

# COMMUNITY SERVICES BOARD MEETING MINUTES

**DATE:** February 13, 2024

**LOCATION:** Health & Human Service Building

**PRESIDING:** Karen Boliver

**SECRETARY:** Anna Platz

**ATTENDEES** (Sign-in sheet attached): Julie Grau, Dr. John Wat, Rose Larkins, Ashley Waite, Karen Boliver, Melanie Saber, Wyatt Wagner, Mark Waterhouse, Pat Fralick, Anna Platz, Ed Thomas, Jennifer Rich, Michelle Monnat, John Wilson, Vincent Smith, Natalie Burnham.

TOPIC DISCUSSED	SUMMARY OF TOPIC DISCUSSED	DECISION/ACTION TO BE TAKEN	DEADLINE/ PERSON RESPONSIBLE
Call meeting to order	The meeting was called to order at 7:30 am. Quorum present.		
Approval of the Minutes	Regular minutes from 1/9/2024 presented for approval.	Moved by Ashley Waite seconded by Mark Waterhouse. Motion carried unanimously.	
Privilege of the Floor	Wyatt Wagner has been accepted into the Council for Developmental Disabilities. Congratulations, Wyatt!		
New Business	<p>CSB Work</p> <ul style="list-style-type: none"> <li>• Over the next several months, Anna will be organizing presentations for the Community Services Board (CSB) to educate them about their roles, responsibilities and what the services administered through this office and the contracted agencies, look like.</li> <li>• The presentations will (hopefully) start with the lawyer from the NYS Conference of Local Mental Hygiene Directors, who will present on Mental Hygiene Law and what it means to be a CSB Member, followed by a presentation on the structure of the Community Services Department in Lewis County, and then presentations from each of our contracted agencies. The contacts for these agencies are up for renewal in 2024.</li> <li>• Also included in the presentations will be an explanation of the relationship between the CSB subcommittees, the CSB, the Health and Human Services Committee and the Lewis County Board of Legislators.</li> <li>• We also hope to update the CSB by-laws during this process.</li> </ul> <p>Community Services Division of Duties/Priorities</p> <ul style="list-style-type: none"> <li>• Phone Change – The only phone number that has ever been associated with the Community Services Department is Pat’s (315) 376-5858. To try to get the community used to there being two people in the office, now when you call that</li> </ul>		

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	<p>number, an automated message prompts you to “press 1 for Pat Fralick” or “press 2 for Anna Platz”.</p> <p>Lewis County Board of Legislator’s Department Orientation</p> <ul style="list-style-type: none"> <li>Pat provided the Health and Human Service Committee with a 10-minute overview of the Community Services Department and received very thoughtful questions from the attendees. It was clear that the legislators are very concerned about mental health and substance use issues in our community.</li> </ul> <p>24<sup>th</sup> Annual North Country Survey of the Community</p> <ul style="list-style-type: none"> <li>The results of this study were recently announced by Jefferson Community College’s Center for Community Studies.</li> <li>Pat brought our attention to the fact that the survey reports a decline in the number of Lewis County residents who perceive heroin, or other opiate abuse as a “major issue”.</li> </ul>		
Old Business	<p>24/7 Crisis Services</p> <ul style="list-style-type: none"> <li>Lewis County has received start up funds for this initiative. These funds can be rolled over if they go unused.</li> <li>Lewis County Community Services worked with Jefferson County Community Services to submit an update to the initial plan that was required.</li> <li>Both Community Services Departments are in early conversations with FRDHPO about being a project manager for this initiative.</li> <li>When asked, Pat shared it would probably be about 12 months until 24/7 Crisis is up and running.</li> </ul> <p>Development of Opioid Litigation Utilization Plan</p> <ul style="list-style-type: none"> <li>See “Substance Use Disorder/Mental Health Subcommittee” report below.</li> </ul>		
Directors Report	<p>Pat reminded the CSB that this report will now be shared with the public.</p> <p>Ashley asked if it would be possible for more data to be included in the Director’s Report so the CSB can track or identify any potential trends. Members of the CSB identified waitlists, referrals, and readmissions as information that they would like to have.</p> <p>Hospital and Community Connections</p>	Anna and Pat will work on updating the report to include relevant data.	

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	<ul style="list-style-type: none"> <li>This is a joint initiative between the New York State Department of Health and Office of Mental Health for better discharge planning, including when an individual is referred to an outpatient mental health provider for an appointment within 5 days of discharge from the inpatient setting.</li> <li>Locally, the plan is to use FDRHPO's monthly Behavioral Health Committee meeting as the place where this work can shift from discussion to action.</li> </ul>		
Subcommittee Reports	<p>Substance Use Disorder/Mental Health</p> <ul style="list-style-type: none"> <li>Karen Boliver was appointed to this subcommittee and new members Ashley Waite, Amanda Hosmer, Jessica Moser, and Nicole Burdell were welcomed.</li> <li>This subcommittee is going to be working on the development of an opioid litigation utilization plan for the next several months and has agreed to meet monthly during this process.</li> <li>Anna provided the subcommittee with documents to consider as the plan is developed and sent out a survey that will hopefully help identify priority areas for the funds.</li> <li>Anna explained that the survey is 14 questions long and was created using the guidance documents referenced in the previous bullet. The questions range from "select all" to "ranking" and after each question, participants are asked to explain how/why they chose their response. The final three questions are optional and allow people to identify specific programs or initiatives they would like to see the funds used for, as well as share any additional thoughts they may have.</li> </ul> <p>Developmental Disability</p> <ul style="list-style-type: none"> <li>DPAO presented on a respite program that is ending and the eight individuals who will be affected by it. This program is unique to Lewis County and OPWDD has identified it's funding as redundant.</li> </ul>	<p>The survey was distributed to voting and non-voting members of the SUD/MH Subcommittee on 2/12. Anna asks that the survey be completed by close of business on 2/21 so she has time to compile the data before the subcommittee's next meeting on 2/27.</p> <p>Vincent Schmitt (OPWDD) is going to connect with the DD subcommittee offline and provide them with additional information about this decision.</p>	<p>Anna and SUD/MH Subcommittee Members</p> <p>Vincent and DD Subcommittee</p>
Action Items	N/A		
Agency Updates	<p>NRCIL</p> <ul style="list-style-type: none"> <li>Aileen is in Albany for advocacy work.</li> <li>NRCIL will be at the ACES program 2 days per week administering the program, "What's Good About Teen Anger?"</li> <li>NRCIL is working on their strategic plan.</li> </ul>		

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	Thrive (Merger of TLS and Credo) <ul style="list-style-type: none"> <li>• Legally, the merger has not made any progress since last month.</li> <li>• The ACT Team is still struggling with staffing issues as they have not been able to secure a provider.</li> </ul>		
Adjourn	Meeting adjourned at 8:30 am.	Moved by Mark Waterhouse seconded by Melanie Saber. Motion carried unanimously.	
Next Meeting:	March 12, 2024 at 7:30 am.		