



Niagara County Community Services Board
 Minutes
 Regular Meeting
 Date: Monday, April 17, 2023
 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. This meeting was also offered via Webex.

ATTENDANCE: PRESENT EXCUSED

Burt Marshall, Board President	X	
Annette Dobrasz, EdD, 1 st Board VP	X	
Stephanie Donovan, 2 nd Board VP	X-Webex	
Rosamond Siegwarth, Board Member	X	
Peter Butera, PhD, Board Member		X
Thomas Gerbasi, MD, Board Member	X	
Candace Butcher, Board Member	X-Webex	
Ronald Barstys, PhD, Board Member	X-Webex	
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	
<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	
Gillian Henry-Game, HCBS Supervisor	X	
<u>Guests</u>		

- 1) **Burt Marshall, Board President, called the Community Services Board (CSB) Meeting to order at 6:07 PM.**
- 2) **The Minutes for the March 20, 2023 meeting were reviewed.**

There was no quorum; the minutes will be voted on during the next meeting.

- **CSB Joint Subcommittee/Provider meeting minutes for April 6, 2023** - Deputy Director Myrla Gibbons Doxey reviewed the meeting minutes with the Board.

3) **Membership Review:**

- Director Kelemen reported we still have two vacancies available on the Board if anyone would like to make a recommendation to the Board.
- Director Kelemen also advised the Board Desiree Wlodarek has resigned from the Alcoholism and Substance Abuse Subcommittee. She has relocated and is now living and working outside of Niagara County.

4) **Director's Report**

- **Correspondence was reviewed by Laura Kelemen, Director.**
 - Letters, Memorandums & E-mails:
 - Correspondence listed on separate page, attached
- ***CON-**
 - **Heritage Christian Services application # IRA -033123-1-WS** – Reduce capacity of 6274 Hoover Road, Sanborn, NY from 4 to 0. Those 4 opportunities are being assigned to 5775 Joanne Drive, Sanborn, NY. The agency would then move the 6 opportunities from 860 Oxbow Lane, Lewiston, NY to 6274 Hoover Road, Sanborn, NY, and change 6274 Hoover Road occupancy to 6. This CON summary was originally part of three (3) CON applications (#IRA-030623-1-WS, IRA-030623-2-WS, IRA-030623-3-WS) reviewed and discussed during the March 2023 meeting; however in error OPWDD did not send this official CON application with the others. The CSB voted on and approved this CON content during the March meeting.
 - ***EzPar** – None
 - **Informational**–
 - **Catholic Charities Monsignor Carr Institute** – Deputy Director Myrla Gibbons Doxey reported an Administrative Action was submitted 4/6/23 to reduce hours at the North Tonawanda Clinic on Tuesdays 8am – 8pm and to reallocate staff to other locations with greater need. Operating hours will remain on Mondays and Wednesdays 8am – 8pm and Thursdays 8am – 5pm. This plan will assist with long-term financial sustainability and is the first step in a multi-step process towards closing this site. Director Kelemen commented this is concerning, as there are no other programs provided for children 5-12 yrs of age in Niagara County.
 - **Catholic Charities Monsignor Carr Institute** - Deputy Director Gibbons Doxey reported Catholic Charities also submitted an Administrative Action on 4/6/23 to close the School Based Satellite Clinic at Lockport West School. Per the agency's report, no clients have been served since January 2018 as students / families have not been interested in services at this site and there is no identified need for services at this time.

- **Northpointe** – Deputy Director Gibbons Doxey reported Northpointe announced that its First Step Center’s Medically Monitored program has converted 17 Detox beds to 820 Residential Stabilization beds. The average length of stay is 21-28 days. During their stay, participants have an opportunity to engage in a wide range of structured recovery activities. Once goals are achieved, participants can be transitioned to another program or returned back into the community with referrals to appropriate providers. Director Kelemen reported this conversion did not go through the Department/CSB. She plans to reach out to Colleen Mance with OASAS, to inquire about this and hopes to have more information for the next meeting.

- **2022 Annual AOT Report** – Presented by Gillian Henry-Game, HCBS Supervisor.

- **Corporate Compliance** – Presented by Deputy Director Gibbons-Doxey.
 - **New regulations are in effect and enforceable as of March 28, 2023** – Deputy Director Gibbons Doxey provided an overview of the new regulations and distributed a copy of the OMIG Compliance Program Guidance document, which is also available online (<https://omig.ny.gov/compliance/compliance-library>).

 - **Compliance Plan and Standards of Conduct** – Deputy Director Gibbons Doxey reviewed the new Compliance Plan and Standards of Conduct with the Board along with the acknowledgement form.

 - **Corporate Compliance Quarterly Report** – Deputy Director Myrla Gibbons Doxey reviewed the report, highlighting key activities she, in coordination with the Compliance Committee, engaged in throughout the quarter, which include the following:
 - Ongoing review of the NYS OMIG webpage for updates;
 - Monthly updates provided to the Community Services Board and Compliance Committee regarding NCDMH Compliance Program;
 - Beginning in February 2023, all new hires/contractors completed Corporate Compliance training on their 1st day.
 - In March 2023, some members of the Compliance Committee participated in a Compliance Program Regulations Overview training provided by the Bonadio Group; the recording is available to all members of the Compliance Committee.
 - Additional lines of communication for reporting Compliance concerns are now available which include: a new dedicated confidential phone number (716) 438-3160, fax number (716) 438-3161, and email address NCDMHCompliance@niagaracounty.com.
 - A dedicated Compliance Program webpage was created and made available on the NCDMH webpage for the general public https://www.niagaracounty.com/departments/m-r/mental_health_substance_abuse/ncdmh_compliance_program.php.
 - Distribution of the Compliance Plan and Standards of Conduct to Affected Individuals.
 - Updated / new signage hung in both the staff program areas and each clinic for on the Compliance Program.

- **Programs / System Updates, provided by Director Kelemen.**

- **OMH QIC Questionnaire** - The OMH is starting a new QIC Social Determinants of Health (SDOH) Screening Process. They are asking we institute a specific SDOH screening tool for all clients we see. It looks at housing, food insecurity, utility needs, employment history, education, etc. Screening for SDOH is regarded as a positive thing as it will assist us in helping folks meet their basic needs and we will then more effectively be able to connect with other providers and services, such as Employment and Training or Social Services to help meet client needs.

- **Additional Agenda Items** – No additional items to report.

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

6) **Meeting Adjournment**

The meeting was adjourned at 7:16 PM.

Next CSB Meeting Date: May 22, 2023

DRAFT