

Health, Human and Social Services Committee
Mental Health/Office of Community Services
AGENDA - Amended
10/1/18

Committee Members:

- Chairwoman Frasier
- Supervisor McDevitt
- Supervisor Braymer
- Supervisor Diamond
- Supervisor Hyde
- Supervisor Leggett
- Supervisor Loeb
- Supervisor Magowan
- Supervisor Sokol

- I. Action Agenda/New Business
 1. Transfer of Funds Request: Increase Psychiatric Evaluation/Criminal appropriation
 2. Review of 2019 Warren County departmental budget submission – Office of Community Services for Warren and Washington Counties
 3. Informational – September Permission to Travel

- II. Motion to adjourn

Attachments:
Resolution Request – Transfer of Funds
Expense tracking chart: Court-ordered examinations
2019 Departmental budget submission

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: Mental Health/Office of Community Services for Warren and Washington Counties

SIGNED:



DATE: 9/27/18

| <u>FROM CODE</u> | <u>TITLE</u> | <u>TO CODE</u> | <u>TITLE</u> | <u>AMOUNT</u> |
|------------------|-------------------------|----------------|---------------------------|---------------|
| A.4310 439 | Misc. Fees and Expenses | A.4390 435 | Psychiatric Eval/Criminal | \$4,330 |
| A.4310 220 | Office Equipment | A.4390 435 | Psychiatric Eval/Criminal | \$700 |
| A.4389 435 | Psych Eval/Non-Criminal | A.4390 435 | Psychiatric Eval/Criminal | \$2,000 |
| A. 4310 437 | Consulting Fees | A.4310 861 | Retiree's Hospitalization | \$4,000 |
| A. 4310 220 | Office Equipment | A.4310 861 | Retiree's Hospitalization | \$1,100 |

Please state reason for transfers requested: Transfer of funds to cover NYS mandated chargeback expenses for Warren County defendants found not competent to stand trial pursuant to the NYS CPL 730 statute.

Transfer to Retiree's Hospitalization specifically requested by the Treasurer's Office to cover actual costs.

CONTINGENT FUND TRANSFER REQUESTS

| <u>FROM CODE</u> | <u>TITLE</u> | <u>TO CODE</u> | <u>TITLE</u> | <u>AMOUNT</u> |
|------------------|---|----------------|--------------|---------------|
| A.1990 469 | Contingent Account- Other Payments/Contributions | | | |

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: Mental Health/Office of Community Services

SIGNED:

DATE: 9/27/18

| <u>FROM CODE</u> | <u>TITLE</u> | <u>TO CODE</u> | <u>TITLE</u> | <u>AMOUNT</u> |
|------------------|--------------|----------------|--------------|---------------|
|------------------|--------------|----------------|--------------|---------------|

Please state reason for transfers requested:

CONTINGENT FUND TRANSFER REQUESTS

| <u>FROM CODE</u> | <u>TITLE</u> | <u>TO CODE</u> | <u>TITLE</u> | <u>AMOUNT</u> |
|------------------|---|----------------|---------------------------|---------------|
| A.1990 469 | Contingent Account- Other Payments/Contributions | A.4390 435 | Psychiatric Eval/Criminal | \$17,970 |

Please state reason for transfer request:

to cover NYS mandated chargeback expense for Warren County defendants found not competent to stand trial pursuant to NYS CPL 730 statute
Please file original request with Clerk of the Board and retain copy for your records.

Warren County Budget
Psychiatric Evaluations (Criminal and Non-Criminal)

| | | | |
|------------------------|---|---------------------------|--------------------|
| A.4389-435 | Psych. Evaluations - Non-Criminal | | |
| Amount Budgeted | 2018 YTD Expenses (as of 9/5/18) | | |
| \$7,000 | Family Court | Total YTD Expenses | % of Budget |
| | \$2,322 | \$2,322 | 33% |
| Balance | | | |
| \$4,678 | | | |

| | | | |
|------------------------|---|---------------------------|--------------------|
| A.4390-435 | Psych. Evaluations - Criminal | | |
| Amount Budgeted | 2018 YTD Expenses (as of 9/5/18) | | |
| \$25,000 | CPL 730/390.30 NYS Chargebacks | Total YTD Expenses | % of Budget |
| | \$ 3,218 \$11,648 | \$ 14,866 | 59% |
| Balance | | | |
| \$10,134 | | | |
| | Pending Invoices (through July, 2018) | | |
| -\$13,822 | | \$10,744 | \$13,212 |

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (Must be approved by Department Head, County Administrator & Committee Chair)
 Out-of-State (Requires Board resolution)

The Health, Human and Social Services Committee (Supervisory Committee) hereby authorizes Robert York (Employee Name)
to attend Conference of Local Mental Hygiene Directors Fall Full Membership meeting (Name of meeting or organization)

at Woodcliff Hotel, 199 Woodcliff Drive, Fairport, New York 14450 (Address) on 9/24-9/25/18 (Dates)

Meeting/Convention Cost: \$0 Mode of transportation to be used: Personal Vehicle
(County Vehicle or Mass Transportation)

If the mode of transportation is not a county vehicle or mass transportation, please explain:
We budget for travel reimbursement, to include State Aid/Wash. Co. revenue against this expense.

Proper documentation must be attached when submitting for approval. *242 miles / each way
228 miles*
(Please check documents attached)

Notice of meeting or convention including cost. Total Cost of Travel \$ 248.52 (mileage)
(travel and meeting/convention cost)

For Overnight Travel

Room rate \$ _____ GSA* Rate \$ _____

Funding in Budget? Y N

Meal costs - GSA* per diem rate \$ _____

Budget Code: A. 4310. 444

* www.gsa.gov

Date: 9/14/18

[Signature]
Department Head Signature

Date: 9/17/18

[Signature]
County Administrator Signature

Date: 9/19/18

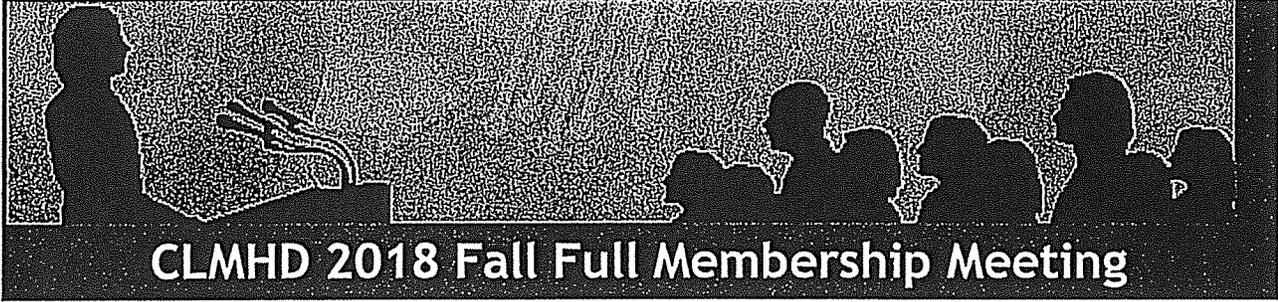
Edna A. Fraser
Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle. REQUEST FOR USE OF FLEET VEHICLE

Filing Instructions:

1. Original with voucher to Auditor.
2. Copy to Buildings & Grounds if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-State travel.
4. Copy to Purchasing with Purchase Order, if required.
5. Copy to Clerk of the Board if credit card will be used.
6. Copy of executed form needs to be included in next agenda for reporting to oversight Committee.



CLMHD 2018 Fall Full Membership Meeting

September 24 - 25, 2018
Woodcliff Hotel & Spa, Fairport (Rochester)

QUICK LINKS



[Woodcliff Hotel & Spa](#)

[Rochester Information](#)

[Rochester Airport](#)

[Weather](#)

[NYS Conference of
Local Mental Hygiene
Directors](#)

MONDAY

9:15 - 10:00 am

Registration (Conference Center Lobby)

MORNING SESSION: 10:00 am - 12:00 pm

Location: Conference Center West

10:00 - 10:15 am

Welcome & Introductions

Kelly Hansen, CLMHD Executive Director

Jim Haitz, LCSW-R, Wayne County DCS, CLMHD Second-Vice Chair

10:15 am - 10:30 am

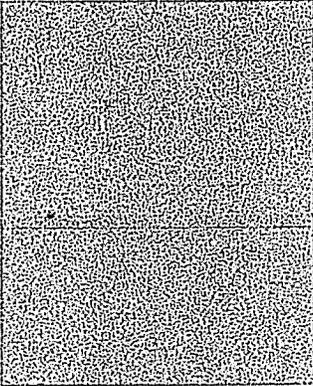
Ice Breaker Activity

10:30 - 11:00 am

Developing Comprehensive Crisis Response - Where Are We Now?

OMH and OASAS are prioritizing the need to expand the availability of crisis response services throughout the state. In this session, DCSs will hear OMH's plan to meet the long-range goal of comprehensive statewide crisis services, including Mobile Response, Crisis Stabilization and Crisis Residences.

Presenters:



Briannon O'Connor, Ph.D., Associate Director, Center for Collaboration in Community Health

11:30 am - 1:00 pm

Update & Open Dialogue on Children's Transition

Meredith Ray-LaBatt, Deputy Director, OMH Division of Integrated Community Services for Children and Families will provide an update on the Medicaid Managed Care transition for children and families and how it may impact the LGU. She will also address the recent changes to the transition of the 1915 (c) Waiver programs into Health Homes per CMS directives.

Presenters:

Meredith Ray-LaBatt, Deputy Director, OMH Division of Integrated Community Services for Children & Families

Michael Orth, MSW, Westchester County, Chair, CLMHD Children & Families Committee

1:00 pm

Check Out Woodcliff Hotel & Spa

1:00 - 2:00 pm

Buffet Lunch (Lobby Overlook)

2:00 pm

Adjourn

WarrenCounty 2018/2019 CSB Contracts

| AGENCY | 2018 Amended | 2019 Proposed | Total \$Change | Total %Change | 2018 Funding & Revenues | 2018 County | 2019 Funding & Revenues | 2019 County | Co.Tax \$Change | Co.Tax %Change |
|-------------------------------|-----------------|------------------|-------------------|------------------|-------------------------------|----------------|-------------------------------|----------------|--------------------|-------------------|
| 1. Off. of Community Services | \$329,436 | \$333,111 | \$ 3,675 | 1.12% | \$ 258,967 | \$ 70,469 | \$ 258,967 | \$ 74,144 | \$ 3,675 | 5.22% |
| 2. Assoc. for Mental Health | \$933,466 | \$938,761 | \$ 5,295 | 0.57% | \$ 928,647 | \$ 4,819 | \$ 933,942 | \$ 4,819 | \$ 0 | 0.00% |
| 3. B.H.S. of G.F. Hospital | \$626,877 | \$635,299 | \$ 8,422 | 1.34% | \$ 626,877 | \$ 0 | \$ 635,299 | \$ 0 | \$ 0 | 0.00% |
| 4. Comm., Work & Ind., Inc. | \$52,993 | \$45,680 | -\$ 7,313 | -13.80% | \$ 45,495 | \$ 7,498 | \$ 45,680 | \$ 0 | -\$ 7,498 | -16.48% |
| 5. Council for Prevention | \$348,581 | \$349,987 | \$ 1,406 | 0.40% | \$ 348,581 | \$ 0 | \$ 349,987 | \$ 0 | \$ 0 | 0.00% |
| 6. Liberty House Found.,Inc. | \$267,198 | \$269,106 | \$ 1,908 | 0.71% | \$ 233,837 | \$ 33,361 | \$ 235,745 | \$ 33,361 | \$ 0 | 0.00% |
| 7. PEOPLE,Inc. | \$142,407 | \$143,027 | \$ 620 | 0.44% | \$ 142,407 | \$ 0 | \$ 143,027 | \$ 0 | \$ 0 | 0.00% |
| 8 . ACCA | \$511,447 | \$511,447 | \$ 0 | 0.00% | \$ 511,447 | \$ 0 | \$ 511,447 | \$ 0 | \$ 0 | 0.00% |
| 9. Parson's Child & Family | \$1,401,959 | \$1,401,959 | \$ 0 | 0.00% | \$ 1,401,959 | \$ 0 | \$ 1,401,959 | \$ 0 | \$ 0 | 0.00% |
| TOTAL WARREN CO. | \$ 4,614,364 | \$ 4,628,377 | \$ 14,013 | 0.30% | \$ 4,498,217 | \$ 116,147 | \$ 4,516,053 | \$ 112,324 | -\$ 3,823 | -3.29% |

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2019 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Mental Health Admin.

BUDGET ACCOUNT CODE: A.4310

| OBJECT CODES | 2017 EXPENDITURES | 2018 ADOPTED | 2018 AMENDED | 2019 DEPARTMENT REQUESTS |
|-------------------------|---------------------|---------------------|---------------------|--------------------------|
| 100's PERSONAL SERVICES | \$322,043.55 | \$338,520.00 | \$338,520.00 | \$339,997.00 |
| 200's EQUIPMENT | \$0.00 | \$2,000.00 | \$2,100.00 | \$2,000.00 |
| 400's CONTRACTUAL | \$83,745.33 | \$115,440.00 | \$115,121.77 | \$116,096.00 |
| 800's EMPLOYEE BENEFITS | \$179,921.11 | \$185,622.00 | \$185,840.23 | \$186,157.00 |
| TOTALS | \$585,709.99 | \$641,582.00 | \$641,582.00 | \$644,250.00 |

| 2017 REVENUES | 2018 ADOPTED REVENUES | 2018 ESTIMATED REVENUES | 2019 DEPARTMENT REQUESTS |
|---------------|-----------------------|-------------------------|--------------------------|
| \$535,022.31 | \$556,664.00 | \$556,664.00 | \$574,309.00 |

SIGNED:


DEPARTMENT HEAD

TITLE:

Director of Comm. Servs.

DATE:

9/19/18

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2019 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

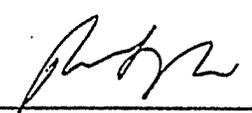
NAME OF DEPARTMENT: Mental Health Programs.- PEOPLE, Inc.

BUDGET ACCOUNT CODE: A.4320 0065

| OBJECT CODES | 2017 EXPENDITURES | 2018 ADOPTED | 2018 AMENDED | 2019 DEPARTMENT REQUESTS |
|-------------------|-------------------|--------------|--------------|--------------------------|
| 400's CONTRACTUAL | \$138,476.00 | \$138,682.00 | \$142,387.00 | \$143,027.00 |
| TOTALS | \$138,476.00 | \$138,682.00 | \$142,387.00 | \$143,027.00 |

| 2017 REVENUES | 2018 ADOPTED REVENUES | 2018 ESTIMATED REVENUES | 2019 DEPARTMENT REQUESTS |
|---------------|-----------------------|-------------------------|--------------------------|
| \$138,476.00 | \$138,982.00 | \$142,687.00 | \$143,027.00 |

SIGNED:



DEPARTMENT HEAD

TITLE:

Director of Comm. Svcs.

DATE:

9/10/18

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WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2019 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT:

Mental Health Programs - Community Work & Independence

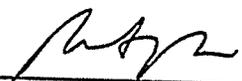
BUDGET ACCOUNT CODE:

A.4320 0070

| OBJECT CODES | 2017 EXPENDITURES | 2018 ADOPTED | 2018 AMENDED | 2019 DEPARTMENT REQUESTS |
|-------------------|-------------------|--------------|--------------|--------------------------|
| 400's CONTRACTUAL | \$42,708.00 | \$51,726.00 | \$52,993.00 | \$45,680.00 |
| TOTALS | \$42,708.00 | \$51,726.00 | \$52,993.00 | \$45,680.00 |

| 2017 REVENUES | 2018 ADOPTED REVENUES | 2018 ESTIMATED REVENUES | 2019 DEPARTMENT REQUESTS |
|---------------|-----------------------|-------------------------|--------------------------|
| \$35,210.00 | \$44,228.00 | \$45,495.00 | \$45,680.00 |

SIGNED:


DEPARTMENT HEAD

TITLE:

Director of Comm. Svcs.

DATE:

9/10/18

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WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2019 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Mental Health Programs - Comm. MH Center GF Hospital
BUDGET ACCOUNT CODE: A.4320 0080

| OBJECT CODES | 2017 EXPENDITURES | 2018 ADOPTED | 2018 AMENDED | 2019 DEPARTMENT REQUESTS |
|-------------------|-------------------|--------------|--------------|--------------------------|
| 400's CONTRACTUAL | \$459,288.00 | \$607,590.00 | \$639,205.00 | \$635,299.00 |
| TOTALS | \$459,288.00 | \$607,590.00 | \$639,205.00 | \$635,299.00 |

| 2017 REVENUES | 2018 ADOPTED REVENUES | 2018 ESTIMATED REVENUES | 2019 DEPARTMENT REQUESTS |
|---------------|-----------------------|-------------------------|--------------------------|
| \$459,288.00 | \$607,590.00 | \$639,205.00 | \$635,299.00 |

SIGNED: 
DEPARTMENT HEAD

TITLE: Director of Comm. Svcs.

DATE: 9/10/18

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2019 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Mental Health Programs - Liberty House
 BUDGET ACCOUNT CODE: A.4320 0090

| OBJECT CODES | 2017 EXPENDITURES | 2018 ADOPTED | 2018 AMENDED | 2019 DEPARTMENT REQUESTS |
|-------------------|-------------------|--------------|--------------|--------------------------|
| 400's CONTRACTUAL | \$256,636.00 | \$256,636.00 | \$267,198.00 | \$269,106.00 |
| TOTALS | \$256,636.00 | \$256,636.00 | \$267,198.00 | \$269,106.00 |

| 2017 REVENUES | 2018 ADOPTED REVENUES | 2018 ESTIMATED REVENUES | 2019 DEPARTMENT REQUESTS |
|---------------|-----------------------|-------------------------|--------------------------|
| \$247,913.00 | \$223,275.00 | \$233,837.00 | \$235,745.00 |

SIGNED:



 DEPARTMENT HEAD

TITLE:

Director of Comm. Svcs.

DATE:

9/10/18

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WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2019 APPROPRIATIONS

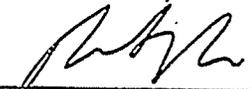
REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Mental Health Programs - Alcohol Prevention Education Pgm
BUDGET ACCOUNT CODE: A.4320 0110

| OBJECT CODES | 2017 EXPENDITURES | 2018 ADOPTED | 2018 AMENDED | 2019 DEPARTMENT REQUESTS |
|-------------------|-------------------|--------------|--------------|--------------------------|
| 400's CONTRACTUAL | \$313,413.00 | \$341,957.00 | \$346,177.00 | \$349,987.00 |
| TOTALS | \$313,413.00 | \$341,957.00 | \$346,177.00 | \$349,987.00 |

| 2017 REVENUES | 2018 ADOPTED REVENUES | 2018 ESTIMATED REVENUES | 2019 DEPARTMENT REQUESTS |
|---------------|-----------------------|-------------------------|--------------------------|
| \$313,413.00 | \$341,957.00 | \$346,177.00 | \$349,987.00 |

SIGNED:


DEPARTMENT HEAD

TITLE:

Director of Comm. Svcs.

DATE:

9/10/18

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2019 APPROPRIATIONS

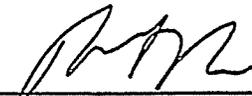
REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Mental Health Programs - Mental Health Association
 BUDGET ACCOUNT CODE: A.4320 0120

| OBJECT CODES | 2017 EXPENDITURES | 2018 ADOPTED | 2018 AMENDED | 2019 DEPARTMENT REQUESTS |
|-------------------|-------------------|--------------|--------------|--------------------------|
| 400's CONTRACTUAL | \$848,846.00 | \$893,279.00 | \$928,984.00 | \$938,761.00 |
| TOTALS | \$848,846.00 | \$893,279.00 | \$928,984.00 | \$938,761.00 |

| 2017 REVENUES | 2018 ADOPTED REVENUES | 2018 ESTIMATED REVENUES | 2019 DEPARTMENT REQUESTS |
|---------------|-----------------------|-------------------------|--------------------------|
| \$848,846.00 | \$888,460.00 | \$924,165.00 | \$933,942.00 |

SIGNED:

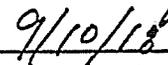


 DEPARTMENT HEAD

TITLE:



DATE:



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WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2019 APPROPRIATIONS

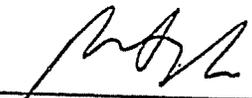
REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Mental Health Programs - Addictions Care Center
BUDGET ACCOUNT CODE: A.4320 0145

| OBJECT CODES | 2017 EXPENDITURES | 2018 ADOPTED | 2018 AMENDED | 2019 DEPARTMENT REQUESTS |
|-------------------|-------------------|--------------|--------------|--------------------------|
| 400's CONTRACTUAL | \$0.00 | \$221,526.00 | \$511,447.00 | \$511,447.00 |
| TOTALS | \$0.00 | \$221,526.00 | \$511,447.00 | \$511,447.00 |

| 2017 REVENUES | 2018 ADOPTED REVENUES | 2018 ESTIMATED REVENUES | 2019 DEPARTMENT REQUESTS |
|---------------|-----------------------|-------------------------|--------------------------|
| \$0.00 | \$221,526.00 | \$511,447.00 | \$511,447.00 |

SIGNED:


DEPARTMENT HEAD

TITLE:

Director of Comm. Servs.

DATE:

9/10/18

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2019 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

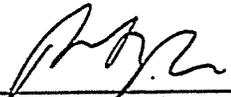
NAME OF DEPARTMENT: Mental Health Programs - Parsons Child & Family Center

BUDGET ACCOUNT CODE: A.4320 0165

| OBJECT CODES | 2017 EXPENDITURES | 2018 ADOPTED | 2018 AMENDED | 2019 DEPARTMENT REQUESTS |
|-------------------|-------------------|--------------|----------------|--------------------------|
| 400's CONTRACTUAL | \$958,190.00 | \$958,190.00 | \$1,401,958.00 | \$1,401,959.00 |
| TOTALS | \$958,190.00 | \$958,190.00 | \$1,401,958.00 | \$1,401,959.00 |

| 2017 REVENUES | 2018 ADOPTED REVENUES | 2018 ESTIMATED REVENUES | 2019 DEPARTMENT REQUESTS |
|---------------|-----------------------|-------------------------|--------------------------|
| \$958,190.00 | \$958,190.00 | \$1,401,958.00 | \$1,401,959.00 |

SIGNED:



 DEPARTMENT HEAD

TITLE:

Director of Comm. Serv.

DATE:

9/10/18

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WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2019 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Psychtrc.Exp./Non Criminal
BUDGET ACCOUNT CODE: A.4389

| OBJECT CODES | 2017 EXPENDITURES | 2018 ADOPTED | 2018 AMENDED | 2019 DEPARTMENT REQUESTS |
|-------------------|-------------------|--------------|--------------|--------------------------|
| 400's CONTRACTUAL | \$2,772.00 | \$7,000.00 | \$7,000.00 | \$7,000.00 |
| TOTALS | \$2,772.00 | \$7,000.00 | \$7,000.00 | \$7,000.00 |

SIGNED:


DEPARTMENT HEAD

TITLE:

Director of Comm. Serv.

DATE:

9/10/18

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2019 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Psychiatric Exp./Criminal

BUDGET ACCOUNT CODE: A.4390

| OBJECT CODES | 2017 EXPENDITURES | 2018 ADOPTED | 2018 AMENDED | 2019 DEPARTMENT REQUESTS |
|-------------------|-------------------|--------------|--------------|--------------------------|
| 400's CONTRACTUAL | \$3,900.00 | \$25,000.00 | \$25,000.00 | \$40,000.00 |
| TOTALS | \$3,900.00 | \$25,000.00 | \$25,000.00 | \$40,000.00 |

SIGNED:



 DEPARTMENT HEAD

TITLE:

Director of County Svcs.

DATE:

9/10/18

| Account | Account Description | 2017 Actual Amount | 2018 Adopted Budget | 2018 Amended Budget | 2018 Actual Amount | 2019 Departmental Request |
|---|------------------------------|--------------------|---------------------|---------------------|--------------------|---------------------------|
| Fund A - General | | | | | | |
| REVENUE | | | | | | |
| Department 4310 - Mental Health Admin. | | | | | | |
| <i>Intergovernmental Charges</i> | | | | | | |
| 2288 | Mental Health, Other Gov't | 278,846.00 | 308,256.00 | 308,256.00 | .00 | 315,341.00 |
| <i>Intergovernmental Charges Totals</i> | | \$278,846.00 | \$308,256.00 | \$308,256.00 | \$0.00 | \$315,341.00 |
| <i>Miscellaneous & Local Source</i> | | | | | | |
| 2705 | Gifts & Donations | 295.00 | .00 | .00 | .00 | .00 |
| <i>Miscellaneous & Local Source Totals</i> | | \$295.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| <i>State Aid</i> | | | | | | |
| 3426 | DSRIP Engagement Funds | 31,580.31 | 16,000.00 | 16,000.00 | 8,375.00 | 10,000.00 |
| 3490 | Mental Health | 127,327.00 | 178,968.00 | 178,968.00 | .00 | 178,968.00 |
| <i>State Aid Totals</i> | | \$158,907.31 | \$194,968.00 | \$194,968.00 | \$8,375.00 | \$188,968.00 |
| <i>Federal Aid</i> | | | | | | |
| 4490 | Fed. Salary Sharing - M:HLth | 96,974.00 | 53,440.00 | 53,440.00 | 52,543.00 | 70,000.00 |
| <i>Federal Aid Totals</i> | | \$96,974.00 | \$53,440.00 | \$53,440.00 | \$52,543.00 | \$70,000.00 |
| Department 4310 - Mental Health Admin. Totals | | \$535,022.31 | \$556,664.00 | \$556,664.00 | \$60,918.00 | \$574,309.00 |
| Department 4320 - Mental Health Programs | | | | | | |
| Sub Department 0065 - PEOPLE, Inc. | | | | | | |
| <i>State Aid</i> | | | | | | |
| 3490 | Mental Health | 138,476.00 | 138,982.00 | 142,687.00 | 32,027.00 | 143,027.00 |
| <i>State Aid Totals</i> | | \$138,476.00 | \$138,982.00 | \$142,687.00 | \$32,027.00 | \$143,027.00 |
| Sub Department 0065 - PEOPLE, Inc. Totals | | \$138,476.00 | \$138,982.00 | \$142,687.00 | \$32,027.00 | \$143,027.00 |
| Sub Department 0070 - Community Work & Independence | | | | | | |

| | | | | | | |
|--|------------------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| <i>State Aid</i> | | | | | | |
| 3490 | Mental Health | 35,210.00 | 44,228.00 | 45,495.00 | .00 | 45,680.00 |
| <i>State Aid Totals</i> | | <u>\$35,210.00</u> | <u>\$44,228.00</u> | <u>\$45,495.00</u> | <u>\$0.00</u> | <u>\$45,680.00</u> |
| Sub Department 0070 - Community Work & Independence | | \$35,210.00 | \$44,228.00 | \$45,495.00 | \$0.00 | \$45,680.00 |
| Sub Department 0080 - Comm. MH Center GF Hospital | | | | | | |
| <i>State Aid</i> | | | | | | |
| 3490 | Mental Health | 459,288.00 | 607,590.00 | 639,205.00 | .00 | 635,299.00 |
| <i>State Aid Totals</i> | | <u>\$459,288.00</u> | <u>\$607,590.00</u> | <u>\$639,205.00</u> | <u>\$0.00</u> | <u>\$635,299.00</u> |
| Sub Department 0080 - Comm. MH Center GF Hospital | | \$459,288.00 | \$607,590.00 | \$639,205.00 | \$0.00 | \$635,299.00 |
| Sub Department 0090 - Liberty House | | | | | | |
| <i>State Aid</i> | | | | | | |
| 3490 | Mental Health | 247,913.00 | 223,275.00 | 233,837.00 | 61,978.00 | 235,745.00 |
| <i>State Aid Totals</i> | | <u>\$247,913.00</u> | <u>\$223,275.00</u> | <u>\$233,837.00</u> | <u>\$61,978.00</u> | <u>\$235,745.00</u> |
| Sub Department 0090 - Liberty House Totals | | \$247,913.00 | \$223,275.00 | \$233,837.00 | \$61,978.00 | \$235,745.00 |
| Sub Department 0110 - Alcohol Prevention Education Pgm | | | | | | |
| <i>State Aid</i> | | | | | | |
| 3490 | Mental Health | .00 | .00 | 4,220.00 | .00 | .00 |
| <i>State Aid Totals</i> | | <u>\$0.00</u> | <u>\$0.00</u> | <u>\$4,220.00</u> | <u>\$0.00</u> | <u>\$0.00</u> |
| <i>Federal Aid</i> | | | | | | |
| 4490 | Fed. Salary Sharing - M.Hlth | 313,413.00 | 341,957.00 | 341,957.00 | 74,523.00 | 349,987.00 |
| <i>Federal Aid Totals</i> | | <u>\$313,413.00</u> | <u>\$341,957.00</u> | <u>\$341,957.00</u> | <u>\$74,523.00</u> | <u>\$349,987.00</u> |
| Sub Department 0110 - Alcohol Prevention Education | | \$313,413.00 | \$341,957.00 | \$346,177.00 | \$74,523.00 | \$349,987.00 |
| Sub Department 0120 - Mental Health Association | | | | | | |
| <i>State Aid</i> | | | | | | |
| 3490 | Mental Health | 848,846.00 | 888,460.00 | 924,165.00 | 206,171.00 | 933,942.00 |

Budget Worksheet Report

Budget Year 2019

| | | | | | | |
|----------------|---|-----------------------|-----------------------|-----------------------|---------------------|-----------------------|
| | <i>State Aid Totals</i> | \$848,846.00 | \$888,460.00 | \$924,165.00 | \$206,171.00 | \$933,942.00 |
| Sub Department | 0120 - Mental Health Association Totals | \$848,846.00 | \$888,460.00 | \$924,165.00 | \$206,171.00 | \$933,942.00 |
| Sub Department | 0145 - Addictions Care Center | | | | | |
| | <i>State Aid</i> | | | | | |
| 3490 | Mental Health | .00 | 221,526.00 | 511,447.00 | .00 | 511,447.00 |
| | <i>State Aid Totals</i> | \$0.00 | \$221,526.00 | \$511,447.00 | \$0.00 | \$511,447.00 |
| Sub Department | 0145 - Addictions Care Center Totals | \$0.00 | \$221,526.00 | \$511,447.00 | \$0.00 | \$511,447.00 |
| Sub Department | 0165 - Parsons Child & Family Center | | | | | |
| | <i>State Aid</i> | | | | | |
| 3490 | Mental Health | 958,190.00 | 958,190.00 | 1,401,958.00 | 207,667.00 | 1,401,959.00 |
| | <i>State Aid Totals</i> | \$958,190.00 | \$958,190.00 | \$1,401,958.00 | \$207,667.00 | \$1,401,959.00 |
| Sub Department | 0165 - Parsons Child & Family Center | \$958,190.00 | \$958,190.00 | \$1,401,958.00 | \$207,667.00 | \$1,401,959.00 |
| Department | 4320 - Mental Health Programs Totals | \$3,001,336.00 | \$3,424,208.00 | \$4,244,971.00 | \$582,366.00 | \$4,257,086.00 |
| | REVENUE TOTALS | \$3,536,358.31 | \$3,980,872.00 | \$4,801,635.00 | \$643,284.00 | \$4,831,395.00 |
| EXPENSE | | | | | | |
| | Department 4310 - Mental Health Admin. | | | | | |
| | <i>Personal Services</i> | | | | | |
| 110 | Salaries - Regular | 290,143.55 | 303,382.00 | 303,382.00 | 183,399.20 | 304,859.00 |
| 130 | Salaries - Part Time | 31,900.00 | 35,138.00 | 35,138.00 | 22,977.50 | 35,138.00 |
| | <i>Personal Services Totals</i> | \$322,043.55 | \$338,520.00 | \$338,520.00 | \$206,376.70 | \$339,997.00 |
| | <i>Equipment</i> | | | | | |
| 210 | Furniture/Furnishings | .00 | .00 | 299.97 | 299.94 | .00 |
| 220 | Office Equipment | .00 | 2,000.00 | 1,800.03 | .00 | 2,000.00 |
| | <i>Equipment Totals</i> | \$0.00 | \$2,000.00 | \$2,100.00 | \$299.94 | \$2,000.00 |
| | <i>Contractual Expense</i> | | | | | |

Budget Worksheet Report

Budget Year 2019

| | | | | | | |
|-----------------------------------|-----------------------------|--------------------|---------------------|---------------------|--------------------|---------------------|
| 410 | Supplies | 990.47 | 2,500.00 | 2,281.77 | 675.23 | 2,500.00 |
| 411 | Rent-Building/Property | 27,974.00 | 28,533.00 | 28,533.00 | 21,399.75 | 29,104.00 |
| 421 | Equipment Rental | 2,084.39 | 2,200.00 | 2,200.00 | 1,351.70 | 2,200.00 |
| 423 | Telephone | 3,498.78 | 3,400.00 | 3,400.00 | 2,416.25 | 3,600.00 |
| 424 | Postage | 413.59 | 630.00 | 530.00 | 228.76 | 630.00 |
| 426 | Subscriptions | 356.40 | 345.00 | 374.40 | 374.40 | 375.00 |
| 427 | Memberships & Dues | 3,072.00 | 3,445.00 | 3,445.00 | 3,164.16 | 3,300.00 |
| 436 | Advertising Fees | .00 | 300.00 | 270.60 | .00 | 300.00 |
| 437 | Consulting Fees | .00 | 4,000.00 | 4,000.00 | .00 | 4,000.00 |
| 439 | Misc Fees & Expenses | .00 | 4,391.00 | 4,391.00 | 60.00 | 4,391.00 |
| 444 | Travel/Education/Conference | 5,373.87 | 6,000.00 | 6,000.00 | 2,435.35 | 6,000.00 |
| 445 | Foods | 495.93 | 300.00 | 300.00 | 126.16 | 300.00 |
| 470 | Contract | 39,485.90 | 59,396.00 | 59,396.00 | 22,428.10 | 59,396.00 |
| <i>Contractual Expense Totals</i> | | \$83,745.33 | \$115,440.00 | \$115,121.77 | \$54,659.86 | \$116,096.00 |
| <i>Employee Benefits</i> | | | | | | |
| 810 | Retirement | 39,215.17 | 44,036.00 | 44,036.00 | 29,996.78 | 43,772.00 |
| 830 | Social Security | 18,709.94 | 20,988.00 | 20,988.00 | 12,020.94 | 21,080.00 |

| | | | | | | |
|---|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 831 | Medicare Contribution | 4,375.72 | 4,910.00 | 4,910.00 | 2,811.36 | 4,931.00 |
| 860 | Hospitalization | 78,852.50 | 77,029.00 | 77,029.00 | 38,120.51 | 71,020.00 |
| 865 | Dental Insurance | 1,272.00 | 1,272.00 | 1,272.00 | 728.22 | 1,272.00 |
| <i>Employee Benefits Totals</i> | | <u>\$142,425.33</u> | <u>\$148,235.00</u> | <u>\$148,235.00</u> | <u>\$83,677.81</u> | <u>\$142,075.00</u> |
| <i>Other Benefits</i> | | | | | | |
| 840 | Workmen's Compensation | 1,749.66 | 1,749.00 | 1,967.23 | 1,967.23 | 1,860.00 |
| 861 | Retirees Hospitalization | 34,278.60 | 34,138.00 | 34,138.00 | 26,103.68 | 40,722.00 |
| 862 | Health Insurance Cost Reimbursement | 1,467.52 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 |
| <i>Other Benefits Totals</i> | | <u>\$37,495.78</u> | <u>\$37,387.00</u> | <u>\$37,605.23</u> | <u>\$29,570.91</u> | <u>\$44,082.00</u> |
| Department 4310 - Mental Health Admin. Totals | | <u>\$585,709.99</u> | <u>\$641,582.00</u> | <u>\$641,582.00</u> | <u>\$374,585.22</u> | <u>\$644,250.00</u> |
| Department 4320 - Mental Health Programs | | | | | | |
| Sub Department 0065 - PEOPLE, Inc. | | | | | | |
| <i>Contractual Expense</i> | | | | | | |
| 470 | Contract | 138,476.00 | 138,682.00 | 142,387.00 | 32,027.00 | 143,027.00 |
| <i>Contractual Expense Totals</i> | | <u>\$138,476.00</u> | <u>\$138,682.00</u> | <u>\$142,387.00</u> | <u>\$32,027.00</u> | <u>\$143,027.00</u> |
| Sub Department 0065 - PEOPLE, Inc. Totals | | <u>\$138,476.00</u> | <u>\$138,682.00</u> | <u>\$142,387.00</u> | <u>\$32,027.00</u> | <u>\$143,027.00</u> |
| Sub Department 0070 - Community Work & Independence | | | | | | |
| <i>Contractual Expense</i> | | | | | | |
| 470 | Contract | 42,708.00 | 51,726.00 | 52,993.00 | .00 | 45,680.00 |
| <i>Contractual Expense Totals</i> | | <u>\$42,708.00</u> | <u>\$51,726.00</u> | <u>\$52,993.00</u> | <u>\$0.00</u> | <u>\$45,680.00</u> |
| Sub Department 0070 - Community Work & Independence | | <u>\$42,708.00</u> | <u>\$51,726.00</u> | <u>\$52,993.00</u> | <u>\$0.00</u> | <u>\$45,680.00</u> |
| Sub Department 0080 - Comm. MH Center GF Hospital | | | | | | |

| | | | | | | |
|--|----------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <i>Contractual Expense</i> | | | | | | |
| 470 | Contract | 459,288.00 | 607,590.00 | 639,205.00 | .00 | 635,299.00 |
| <i>Contractual Expense Totals</i> | | <u>\$459,288.00</u> | <u>\$607,590.00</u> | <u>\$639,205.00</u> | <u>\$0.00</u> | <u>\$635,299.00</u> |
| Sub Department 0080 - Comm. MH Center GF Hospital | | \$459,288.00 | \$607,590.00 | \$639,205.00 | \$0.00 | \$635,299.00 |
| Sub Department 0090 - Liberty House | | | | | | |
| <i>Contractual Expense</i> | | | | | | |
| 470 | Contract | 256,636.00 | 256,636.00 | 267,198.00 | 64,159.00 | 269,106.00 |
| <i>Contractual Expense Totals</i> | | <u>\$256,636.00</u> | <u>\$256,636.00</u> | <u>\$267,198.00</u> | <u>\$64,159.00</u> | <u>\$269,106.00</u> |
| Sub Department 0090 - Liberty House Totals | | \$256,636.00 | \$256,636.00 | \$267,198.00 | \$64,159.00 | \$269,106.00 |
| Sub Department 0110 - Alcohol Prevention Education Pgm | | | | | | |
| <i>Contractual Expense</i> | | | | | | |
| 470 | Contract | 313,413.00 | 341,957.00 | 346,177.00 | 74,523.00 | 349,987.00 |
| <i>Contractual Expense Totals</i> | | <u>\$313,413.00</u> | <u>\$341,957.00</u> | <u>\$346,177.00</u> | <u>\$74,523.00</u> | <u>\$349,987.00</u> |
| Sub Department 0110 - Alcohol Prevention Education | | \$313,413.00 | \$341,957.00 | \$346,177.00 | \$74,523.00 | \$349,987.00 |
| Sub Department 0120 - Mental Health Association | | | | | | |
| <i>Contractual Expense</i> | | | | | | |
| 470 | Contract | 848,846.00 | 893,279.00 | 928,984.00 | 206,171.00 | 938,761.00 |
| <i>Contractual Expense Totals</i> | | <u>\$848,846.00</u> | <u>\$893,279.00</u> | <u>\$928,984.00</u> | <u>\$206,171.00</u> | <u>\$938,761.00</u> |
| Sub Department 0120 - Mental Health Association Totals | | \$848,846.00 | \$893,279.00 | \$928,984.00 | \$206,171.00 | \$938,761.00 |
| Sub Department 0145 - Addictions Care Center | | | | | | |
| <i>Contractual Expense</i> | | | | | | |
| 470 | Contract | .00 | 221,526.00 | 511,447.00 | .00 | 511,447.00 |
| <i>Contractual Expense Totals</i> | | <u>\$0.00</u> | <u>\$221,526.00</u> | <u>\$511,447.00</u> | <u>\$0.00</u> | <u>\$511,447.00</u> |
| Sub Department 0145 - Addictions Care Center Totals | | \$0.00 | \$221,526.00 | \$511,447.00 | \$0.00 | \$511,447.00 |
| Sub Department 0165 - Parsons Child & Family Center | | | | | | |
| <i>Contractual Expense</i> | | | | | | |

Budget Worksheet Report

Budget Year 2019

| | | | | | | |
|-----|---|----------------|----------------|----------------|----------------|----------------|
| 470 | Contract | 958,190.00 | 958,190.00 | 1,401,958.00 | 207,667.00 | 1,401,959.00 |
| | <i>Contractual Expense Totals</i> | \$958,190.00 | \$958,190.00 | \$1,401,958.00 | \$207,667.00 | \$1,401,959.00 |
| | Sub Department 0165 - Parsons Child & Family Center | \$958,190.00 | \$958,190.00 | \$1,401,958.00 | \$207,667.00 | \$1,401,959.00 |
| | Department 4320 - Mental Health Programs Totals | \$3,017,557.00 | \$3,469,586.00 | \$4,290,349.00 | \$584,547.00 | \$4,295,266.00 |
| | Department 4389 - Psychtrc.Exp./Non Criminal | | | | | |
| | <i>Contractual Expense</i> | | | | | |
| 435 | Medical Fees | 2,772.00 | 7,000.00 | 7,000.00 | 2,322.00 | 7,000.00 |
| | <i>Contractual Expense Totals</i> | \$2,772.00 | \$7,000.00 | \$7,000.00 | \$2,322.00 | \$7,000.00 |
| | Department 4389 - Psychtrc.Exp./Non Criminal Totals | \$2,772.00 | \$7,000.00 | \$7,000.00 | \$2,322.00 | \$7,000.00 |
| | Department 4390 - Psychiatric Exp./Criminal | | | | | |
| | <i>Contractual Expense</i> | | | | | |
| 435 | Medical Fees | 3,900.00 | 25,000.00 | 25,000.00 | 14,409.35 | 40,000.00 |
| | <i>Contractual Expense Totals</i> | \$3,900.00 | \$25,000.00 | \$25,000.00 | \$14,409.35 | \$40,000.00 |
| | Department 4390 - Psychiatric Exp./Criminal Totals | \$3,900.00 | \$25,000.00 | \$25,000.00 | \$14,409.35 | \$40,000.00 |
| | EXPENSE TOTALS | \$3,609,938.99 | \$4,143,168.00 | \$4,963,931.00 | \$975,863.57 | \$4,986,516.00 |
| | Fund A - General Totals | | | | | |
| | REVENUE TOTALS | \$3,536,358.31 | \$3,980,872.00 | \$4,801,635.00 | \$643,284.00 | \$4,831,395.00 |
| | EXPENSE TOTALS | \$3,609,938.99 | \$4,143,168.00 | \$4,963,931.00 | \$975,863.57 | \$4,986,516.00 |
| | Fund A - General Totals | (\$73,580.68) | (\$162,296.00) | (\$162,296.00) | (\$332,579.57) | (\$155,121.00) |
| | Net Grand Totals | | | | | |
| | REVENUE GRAND TOTALS | \$3,536,358.31 | \$3,980,872.00 | \$4,801,635.00 | \$643,284.00 | \$4,831,395.00 |
| | EXPENSE GRAND TOTALS | \$3,609,938.99 | \$4,143,168.00 | \$4,963,931.00 | \$975,863.57 | \$4,986,516.00 |
| | Net Grand Totals | (\$73,580.68) | (\$162,296.00) | (\$162,296.00) | (\$332,579.57) | (\$155,121.00) |

2019 Salary Schedule (Position Budgeting)
Mental Health

| Empl # | Name | Position | Annual Earnings | Empl. Type | Benefit Group | Hire Date |
|--------|--------------------|--------------------------------|-----------------|------------|---------------|-----------|
| | Empl. Grade & Rate | Ann. Grade & Rate | | | | |
| 11828 | Carlson, Harold | Dpty Dir Mental Health/Fiscal | \$34,138.00 | Part Time | Out of UnitPT | 7/7/2010 |
| | N/A / \$21.88 | N/A / \$21.88 | | | | |
| 10484 | Coutu, Lisa | Deputy Director Clinical | \$67,454.00 | Full Time | Out of UnitFT | 9/23/2002 |
| | N/A / \$32.43 | N/A / \$32.43 | | | | |
| 10770 | Lawrence, Crystal | Office Specialist | \$35,319.00 | Full Time | CSEA/FT | 1/25/2016 |
| | 07-02 / \$16.71 | 07-03 / \$17.00 | | | | |
| 10202 | Wright, Carrie | Mental Health Program Analyst | \$54,053.00 | Full Time | Out of UnitFT | 5/21/2018 |
| | N/A / \$25.99 | N/A / \$25.99 | | | | |
| 12885 | Wright, Linda | Children and Youth SPOA Coord. | \$58,252.00 | Full Time | Out of UnitFT | 2/29/2016 |
| | N/A / \$28.01 | N/A / \$28.01 | | | | |
| 9868 | York, Robert | Director Mental Health | \$89,781.00 | Full Time | Out of UnitFT | 6/14/1999 |
| | N/A / \$43.16 | N/A / \$43.16 | | | | |
| | | Mental Health - Part-Time | \$1,000.00 | | | |
| | N/A / \$0.00 | N/A / \$0.00 | | | | |
| | | 7 | \$339,997.00 | | | |