



**Niagara County Community Services Board**  
**Minutes (Draft)**  
**Regular Meeting**  
**Date: Monday, April 15, 2024**  
**Time: 6:00 pm**

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

<b>ATTENDANCE:</b>	<b>PRESENT</b>	<b>EXCUSED</b>
Burt Marshall, Board President	X	
Annette Dobrasz, EdD, 1 <sup>st</sup> Board VP	X	
Stephanie Donovan, 2 <sup>nd</sup> Board VP	X-Webex	
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
<b><u>Niagara County Mental Health Administration</u></b>		
Laura Kelemen, LCSW-R, NCDMH Director	X-Webex	
Myrla Gibbons Doxey, LMFT, NCDMH Deputy Director	X	
Lee Ann Cogar, Confidential Assistant	X	
Jodi McKay, Crisis Services Program Manager	X-Webex	
Kristi Dierolf-Supervising Licensed Clinician	X-Webex	
<b><u>Guests</u></b>		

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

## 2) Meeting Minutes

- Minutes for the February 26, 2024 CSB meeting were reviewed.

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

- Minutes for the April 11, 2024 CSB Joint Subcommittee Meeting were not yet finalized and available for review; postponed until next meeting.

## 3) Membership Review By Director Kelemen –

- **Membership application review** – Director Kelemen reported the Legislature still needs to review the two new applicants during their next meeting.

## 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** –

- **People Inc.** – Deputy Director Gibbons Doxey reported People Inc. submitted an application (IRA-040524-2-WS) to reduce capacity at 4696 Creek Road in Lewiston, NY from 10 to 9, and relocate the one residential opportunity to 520 Englewood Avenue, Buffalo to better meet a resident's needs at the Buffalo location. This one opportunity exists in a shared bedroom, making it difficult to fill as people do not want to share a bedroom; it has been vacant since September 2023. People Inc. representative reports doing work on the Miller Road, Niagara Falls location to add an opportunity at that location.
- **Catholic Charities Diocese of Rochester** – Deputy Director Gibbons Doxey reported that Catholic Charities received the NYS OMH Home Based Crisis Intervention (HBCI) award for the Rochester area – OMH has offered Catholic Charities Diocese of Rochester the opportunity to extend services to serve/run a Home Based Crisis Intervention Program in Erie/Niagara Counties. More information to follow.
- **2025 Local Services Plan** – Deputy Director Gibbons Doxey reviewed the submission timeline with the Board. Submission is due the end of June. M. Gibbons Doxey will present the final draft of the LSP to the Board for review and approval at the June 2024 meeting. The CSB Joint Subcommittee Meeting occurred on April 11, 2024. Agencies discussed innovative strategies for workforce recruitment and retention and provided recommendations for additional objectives to incorporate into the 2025 plan. Deputy Director Gibbons Doxey will coordinate with the CSB subcommittee chairs to schedule the Individual Subcommittee Meeting date for the first week of June.

- **2023 Crisis Services Annual Report** – Presented by Jodi McKay, Crisis Services Program Manager.
- **Corporate Compliance – CSB Annual Corporate Compliance Training** – Provided by Deputy Director Myrla Gibbons Doxey.
- **Programs / System Updates, provided by Deputy Director Gibbons Doxey** –
  - Trauma, Illness and Grief (TIG) Training – CCSI – Deputy Director Gibbons Doxey reported the first of three cohorts for TIG trainings is scheduled to begin April 22<sup>nd</sup>; this training is almost at max capacity of 50 participants. Pending a minimum of 40 registrants for each of the scheduled summer training cohorts, those will occur as scheduled. Otherwise, we may need to reschedule those to the fall 2024. Deputy Director Gibbons Doxey is coordinating closely with CCSI.
  - Deputy Director Gibbons Doxey reported the launch of the Well Niagara Campaign this month, which received some community participation. We would like much more community participation and encourage others to share information on the campaign.

5) **President's Report** – Nothing to report.

6) **Executive Session – Compliance Report Out**

Dr. Thomas Gerbasi motioned to enter into Executive Session; Dr. Annette Dobrasz seconded the motion; the Board entered into Executive Session at 7:00 pm.

Dr. Thomas Gerbasi motioned to exit Executive Session; Dr. Annette Dobrasz seconded the motion; the Board exited Executive Session at 7:15 pm.

7) **Meeting Adjournment**

The meeting adjourned immediately following the end of the Executive Session at 7:15 pm.

***Next CSB Meeting Date: May 20, 2024***

**Webex meeting recording: CSB Meeting-20240415 2319-1**

**Recording link:**

**<https://niagaracounty.webex.com/niagaracounty/ldr.php?RCID=9be1b3ce455c66868ad1c3e2fe35fb68>**

**Password: GjcmDKw5**