



Niagara County Community Services Board
 Minutes
 Regular Meeting
 Date: Monday, February 27, 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.

<u>ATTENDANCE:</u>	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
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
<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	
Sandra Shawver, Billing Supervisor	X	
<u>Guests</u>		
Katie Burbee, Horizon Health	X-Webex	
Brandy Vandermark-Murray, Horizon Health	X-Webex	

1) **Burt Marshall, Board President, called the Community Services Board (CSB) Meeting to order at 6:05 PM.**

2) **Membership Review:**

- **Membership Applications:**
 - Don Jablonski's Board membership was approved by the Legislature on February 21, 2023, as well as Michelle Scheib's and Alan Venesky's subcommittee memberships.
 - Citing new family obligations, Jackie Bieber has resigned from the Board effective February 27, 2023.

3) **Director's Report**

- **Correspondence was reviewed by Laura Kelemen, Director.**
 1. Letters, Memorandums & E-mails:
 - Correspondence listed on separate page, attached
- ***CON-Prior Consult**
- ***EzPar** – Horizon Health Services application #3707 to establish a school based satellite clinic in the Niagara Wheatfield School District Middle School and High School. There are 17 students seeking services identified to date. This would be considered as one satellite (one room in each building) serving grades 6-12, ages 11-21 years. The satellite will operate one day per week on Thursdays from 7:30 am-4:00 pm. There is a 10-15 students per caseload, annual volume 400, approximately 153 visits per year. The satellite will not be open when school is not in session. For those not appropriate for telehealth, the agency has a plan to arrange transportation for those students eligible. Horizon Health is fiscally viable, and the need for the satellite has been demonstrated. Horizon Health will also coordinate with Niagara County Crisis Services.

Dr. Annette Dobrasz motioned to approve the EzPar as presented, Stephanie Donovan seconded the motion, there were 4 in-person ayes, 1 aye via Webex, 6 ayes via email vote, and 1 abstain via email vote. The EzPar was approved as presented.
- **Informational** – Eastern Niagara Hospital – Reflections Unit, Closure Plan. Director Kelemen reported ENH has submitted a formal letter to OASAS to close the Reflections Program. NCDMH has not yet been asked to sign off. The scheduled closing date is May 15, 2023.
- **4th Qtr 2021 (resolution 2023-01) and 1st Qtr 2022 (resolution 2023-02) Write-Offs** – Presented by Sandra Shawver, Billing Supervisor.

Suzanne Diez motioned to approve both resolutions as presented, Dr. Annette Dobrasz seconded the motion; both write-off resolutions were approved.
- **Corporate Compliance** – Presented by Deputy Director Gibbons-Doxey. Myrta Gibbons-Doxey reported we are continuously monitoring Utilization Review Corrective Actions, making certain nothing becomes a compliance issue. There are recent changes to OMIG regulations, training and guidance will be offered in the near future.
- **Programs / System Updates, provided by Director Kelemen.** – Nothing to report.
- **Additional Agenda Items** – No additional items to report.

4) President's Report –

- Future Meeting Schedule – May Planning- Due to conflicts, the May meeting will be held on the 4th Monday on May 22nd. The April meeting will be scheduled on April 17th.

5) Executive Session:

Stephanie Donovan motioned to enter into Executive Session, Dr. Annette Dobrasz seconded the motion. The Board entered into Executive Session at 6:44 pm to discuss a personnel matter.

Dr. Annette Dobrasz motioned to exit Executive Session, Stephanie Donovan seconded the motion. The Board exited Executive Session at 7:59 pm.

6) Meeting Adjournment

The meeting was adjourned at 8:00 PM.

Next CSB Meeting Date: March 20, 2023

DRAFT