

**TO:** Jessica Moser, Chair; Tom Kalamas, Vice-Chair; Josh Leviker; Vincent Nortz; and Barry Lyndaker.

**FROM:** Cassandra Moser, Clerk of the Board

**DATE:** November 14, 2024

**SUBJECT:** Human Services Committee Agenda

Please let this correspondence serve as notification that the Human Services Committee will meet on Tuesday, November 19<sup>th</sup> at 1:45 p.m. in the Board of Legislators' Chambers. Following is a list of agenda items for the meeting which will be streamed live at [Lewis County - YouTube](#).

**Minutes:**

Approve October 15, 2024, committee minutes if no amendments.

**Presentations / Discussion Items:**

1. Veteran Services update – David Pavey, Director of Veteran Services Department (10 minutes)

**Draft Resolutions:**

1. Authorizing agreement between the Probation Department, the Department of Social Services and Rubenzahl, Knudsen & Associates Psychological Services for sex offender evaluations, counseling services of individuals or families, attachment parenting classes, psychological evaluations, and treatment for juvenile delinquents or adolescent offenders for the term of January 1, 2025 through December 31, 2025.  
AYE \_\_\_                      NAY \_\_\_
2. Authorizing a renewal agreement between Public Health Department, Department of Social Services, and Lewis County General Hospital to provide the services of Shereen Palmer, MD as Medical Director for the Public Health and DSS Departments' programs at a cost not to exceed \$12,000 per year for the term of January 1, 2025 through December 31, 2026.  
AYE \_\_\_                      NAY \_\_\_
3. Authorizing agreement between the Law Department and Department of Social Services for legal services and representation in Family Court Child Welfare Matters, Child Support Enforcement Proceedings and Collection and Recovery Matters for the term of January 1, 2025 through December 31, 2025.  
AYE \_\_\_                      NAY \_\_\_

4. Authorizing agreements between Department of Social Services and NYS Office of Children and Family Services and Community Action Planning Council of Jefferson County, Inc. for the purpose of providing federal funding in the amount of \$10,567.50 quarterly for an acceptable level of compliance and performance as specified by the Division of Childcare Services for registration and inspection of child care providers; and for the purpose of conducting registration and inspection of family day care and school aged child care providers in Lewis County at quarterly installments of \$10,039.25 upon receipt of a completed Quarterly Registration Review Report from the Division of Child Care Services Regional Office.

AYE \_\_\_\_ NAY \_\_\_\_

**Motions:**

None.

**Executive Session:**

None.

**Informational Items:**

1. Monthly Department reports are attached for your review.

If any committee member has inquiries regarding agenda items, please do not hesitate to contact me.

cc:	Community Services	Sheriff
	Lewis County Health System	Social Services
	Office for the Aging	Veterans' Service Agency
	Probation	Youth Bureau
	Public Health	

**RESOLUTION NO. \_\_ - 2024**

**RESOLUTION AUTHORIZING AGREEMENT  
BETWEEN THE PROBATION DEPARTMENT, THE DEPARTMENT OF SOCIAL  
SERVICES, AND RUBENZAH, KNUDSEN & ASSOCIATES PSYCHOLOGICAL  
SERVICES, P.C.**

Introduced by Legislator Jessica Moser, Chair of the Human Services Committee.

WHEREAS, the County of Lewis, on behalf of the Lewis County Probation Department (“LCPD”) and the Lewis County Department of Social Services (“LCDSS”) wish to enter into an Agreement with Rubenzahl, Knudsen & Associates Psychological Services, P.C. (“RKA”); and

WHEREAS, the LCPD is charged by law to provide sex offender evaluations, counseling services for individuals, psychological evaluations, and treatment for juvenile delinquents/adolescent offenders when required; and

WHEREAS, the LCDSS is charged by law to provide rehabilitative and supportive services to families whose children have been named in an indicated child abuse and/or maltreatment report, or who have been assessed at risk of foster care placement, or who are in foster care and whose placements can be shortened through the provision of such services detailed below, provided by RKA; and

WHEREAS, the Board of Legislators wishes to accept such services;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes an agreement between the Lewis County Probation Department, Lewis County Department of Social Services, and Rubenzahl, Knudsen & Associates Psychological Services, P.C., to provide sex offender evaluations, counseling services for individuals or families, attachment parenting classes, psychological evaluations, and treatment for juvenile delinquents/adolescent offenders when required.

Section 2. The term of this agreement shall be January 1, 2025 through December 31, 2025 at the following fee rates:

SEX OFFENDER ASSESSMENT AND THERAPY	PSYCHOLOGICAL SERVICES
\$90.00 per session for group therapy	\$125.00 per hour for individual or family therapy
\$125.00 per hour for individual therapy	\$160.00 per hour for psychological evaluations

\$160.00 per hour sex offender evaluation	\$90.00 per hour for clients receiving group treatment
\$300.00 per hour expedited evaluation	\$200.00 per hour for expert court testimony
\$200.00 per hour for penile plethysmography evaluation	\$100.00 per session, to include RKPS presence at monthly clinical treatment team meeting, if applicable
	\$300.00 per hour for expedited evaluation
	\$1,000.00 per person for attachment parenting class (10-Week Class)
	\$25.00 per page for official letters
	\$125.00 per hour for case consultation
Missed Appointments: \$320.00 regular evaluation \$600.00 for expedited evaluation \$125.00 per individual session	

Section 3. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver said Agreement, and any amendments thereto, pending approval by the County Attorney.

Section 4. The within Resolution shall take effect immediately.

Moved by Legislator \_\_, seconded by Legislator \_\_, and adopted.

**RESOLUTION NO. \_\_ - 2024**

**RESOLUTION AUTHORIZING RENEWAL AGREEMENT BETWEEN BOTH THE LEWIS COUNTY PUBLIC HEALTH DEPARTMENT AND LEWIS COUNTY DEPARTMENT OF SOCIAL SERVICES WITH LEWIS COUNTY GENERAL HOSPITAL FOR MEDICAL DIRECTOR**

Introduced by Legislator Jessica Moser, Chair of the Human Services Committee.

WHEREAS, Lewis County, acting by and through the Lewis County Public Health Department (“Public Health”) and Lewis County Department of Social Services (“DSS”) desires to enter into an Agreement with Lewis County General Hospital (“LCGH”) to provide the services of a physician as Medical Director to Public Health and DSS; and

WHEREAS, LCGH physician employee, Shereen Palmer, MD, who is licensed to practice in New York State and meets the New York State Department of Health requirements to function as Medical Director for the Public Health and DSS Department’s programs is willing to continue to provide Medical Director services for LCPH and LCDSS; and

WHEREAS, the Board of Legislators wishes to authorize said continued services and renewal agreement;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That the Lewis County Board of Legislators hereby authorizes a renewal Agreement between the County of Lewis, by and through the Lewis County Public Health Department and Lewis County Department of Social Services with Lewis County General Hospital to provide the services of Shereen Palmer, MD as Medical Director for the Public Health and DSS Department’s programs.

Section 2. That this is for the term commencing January 1, 2025 through December 31, 2026 at a cost not to exceed \$12,000.00 per year. DSS is responsible for \$4,000.00 of the cost and Public Health is responsible for \$8,000.00.

Section 3. That the Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement and any amendment required thereto, together with execution by the Public Health Director and Commissioner of the Department of Social Services, pending approval by the County Attorney.

Section 4. That the within resolution shall take effect immediately.

Moved by Legislator \_\_, seconded by Legislator \_\_, and adopted.

**RESOLUTION NO. \_\_ - 2024**

**RESOLUTION AUTHORIZING AGREEMENTS BETWEEN  
LEWIS COUNTY DEPARTMENT OF SOCIAL SERVICES AND THE  
COUNTY LAW DEPARTMENT FOR LEGAL SERVICES AND  
REPRESENTATION IN FAMILY COURT CHILD WELFARE MATTERS,  
CHILD SUPPORT ENFORCEMENT PROCEEDINGS AND  
COLLECTION AND RECOVERY MATTERS**

Introduced by Legislator Jessica Moser, Chair of the Human Services Committee.

WHEREAS, pursuant to § 397 of the Social Services Law, the Department of Social Services (the "Department") is responsible to initiate and/or defend cases deemed necessary in the Family Court for adjudication with regard to children considered to be neglected or abused; to institute proceedings against a parent or adult for neglect or abuse of a child; for voluntary placements, foster care placements, extensions of placement, and custody determination of placement rights; and placements that may result from Juvenile Delinquencies (J.D.); and

WHEREAS, under Section 454 of the Federal Social Security Act, Section 111 (h), 352, and 352 (a) of the Social Services Law of the State of New York, and the rules and regulations promulgated by the State Department of Social Services, the Department is responsible through its Child Support Enforcement Unit for the establishment of paternity, locating of absent parents, and the enforcement and collection of support from legally responsible relatives for persons applying for or receiving Aid to Dependent Children; and

WHEREAS, the Department is also responsible for the collection of overpayments or recovery of assets in certain programs where financial support to Lewis County citizens has been provided; and

WHEREAS, pursuant to County Law § 501, the County Attorney is responsible for prosecuting and defending all civil actions and proceedings brought by or against the County, and in that capacity, the Law Department is responsible to provide legal representation to the Department in all Family Court matters. The County Attorney and Law Department also have the expertise to provide legal collection services on behalf of the Department in its collection and recovery matters and to represent the Department in Adult Protective Services matters; and

WHEREAS, it is economically and organizationally feasible for the Department to contract with the County Attorney's office for the performance of these services and to enter into agreements for same;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes Agreements by and between the Department of Social Services and the Law Department whereby the County Attorney shall provide legal representation to the Department on family court matters, child support enforcement proceedings, collection of overpayments or recovery of assets in certain programs that provide financial support to Lewis County citizens, and adult protective proceedings.

Section 2. The Agreements shall provide for reimbursement to the County Attorney's Office for the cost of providing such legal representation, including without limitation, personnel services, supervision, support services, expert fees, and related office expense. The parties understand that reimbursement is premised on Federal and State statutes, law, rules and regulations. The Department agrees to keep the County Attorney informed of changes in reimbursement methodology mandated by law, rules or regulation of the State and Federal Government for such expenditures.

Section 3. The term of these Agreements shall be from January 1, 2025 through December 31, 2025. Compensation for legal representation on neglect, abuse, foster care, custody, J.D.'s and related Family Court matters shall be \$182,799.00; child support enforcement legal representation services shall be \$80,768.00; and compensation for collection and recoveries shall be \$37,258.

Section 4. The Chair or Vice-Chair of the Board of Legislators, along with the Commissioner of the Lewis County Department of Social Services and the County Attorney be and the same are hereby authorized to make, execute, seal and deliver said Agreements, and any amendments thereto.

Section 5. The within Resolution shall take effect immediately.

Moved by Legislator \_\_, seconded by Legislator \_\_, and adopted.

**RESOLUTION NO. \_\_ - 2024**

**RESOLUTION AUTHORIZING AGREEMENTS  
BETWEEN DEPARTMENT OF SOCIAL SERVICES AND  
NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES AND  
WITH COMMUNITY ACTION PLANNING COUNCIL  
OF JEFFERSON COUNTY, INC.**

Introduced by Legislator Jessica Moser, Chair of the Human Services Committee.

WHEREAS, the Commissioner of Social Services of Lewis County is an authorized Social Services official responsible and designated by the New York State Office of Children and Family Services, insofar as funds are available for that purpose, to register and inspect family daycare and school-aged child care providers in Lewis County; and

WHEREAS, the Community Action Planning Council of Jefferson County, Inc. ("CAPC") is qualified by its present established base in the community and is disposed to fulfill the required responsibilities of the Local Commissioner in fulfilling the obligation to inspect and register daycare providers. The Commissioner of Lewis County Department of Social Services ("DSS") desires to enter into an Agreement with CAPC to provide such services; and

WHEREAS, the Board of Legislators wishes to authorize said agreements;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes Agreements between the County of Lewis, by and through the Department of Social Services with:

A. New York State Office of Children and Family Services for the purpose of providing federal funding to the Lewis County Department of Social Services in the amount of \$10,567.50 quarterly (Maximum Funding Amount of \$42,270.00), for an acceptable level of compliance and performance as specified by the Division of Childcare Services for registration and inspection of child care providers.

and

B. Community Action Planning Council of Jefferson County, Inc. for the purpose of conducting registration and inspection of family day care and school aged child care providers in Lewis County, at an annual cost not to exceed \$40,157.00, payable in quarterly installments of \$10,039.25 upon receipt of a completed Quarterly Registration Review Report from the DCCS Regional Office.

Section 2. The term of these Agreements shall be from January 1, 2025 through December 31, 2025. The cost of these services are 100% federally funded.

Section 3. The Lewis County Commissioner of Social Services is hereby authorized to make, execute, seal and deliver the New York State Office of Children and Family Services agreement and any extensions thereto, pending review and approval by the County Attorney.

Section 4. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver the Community Action Planning Council of Jefferson County, Inc. Agreement, and any extensions thereto provided the amount remains the same, pending approval by the County Attorney.

Section 5. That the within Resolution shall take effect immediately.

Moved by Legislator \_\_, seconded by Legislator \_\_, and adopted.

DRAFT

October 2024

**New York State Office of Mental Health Mobile crisis initiative.**

- Fort Drum Regional Health Planning Organization is working to develop a viable service that will include Jefferson County. It is planned, once developed, a request for proposal (RFP) will be issued seeking an agency(s) to provide this service.

**Department**

- Director of Community Services is retiring. Currently seeking my replacement.

**Contract Agency updates**

- Northern Regional Center for Independent Living: The Lewis County Warming Center located on 5499 Jackson Street opened 11/1/24
- PIVOT: In addition to providing substance use prevention services to school districts, the organization is bringing other programs to the county on a part time basis. It is also partnering with NRCIL to collaborate on peer related groups and programming

SEPTEMBER SERVICES	
Assisted Outpatient Treatment (AOT)	0
Petitions/Referrals Received	
AOT Clients Monitored	0
Enhanced Service Agreements	0
SPOA Referrals (Adult + Child)	9
Article 7.30 Evaluations	0
Safe Act Reports	8
Pick-Up Orders	1

OCTOBER SERVICES	
Assisted Outpatient Treatment (AOT)	0
Petitions/Referrals Received	
AOT Clients Monitored	0
Enhanced Service Agreements	0
SPOA Referrals (Adult + Child) Sept.	10
Article 7.30 Evaluations	0
Safe Act Reports	7
Pick-Up Orders	2

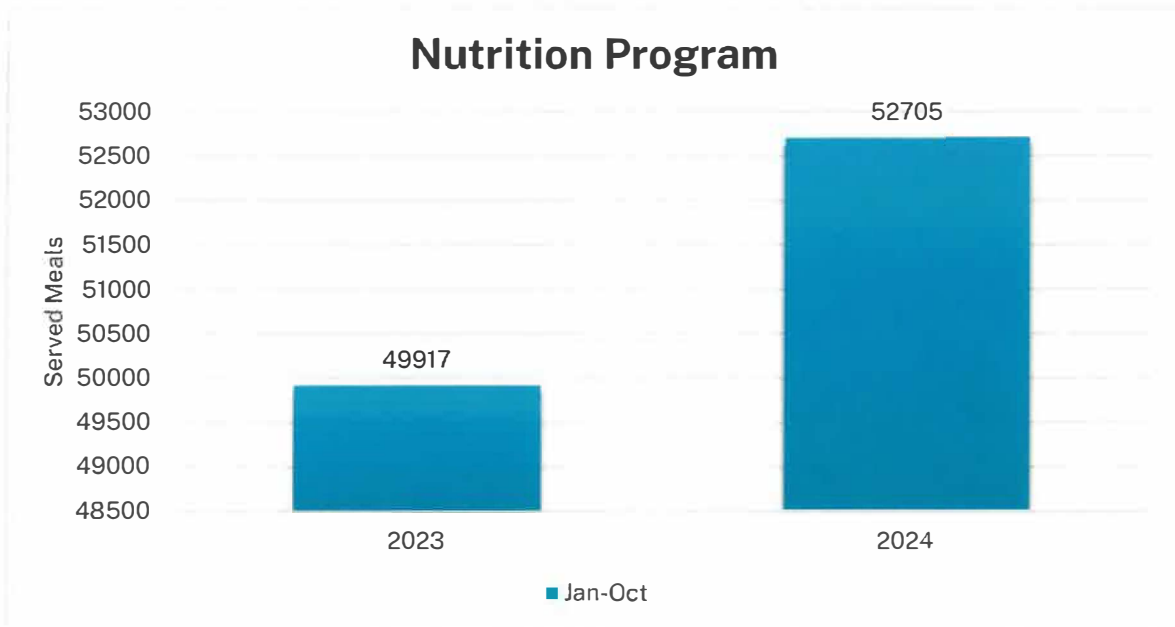
## October 2024

- HEAP opened for new applications on November 1. DSS received 26 emergency calls for heating on opening day.
- The Childcare Block Grant allocation for October 1, 2024 to September 30, 2025 is \$775,188. The local maintenance of effort is \$11,454. DSS currently has 103 children enrolled.
- The Lewis County Warming Center opened on Friday, November 1<sup>st</sup> at 7pm.
- Lewis County DSS received \$5,000 for the New York State Shelter Arrears Eviction Forestallment (SAEF) program. Households are required to apply for EAF or ESNA assistance and if found **ineligible** they can be assessed for the SAEF program. Given the small amount of funding this allocation will be depleted quickly.
- DSS provides Personal Care Services to 14 Medicaid eligible individuals totaling 333 hours per week. DSS is also required to provide **immediate needs** personal care assistance until Medicaid Managed Long Term Care services can be assessed and implemented.
- The Legal Aid Society of Mid New York will provide office hours at the Human Services Building every Thursday from 2pm-4pm starting November 14<sup>th</sup>. This is free legal assistance for those facing eviction.

Program Area Update	October 2024	Monthly Average
Child Protective Reports Received	38	41
Children in Foster Care	10	9
Phone Calls	13185	9343
Visitor Total DSS	1684	1159
Visitor Total One Stop	239	175
Child Care Subsidy Cases	56	55
Applications Temporary Assistance	47	37
Open Temporary Assistance Cases	85	70
Homeless BedNights	357	261
Applications SNAP	106	78
Open SNAP cases	1589	1594
Medicaid Applications	57	51
Medicaid Open Cases	1750	1734
Applications HEAP	115	178
Fraud Referrals	25	26
Child Support Petitions Filed	44	34

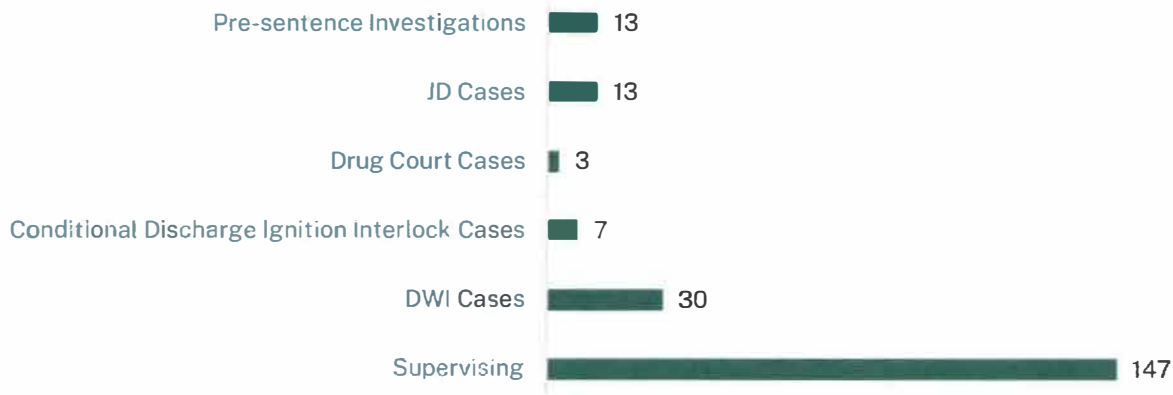
## October 2024

- Health insurance counseling: 235 clients served
- Nutrition: 5,480 meals provided
  - 4,046 home delivered, 919 congregate, 515 Milk Plant
- Expanded in-home services for the elderly hours for September:
  - 843.5 hours-housekeeping, personal care, and respite
- New York Connects information, assessments, follow up: 300
- Successful completion of our New York State Nutrition Audit



October 2024

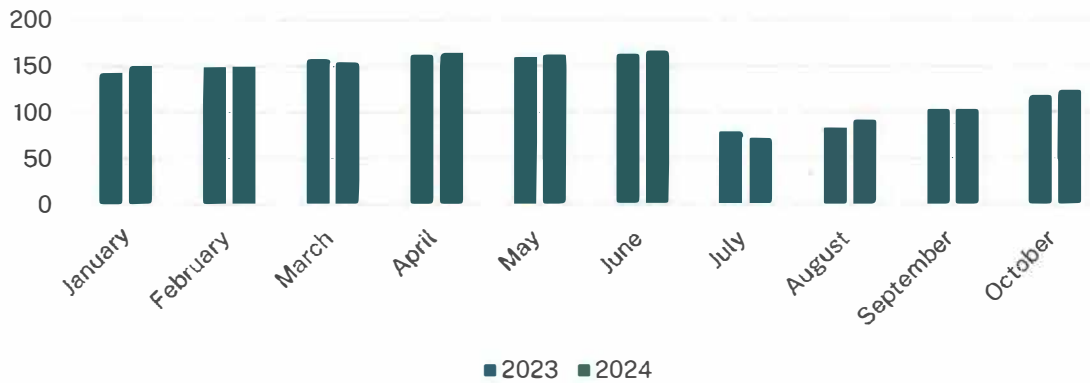
- Probation Department supervised cases remains unchanged from the previous month. While we have had several new cases come in, we have had the same number of cases expire throughout the past month.
- Last month, we noted that we had a juvenile in non-secure detention in Bath, NY. The juvenile was only in the non-secure detention facility for 5 days, with a cost to the department of \$4,275.00.
  - The same juvenile was remanded to secure detention until the youth could be placed in the care and custody of the Office of Children and Family Services. The youth was transported by two Probation Officers to Woodfield detention in Westchester County. We have yet to receive a bill from Westchester County.
- On 11/13/2024 and 11/14/2024, the Lewis County Probation Department will be participating in bi-annual defensive tactics training with Jefferson County Probation. As we frequently note, we are extremely grateful that our neighbors in Jefferson County are willing to allow us to join them for departmental trainings.



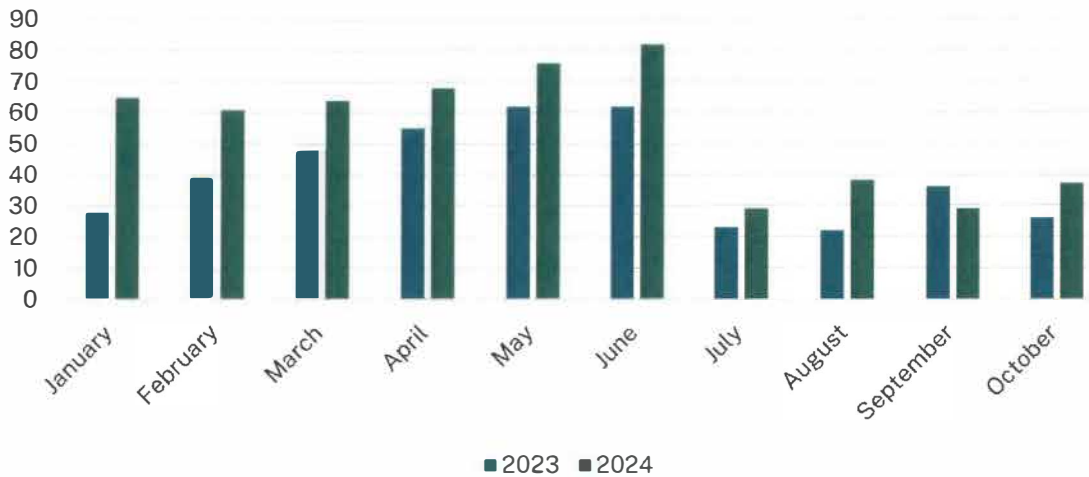
## October 2024

- Public Health office space is consolidating from 3 office areas into one office area in the basement of the Children’s Health Building of the health system. Public Health Workforce Grant funding is being used to renovate the space starting in December.
- Public Health is contracting with many new independent providers to help address the growing waitlist for children with special needs.

### Children Receiving Preschool Special Education Services



### Children on Wait List for Services





## LEWIS COUNTY SHERIFF'S OFFICE

5252 Outer Stowe Street  
P.O. Box 233  
Lowville, New York 13367  
Telephone: (315) 376-3511  
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Michael P. Carpinelli

Sheriff

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Jason A. McIntosh

Undersheriff

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## MONTHLY REPORT October 2024

### JAIL:

- Inmate Population as of October 31<sup>st</sup>: 17
- Number of Inmates Boarded Out as of October 31<sup>st</sup>: 1

### DISPATCH:

- Calls Handled: 4882
- Cads Created: 1771

### ROAD PATROL:

- Complaints Handled: 529
- Criminal Arrest Made: 15
- Vehicle and Traffic Stops: 86
- Vehicle and Traffic Arrest: 42
- Pistol Permits Completed: 11
- Drug Overdoses: 2

### CIVIL:

- Papers Served: 93
- Evictions: 0
- Civil Executions Against Property: 0
- Funds Received and Disbursed: \$16,678.27