



Niagara County Community Services Board
Minutes
Regular Meeting
Date: Monday, February 26, 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-Webex	
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	
<u>Guests</u>		

1) **Burt Marshall, Board President, called the Community Services Board (CSB) Meeting to order at 6:06 PM.**

2) **The Minutes for the January 22, 2024 meeting were reviewed.**

Donald Jablonski motioned to approve the minutes as presented, Dr. Annette Dobrasz seconded the motion; the minutes were approved by the Board.

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

- **Membership application review – Pending Candidates Update** – Director Kelemen reported the Legislature reappointed Legislator Abbot and Dr. Annette Dobrasz to the Board. We are awaiting on the Legislature to review additional applications for vacant positions.

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** – None

***EzPar** - None

Informational –

- **Niagara/Orleans Trauma, Illness & Grief (TIG) Consortium Infrastructure Development Plan** - Deputy Director Gibbons Doxey reported we recently presented a resolution to the Legislature establishing a TIG program (Trauma, Illness, and Grief) in conjunction with Orleans Niagara BOCES and component districts. The funding will provide training to approximately 150 school district personnel in supporting students who are struggling with mental health, substance use, and/or related concerns. Our department will be coordinating TIG activities and facilitating and providing Crisis Services assistance when needed. The first training will take place the end of April, and more trainings to follow.
- **Child & Family Services Intent to Apply to Establish HBCI Program** – Deputy Director Gibbons Doxey reported Child & Family Services is intending to apply to NYS OMH for an RFP to establish a HBCI program. This program will serve Erie and Niagara Counties, also offering in home support. Child & Family Services is trying to obtain clarification if this requires a letter of support.
- **Monsignor Carr Change in Hours** – Director Kelemen informed the Board that Monsignor Carr was recently advised by the Bewley Building Management beginning March 4th the building doors will be locked at 6:00 pm. Management also provided some of the reasoning behind this decision. Monsignor Carr is currently open from 8:00 am to 8:00 pm, Monday – Friday. This reduces Monsignor Carr's hours by two hours per day. The Department will work with MCI to determine impact on the youth/families who are receiving services and evaluate methods to ensure needs are met.
- **2022 Annual Court Report** – Presented by Lee Ann Cogar, Confidential Assistant
- **Corporate Compliance** – Deputy Director Gibbons Doxey advised the annual Corporate Compliance training would be provided in March or April to include our new Board members.

▪ **Programs / System Updates, provided by Director Kelemen –**

- **Department Updates** – Director Kelemen reported the department is making considerable progress filling open positions. An RN position has been filled although two additional nursing positions are available. We have also filled three more Clinician positions. These individuals will start on March 4th. We have also promoted Kristi Dierolf to manage the Lockport Clinic. Kristi has worked for the department for several years, and is adapting very well to her new role. We are also in the process of hiring a flat salary Outpatient Clinic Program Manager. We would like to schedule a current candidate for a second interview with the supervisors that will report to the position.

HR has also recently agreed to begin **all nursing positions** at Step 4, hoping this will make the positions more desirable.

- **Leadership Training** - Our first Leadership Training was held on Thursday off-site at the Bond Lake Warming House. Things went very well, and we are planning another session the end of March.
- **Parameters for OPWDD Approvals**- Laura and Myrla have done some research regarding finding ways for the Board to react more quickly to these approvals. We would like to create a resolution, which would allow the Board to respond more quickly to these requests.

5) President's Report –

- **Resolution #2024-03 - Resolution to allow Webex participation for individuals with disabilities** – Director Kelemen and President Burt Marshall reported we have done some research and found there are new regulations related to Open Meetings laws that allow for members with a disability or extraordinary circumstances to attend meetings via webex at sites aside from the publically scheduled sites. If approved, this resolution would allow individuals with disabilities or extraordinary circumstances to attend the meetings via Webex. ***Webex participation for individuals with a disability would also count towards a quorum and their votes would count.*** Recording of these meetings is a requirement, and the recordings must be available on-line to the Public.

Donald Jablonski motioned to approve the resolution as presented, Dr. Annette Dobrasz seconded the motion; the resolution was approved by the Board.

6) Executive Session –

Dr. Annette Dobrasz motioned to enter into Executive Session related to pending litigation; Donald Jablonski seconded the motion; the Board entered into Executive Session at 7:08 pm.

Dr. Annette Dobrasz motioned to exit Executive Session; Donald Jablonski seconded the motion; the Board exited Executive Session at 7:40 pm.

7) Meeting Adjournment

The meeting adjourned immediately following the end of the Executive Session at 7:40 pm.

Next CSB Meeting Date: March 18, 2024