



Niagara County Community Services Board
Minutes
Regular Meeting
Date: Monday, January 22, 2024
Time: 6:00 pm

LOCATION: Dept. of Mental Health & Substance Abuse Administrative Offices, Shaw Building, Health Department Conference Room, 1st Floor, 5467 Upper Mountain Road, NY.

ATTENDANCE:	PRESENT	EXCUSED
Burt Marshall, Board President	X	
Annette Dobrasz, EdD, 1 st Board VP	X	
Stephanie Donovan, 2 nd Board VP	X	
Rosamond Siegwarth, Board Member		X
Thomas Gerbasi, MD, Board Member	X	
Candace Butcher, Board Member		X
Ronald Barstys, PhD, Board Member	X	
Suzanne Diez, Board Member	X	
Richard Abbott, Board Member	X	
Betsy Farkas, Board Member		X
Donald Jablonski, Board Member		X
<u>Niagara County Mental Health Administration</u>		
Laura Kelemen, LCSW-R, NCDMH Director	X	
Myrla Gibbons Doxey, LMFT, NCDMH Deputy Director	X	
Lee Ann Cogar, Confidential Assistant	X	
Cindi Wilkins, Fiscal Administrator	X	
Nicholas Hester, Staff Social Worker	X	
<u>Guests</u>		
Elizabeth Hole, Horizon Health Services	X	
Brandy Vandermark-Murray, Horizon Health Services	X	

1) **Burt Marshall, Board President, called the Community Services Board (CSB) Meeting to order at 6:04 PM.**

2) **The Minutes for the November 26, 2023 meeting were reviewed and corrected.**

Dr. Annette Dobrasz motioned to approve the November 26, 2023 minutes, Dr. Thomas Gerbasi seconded the motion; the minutes were approved by the Board.

- Review of CSB Joint and individual Subcommittee Meeting Minutes for November 13, 2023 and December 13, 2023.

3) **Membership Review By Director Kelemen –**

- **Membership application review** – Director Kelemen reported that we anticipate the two new Board applicants will be presented for Legislature approval tomorrow night as the applications and materials have been sent over to the legislature clerk.

4) **Director's Report**

- **Correspondence was reviewed by Laura Kelemen, Director.**
 - Letters, Memorandums & E-mails:
 - Correspondence listed on separate page, attached
- **Certificate of Need (CON) / Prior Approval Reviews (PAR)**

***CON** – People Inc. CON Application #: IRA-121123-2WS: Request to increase capacity by 1 bed opportunity at 4632 Miller Rd, Niagara Falls, NY, increasing capacity from 4 to 5 at the Niagara Falls, NY location. Myrla reported that People Inc. is also submitting a second CON application relocating 1 bed opportunity from 2496 Delaware Avenue, Buffalo, NY to 4632 Miller Road, Niagara Falls, NY. After discussion, the Board made a decision to vote on both requests in anticipation of receiving the second CON.

Dr. Annette Dobrasz motioned to approve both CONs, Dr. Thomas Gerbasi seconded the motion; the Board approved both People Inc. CONs.

***EzPar** - Horizon Health Services EZPAR Application #3990: Request to establish a school-based Mental Health clinic satellite at Gaskill Prep School in the Niagara Falls City School District. Horizon is currently providing services to individuals in the Niagara Wheatfield School; average served 11 students per month. They will begin the new satellite by opening the one day per week on Wednesdays, 7:30 am – 3:30 pm with an average caseload of 10-15 students per week, 400 students served annually. Services are available year round. Telehealth services is also being included on the operating certificate. Elizabeth Holes and Brandy Vandermark-Murray were present to answer any questions from the Board.

Dr. Ronald Barstys motioned to approve the EzPar as presented, Stephanie Donovan seconded the motion; the Horizon Health Services EzPar to establish a school-based Mental Health Clinic satellite was approved by the Board.

Informational –

- Deputy Director Gibbons Doxey provided a status update on BestSelf Behavioral Health EZPAR Application #3775: Request to establish a school-based mental health clinic satellite in the Niagara Falls City School District Family Support Center at Bloneva Bond Elementary School. She advised this request has temporarily been placed on hold.

- Deputy Director Gibbons Doxey advised the Board we have received notification from WNY OPWDD regarding a Letter of Intent for a state operated IRA located at 6228 Dale Rd., Newfane, NY to reduce capacity from 6 to 5 beds.
- Deputy Gibbons Doxey advised the Board that Niagara County Department of Mental Health is submitting an Administrative Action to close the Niagara County Counseling & Wellness Services satellite clinic located at Save the Michaels 144 Main Street, Lockport, NY location. The clinician that previously provided services has resigned, there is no longer a demonstrated need for services and due to staff shortages within the department, services are no longer being provided at this location.
- **Write-Off and Adjustments 2022 4th Qtr - Resolution # 2024-01 and 2023 1st Qtr - Resolution #2024-02** – Presented by Cindi Wilkins, Fiscal Administrator.

Dr. Thomas Gerbasi motioned to approve the write-offs and adjustments resolutions as presented; Suzanne Diez seconded the motion; both write-off and adjustments resolutions were approved by the Board.

- **Corporate Compliance** – Updates and Annual Attestations - Deputy Director Gibbons Doxey provided the Board with a brief update and overview of the department's Compliance Plan and Standards of Conduct, and provided the Board with their annual attestations for signatures. She reported that OMIG has new self-disclosure requirements for full disclosure and abbreviated disclosure. OMH has now also requested notification of any full self-disclosures.
- **Programs / System Updates, provided by Director Kelemen –**
 - **Opioid Settlement Funds** - A listening session was held a few weeks ago that included local providers regarding housing and peer and community supports. One of the biggest concerns in 2022 was housing for individuals with co-occurring mental health and substance use disorders. Our goal is to identify a strategy to support individuals in community and promote their success in community housing programs. We envision being able to work with Clearview and Horizons to assist them in developing a treatment unit for individuals with moderate mental health concerns (in addition to substance abuse disorder). We would use Regional Opioid Abatement funds to offset incremental costs for 3-5 years while we research. Additionally, we are seeking ways to support community MH housing agencies in helping individuals who also have substance use concerns.
 - **Departmental Staffing –**
 - We have made some headway hiring Licensed Clinicians.
 - We were also able to elevate a current employee to fill the vacant Lockport Clinic Supervisor position. The new supervisor is orienting very well, and has a good working relationship with staff and clients.
 - Sandra Shawver, Billing Supervisor recently retired, and Lynn Mahoney will be filling Sandy's open position. Lynn has previously worked in the clinic, Billing, and Accounts Receivable/Payable and has a good financial sense.
 - We are still working on filling an RN and Senior RN position. We have been borrowing nurses from The Health Department and Orleans County to help fill in the gaps until we are able to fill the Nursing positions. Director Kelemen has requested HR raise the starting step, but the Union turned it down. There is a follow-up meeting scheduled with HR tomorrow afternoon to discuss further strategies.

5) President's Report – Nothing to report at this time.

6) Executive Session –

Suzanne Diez motioned to enter into Executive Session to review the Confidential Corporate Compliance Report; Dr. Annette Dobrasz seconded the motion; the Board entered into Executive Session at 7:28 pm.

Suzanne Diez motioned to exit Executive Session; Dr. Annette Dobrasz seconded the motion; the Board exited Executive Session at 8:11 pm.

7) Meeting Adjournment

The meeting adjourned immediately following the end of the Executive Session at 8:11 pm.

Next CSB Meeting Date: February 26, 2024