

## ST. LAWRENCE COUNTY COMMUNITY SERVICES BOARD

March 16, 2010

The St. Lawrence County Community Services Board met on Tuesday, March 16, 2010 in the Human Services Complex, Canton, New York.

**MEMBERS PRESENT:** Vicki Perrine, Chairperson; Tina Buckley; Dr. Saleem; Lynne Matott; Carolyn White, James Westerfield; Chief John Kaplan

**MEMBERS EXCUSED:** Marsha Sawyer; Daphne Pickert; Sallie Brothers

**MEMBERS ABSENT:** Michele Montroy; Sue Thomas; Lynette Collins; Tim Cameron; Tom Doyle

**OTHERS PRESENT:** Ruth Ayen, Director of Community Services; Dan Dodge, Deputy Director; Shannon Beldock, Administrative Assistant.

### CALL TO ORDER

Ms Perrine, Chairperson, called the meeting to order at 4:25 p.m.

### APPROVAL OF MINUTES

A quorum was not present. The minutes of the February 16, 2010 meeting were not acted upon.

### SUBCOMMITTEE REPORTS

No reports were given.

### DIRECTOR'S REPORT

Ms Ayen reported the Supervisor of Expanded Children's Services (ECS) position with the Mental Health Clinic is still vacant and being advertised. Dr. Montgomery has announced she will be leaving the Mental Health Clinic effective May 14, 2010. Mike Polowchena retires effective April 29, 2010. We will be recruiting for a Psychiatrist and Chemical Dependency Director. There are no other vacancies in Community Services. The Lois Bell account is at \$50,655, a decrease of \$683 in the past month.

### OLD BUSINESS

**2010 Budget Update:** Ms. Ayen reported no new updates with the budget. It doesn't look as though the budget will be approved by April 1<sup>st</sup>.

**Mental Health Clinic Restructuring Status:** Mr. Dodge reported on OMH restructuring plans and the uncompensated care pool. Mr. Dodge has applied for uncompensated care funding and estimates 11% of the MH visits may be eligible for this funding. The projected start date for restructuring is July 1<sup>st</sup> with a gradual phase in for the first year.

**Subcommittee Vacancies:** Ms. Ayen announced there is one vacancy on the MH Subcommittee due to the unexpected passing of Mr. Washburn who was a member since 2008. Joette Holgado has submitted her Bio Data sheet for membership on the ASA Subcommittee and was recommended to the CSB.

## NEW BUSINESS

**Bad Debt/Write Offs:** Ms. Ayen reported the 2009 bad debt/write offs for Community Services was \$11,681 – down \$19,000 from last year. There were 191 accounts written off - down from 199 last year. The majority of this total was Chemical Dependency with \$6,900 and Mental Health with \$4,700. There was \$13,695 collected from 88 accounts that were previously written off. The total amount still in collections is \$202,877 (1045 accounts). Due to the time sensitive issues for this request a CSB Executive Meeting will be requested to address this item.

**NCFH/Capitol Project:** Ms. Ayen reported North Country Freedom Homes submitted a Capital Project Funding Request to OASAS. They are requesting to update and expand the Canton residence that was built in 1998 to include, but not limited to, a group room that is handicapped accessible, adequate space for counselors, a resident study/library, equipment storage, and an adequate recreation area. They are proposing adding an addition into the current parking lot and relocating the existing parking lot. This is a one time capitol project funding if approved. Due to the time sensitive issues for this request a CSB Executive Meeting will be requested to address this item.

**NYSARC/CON:** Ms. Ayen reported NYSARC has submitted a Certificate of Need (CON) to relocate the existing Day Habilitation residence on Gordon Street in Gouverneur and also increase the current capacity from 14 to 16 residents. This would include transferring residents from the sheltered workshop funding programs. Due to the time sensitive issues for this request a CSB Executive Meeting will be requested to address this item.

**Annual Reports:** Ms Ayen has requested that agencies submit their Annual Reports by the end of March so the Board has more time to review them.

## ANNOUNCEMENTS

There were no announcements.

## ADJOURNMENT/NEXT MEETING

**Upon motion duly made, the meeting was adjourned at 4:55 p.m.** Next meeting will be April 29, 2010. (rescheduled from April 20<sup>th</sup>)

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Shannon Beldock, Administrative Assistant