

**County of Jefferson**  
**Office of the County Administrator**

**Historic Courthouse**  
195 Arsenal Street, 2<sup>nd</sup> Floor  
Watertown, NY 13601-2567  
Phone: (315) 785-3075 Fax: (315) 785-5070



November 2, 2018

**TO:** Members of Health & Human Services  
**FROM:** Robert F. Hagemann, III, County Administrator  
**SUBJECT:** Health & Human Services Committee Agenda

Please let this correspondence serve as notification that the Health & Human Services Committee will meet on **Wednesday, November 7, 2018 at 6:00 p.m.** in the Board of Legislators' Chambers. Following is a list of agenda items for the meeting:

**Resolutions:**

1. Amending the 2018 County Budget and Authorizing Agreement Relative to DSRIP Funding for the Office for the Aging
2. Authorizing Agreement With Nascentia Health for the Provision of Home Delivered Meals by Office for the Aging
3. Amending the 2018 County Budget Relative to DSRIP Funding for Community Services Department
4. Amending the 2018 County Budget to Recognize Federal Medicaid Administration Reimbursement for the Community Services Department
5. Re-Appointing Members to Jefferson County Public Health Service Health Services Advisory Board
6. Re-Appointing Members to Jefferson County Public Health Service Professional Advisory Committee
7. Authorizing Agreement with Community Action Planning Council of Jefferson County, Inc. for the Provision of Nutritional Services by the Public Health Service

8. Authorizing Contractual Appointment of an Emergency Medical Services (EMS) Course Sponsor Medical Director
9. Authorizing Agreement for the Public Health Service to Provide Home Health Services for Nascentia Health
10. Authorizing Agreement with Jefferson Community College Student Center for the Provision of Nurse Practitioner Services by the Public Health Service
11. Amending the 2018 County Budget Relative to Additional Revenue from NYS Office of Temporary and Disability Assistance for Non-Custodial Parent Employment Program Funding

**Informational Items:**

1. Monthly Departmental Reports:
  - Office for Aging
  - Community Services
  - Public Health
  - Social Services
  - Veterans Service Agency

If any Committee Member has inquiries regarding agenda items, please do not hesitate to contact me.

RFH:jdj

cc:	Office for Aging	Veterans Service Agency
	Community Services	County Attorney
	Public Health	County Treasurer
	Social Services	

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Amending the 2018 County Budget and Authorizing Agreement  
Relative to DSRIP Funding for the Office for the Aging

By Legislator: \_\_\_\_\_

Whereas, By Resolution No. 75 of 2016 Jefferson County entered into a contract with North Country Initiative for the Delivery System Reform Incentive Payment Program (DSRIP), and

Whereas, Office for the Aging has received DSRIP funding in the amount of \$12,650, and wants to use it to complete a mandated comprehensive needs assessment for the 2019 New York State Office for the Aging 4-year plan, and

Whereas, The Fort Drum Regional Health Planning Organization (FDRHPO) provides data collection and analysis services consistent with the needs of the Office for the Aging, and

Whereas, The DSRIP funding needs to be recognized and a contract authorized with the FDRHPO to provide the referenced needs assessment.

Now, Therefore, Be It Resolved, That the 2018 County Budget is hereby amended as follows:

**Increase:**

Revenue

01677200 93772	State Aid Programs for Aging	\$12,650
----------------	------------------------------	----------

Expenditure:

01677200 04416	Professional Fees	\$12,650
----------------	-------------------	----------

and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute the above referenced agreement with FDRHPO on behalf of Jefferson County subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: \_\_\_\_\_

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Authorizing Agreement With Nascentia Health for the  
Provision of Home Delivered Meals by Office for the Aging

By Legislator: \_\_\_\_\_

Whereas, The Jefferson County Office for the Aging provides home delivered meals to Jefferson County residents via contract with suitable vendors, and

Whereas, Nascentia Health (formerly VNA Homecare Options) has been approved by the NYS Department of Health as a Managed Long Term Care company in Jefferson County, and

Whereas, Nascentia must provide home delivered meals to their clients within Jefferson County and desires to enter into an agreement with Jefferson County Office for the Aging to provide meals to Nascentia's clients, and

Whereas, Nascentia agrees to pay for each meal provided and delivered by OFA's vendor to Nescentia's clients.

Now, Therefore, Be It Resolved, That Jefferson County enter into an agreement with Nascentia Health for the purchase and delivery of meals by Jefferson County Office for the Aging, through its vendor, effective upon execution of the agreement and continuing for a three year term through December 31, 2021, and it is further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute the above agreement on behalf of Jefferson County, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                                  ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Clerk of the Board of Legislators

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Amending the 2018 County Budget Relative to DSRIP Funding  
for Community Services Department

By Legislator: \_\_\_\_\_

Whereas, By Resolution No. 75 of 2016 Jefferson County entered into a contract with North Country Initiative for the Delivery System Reform Incentive Payment Program (DSRIP), and

Whereas, By Resolutions No. 84, 115 and 189 of 2017 and 104 of 2018 DSRIP funding for Community Services was received and allocated for training, and

Whereas, A DSRIP Year 3 high performance incentive payment #3 has been received in the amount of \$970.20 and needs to be recognized and allocated for training.

Now, Therefore, Be It Resolved, That the 2018 County Budget is hereby amended as follows:

**Increase:**

Revenue		
01431000 93488	State Aid Other Health	\$970.20
Expenditure		
01431000 04613	Training	\$970.20

Seconded by Legislator: \_\_\_\_\_

---

State of New York )  
County of Jefferson ) ss.:

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Clerk of the Board of Legislators

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Amending the 2018 County Budget to Recognize Federal Medicaid  
Administration Reimbursement for the Community Services Department

By Legislator: \_\_\_\_\_

Whereas, The Community Services Department is in receipt of Federal Medicaid Administration Reimbursement, (CFDA Number 93.778 formerly Federal Salary Sharing) from the Office of Mental Health, the Office of Alcoholism and Substance Abuse Services, and the Office for People with Developmental Disabilities, and

Whereas, These funds will be used for mental health purposes including administrative costs, clinic deficits and community based services, and

Whereas, The 2018 County Budget needs to be amended to reflect these funds, and local contracts amended for the services provided.

Now, Therefore, Be It Resolved, That the 2018 County Budget is hereby amended as follows:

**Increase:**

Revenue

01431000 94490	Fed Aid Mental Health Admin	\$75,000
----------------	-----------------------------	----------

Expenditure

01431000 04713	Contracted Mental Health Admin	\$75,000
----------------	--------------------------------	----------

and be it further

Resolved, That the Community Services Director is hereby authorized to execute any necessary amended agreements with local providers relative to these additional funds, with the approval of the County Attorney as to form and content.

Seconded by Legislator: \_\_\_\_\_

State of New York )  
                                  ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Clerk of the Board of Legislators

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Re-Appointing Members to Jefferson County Public Health Service  
Health Services Advisory Board

By Legislator: \_\_\_\_\_

Resolved, That the following individuals be and are hereby re-appointed as members of the Jefferson County Health Services Advisory Board for terms to expire as indicated below:

<u>Members</u>	<u>Term to Expire</u>
<u>Re-Appointments:</u>	
Thomas H. Carman	12/31/2021
Stephen J. Todd	12/31/2021
Jason F. White	12/31/2021

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                          ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Clerk of the Board of Legislators

---

JEFFERSON COUNTY PUBLIC HEALTH SERVICE  
HEALTH SERVICES ADVISORY BOARD  
2018

<u>APPOINTED MEMBERS</u>	<u>AFFILIATION/TITLE</u>	<u>TERM EXPIRATION</u>
Thomas H. Carman, BS, RPh, MBA	Samaritan Medical Center President and CEO	12/31/18
Stephen J. Todd, M.S.	Jefferson-Lewis BOCES Superintendent	12/31/18
Jason F. White, M.D.	Internal Medicine of NNY Physician	12/31/18
Donna R. Grant	Retired Prevent Services Supervising Public Health Nurse	12/31/19
Ben Moore, III	River Hospital President/CEO	12/31/19
Denise K. Young	Watertown Family YMCA	12/31/19
Anita Seefried-Brown Project Director	Pivot	12/31/20
Stephanie A. Graf	Cornell Cooperative Extension of Jefferson County Program Leader	12/31/20
Maja Lundborg-Gray, MD	North Country Emergency Medicine Consultants Emergency Medicine Physician	12/31/20

Ex OFFICIO:

Roger J. Ambrose, LMSW CASAC	Jefferson County Community Services Director
Sheri L. Palmer	N.Y.S. Department of Health Office of Public Health District Director - WDO
Ginger B. Hall	Public Health Service Public Health Director
Stephen A. Jennings	Public Health Service Health Planner
Robert J. Kasulke, MD	Public Health Service Medical Director



**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Re-Appointing Members to Jefferson County Public Health Service  
Professional Advisory Committee

By Legislator: \_\_\_\_\_

Resolved, That the following individuals be and are hereby re-appointed as members of the Professional Advisory Committee for terms to expire as indicated below:

<u>Members</u>	<u>Term to Expire</u>
<u>Re-Appointments:</u>	
Kathleen E. Hunter	12/31/2022
Catherine M. Moore	12/31/2022
Patricia V. Signor	12/31/2022

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                                  ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Clerk of the Board of Legislators

---

JEFFERSON COUNTY PUBLIC HEALTH SERVICE  
PROFESSIONAL ADVISORY/QUALITY ASSURANCE COMMITTEES  
2018

<u>MEMBERS</u>	<u>EMPLOYMENT-ADDRESS-TELEPHONE</u>	<u>TERM EXPIRATION</u>
Kathleen E. Hunter Manager, D.C. Planning & Case Management	Samaritan Medical Center 830 Washington Street Watertown 13601 785-4197 (W)	12/31/18
Catherine M. Moore, RD Nutrition and Health Issue Leader	Cooperative Extension Association of Jefferson County 203 N. Hamilton Street Watertown 13601 788-8450 (W)	12/31/18
Patricia V. Signor, RPh Clinical Pharmacist	Bolton's Pharmacy Hilltop Plaza Watertown 13601 782-5961 (W)	12/31/18
Denise K. Boyer, CGN, CRRN Director of Nursing	Country Manor Nursing and Rehabilitation Centre 1045 West Street Carthage 13619 493-3220 (W)	12/31/19
Julie C. Burgenstock Care Manager	Central New York Health Home 120 Washington Street, Suite 230 Watertown 13601 755-2020 Ext. 37 (W)	12/31/19
Stephen R. Joels Respiratory Therapist	16838 Parker Road Watertown 13601 788-8280 (W)	12/31/19
Kim T. Monroe Administrator	CareGivers 201 Court Street Watertown 13601 788-3269 (W)	12/31/19
John D. Peck Chairman - Health and Human Services Committee	Jefferson County Board of Legislators 195 Arsenal Street Watertown 13601 785-3075 (W)	12/31/19
Kayla M. Wight Marketing Supervisor	Fidelis Care New York 5010 Campuswood Drive East Syracuse 13057 434-2157 (W)	12/31/19
Louise J. Haraczka Supervisor of Aging Services	Jefferson County Office for the Aging 250 Arsenal Street Watertown 13601 785-3191 (W)	12/31/20
Diana K. Woodhouse Chief Executive Officer	Hospice of Jefferson County 1398 Gotham Street Watertown 13601 788-7323 (W)	12/31/20
Margaret L. Bootie, RSP Speech Pathologist	112 Harrison Street Watertown 13601 788-0298 (W)	12/31/21
Mary Downey Consumer	662 County Route 122 Mannsville 13661	12/31/21
Maureen A. Gilligan Supervisor	Home Management Unit Jefferson County Dept. of Social Services 250 Arsenal Street Watertown 13601 785-5037 (W)	12/31/21

MEMBERSEMPLOYMENT-ADDRESS-TELEPHONETERM EXPIRATION

Robert J. Kasulke, MD, FACS Medical Director	Jefferson County Public Health Service 531 Meade Street Watertown 13601 786-3720 (W)	12/31/21
---	--	----------

ExOfficio:

Bert G. Burnham, Public Health Fiscal Director  
Ginger B. Hall, Public Health Director  
Heather B. Campbell, Supervising Public Health Nurse  
Margaret A. Hewitt, Supervising Public Health Nurse  
Stephen A. Jennings, Public Health Planner  
Troy R. Mitteer, Supervising Public Health Nurse  
Tina M. Siembida, Supervising Public Health Nurse

**JEFFERSON COUNTY PUBLIC HEALTH SERVICE**  
**ADVISORY BOARD/COMMITTEE SUMMARY**

---

**I. HEALTH SERVICES ADVISORY BOARD**

As per New York State Public Health Law Article 3, Section 357, in a county where the legislative body constitutes the Board of Health, a Health Services Advisory Board consisting of nine members shall be provided. Two of the appointed members shall be licensed physicians, while the remaining are known as public members and are selected on the basis of interest and knowledge regarding the health needs, resources and facilities of the community.

The Health Services Advisory Board counsels the Director of Public Health with respect to the discharge of powers, responsibilities and duties.

Meetings are held only if needed to address public health issues. The last meeting was held 06/14/10.

**II. PROFESSIONAL ADVISORY COMMITTEE**

As per NYCRR Title 10 Health Chapter V, Section 763.11 (13), the governing authority shall appoint a group of professional personnel which includes one or more physicians, registered professional nurses and representatives of the professional therapeutic services provided by the agency to perform the activities required. The findings and recommendations shall be integrated into the agency's quality assessment and assurance program. At least annually, an evaluation of the agency's program must be completed. Functions include reviewing policies pertaining to the delivery of health care and services; making recommendations on professional issues including the adequacy and appropriateness of services based on an assessment of health care resources in the community, patients' needs, available reimbursement mechanisms and the availability of qualified personnel; assisting in maintaining liaison with other health care providers and reviewing clinical records.

Quality Assurance, as a subcommittee, integrates the review activities of all home health care services provided by the agency to enhance the quality of care and treatment provided. The subcommittee reviews a sample of both active and closed clinical records to determine whether established policies are followed in furnishing services directly or under arrangement. Recommendations are made should needs be identified or if further follow-up services are required.

Required quarterly meetings are in March, June, September and December on the second Wednesday of the month at the Public Health Facility.

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Authorizing Agreement with Community Action Planning Council of Jefferson County, Inc.  
for the Provision of Nutritional Services by the Public Health Service

By Legislator: \_\_\_\_\_

Whereas, The Community Action Planning Council of Jefferson County, Inc. is required to have a Registered Dietitian assess the nutritional status and special needs of children, perform menu-planning, review menus as well as review of final comments from the Nutrition Self-Assessment process every May.

Now, Therefore, Be it Resolved, That Jefferson County enter into an agreement with The Community Action Planning Council of Jefferson County, Inc. for nutritional services to be provided by Jefferson County Public Health Service's Registered Dietitian at \$60.00 per direct service hour. One unit of service will equal one hour to time spent directly providing the required services, for the period January 1, 2019, through December 31, 2020; and be it further

Resolved, That the Chairman of the Board is hereby authorized and directed to execute said agreement on behalf of Jefferson County, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                                  ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Clerk of the Board of Legislators

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Authorizing the Contractual Appointment of an Emergency Medical  
Services (EMS) Course Sponsor Medical Director

By Legislator: \_\_\_\_\_

Whereas, Jefferson County, as a New York State Department of Health Emergency Medical Services Course Sponsor, must employ or contract with a Course Sponsor Medical Director, and

Whereas, The Medical Director responsibilities include standard of care compliance, protocol and course development and the clarification that EMS students have fulfilled the course requirements offered by Jefferson County, and

Whereas, The Public Health Service deems it appropriate to continue to contract with a physician with experience and education in emergency medicine.

Now, Therefore, Be It Resolved, That Jefferson County hereby appoint and authorize a contract with Dr. Matthew Maynard to serve as the EMS Course Sponsor Medical Director for the period of January 1, 2019, through December 31, 2020, at a rate of \$50.00 per hour, not to exceed \$5,000 per year, to fulfill responsibilities as established by the New York State Department of Health and the Public Health Service, and be it further

Resolved, That the Chairman of the Board be and is hereby authorized and directed to execute said agreement on behalf of Jefferson County, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                                  ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Clerk of the Board of Legislators

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Authorizing Agreement for the Public Health Service to Provide  
Home Health Services for Nascentia Health

By Legislator: \_\_\_\_\_

Whereas, The Public Health Service provides various services to its clients, the cost of which may be coverable and payable by Medicare, Medicaid and other third party payers, and

Whereas, Federal and state regulations require execution of a written contract with Providers in order for Jefferson county to receive payment for health care provided in the home setting, and

Whereas, The Public Health Service deems it appropriate to continue to contract with Nascentia Health (formerly the Visiting Nurse Association of Central New York) with the required agreement to include the provision that current promulgated Medicaid rates be paid to Public Health Service for home health services provided.

Now, Therefore, Be It Resolved, That Jefferson County renew an agreement with Nascentia Health (formerly the Visiting Nurse Association) for home health services delivered by Public Health Service during the period January 1, 2019, through December 31, 2021, and be it further

Resolved, That the Chairman of the Board of Legislators be and is hereby authorized and directed to execute such agreement on behalf of Jefferson County with the approval of the County Attorney as to form and content.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                                  ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Clerk of the Board of Legislators

---

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Authorizing Agreement with Jefferson Community College Student Center for the  
Provision of Nurse Practitioner Services by the Public Health Service

By Legislator: \_\_\_\_\_

Whereas, the Jefferson County Public Health Service employs a full-time Nurse Practitioner, and

Whereas, Jefferson Community College must provide medical services at the Student Center on campus, and the Student Center has a full-time registered nurse that manages the office and coordinates services with the current provider, and

Whereas, The current provider can no longer staff the Student Center for JCC so Public Health was approached for their availability to provide this service, and

Whereas, Having access to this population to provide treatment, but also to promote education, vaccination and prevention, is a priority of JCPHS, and

Whereas, the JCPHS and JCC recommend creating an agreement between the entities for Nurse Practitioner services for a maximum of eight (8) hours/week per semester.

Now, Therefore, Be It Resolved, That the Board of Legislators authorizes an agreement between the Public Health Service and Jefferson Community College to provide Nurse Practitioner services at \$85/hour for the period of December 1, 2018 through November 30, 2020, with the approval of the County Attorney as to form and content.

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                                  ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

Clerk of the Board of Legislators

---



# Jefferson County Public Health Service and Jefferson Community College Student Center

## Briefing Summary

---

### **I. Overview**

Watertown Urgent Care, Coffeen Street, is a Nationally Certified Clinic that has been contracting with Jefferson Community College (JCC) to staff their Student Center with a Nurse Practitioner or Physician Assistant. JCC's Student Center has a full-time registered nurse that manages the office and coordinates services with Watertown Urgent Care. Watertown Urgent Care has had some staffing changes and is no longer able to staff the Student Center for JCC.

Mark Knowles, Watertown Urgent Center, reached out to the Jefferson County Public Health Service (JCPHS) to determine if there was interest by JCPHS in contracting with JCC. JCPHS met with JCC's registered nurse, Michael Wicks, to discuss the needs of the Student Center. JCC is looking for 8 hours or less per week during each semester for a Nurse Practitioner (NP) to see students at the Student Center. The Student Center is a modified urgent care on campus. Melissa Reynolds, Nurse Practitioner for JCPHS, is familiar with the Student Center as she has provided services at the center via a past employment agreement. Ms. Reynolds, NP is able to see students at the Student Center, spend 20 hours/week at the Jail and provided services at JCPHS at this time. While it would seem the additional work may pose coordination challenges, college students are at highest risk for a number of communicable disease, including sexually transmitted infections (STIs), meningitis, and influenza. Having access to this population to provide treatment, but also to promote education, vaccination, and prevention, is a priority of the department. This agreement will provide the students with needed services and assist JCPHS to connect with this population via the NP. Our NP will be able to facilitate referrals to JCPHS as needed for clinic services.

### **II. Request**

Authorization to establish a Memorandum of Understanding between JCPHS and JCC for JCPHS to provide a Nurse Practitioner for a maximum of 8 hours per week at a rate of \$85.00/hour.

### **III. Need**

Health and Human Services Committee approval to sponsor a Board of Legislators' resolution authorizing Public Health to establish a Memorandum of Understanding with Jefferson Community College to provide Nurse Practitioner services to Jefferson Community College, at a rate of \$85/hour for term 12/1/18-12/1/20.

**JEFFERSON COUNTY BOARD OF LEGISLATORS**  
**Resolution No. \_\_\_\_\_**

Amending 2018 County Budget Relative to Additional Revenue From NYS Office of Temporary  
and Disability Assistance for Non-Custodial Parent Employment Program Funding

By Legislator: \_\_\_\_\_

Whereas, the Jefferson County Department of Social Services(JCDSS) has received notification from the NYS Office of Temporary and Disability Assistance that JCDSS has been awarded TANF funds for the Non-Custodial Parent Employment Program in the amount of \$46,796, and

Whereas, This funding will be used to address underemployment and unemployment among noncustodial parents, promote timely and consistent payment of child support, and improve the financial stability of families to support better outcomes for their children through case management services and educational opportunities to noncustodial parents that are receiving Temporary Assistance.

Now, Therefore, Be It Resolved, That the 2018 County Budget is hereby amended as follows:

**Increase:**

Revenue		
01607000 93609	State Aid Dependent Child	\$46,796
Expenditure		
01610900 04600	Family Assistance Programs	\$46,796

Seconded by Legislator: \_\_\_\_\_

---

State of New York    )  
                                  ) ss.:  
County of Jefferson )

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. \_\_\_\_\_ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Clerk of the Board of Legislators

---

**Office for the Aging Monthly Report to  
The Health and Human Services Committee  
2018**

**September 2018 Data:**

	Jan.	Feb.	Mar.	Apr	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Total No. of Home Delivered Meals Provided:	10,090	9,222	9,762	9,601	10,676	10,947	9476	9834	8068			
Total No. of Congregate Meals Served:	1718	1607	1837	1647	1758	1642	2073	1922	1643			
Total No. of Clients Receiving Meals:	595	621	638	600	604	597	599	593	539			
Number of Clients Receiving Home Care/Case Mgt.:	105	108	106	125	125	122	121	116	115			
Number of Individuals Receiving Health Insurance Counseling:	108	86	98	69	94	87	74	74	62			
Number of Clients Coming Directly Into the Office:	102	101	94	86	87	200	133	130	117			
Number of NY Connects Contacts:	262	200	213	188	191	188	205	224	211			

Outreach Events:

9/18 – Alex Bay Congregate Nutrition Site – OFA and NY Connects overview, 15 attended, all white, rural, socially isolated, income not determined

9/19 – West Side Terrace Senior Apartments, Carthage – OFA and NY Connects overview, 11 attended, all white, rural, socially isolated, all low income

9/19 – Long Falls Senior Apartments Congregate Nutrition site, Carthage – OFA and NY Connects overview, 11 attended, all white, rural, socially isolated, all low income

9/25 - Evans Mills Congregate Nutrition Site – OFA and NY Connects overview, 11 attended, all white, rural, socially isolated, income not determined

## 2018 COMMUNITY SERVICES OFFICE EXPENSE/REVENUE REPORT

10/1/2018

PROGRAM	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS Y-T-D	TOTAL BUDGET	BALANCE AVAILABLE	% USED
<b>EARLY INTERV.</b>																
EXPENSES	\$0	\$5,995	\$16,160	\$25,269	\$14,670	\$26,081	\$31,338	\$9,333	\$22,318				\$151,164	\$440,000	\$288,836	34.36%
REVENUES	\$686	\$910	\$35,778	\$0	\$33,508	\$966	\$14,976	\$15,123	\$1,148				\$103,095	\$220,018	\$116,923	46.86%
<b>PRESCHOOL</b>																
EXPENSES	\$0	\$5,559	\$622,953	\$295,392	\$367,454	\$308,032	\$437,674	\$581,591	\$240,577				\$2,859,232	\$5,325,000	\$2,465,768	53.69%
REVENUES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				\$0	\$3,331,000	\$3,331,000	0.00%
<b>OPWDD</b>																
EXPENSES(ADMIN)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				\$0	\$13,866	\$13,866	0.00%
REVENUES	\$1,560	\$0	\$1,560	\$0	\$0	\$1,560	\$0	\$0	\$0				\$4,680	\$6,933	\$2,253	67.50%
<b>OASAS</b>																
EXPENSES	\$395,710	\$105,600	\$401,296	\$275,240	\$140,119	\$96,994	\$72,149	\$62,270	\$56,401				\$1,605,779	\$3,114,871	\$1,509,092	51.55%
REVENUES	\$639,911	\$81,714	\$0	\$556,846	\$190,386	\$473,285	\$91,928	\$81,715	\$0				\$2,115,785	\$2,904,223	\$788,438	72.85%
<b>OMH</b>																
EXPENSES	\$49,608	\$320,123	\$121,044	\$368,131	\$269,660	\$80,912	\$191,069	\$374,470	\$320,213				\$2,095,230	\$3,360,826	\$1,265,596	62.34%
REVENUES	\$686,341	\$275,361	\$61,731	\$578,911	\$0	\$609,176	\$312,383	\$0	\$859,601				\$3,383,504	\$3,015,989	(\$367,515)	112.19%
<b>TOTAL EXPENSES</b>	<b>\$445,318</b>	<b>\$437,277</b>	<b>\$1,161,453</b>	<b>\$964,032</b>	<b>\$791,903</b>	<b>\$512,019</b>	<b>\$732,230</b>	<b>\$1,027,664</b>	<b>\$639,509</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,711,405</b>	<b>\$12,254,563</b>	<b>\$5,543,158</b>	<b>54.77%</b>
<b>TOTAL REVENUES</b>	<b>\$1,328,498</b>	<b>\$357,985</b>	<b>\$99,069</b>	<b>\$1,135,757</b>	<b>\$223,894</b>	<b>\$1,084,987</b>	<b>\$419,287</b>	<b>\$96,838</b>	<b>\$860,749</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,607,064</b>	<b>\$9,478,163</b>	<b>\$3,871,099</b>	<b>59.16%</b>

OPWDD= OFFICE OF PEOPLE WITH DEVELOPMENTAL DISABILITIES  
OASAS= OFFICE OF ALCOHOL AND SUBSTANCE ABUSE SERVICES

OMH= OFFICE OF MENTAL HEALTH

**Jefferson County Public Health Service Home Health Care Statistical Performance  
For the Nine Months Ended September 30, 2018**

A										B									
REFERRALS				MTD	YTD	2018	Amount of	Percent	AVERAGE DAILY CENSUS						MTD	YTD	2018	Amount of	Percent
2015	2016	2017	Actual	Actual	Annualized	Change	Change	2015	2016	2017	Actual	Actual	Annualized	Change	Change				
CHHA	1,655	1,669	1,908	148	1,503	2,004	96	5.03%	CHHA	186	216	214	194	217	217	3	1.18%		
LTHHCP	72	4	0	0	0	0	0	0.00%	LTHHCP	67	6	0	0	0	0	0	0.00%		
PREVENT	219	142	55	0	1	1	-54	-97.58%	PREVENT	21	15	4	2	1	1	-3	-17.04%		
Rabies	0	0	0	0	0	0	0	0.00%	Rabies	0	0	0	0	0	0	0	0.00%		
Communicable Disease	2,180	2,899	3,757	343	3,890	5,187	1,430	38.05%	PREVENT Sub-TOTAL	21	15	4	2	1	1	-3	-17.04%		
Newborn Screening	12	9	6	0	4	5	-1	-11.11%											
PREVENT Sub-Total	2,411	3,050	3,818	343	3,895	5,193	1,375	36.02%											
GRAND TOTAL	4,138	4,723	5,726	491	5,398	7,197	1,471	25.70%	GRAND TOTAL	274	237	218	196	218	218	0	0.00%		
VISITS										PARAPROFESSIONAL HOURS*									
2015	2016	2017	Actual	Actual	Annualized	Change	Change	2015	2016	2017	Actual	Actual	Annualized	Change	Change				
CHHA	12,499	12,850	13,879	852	10,084	13,445	-434	-3.12%	AGENCY CHHA										
Skilled Nursing	2,103	3,267	3,321	237	2,576	3,435	114	3.42%	Home Health Aide	2,782	3,828	3,146	222	2,400	3,200	54	1.72%		
Physical Therapy	51	83	61	0	0	0	-61	-100.00%	Personal Care Aide	0	602	232	0	12	16	-216	-93.10%		
Speech Therapy	304	547	665	51	523	697	32	4.86%	CHHA Sub-TOTAL	2,782	4,430	3,378	222	2,412	3,216	-162	-4.80%		
Medical Social Worker	675	713	636	75	624	832	196	30.82%	AGENCY LTHHCP										
Occupational Therapy	139	157	173	3	94	125	-48	-27.55%	Home Health Aide	1,186	89	0	0	0	0	0	0.00%		
Nutrition	5,155	7,691	6,412	329	3,860	5,147	-1,265	-19.73%	Personal Care Aide	1,143	295	0	0	0	0	0	0.00%		
Home Health Aide	0	2,465	958	0	42	56	-902	-94.15%	LTHHCP Sub-TOTAL	2,329	384	0	0	0	0	0	0.00%		
Personal Care Aide	20,926	27,773	26,105	1,547	17,803	23,737	-2,368	-9.07%	TOTAL AGENCY	5,111	4,814	3,378	222	2,412	3,216	-162	-4.80%		
Sub-TOTAL									CONTRACT CHHA										
LTHHCP	2,402	180	0	0	0	0	0	0.00%	Home Health Aide	2,565	7,493	5,032	195	2,613	3,484	-1,548	-30.76%		
Skilled Nursing	72	1	0	0	0	0	0	0.00%	Caregivers	0	322	428	51	458	611	183	42.68%		
Physical Therapy	2	0	0	0	0	0	0	0.00%	US CARE SYSTEMS	181	0	0	0	0	0	0	0.00%		
Speech Therapy	155	9	0	0	0	0	0	0.00%	Family Home Care	834	0	0	0	0	0	0	0.00%		
Medical Social Worker	30	0	0	0	0	0	0	0.00%	Home Care Plus (Sibley)	3,580	7,815	5,460	246	3,071	4,095	-1,365	-25.01%		
Occupational Therapy	13	2	0	0	0	0	0	0.00%	Sub-TOTAL										
Nutrition	2,131	372	0	0	0	0	0	0.00%	Personal Care Aide	0	2,774	853	0	33	44	-809	-94.84%		
Home Health Aide	60	0	0	0	0	0	0	0.00%	Caregivers	0	475	457	0	0	0	-457	-100.00%		
Housekeeper	9,411	1,599	0	0	0	0	0	0.00%	US CARE SYSTEMS	0	3,249	1,310	0	33	44	-1,266	-96.64%		
Personal Care Aide	14,276	2,163	0	0	0	0	0	0.00%	Sub-TOTAL										
Sub-TOTAL	35,202	29,936	26,105	1,547	17,803	23,737	-2,368	-9.07%	CONTRACT LTHHCP										
CHHA & LTHHCP SUB-TOTAL									Home Health Aide	1,367	284	0	0	0	0	0	0.00%		
PREVENT	437	540	34	1	19	25	-9	-25.49%	Caregivers	0	0	0	0	0	0	0	0.00%		
Skilled Nursing	0	0	0	0	0	0	0	0.00%	US CARE SYSTEMS	113	0	0	0	0	0	0	0.00%		
Physical Therapy	0	0	0	0	0	0	0	0.00%	Family Home Care	32	0	0	0	0	0	0	0.00%		
Speech Therapy	0	27	0	0	0	0	0	0.00%	Home Care Plus (Sibley)	1,512	284	0	0	0	0	0	0.00%		
Medical Social Worker	0	0	0	0	0	0	0	0.00%	Sub-TOTAL										
Occupational Therapy	7	0	0	0	0	0	0	0.00%	Personal Care Aide	13,869	2,630	0	0	0	0	0	0.00%		
Nutrition	0	0	0	0	0	0	0	0.00%	Caregivers	0	19	0	0	0	0	0	0.00%		
Home Health Aide	0	0	0	0	0	0	0	0.00%	US CARE SYSTEMS	1,281	0	0	0	0	0	0	0.00%		
Personal Care Aide	0	0	0	0	0	0	0	0.00%	Family Home Care	3,804	0	0	0	0	0	0	0.00%		
Sub-TOTAL	444	567	34	1	19	25	-9	-25.49%	Home Care Plus (Sibley)	18,954	2,649	0	0	0	0	0	0.00%		
TOTAL VISITS									Sub-TOTAL										
Skilled Nursing	15,338	13,570	13,913	853	10,103	13,471	-442	-3.18%	Housekeeper	59	0	0	0	0	0	0	0.00%		
Physical Therapy	2,175	3,268	3,321	237	2,576	3,435	114	3.42%	Caregivers	0	0	0	0	0	0	0	0.00%		
Speech Therapy	53	83	61	0	0	0	-61	-100.00%	US CARE SYSTEMS	0	0	0	0	0	0	0	0.00%		
Medical Social Worker	459	583	665	51	523	697	32	4.86%	Family Home Care	0	0	0	0	0	0	0	0.00%		
Occupational Therapy	705	713	636	75	624	832	196	30.82%	Home Care Plus (Sibley)	56	0	0	0	0	0	0	0.00%		
Nutrition	159	159	173	3	94	125	-48	-27.55%	Sub-TOTAL	115	0	0	0	0	0	0	0.00%		
Home Health Aide	7,286	8,063	6,412	329	3,860	5,147	-1,265	-19.73%	LTHHCP Sub-TOTAL	20,581	2,933	0	0	0	0	0	0.00%		
Housekeeper	60	0	0	0	0	0	0	0.00%	TOTAL CONTRACT	24,161	13,997	6,770	246	3,104	4,139	-2,631	-38.87%		
Personal Care Aide	9,411	4,064	958	0	42	56	-902	-94.15%	TOTAL HOURS										
GRAND TOTAL	35,646	30,503	26,139	1,548	17,822	23,763	-2,376	-9.09%	Home Health Aide	9,060	12,016	8,606	468	5,471	7,295	-1,311	-15.24%		
									Personal Care Aide	20,097	6,795	1,542	0	45	60	-1,482	-96.11%		
									Housekeeper	115	0	0	0	0	0	0	0.00%		
									GRAND TOTAL	29,272	18,811	10,148	468	5,516	7,355	-2,793	-27.53%		

\*Numbers may not total precisely due to rounding.

Jefferson County Department of Social Services

2018

<b>BALANCE</b>	1,231,728	1,384,346	51,824	4,895,462	1,710,085	1,886,710	144,013	1,788,951	(13,355)	54,543
----------------	-----------	-----------	--------	-----------	-----------	-----------	---------	-----------	----------	--------

	Daycare 6055.46	* Recipient Services 6070.4604	Medical Assistance 6101.4	MMIS 6100.4	Family Assistance 6109.4	Child Care 6119.4	State Training Schools 6129.4	Safety Net Assistance 6140.4	Heap 6141.4	Emergency Aid to Adults 6142.4
<b>BUDGET</b>	2,212,273	2,283,096	52,500	19,265,168	4,503,853	7,275,000	150,000	5,356,055	42,541	120,000
<b>LOCAL SHARE %</b>	0.00%	35.00%	25.00%	100.00%	0.00%	30.00%	100.00%	71.00%	0.00%	50.00%
<b>AVG BUD</b>	184,356	190,258	4,375	1,605,431	375,321	606,250	12,500	446,338	3,545	10,000
JAN	0	1,125	0	1,481,936	223,848	11,212	0	323,793	36,220	3,811
FEB	92,409	21,144	0	1,852,420	238,523	575,450	0	393,886	56	6,594
MAR	106,573	119,321	0	1,481,936	386,277	580,708	0	450,381	35	5,960
APR	115,829	97,577	676	1,469,756	325,694	631,343	0	431,717	525	4,954
MAY	97,685	109,284	0	1,837,195	323,841	674,280	0	420,456	(6,439)	8,650
JUN	143,361	151,243	0	1,469,756	322,172	851,485	0	389,935	16,607	9,569
JUL	113,785	95,938	0	1,837,195	246,917	697,899	5,987	353,616	564	10,901
AUG	132,573	167,028	0	1,469,756	387,463	684,125	0	417,644	7,824	9,270
SEP	178,330	136,090	0	1,469,756	339,033	681,788	0	385,676	504	5,748
OCT										
NOV										
DEC										
<b>TOTAL</b>	980,545	898,750	676	14,369,706	2,793,768	5,388,290	5,987	3,567,104	55,896	65,457

<b>PROJ EXP: Forecast for Remainder of YEAR</b>	1,533,613	1,469,524	13,801	19,185,999	3,919,731	7,207,040	43,487	4,906,118	66,531	95,457
<b>PROJECTED BALANCE</b>	678,660	813,572	38,699	79,169	584,122	67,960	106,513	449,937	(23,990)	24,543

# VETERANS SERVICE AGENCY

## SEPTEMBER 2018 MONTHLY REPORT

Month	Personal Contacts	Tel/Mail Contacts	Total Contacts	Total Services	New Claims	Maintained Claims
January	57	708	765	1816	28	9
February	100	541	641	1682	24	7
March	82	671	753	1841	24	12
<b>Sub Total</b>	<b>239</b>	<b>1920</b>	<b>2159</b>	<b>5339</b>	<b>76</b>	<b>28</b>
April	78	671	749	1915	33	20
May	108	774	882	2242	40	10
June	87	663	750	1766	47	8
<b>Sub Total</b>	<b>273</b>	<b>2108</b>	<b>2381</b>	<b>5923</b>	<b>120</b>	<b>38</b>
July	76	646	722	1665	34	10
August	138	632	770	1887	37	19
September	87	676	763	1741	34	11
<b>Sub Total</b>	<b>301</b>	<b>1954</b>	<b>2255</b>	<b>5293</b>	<b>105</b>	<b>40</b>
October						
November						
December						
<b>Sub Total</b>						
<b>GRAND TOTAL</b>						

\*Contact: Personal visit, phone call, or mail received or sent to/from VSA

\*Service: Amount of assistance provided for each contact

Comments: ALL September/2018 and 3<sup>rd</sup> Quarter/2018 figures are higher than the corresponding periods in 2017. On 9/22/18, the Service Officer staffed a table at the Retiree Appreciation Day at Ft. Drum.