\$0	
Clinical Infrastructure-Adult	039P	GS	\$45,960	\$0	\$45,960	\$0	\$0	\$0	
Innovative Psychiatric Rehabilitation	039Q	GS	\$117,136	\$0	\$117,136	\$0	\$0	\$0	
Clinical Infrastructure-C&F	046A	GS	\$71,360	\$0	\$71,360	\$0	\$0	\$0	
Community Support Programs-C&F	046L	GS	\$262,608	\$(105,664)	\$156,944	\$0	\$0	\$0	

Attachment A
Funding Source Allocation Table
County Code: 46 County Name: Saratoga
Year: 2023 Amendment: 3 - 2/6/2023 9:33:22 AM

<u>Funding Source</u>	<u>Code</u>	<u>Type</u>	<u>Prior Letter Allocation</u>	<u>Allocation Changes Since Prior Letter</u>	<u>Revised Current Fiscal Year Allocation</u>	<u>Annualized Value from Prior Letter</u>	<u>Annualized Value Changes from Prior Letter</u>	<u>Fiscal Year Revised Annualized Value</u>	<u>Beds</u>
Remarks									
One time allocation of \$8,656 FAV per clinic (retro to 4/1/22), issued on 1/3/23, supports Satellite Clinic Enhancements. Total County FAV of \$138,496.									
Negative allocations represent inverse figures of original allocations from 12/13/22, in order to correct critical error. Accurate positive allocations to immediately follow.									
Quarterly allocation of \$34,880 (retro to 4/1/22), issued on 1/1/23, supports Satellite Clinic Enhancements. FAV of \$139,520. Program specific details to follow.									
Supported Housing	078	GS	\$660,724	\$61,200	\$721,924	\$0	\$0	\$0	52
Remarks									
Effective 1/1/23, a \$600 per bed stipend increase is being added for 51 Supportive Housing beds enrolled to participate in the SH SPA roll out. The first year value of this increase is \$61,200 and includes \$30,600 for start-up. The ongoing (full annual) value of this increase is \$30,600.									
Trans. Mgmt. Kendra's	170B	GS	\$14,664	\$0	\$14,664	\$0	\$0	\$0	
MGP Admin Kendra's	170C	GS	\$5,952	\$0	\$5,952	\$0	\$0	\$0	
Com. Reinvestment	200	GS	\$717,596	\$0	\$717,596	\$0	\$0	\$0	
Supported Housing - Workforce RIV	200C	GS	\$63,535	\$0	\$63,535	\$0	\$0	\$0	10
Commissioner's Perf.	400	GS	\$87,376	\$0	\$87,376	\$0	\$0	\$0	
Health Home	570	GS	\$194,380	\$0	\$194,380	\$0	\$0	\$0	
Kids Health Home Care Management	570K	GS	\$76,936	\$0	\$76,936	\$0	\$0	\$0	
Funding Reduction/COLA	965	GS	\$0	\$0	\$0	\$0	\$0	\$0	
Personnel Services Enhancements	965S	GS	\$19,404	\$0	\$19,404	\$0	\$0	\$0	
Grand Total:			\$3,492,041	\$(43,876)	\$3,448,165	\$0	\$0	\$0	



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT: Department of Aging & Youth Services

DATE: 2/27/2023

COMMITTEE: Health & Human Services

RE: Saratoga County declaring April as Youth Month.



This column must be completed prior to submission of the request.

1. Is a Resolution Required:

Yes, Proclamation/Honorary Resolution

2. Proposed Resolution Title:

Proclaiming April 2023 as "Youth Month"

3. Specific Details on what the resolution will authorize:

Activities planned for this month will celebrate youth throughout Saratoga County with a variety of activities aimed at recognizing, engaging, and empowering youth.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

--

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

County Administrator's Office
Consulted

8. Is a grant being accepted: YES or NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:

The youth of Saratoga County are our most valuable asset. They represent the bright future of our Country, State, County, Towns, Villages and Cities. The youth are vital for deciding how the world is going to be in the future. If every resident of Saratoga County could do some good in the life of a child, their future will be successful. Investing in our youth will create upward mobility through opportunity.

4/19/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~151 - 2022~~ ^{- 2023}

Introduced by Health and Human Services: Supervisors Barrett, ~~Butler, Connolly, Edwards, Lant, Schopf and Wood~~ ^{Ostrander, Richardson, Wright}

PROCLAIMING APRIL ~~2022~~ ²⁰²³ AS "YOUTH MONTH"

WHEREAS, our youth are our most valuable asset representing the bright future of our Country, State, County, Towns, Villages and Cities; and

WHEREAS, the yearly theme for Youth Month in ~~2022~~ ²⁰²³ is ~~"Readers are Leaders"~~ ^{"All Together Now"}; and

WHEREAS, with the participation of the agencies, municipalities, educational and religious institutions of the County of Saratoga, the County will celebrate our youth throughout the month of April ~~2022~~ ²⁰²³ with a variety of activities aimed at recognizing, engaging, and empowering youth in our County with the hope of creating upward mobility for our young people through opportunity; and

WHEREAS, our young people ~~are emerging~~ ^{continue to emerge} from a very challenging time while dealing with the impacts of the COVID-19 pandemic and while they have shown resiliency, there is a need for the community to offer them guidance and support and provide positive and nurturing environments that allow our youth to develop into individuals that have strong self-awareness, self-confidence and pride in themselves and in our communities; and

WHEREAS, activities planned for this month will increase youth participation in the community socially, economically, culturally and physically by recognizing outstanding young people and their contributions to society as well as showcasing their strengths and creativity; and

WHEREAS, this recognition represents a call to action for young people to revamp and rebuild their strategies, explore opportunities and engage with resources that will empower them as they strive to be the best versions of themselves; now, therefore, be it

RESOLVED, that this Board of Supervisors proudly proclaims the month of April ~~2022~~ ²⁰²³ as Youth Month in the County of Saratoga; and it is further

RESOLVED, that the Board of Supervisors offers to our youth the message that they represent the future of our nation and ~~the message of Dr. Seuss - "The more that you read, the more things you will know. The more that you learn, the more places you'll go";~~ and it is further ^{"Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has."}

RESOLVED, that this Resolution shall take effect immediately. ^{Margaret Mead}



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT: Department of Aging & Youth Services

DATE: 2/22/2023

COMMITTEE: Health & Human Services

RE: Runaway Homeless Youth Programs and Services



This column must be completed prior to submission of the request.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorizing an Agreement with CAPTAIN Community Human Services

3. Specific Details on what the resolution will authorize:

Authorizing an agreement with CAPTAIN Community Human Services to provide Runaway Homeless Youth Programs and Services.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

No Budget Impact. Funds are included in the Department Budget ▼

- a. G/L line impacted **A.76.771-7734 - Runaway Homeless Youth**
- b. Budget year impacted **2023**
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

County Administrator's Office
Consulted

8. Is a grant being accepted: YES or NO
- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:

4/19/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 148 - 2022

Introduced by Health and Human Services: Supervisors Barrett, Butler, Connolly, Edwards, Lant, Schopf and Wood
Ostrander, Richardson, Wright

AUTHORIZING AN AGREEMENT WITH CAPTAIN COMMUNITY HUMAN SERVICES TO PROVIDE RUNAWAY HOMELESS YOUTH PROGRAMS AND SERVICES

WHEREAS, a ³2022 Resource Allocation for programs and agencies participating in the Runaway Homeless Youth Act (RHYA) program include County sponsorship, administration and payment responsibility; and

WHEREAS, the proposed Runaway Homeless Youth Act (RHYA) Program includes funding in the amount of ~~\$25,015~~ ^{21,923}; and

WHEREAS, Captain Community Human Services has submitted a proposal to provide Runaway Homeless Youth Programs and Services; and

WHEREAS, our Health and Human Services Committee and the Director of the ^{Department} Office of Aging and Youth Services have recommended that the proposal of Captain Community Human Services to provide Runaway Homeless Youth Programs and Services, at a cost not to exceed ~~\$25,015~~ ^{21,923}, be accepted; now, therefore, it is

RESOLVED, that the Chair of the Board is authorized to execute an agreement with Captain Community Human Services to provide Runaway Homeless Youth Programs and Services, in the amount of ~~\$25,015~~ ^{21,923}; and it is further

RESOLVED, that the Chair of the Board, and Director of the Department of Aging and Youth Services are authorized to execute any and all documents required by the NYS Office of Children and Family Services for approval, reimbursement, and implementation of the 202²³ Runaway Homeless Youth Act Program for the County and its local governments; and it is further

RESOLVED, that the form and content of such agreements and documents to be subject to the approval of the County Attorney; and, be it further

RESOLVED, that this Resolution shall take effect immediately.

NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
PROGRAM BUDGET
APPENDIX B

QYDS ID:

--	--	--	--	--	--

FISCAL YEAR:

2	0	2	3
---	---	---	---

AGENCY/MUNICIPALITY: **CAPTAIN Community Human Services, Inc.**

PROGRAM TITLE: **CAPTAIN CHS Youth Shelter**

FUND TYPE: **RHYA-Part 1**

FISCAL CONTACT INFORMATION:

Include Name, Phone Number, E-mail address:

Susan Hsu, Director of Finance 518-399-4624, susan@captaincares.org

PERSONAL SERVICES:

POSITION TITLE	RATE OF PAY	BASIS (H, W, BW, SM)	TOTAL OCFS PROGRAM AMOUNT (1)	TOTAL OCFS FUNDS REQUESTED FOR THIS PROGRAM
RHY Director	\$ 2,222	BW	\$ 20,218	
Youth Shelter Administrator	\$ 1,858	BW	\$ 48,316	
Assistant Shelter Administrator	\$ 21	H	\$ 40,950	
Youth Care Workers	\$ 16.00	H	\$ 167,225	
Executive Director	\$ 3,596	BW	\$ 4,675	
Youth Shelter Care Coord.	\$ 19	H	\$ 37,050	
Finance Director	\$ 2,737	BW	\$ 12,811	
TOTAL SALARIES AND WAGES			\$ 331,245	
TOTAL FRINGE BENEFITS			\$ 66,249	\$ 0
TOTAL PERSONAL SERVICES (1)			\$ 397,494	\$ 42,000

CONTRACTED SERVICES AND STIPENDS

TYPE OF SERVICE OR CONSULTANT TITLE	RATE OF PAY	BASE (S,M,HR)	TOTAL OCFS PROGRAM AMOUNT (1)	TOTAL OCFS FUNDS REQUESTED FOR THIS PROGRAM
Wait House	\$ 8,808	M	\$ 105,696	
	\$		\$	
	\$		\$	
TOTAL CONTRACTED SERVICES (2)			\$ 105,696	\$ 0
TOTAL MAINTENANCE & OPERATION (3)			\$ 206,755	\$ 0

LIST EQUIPMENT TO BE PURCHASED OR RENTED:

(UNIT COST OVER \$500 AND LIFE EXPECTANCY OF OVER TWO YEARS)

FACILITY REPAIRS

PROGRAM SITE ADDRESS	RATE OF PAY	TOTAL OCFS FUNDS REQUESTED
	\$	
	\$	
TOTAL FACILITY REPAIRS (4)	\$ 0	\$ 0

TOTAL OCFS PROGRAM AMOUNT **\$709,945**

TOTAL OCFS FUNDS REQUESTED **\$ 42,000**

LIST OF OTHER FUNDING SOURCES	AMOUNT	REIMBURSABLE TOTAL
Federal and State Grants	\$ 385,602	MUNICIPAL FUNDING
Town Funding, NYSED, Foundation, Donations	\$ 282,343	OTHER SOURCES

* USE AN ASTERISK NEXT TO THE FIGURES LISTED TO IDENTIFY THOSE ITEMS FOR WHICH OCFS REIMBURSEMENT IS NOT BEING REQUESTED.
USE (IK) TO IDENTIFY ONLY IN KIND SERVICES, EQUIPMENT, ETC DONATED TO PROGRAM, WHERE ALLOWED.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT: Department of Aging & Youth Services

DATE: 2/22/2023

COMMITTEE: Health & Human Services

RE: Catholic Charities Youth Services



This column must be completed prior to submission of the request.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Entering into a contract with Catholic Charities of Saratoga, Warren, and Washington Counties

3. Specific Details on what the resolution will authorize:

Authorizing an agreement with Catholic Charities of Saratoga, Warren, and Washington Counties for Youth Services in the amount of \$ 18,750.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office Consulted <input checked="" type="checkbox"/>
--

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

No Budget Impact. Funds are included in the Department Budget	▼
---	---

- a. G/L line impacted A.76.771-7733 Youth Development Program
- b. Budget year impacted 2023
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office
Consulted

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Program information summary

Copy of proposal or estimate

Copy of grant award notification and information

Other _____

10. Remarks:

NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
PROGRAM BUDGET
APPENDIX B

QYDS ID:

FISCAL YEAR:

AGENCY/MUNICIPALITY: Catholic Charities of Saratoga, Warren and Washington Counties

PROGRAM TITLE: Family Enrichment Services

FUND TYPE: YDDP

FISCAL CONTACT INFORMATION:

Include Name, Phone Number, E-mail address:
Kaitlyn Cameron, (518)587-5000, kcameron@swwcc.org

PERSONAL SERVICES:

POSITION TITLE	RATE OF PAY	BASIS (H, W, BW, SM)	TOTAL OCFS PROGRAM AMOUNT (1)	TOTAL OCFS FUNDS REQUESTED FOR THIS PROGRAM
	\$		\$	
	\$		\$	
Finance Director	\$ 2,400	BW	\$ 6,840	
Bookkeeper	\$ 19.38	H	\$ 3,968	
	\$		\$	
	\$		\$	
	\$		\$	
TOTAL SALARIES AND WAGES			\$ 10,808	\$ 10,000
TOTAL FRINGE BENEFITS			\$ 3,242*	\$ 0
TOTAL PERSONAL SERVICES (1)			\$ 14,050	\$ 10,000

CONTRACTED SERVICES AND STIPENDS

TYPE OF SERVICE OR CONSULTANT TITLE	RATE OF PAY	BASE (S.M.HR)	TOTAL OCFS PROGRAM AMOUNT (1)	
Administrative Charges	\$ 8.4%	M	\$ 1,180*	
Supervision	\$ 150	HR	\$ 9,000*	
Counseling Services	\$ 150	HR	67,500	
TOTAL CONTRACTED SERVICES (2)			\$ 77,680	\$ 20,000

TOTAL MAINTENANCE & OPERATION (3)

\$ 11,000	\$ 0
-----------	------

LIST EQUIPMENT TO BE PURCHASED OR RENTED:

(UNIT COST OVER \$500 AND LIFE EXPECTANCY OF OVER TWO YEARS)

FACILITY REPAIRS

PROGRAM SITE ADDRESS		
	\$	
	\$	
TOTAL FACILITY REPAIRS (4)	\$ 0	\$ 0

TOTAL OCFS PROGRAM AMOUNT 102,730 \$

+ TOTAL OCFS FUNDS REQUESTED \$ 30,000

LIST OF OTHER FUNDING SOURCES		
	\$ 30,000	REIMBURSABLE TOTAL
	\$ 30,000	MUNICIPAL FUNDING
Catholic Charities, Insurances, Headstart, Misc	\$ 72,730	OTHER SOURCES

* USE AN ASTERISK NEXT TO THE FIGURES LISTED TO IDENTIFY THOSE ITEMS FOR WHICH OCFS REIMBURSEMENT IS NOT BEING REQUESTED.
USE (IK) TO IDENTIFY ONLY IN KIND SERVICES, EQUIPMENT, ETC DONATED TO PROGRAM, WHERE ALLOWED.

NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
PROGRAM BUDGET
APPENDIX B

QYDS ID:

FISCAL YEAR:

AGENCY/MUNICIPALITY: Catholic Charities of Saratoga, Warren and Washington Counties

PROGRAM TITLE: SARATOGA MENTORING PROGRAM

FUND TYPE: SDPP

FISCAL CONTACT INFORMATION:

Include Name, Phone Number, E-mail address:

Kaitlyn Cameron, (518)587-5000, kcameron@swwcc.org

PERSONAL SERVICES:

POSITION TITLE	RATE OF PAY	BASIS (H, W, BW, SM)	TOTAL OCFS PROGRAM AMOUNT (1)	TOTAL OCFS FUNDS REQUESTED FOR THIS PROGRAM
Program Director	\$ 2,100	BW	\$ 22,507	
Program Coordinator	\$ 17.67	H	\$ 14,472	
	\$		\$	
Executive Director	\$ 9,928	M	\$ 1,191	
Finance Director	\$ 2,400	BW	\$ 1,404	
Bookkeeper	\$ 19.38	H	\$ 595	
Executive Assistant	\$ 19.00	H	\$ 778	
TOTAL SALARIES AND WAGES			\$ 40,947	\$ 30,000
TOTAL FRINGE BENEFITS			\$ 12,284*	\$ 0
TOTAL PERSONAL SERVICES (1)			\$ 53,231	\$ 30,000

CONTRACTED SERVICES AND STIPENDS

TYPE OF SERVICE OR CONSULTANT TITLE	RATE OF PAY	BASE (S,M,HR)	TOTAL OCFS PROGRAM AMOUNT (1)	
Administrative Charges	\$ 8.4%	M	\$ 4,471*	
	\$		\$	
	\$			
TOTAL CONTRACTED SERVICES (2)			\$ 4,471	\$ 0

TOTAL MAINTENANCE & OPERATION (3)

\$ 24,000	\$ 0
-----------	------

LIST EQUIPMENT TO BE PURCHASED OR RENTED:

(UNIT COST OVER \$500 AND LIFE EXPECTANCY OF OVER TWO YEARS)

FACILITY REPAIRS

PROGRAM SITE ADDRESS		
	\$	
	\$	
TOTAL FACILITY REPAIRS (4)	\$ 0	\$ 0

TOTAL OCFS PROGRAM AMOUNT 81,702 \$

+ **TOTAL OCFS FUNDS REQUESTED** \$ 30,000

LIST OF OTHER FUNDING SOURCES		
	\$ 30,000	REIMBURSABLE TOTAL
	\$ 30,000	MUNICIPAL FUNDING
Catholic Charities, CCUSA, Misc. Grants	\$ 51,702	OTHER SOURCES

* USE AN ASTERISK NEXT TO THE FIGURES LISTED TO IDENTIFY THOSE ITEMS FOR WHICH OCFS REIMBURSEMENT IS NOT BEING REQUESTED. USE (IK) TO IDENTIFY ONLY IN KIND SERVICES, EQUIPMENT, ETC DONATED TO PROGRAM, WHERE ALLOWED.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT: Department of Aging & Youth Services

DATE: 2/27/2023

COMMITTEE: Health & Human Services

RE: Authorization to accept State Aid from the New York State Office of Children and Family Services (OCFS)

1. Is a Resolution Required:

2. Proposed Resolution Title:
Acceptance of 2023 State Aid Allocation

3. Specific Details on what the resolution will authorize:
Authorizing the acceptance of 2023 State Aid Allocation from the New York State Office of Children and Family Services for Youth Development Program (YDP), Youth Sports and Education Funding (YSEF) and Runaway Homeless Youth Act (RHYA) Programs and Services.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

No Budget Impact. Funds are included in the Department Budget

- a. G/L line impacted A.76-3810 - St Aid Youth Development, A.76-3877 - Runaway Homeless Youth and A.76-3812 - Youth Sports and Education
- b. Budget year impacted **2023**
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office
Consulted

a. Source of grant funding:

State

b. Agency granting funds:

NYS Office of Children and Family Services (OCFS)

c. Amount of grant:

\$ 205,359

d. Purpose grant will be used for:

Youth Development, Youth Sports and Education and Runaway Homeless Programs and Services.

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

1/1/2023 - 9/30/2023

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:



-9/21/21-

SARATOGA COUNTY BOARD OF SUPERVISORS

- 2023

RESOLUTION 251 - 2021

Introduced by Supervisors O'Connor, Barrett, Connolly, Grasso, Lant, Winney and Wood *Richardson, Schopf, Wright*

Ostrander,

AUTHORIZING THE ACCEPTANCE OF ²⁰²³ 2021 STATE AID ALLOCATION FROM THE OFFICE OF CHILDREN AND FAMILY SERVICES FOR YOUTH DEVELOPMENT, AND RUNAWAY HOMELESS YOUTH PROGRAMS AND SERVICES

YOUTH SPORTS AND EDUCATION OPPORTUNITIES

Dept. of Aging + Youth Services

WHEREAS, a 2021 Resources Allocation for programs and agencies participating in the Youth Bureau's Youth Development Program (YDP) and its Runaway Homeless Youth Act (RHYA) program to include County sponsorship, administration and payment responsibility has been proposed; and

Youth Sports and Education Funding (YSEF)

WHEREAS, this proposal also includes matching funds for the Cooperative Extension 4-H Youth Service Project not to exceed \$22,500; and

WHEREAS, certain YDP programs held in 2019 were cancelled in 2020 and 2021 due to the COVID-19 pandemic; and

WHEREAS, all other agencies or municipalities listed in the proposed YDP allocation will provide, from their current or prospective budgets, the program expenditures; and

WHEREAS, the State Office of Children and Family Services (OCFS) offers 60% state funding, 40% local share, for qualified local services or agencies participating in its Runaway Homeless Youth Act (RHYA) program; and

WHEREAS, these applications for State funds require authorized signatures of the Chair and Clerk of this Board and of our Youth Services Specialist; now, therefore, be it

The Director of Aging + Youth Services

RESOLVED, that the County confirms that it has appropriated \$22,500 in matching funds for the Cooperative Extension 4-H Youth Service Project in the 2021 ²³ County Budget; and, be it further

RESOLVED, that the Chair, Clerk of this Board, and the Youth Services Specialist are authorized to execute all documents required by the State OCFS for approval, reimbursement and implementation of the actual 2021 ²³ Youth Bureau Resources Allocation for the County and its local governments; and, be it further

Director of Aging + Youth Services

Dept. of Aging + Youth Services

RESOLVED, that the Chair of the Board and/or the County Administrator is authorized to execute all subcontracts not to exceed \$15,000 for any individual program

and, be it further

RESOLVED, that the Chair of the Board is authorized to execute the following subcontract for acceptance of the 2021³ RHYA funds by the following agency:

AGENCY
CAPTAIN/Youth Shelter

2021³
RHYA
~~\$25,015~~
\$21,923

and, be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact. 100% State Aid

Attachment A

Youth Development Program Allocations

January 2023 - September 2023

County	January 2023 – September 2023	County	January 2023 – September 2023
Albany	\$218,762	Oneida	\$165,597
Allegany	\$38,561	Onondaga	\$337,253
Broome	\$140,112	Ontario	\$71,961
Cattaraugus	\$70,891	Orange	\$280,793
Cayuga	\$52,497	Orleans	\$34,208
Chautauqua	\$114,975	Oswego	\$98,003
Chemung	\$77,647	Otsego	\$39,551
Chenango	\$36,193	Putnam	\$69,476
Clinton	\$64,412	Rensselaer	\$116,827
Columbia	\$44,711	Rockland	\$243,224
Cortland	\$51,515	Saratoga	\$137,039
Delaware	\$29,023	Schenectady	\$102,572
Dutchess	\$203,486	Schoharie	\$22,259
Erie	\$616,318	Schuyler	\$13,817
Essex	\$32,657	Seneca	\$30,142
Franklin	\$35,937	St. Lawrence	\$79,842
Fulton	\$43,015	Steuben	\$64,910
Genesee	\$53,744	Suffolk	\$1,001,492
Greene	\$34,121	Sullivan	\$54,737
Hamilton	\$2,008	Tioga	\$34,950
Herkimer	\$45,098	Tompkins	\$95,600
Jefferson	\$82,116	Ulster	\$113,363
Lewis	\$17,549	Warren	\$41,045
Livingston	\$46,168	Washington	\$44,895
Madison	\$56,826	Wayne	\$65,678
Monroe	\$515,215	Westchester	\$627,342
Montgomery	\$37,472	Wyoming	\$28,750
Nassau	\$812,915	Yates	\$21,338
Niagara	\$191,813	New York City	\$3,726,365
Total			\$11,528,775

Attachment A

Youth Sports and Education Opportunity Allocations

January 2023- September 2023

Youth Bureau	January - September 2023 Allocation		Youth Bureau	January - September 2023 Allocation
Albany County	\$64,712		Onondaga County	\$90,155
Allegany County	\$16,651		Ontario County	\$25,596
Broome County	\$44,141		Orange County	\$87,257
Cattaraugus County	\$21,111		Orleans County	\$13,799
Cayuga County	\$19,513		Oswego County	\$28,316
Chautauqua County	\$29,135		Otsego County	\$18,435
Chemung County	\$21,416		Putnam County	\$23,216
Chenango County	\$14,994		Rensselaer County	\$33,983
Clinton County	\$21,540		Rockland County	\$79,051
Columbia County	\$15,458		Saratoga County	\$43,962
Cortland County	\$17,580		Schenectady County	\$34,781
Delaware County	\$13,953		Schoharie County	\$12,462
Dutchess County	\$56,719		Schuyler County	\$10,086
Erie County	\$162,234		Seneca County	\$13,075
Essex County	\$12,269		St. Lawrence County	\$28,156
Franklin County	\$15,782		Steuben County	\$23,244
Fulton County	\$15,836		Suffolk County	\$260,616
Genesee County	\$16,787		Sullivan County	\$20,318
Greene County	\$14,273		Tioga County	\$15,220
Hamilton County	\$7,964		Tompkins County	\$31,215
Herkimer County	\$17,548		Ulster County	\$34,439
Jefferson County	\$29,965		Warren County	\$16,716
Lewis County	\$12,061		Washington County	\$16,610
Livingston County	\$19,220		Wayne County	\$22,100
Madison County	\$20,340		Westchester County	\$176,583
Monroe County	\$136,949		Wyoming County	\$13,352
Montgomery County	\$16,208		Yates County	\$12,275
Nassau County	\$241,503		ROS Total	\$2,369,595
Niagara County	\$41,051		New York City	\$1,380,405
Oneida County	\$47,664		Total	\$3,750,000

Attachment B

Runaway and Homeless Youth Allocations

January 2023- September 2023

	January - September 2023		January - September 2023
Youth Bureau	Allocation	Youth Bureau	Allocation
Albany	\$72,469	Oneida	\$97,732
Allegany	\$0	Onondaga	\$149,527
Broome	\$87,444	Ontario	\$0
Cattaraugus	\$0	Orange	\$48,068
Cayuga	\$0	Orleans	\$0
Chautauqua	\$94,202	Oswego	\$78,234
Chemung	\$0	Otsego	\$0
Chenango	\$0	Putnam	\$36,814
Clinton	\$0	Rensselaer	\$0
Columbia	\$0	Rockland	\$0
Cortland	\$0	Saratoga	\$24,358
Delaware	\$0	Schenectady	\$32,477
Dutchess	\$74,855	Schoharie	\$0
Erie	\$155,934	Schuyler	\$11,250
Essex	\$0	Seneca	\$11,250
Franklin	\$0	Steuben	\$0
Fulton	\$0	St. Lawrence	\$0
Genesee	\$0	Suffolk	\$286,685
Greene	\$0	Sullivan	\$0
Hamilton	\$0	Tioga	\$0
Herkimer	\$10,454	Tompkins	\$56,582
Jefferson	\$0	Ulster	\$130,478
Lewis	\$0	Warren	\$0
Livingston	\$0	Washington	\$91,496
Madison	\$0	Wayne	\$11,250
Monroe	\$230,916	Westchester	\$69,978
Montgomery	\$0	Wyoming	\$0
Nassau	\$201,244	Yates	\$0
New York City	\$2,735,438		
Niagara	\$63,867	TOTAL	4,863,000



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT: County Clerk

DATE: February 27th, 2023

COMMITTEE: Health & Human Services

RE: Proclaiming April 2023 as "Donate Life Month" in Saratoga County

This column must be completed prior to submission of the request.

1. Is a Resolution Required:

Yes, Proclamation/Honorary Resolution

2. Proposed Resolution Title:

PROCLAIMING APRIL 2023 AS "DONATE LIFE MONTH" IN SARATOGA COUNTY

3. Specific Details on what the resolution will authorize:

Authorize the Board of Supervisors to proclaim April 2023 as "Donate Life Month" in Saratoga County.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted

- Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
----------------	--------------	--------

Expense

Account Number	Account Name	Amount
----------------	--------------	--------

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
--------------	-----------	-------------	-------

5. Identify Budget Impact:

No Budget Impact

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office Consulted <input type="checkbox"/>

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Previously passed 2022 Resolution

10. Remarks:

Proposed Resolution is included as well as the previously passed 2022 Resolution. Updated areas are highlighted.



3/7/23

SARATOGA COUNTY BOARD OF SUPERVISORS

NEW PROPOSED RESOLUTION

Introduced by Health and Human Services: Supervisors Barrett, Lant, Ostrander, Richardson, Schopf, Wood, and Wright.

PROCLAIMING APRIL 2023 AS “DONATE LIFE MONTH” IN SARATOGA COUNTY

WHEREAS, through Saratoga County’s membership with the New York State Association of Counties (NYSAC) and New York State Association of County Clerks (NYSACC) New York’s Counties have come together to collectively support Donate Life Month in New York State; and

WHEREAS, nationally, one person is added to the organ transplant waiting list every 9 minutes, 100,000 men, women and children are awaiting organ transplants and 17 people die each day because the organ they need is not donated in time; and

WHEREAS, organ, tissue, marrow and blood donation are life-giving acts recognized worldwide as expressions of compassion to those in need; and

WHEREAS, a single individual’s donation of the heart, lungs, liver, kidneys, pancreas and small intestine can save up to eight lives; an eye and tissue donation can save and heal the lives of up to 75 others; and a single blood donation can help three people in need; and

WHEREAS, no one is too old or too sick to register with the NYS Donate Life Registry. Anyone 16 years of age or older can register; and

WHEREAS, in New York State there are approximately 8,000 people waiting for an organ transplant; with about 1,100 New Yorkers having been waiting more than five years for an organ transplant; and an estimated 500 New Yorkers dying every year while waiting for an organ transplant; and

WHEREAS, 3,396 transplants were performed in New York State in 2022;
and

WHEREAS, New York State’s County governments play a key role in raising awareness of the need for organ and tissue donation through the interactions County officials have with the

public with regard to this subject through local DMV offices, local boards of elections, departments of health, naturalization ceremonies and veterans' programs; and

WHEREAS, such interactions by Saratoga County officials with the public provide opportunities for the provision of information on how individuals can help their fellow New Yorkers by signing up as organ and tissue donors; and

WHEREAS, Counties across New York State are proclaiming the month of **April 2023** as "Donate Life Month", and engaging in various activities designed to promote an increase in the number of registered organ and tissue donations; and

WHEREAS, one activity that **Donate Life New York State** has encouraged organizations to undertake is to have employees wear Donate Life's colors on the annual "Blue and Green Day" in order to raise awareness of the need for organ and tissue donations; and

WHEREAS, our **Health and Human Services Committee** and the Saratoga County Clerk's Office, through its Department of Motor Vehicles, wish to promote the month of **April 2023** as "Donate Life Month" in Saratoga County; now, therefore, be it

RESOLVED, that the Saratoga County Board of Supervisors hereby proclaims the month of **April 2023** as "Donate Life Month" in Saratoga County and encourages those Saratoga County departments and agencies involved in providing information on organ and tissue donations or in registering organ and tissue donors to engage in activities throughout the month to increase the number of organ and tissue donors and promote awareness of the need for organ and tissue donations in Saratoga County; and be it further

RESOLVED, that **Saratoga County employees shall be encouraged to wear blue and green, the official colors of Donate Life New York State, on the organization's "Blue and Green Day", which is April 14, 2023**, as a means to raise awareness of the need for organ and tissue donors in Saratoga County; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

March 7 Regular Meeting

Motion to adopt: Supervisor(s):

Second: Supervisors(s):

Ayes:

Noes:

Abstain:

Absent:

3/16/22



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 132 - 2022

Introduced by Law and Finance: Supervisors Schopf, Barrett, Grasso, Lant, Raymond, Tollisen and M. Veitch

PROCLAIMING APRIL 2022 AS "DONATE LIFE MONTH" IN SARATOGA COUNTY

WHEREAS, through Saratoga County's membership with the New York State Association of Counties (NYSAC) and New York State Association of County Clerks (NYSACC) New York's Counties have come together to collectively support Donate Life Month in New York State; and

WHEREAS, nationally, one person is added to the organ transplant waiting list every ten minutes, 113,000 men, women and children are awaiting organ transplants and 22 people die each day because the organ they need is not donated in time; and

WHEREAS, organ, tissue, marrow and blood donation are life-giving acts recognized worldwide as expressions of compassion to those in need; and

WHEREAS, a single individual's donation of the heart, lungs, liver, kidneys, pancreas and small intestine can save up to eight lives; an eye and tissue donation can save and heal the lives of up to 75 others; and a single blood donation can help three people in need; and

WHEREAS, no one is too old or too sick to register with the NYS Donate Life Registry. Anyone 16 years of age or older can register; and

WHEREAS, in New York State there are approximately 10,000 people waiting for an organ transplant; with more than 1,500 New Yorkers having been waiting more than five years for an organ transplant; and an estimated 500 New Yorkers dying every year while waiting for an organ transplant; and

WHEREAS, more than 2,600 transplants were performed in New York State in 2019; and

WHEREAS, New York State's County governments play a key role in raising awareness of the need for organ and tissue donation through the interactions County officials have with the

public with regard to this subject through local DMV offices, local boards of elections, departments of health, naturalization ceremonies and veterans' programs; and

WHEREAS, such interactions by Saratoga County officials with the public provide opportunities for the provision of information on how individuals can help their fellow New Yorkers by signing up as organ and tissue donors; and

WHEREAS, Counties across New York State are proclaiming the month of April 2022 as "Donate Life Month", and engaging in various activities designed to promote an increase in the number of registered organ and tissue donations; and

WHEREAS, one activity that the New York Alliance for Donation has encouraged counties to undertake in order to raise awareness of the need for organ and tissue donations is to raise the "Donate Life Flag" at their county municipal offices; and

WHEREAS, our Law and Finance Committee and the Saratoga County Clerk's Office, through its Department of Motor Vehicles, wish to promote the month of April 2022 as "Donate Life Month" in Saratoga County; now, therefore, be it

RESOLVED, that the Saratoga County Board of Supervisors hereby proclaims the month of April 2022 as "Donate Life Month" in Saratoga County, and encourages those Saratoga County departments and agencies involved in providing information on organ and tissue donations or in registering organ and tissue donors to engage in activities throughout the month to increase the number of organ and tissue donors and promote awareness of the need for organ and tissue donations in Saratoga County; and be it further

RESOLVED, that our County Department of Public Works is directed to raise the "Donate Life Flag" at the Saratoga County Municipal Center at 40 McMaster Street in Ballston Spa for the month of April 2022 as a means to raise awareness of the need for organ and tissue donors in Saratoga County; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

March 16, 2022 Regular Meeting

Motion to adopt: Supervisor(s):

Second: Supervisors(s):

Ayes:

Noes:

Abstain:

Absent:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT: Department of Aging & Youth Services



DATE: 2/27/23

COMMITTEE: Health & Human Services



RE: Authorize the Chairman to enter into renewal contracts for personal care through Expanded In-Home Services for the Elderly Program (EISEP).

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorizing renewal of contracts for the Expanded In-Home Services for the Elderly Program.

3. Specific Details on what the resolution will authorize:

Authorize the Chairman to enter into renewal contracts for five different home-care agencies to provide Level 1 and Level 2 personal care through the State funded grant Expanded In-Home Services for the Elderly Program (EISEP).

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office Consulted <input checked="" type="checkbox"/>
--

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

No Budget Impact. Funds are included in the Department Budget

- a. G/L line impacted A.76.764-8345 - In Home Services
- b. Budget year impacted 2023
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term: 04/01/2023

f. Termination of contract date: 03/31/2024

g. Contract renewal and term: See the attached list of subcontractors.

h. Contact information: See the attached list of subcontractors.

i. Is the vendor/contractor an LLC, PLLC or partnership: NO

j. State of vendor/contractor organization: N/A

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:
See the attached list of subcontractors.

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office
Consulted

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:

The rate per hour is being increased \$3.00 for both Level 1 and Level 2 home care. The rate increase keeps us competitive with other agencies in a time when the demand for home care workers is at an all time high. Also, the increase is consistent with the State mandated \$3.00 per hour increase in minimum wage for home care workers.



3/10/22

SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~118~~ - 202~~2~~³

Introduced by Health and Human Services: Supervisors Barrett, ~~Butler, Connolly,~~
~~Edwards, Lant, Schopf and Wood~~ Ostrander, Richardson, Wright

AUTHORIZING RENEWAL OF CONTRACTS FOR THE EXPANDED IN-HOME SERVICES FOR THE ELDERLY PROGRAM

WHEREAS, Resolution ~~76-2021~~¹¹⁸⁻²⁰²² authorized contracts with various entities for the provision of Expanded In-Home Services for the Elderly Program ("EISEP") services under the ~~Department of Aging and Youth Services~~ ^{Department of Aging and Youth Services} Office for the Aging's Annual Implementation Plan, and said contracts are set to expire on March 31, 202~~2~~³ and need to be renewed; and

WHEREAS, Resolution 235-2019 approved the 2020-2024 Service Plan for the Saratoga County ~~Office for the Aging~~ ^{Department of Aging and Youth Services}, which Plan includes the continuation of the provision of EISEP services; and

^{Department of Aging and Youth Services}

WHEREAS, our ~~Office for the Aging~~ wishes to renew the County's contracts with certain of said providers of EISEP services for an additional term of one (1) year; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute agreements with the following agencies to provide expanded in home services for the elderly of the nature and at the rates set forth next to their names for the term from April 1, 202~~2~~³ through March 31, 202~~3~~⁴:

Greater Adirondack Homes Aides 25 Willowbrook, Suite 4 Queensbury, NY 12804	Level 1 PCA- \$25.00 ²⁸ per hour Level 2 PCA- \$25.00 ²⁸ per hour
Home Health Care Partners Corporation 2-8 W. Main Street Johnstown, NY 12095	Level 1 PCA- \$25.00 ²⁸ per hour Level 2 PCA- \$25.00 ²⁸ per hour
ENS Healthcare Management, LLC dba Interim Healthcare 1735 Central Avenue, Suite 102 Albany, NY 12205	Level 1 PCA- \$25.00 ²⁸ per hour Level 2 PCA- \$25.00 ²⁸ per hour

Visiting Nurses Home Care Corp.
35 Colvin Avenue
Albany, NY 12206

Level 1 PCA-~~\$25~~²⁸.00 per hour
Level 2 PCA-~~\$25~~²⁸.00 per hour

Wesley Senior Solutions
396 Loudon Road
Saratoga Springs, NY 12866

Level 1 PCA-~~\$25~~²⁸.00 per hour
Level 2 PCA-~~\$25~~²⁸.00 per hour

and, be it further

RESOLVED, that the form and content of such agreements shall be subject to the approval of the County Attorney; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact. Funding for these agreements is included in the ~~2022 Office for the Aging~~ budget.
2023 Department of Aging and Youth Services

March 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Supervisor ~~Connelly~~

Second: Supervisors(s): Supervisor ~~Hammond~~

Ayes: ~~216862~~
Noes: 0
Abstain: 0
Absent: ~~3545~~

DEPARTMENT OF AGING AND YOUTH SERVICES
EISEP SUBCONTRACTORS-RENEWAL
CONTRACT PERIOD 4/1/23 - 3/31/24

Greater Adirondack Home Aides
25 Willowbrook Suite 4
Queensbury, NY 12804
Level 1 PCA-\$28.00/hour
Level 2 PCA-\$28.00/hour

Home Health Care Partners Corporation
2-8 W. Main Street
Johnstown, NY 12095
Level 1 PCA-\$28.00/hour
Level 2 PCA-\$28.00/hour

ENS Healthcare Management, LLC
d/b/a Interim Healthcare
1735 Central Ave. Suite 102
Albany, NY 12205
Level 1 PCA-\$28.00/hour
Level 2 PCA-\$28.00/hour

Visiting Nurses Home Care Corp.
35 Colvin Ave.
Albany, NY 12206
Level 1 PCA-\$28.00/hour
Level 2 PCA-\$28.00/hour

Wesley Senior Solutions
396 Loudon Road
Saratoga Springs, NY 12866
Level 1 PCA-\$28.00/hour
Level 2 PCA-\$28.00/hour

Funding is included in the 2023 budget.