



Niagara County Community Services Board  
 Minutes  
 Regular Meeting  
 Date: Monday, October 16, 2023  
 Time: 6:00 pm

**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.

**ATTENDANCE:**

	PRESENT	EXCUSED
Burt Marshall, Board President	X	
Annette Dobrasz, EdD, 1 <sup>st</sup> Board VP	X	
Stephanie Donovan, 2 <sup>nd</sup> Board VP	X	
Rosamond Siegwarth, Board Member	X	
Peter Butera, PhD, 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
Robin Stevens, Board Member	X	
Richard Abbott, Board Member	X	
Betsy Farkas, Board Member		X
Donald Jablonski, Board Member	X	
<b><u>Niagara County Mental Health Administration</u></b>		
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	
<b><u>Guests</u></b>		

1) **Burt Marshall, Board President, called the Community Services Board (CSB) Meeting to order at 6:00 PM.**

2) **The Minutes for the August 7, 2023 meeting were reviewed.**

Donald Jablonski motioned to approve the August 7th, 2023 minutes as presented, Dr. Thomas Gerbasi seconded the motion; the minutes were approved by the Board.

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

▪ **Membership application review**

- **Kevin Hinkley** has been practicing law in western New York and Washington, DC, with extensive practical experience in the areas of mental health and healthcare law. He is currently a professor at Niagara University, and mental health and healthcare law are two of his primary areas of teaching and research. Board members discussed this application.
- **Very Rev. Francis Kadryna** has served the community of Niagara Falls for the past 23 years and has had the opportunity to witness the various needs of the community and work at facilitating help and assistance. Rev. Kadryna is retired from ECMC Behavioral Health Services after 35 years working in various levels of alcohol/addiction services. Dr. Dobrasz commented he also taught at ECC in the past, and he has very good credentials. Dr. Dobrasz recommends he meet with Mr. Marshall and Director Kelemen for consideration of CSB Membership.
- Stephanie Donovan is also currently working on an application to review with Director Kelemen.

Burt Marshall, President and Director Kelemen would like to schedule a time to meet with both of the new applicants, and discuss/vote on their membership during the 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** –

- **Niagara County Department of Mental Health & Substance Abuse Services** – Deputy Director Gibbons Doxey reported an Administrative Action was submitted to OMH on 9/14/23 to expand Niagara County Counseling & Wellness Services Lockport and Niagara Falls Clinic services to serve ages 5 and up. We have identified three employees in Niagara Falls and one employee in Lockport able to work with children.

○ **September 19, 2023 Niagara County Legislative Meeting**

- **Recognition was given to Orleans/Niagara BOCES Graphics Communication Program / Students** who created bus bench and other graphic designs to increase public awareness of Niagara County Crisis Services for help with mental health and substance use concerns. Fliers are included in Board

Member folders. Deputy Director Gibbons Doxey commented we had over 40 submissions, and ended up using several of the student's designs.

- **Suicide Prevention Month Proclamation** – The Legislature presented a proclamation to the department declaring the month of September as Suicide Prevention & Recovery Month.
- **Well Niagara App** – Deputy Director Gibbons Doxey reported we received a Systems of Care Grant for approximately \$25,000. This app was created using some of this funding to increase awareness of and to connect/stay connected to a variety of resources that can assist with improving and sustaining mental, emotional, behavioral and physical wellness. There are drop down menus included on the app to provide further information. The release is planned for October 17th. There is also a webpage available for individuals that do not own a cell phone. The app will continually be enhanced as ongoing feedback is received. Myrla's hope is to ask schools to include the app/information on their websites.

- **2022 2<sup>nd</sup> and 3<sup>rd</sup> Quarter Write-Offs** – Presented by Cindi Wilkins, Fiscal Administrator.

Dr. Annette Dobrasz motioned to approve the 2022 2<sup>nd</sup> and 3<sup>rd</sup> Quarter Write-Offs as presented, Robin Stevens seconded the motion; the 2022 2<sup>nd</sup> and 3<sup>rd</sup> Quarter Write-Offs were approved by the Board.

- **2024 Proposed Department Budget** - Presented by Cindi Wilkins, Fiscal Administrator.
- **Corporate Compliance** – Content covered during an Executive Session.
- **Programs / System Updates, provided by Director Kelemen** – Nothing to report.

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

6) **Executive Session** –

Donald Jablonski motioned to enter into Executive Session; Dr. Dobrasz seconded the motion; the Board entered into Executive Session at 7:18 pm.

Donald Jablonski motioned to exit Executive Session, Dr. Dobrasz seconded the motion; the Board exited Executive Session at 7:57 pm.

7) **Meeting Adjournment**

The meeting was adjourned directly following the end of the Executive Session at 7:57 pm.

***Next CSB Meeting Date: November 27, 2023***