

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

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

**DATE:** January 16, 2025

**SUBJECT:** Human Services Committee Agenda

Please let this correspondence serve as notification that the Human Services Committee will meet on Tuesday, January 21<sup>st</sup> at 1:30 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 November 19, 2024, committee minutes if no amendments.

**Presentations / Discussion Items:**

1. Employee Recognition Ceremony – Caitlyn Smith, Human Resources Director (5 minutes)
2. Human Services Committee Goals – Tim Hunt, County Manager (15 minutes)

**Draft Resolutions:**

1. Re-appointing John Lehman of Croghan as a member of the Lewis County General Hospital Board of Managers for a 5-year term.  
AYE \_\_\_            NAY \_\_\_
2. Authorizing acceptance of bid and purchase of a 2025 Can-Am Defender Max Limited Crew Cab side-by-side UTV at a cost of \$32,310.99 to be used by the Sheriff's Department for UTV/ATV trails through Lewis County.  
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  
Lewis County Health System  
Office for the Aging  
Probation  
Public Health

Sheriff  
Social Services  
Veterans' Service Agency  
Youth Bureau

**RESOLUTION NO. \_\_ - 2025**

**RESOLUTION RE-APPOINTING MEMBER TO  
LEWIS COUNTY GENERAL HOSPITAL  
BOARD OF MANAGERS**

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

BE IT RESOLVED as follows:

Section 1. That pursuant to Section 127 of the General Municipal Law, the Board of Legislators hereby re-appoints John Lehman of Croghan, NY 13327, as a member of the Board of Managers of the Lewis County General Hospital.

Section 2. That the term of said appointment shall commence January 1, 2025 and expire on December 31, 2029.

Section 3. That this resolution shall take effect immediately.

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

**RESOLUTION NO. \_\_ - 2025**

**RESOLUTION AUTHORIZING ACCEPTANCE OF BID AND PURCHASE OF A 2025 CAN-AM DEFENDER MAX LIMITED CREW CAB SIDE-BY-SIDE UTV**

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

WHEREAS, the Purchasing Department on behalf of the Sheriff's Department submitted an RFP to purchase a 2025 Can-Am Defender Max Limited Crew Cab Side-by-Side UTV. One bid was received in response by CJ Motorsports of 8711 Industrial Drive, Boonville NY 13309 in the amount of \$32,310.99 for a 2025 HD10 Defender Limited Maxx UTV; and

WHEREAS, the Lewis County Board of Legislators seeks to authorize acceptance of this bid and purchase of said vehicle;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby approves and authorizes acceptance of the bid from CJ Motorsports for the 2025 HD10 Defender Limited Max UTV with a 1-year warranty at a total price, including delivery, of \$32,310.99 to be used by the Sheriff's Department for UTV/ATV trails through Lewis County, payable from the Sheriff's Department's approved 2025 budget.

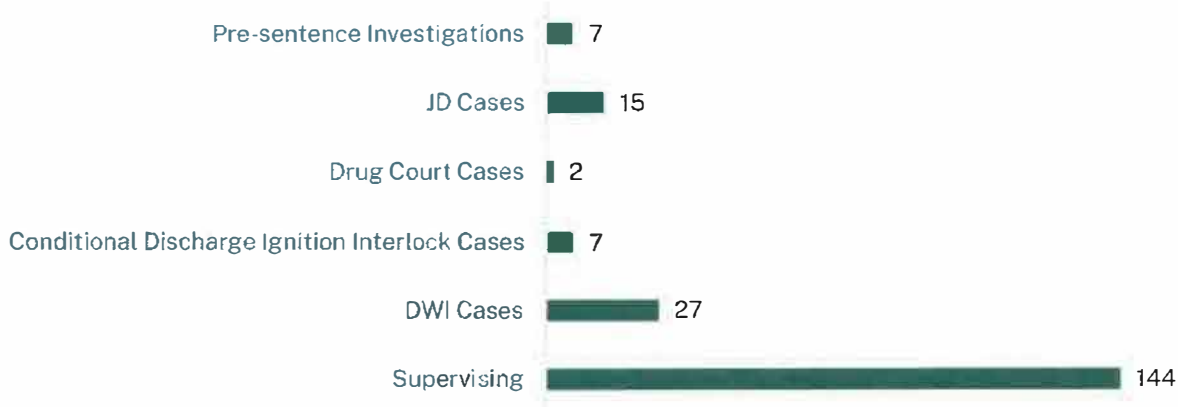
Section 2. The Chair, or Vice-Chair of the Board of Legislators is authorized to make, execute, seal and deliver any approval or purchase agreement required, upon review of the County Attorney.

Section 3. The within Resolution shall take effect immediately.

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

## December 2024

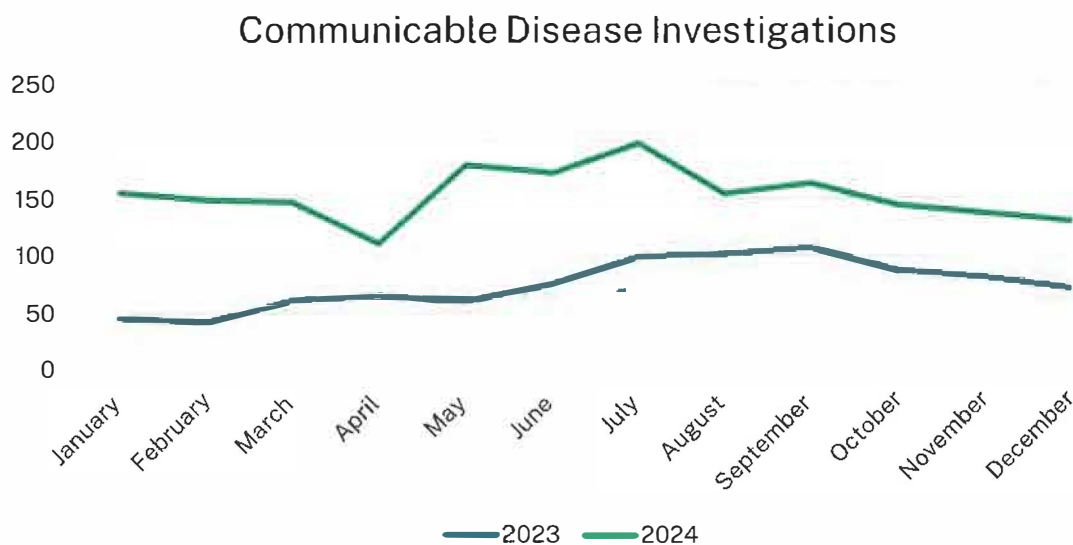
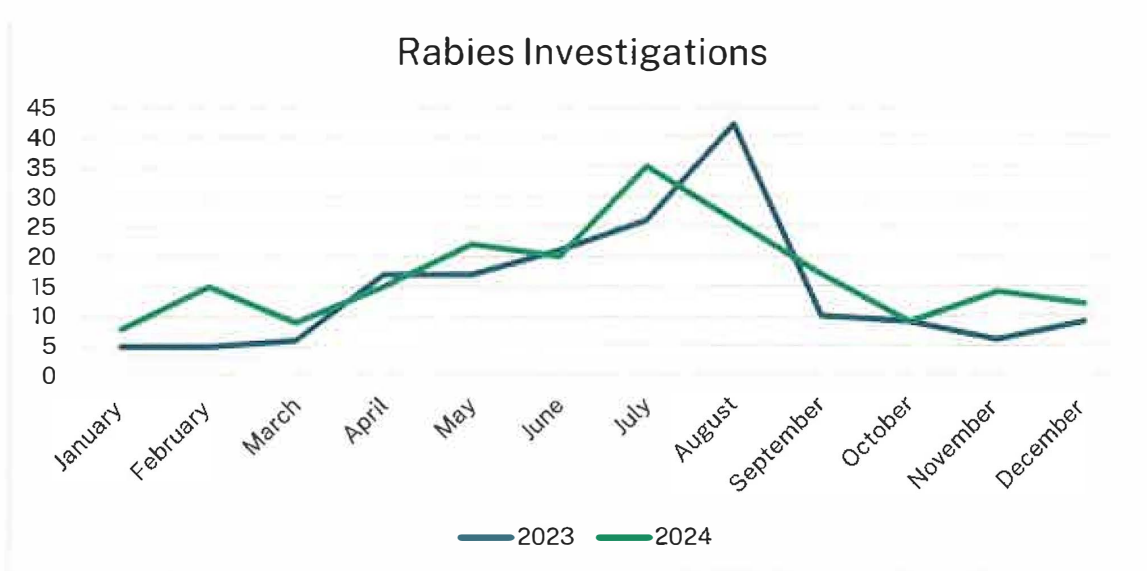
- Probation Department supervised cases remain virtually unchanged from the previous month.
- On 01/24/2025, our longtime Administrative Assistant, Kay Sabo will be leaving the probation department. Kay has been the hard-working, organized, dedicated, and caring backbone of the probation department since she was hired in 2013. While we are sad to see her go, we wish her the best in the future.
- Civil Service and Human Resources has provided our department with an impressive list of 15 potential candidates for our soon-to-be vacant Administrative Assistant position. We anticipate that we will begin interviewing the prospective candidates in the next few weeks.
- As noted last month, the Lewis County Probation Department did participate in the 16<sup>th</sup> annual Lewis County Sheriff's Office Shop with a Cop event. Probation Officers were paired with a child to enjoy a morning of holiday shopping at Wal-Mart, followed by pizza and drinks with the children at the Lowville Fire Department. We feel so fortunate to be able to be part of such a special event. Special thanks to Sergeant Eric Schmitt and Nicky Adams from the Sheriff's Office for organizing the event.





## December 2024

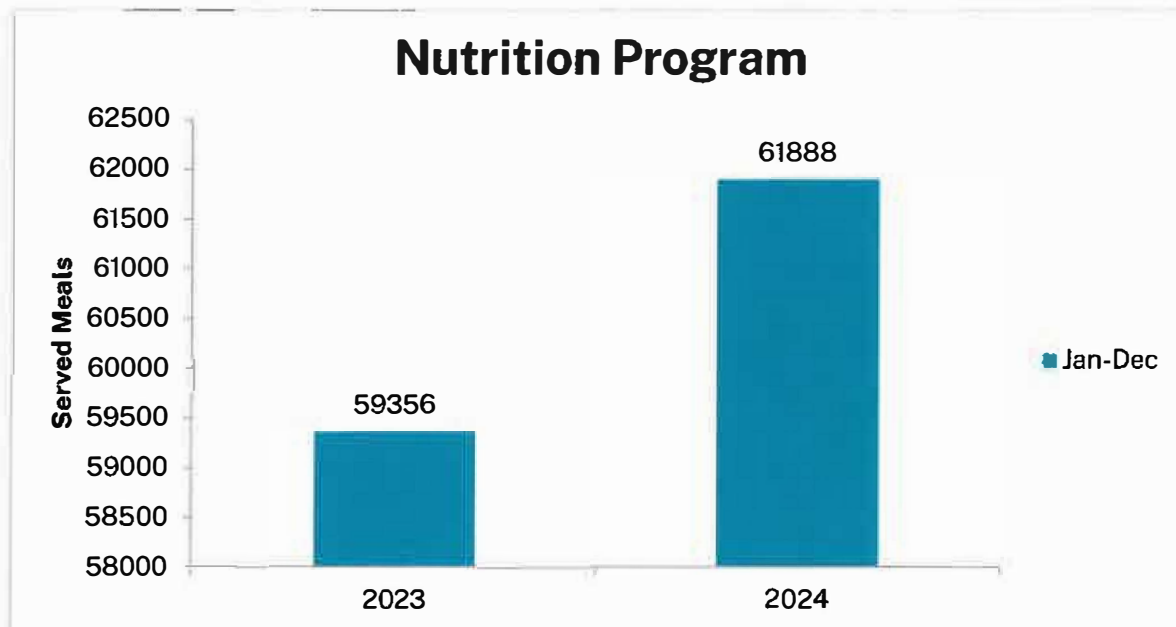
- Renovations are wrapping up at Public Health. The last 2 items are new doors and new furniture coming in the next month. All staff will be in one location in the basement of the Children’s Health Building at the hospital starting February 3<sup>rd</sup>.
- In early January, Public Health was made aware that a cat from the town of New Bremen tested positive for Rabies. A person had been exposed to the cat and is receiving post exposure prophylaxis. This serves as an important reminder to make sure pets are up to date on their rabies vaccines. We had 5 animals test positive for Rabies in 2024.



December 2024

### Highlights:

- Health insurance counseling saved **\$115,894.08** this season
- Home Energy Assistance Program clients served: **65**
- Nutrition Program meals provided: **4,867** (3,966 home delivered, 600 congregate, 301 Milk Plant Tavern)
- Expanded in-home services for the elderly hours for November: **755.5** hours (housekeeping, personal care, and respite)
- New York Connects information, assessments, follow up: **197**



## December 2024

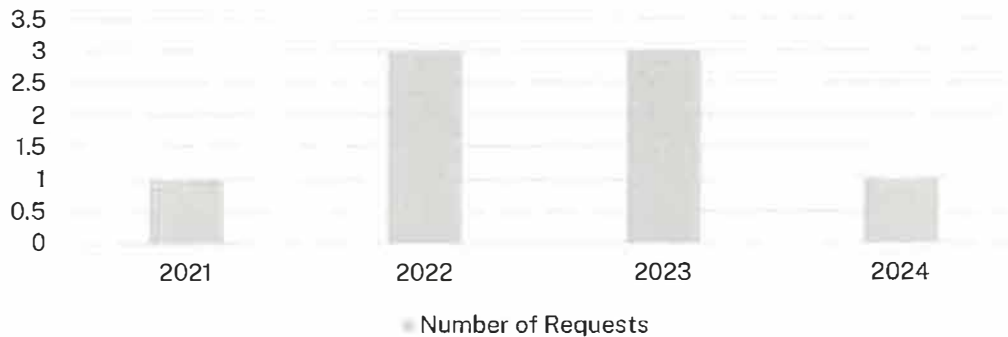
- The New York State Department of Health issued a Directive on December 6, 2024, regarding the Consumer Directed Personal Assistance Program. NYS DOH procured a statewide fiscal intermediary with Public Partnerships LLC. DSS will transition our current Consumer Directed Cases to the new intermediary by March 31, 2025. Consumer Directed Services aid with activities of daily living with the consumer having control over hiring, tasks and scheduling. Medicaid pays for the service based on hours authorized by DSS.
- Effective January 1, 2025, all categorically eligible children from birth to age 6 will now be continuously eligible for Medicaid and will not be required to recertify or reapply.
- On December 20, 2024, the authority to replace stolen SNAP benefits expired as this option was not extended in Federal American Relief Act signed on 12/21/24.
- The New York State Office of Children and Family Services completed a Program Quality Improvement (PQI) Review in November that focused on casework practice in CPS, Preventive and Foster Care Services. I am pleased to announce that Lewis County achieved an average of 95.3 % on a scale of 100%. We met or exceeded statewide averages in most categories. This comprehensive review shows the importance of the DSS casework staff in safeguarding children and families. Areas of improvement will focus on engaging fathers and moving children to permanency quicker.

Program Area Update	December 2024	Monthly Average
Child Protective Reports Received	35	39
Children in Foster Care	10	9
Phone Calls	14,642	10145
Visitor Total DSS	1304	1190
Visitor Total One Stop	212	180
Child Care Subsidy Cases	59	55
Applications Temporary Assistance	33	35
Open Temporary Assistance Cases	87	72
Homeless BedNights	352	276
Applications SNAP	91	80
Open SNAP cases	1594	1595
Medicaid Applications	42	51
Medicaid Open Cases	1769	1739
Fraud Referrals	14	25
Child Support Petitions Filed	24	33

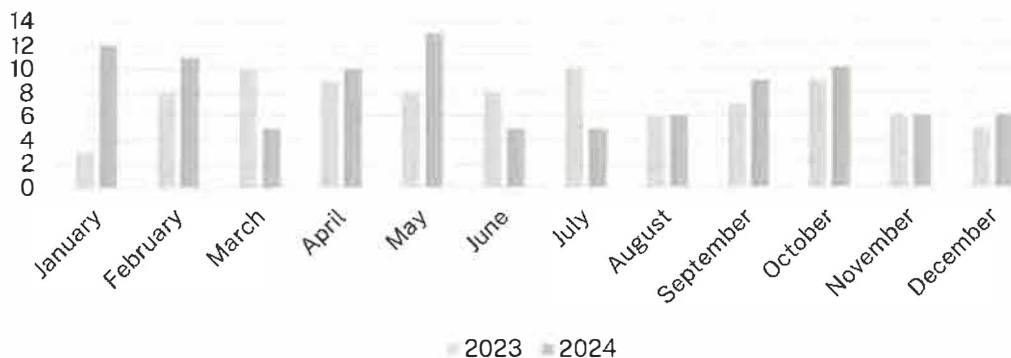
## December 2024

- Pat Fralick retired as the Director of Community Services on December 13, 2024. Anna Platz has been appointed Interim Director, effective December 14, 2024.
- Community Services received their first request of the year for a court-ordered Criminal Procedure Law (CPL) 730 evaluation and continues to work with the court and qualified psychiatric examiners to fulfill the request. The County is responsible for the cost of conducting these competency exams.

### Criminal Procedure Law 730 Evaluations



### Single Point of Access/Entry (SPOA/E)\* Referrals



\*SPOA/E is a process, led by a SPOA Coordinator, that provides for the identification of individuals most in need of services and manages service access and utilization.



**LEWIS COUNTY SHERIFF'S OFFICE**

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Jason A. McIntosh

Undersheriff

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**MONTHLY REPORT**

**December 2024**

**JAIL:**

- Inmate Population as of December 31<sup>st</sup>: **23**
- Number of Inmates Boarded Out as of December 31<sup>st</sup>: **2**

**DISPATCH:**

- Calls Handled: **5491**
- Cads Created: **1938**

**ROAD PATROL:**

- Complaints Handled: **500**
- Criminal Arrest Made: **21**
- Vehicle and Traffic Stops: **94**
- Vehicle and Traffic Arrest: **35**
- Pistol Permits Completed: **14**
- Drug Overdoses: **0**

**CIVIL:**

- Papers Served: **53**
- Evictions: **1**
- Civil Executions Against Property: **0**
- Funds Received and Disbursed: **\$15,723.90**