

Health Services Committee
Mental Health/Office of Community Services

AGENDA

1/24/22

Members: FRASIER, McDevitt, Hogan, Braymer and Conover

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Action Agenda/New Business Items
 1. Resolution request for approval to renew a two-year lease agreement with the Warren-Washington Association for Mental Health, Inc. for office space for the Office of Community Services for Warren and Washington Counties. The proposed rent expense is \$30,885.58/year, \$2573.72/month. There is a provision for 2% annual increase, as was included in our previous lease. **Rationale:** The expense is currently budgeted for within our departmental budget. The location of our office is well-suited to serving both Counties, as well as co-location with other mental health programming being beneficial, reducing travel expenses.
 2. Resolution request to appoint Amy Secor to the Warren County Community Services Board. **Rationale:** Filling an unexpired term (1/1/2019-12/31/2022) due to the passing of Joan Grishkot.
- Discussion Items
 1. Update: ADK Peer-to-Peer RFP
- IV. Referrals/Pending Items
- V. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)
- VI. Motion to adjourn

Attachments:

Resolution Request Form No. 20 – Miscellaneous

Resolution Request Form No. 1 – Request to Appoint or Reappoint Member of a Committee, Board or Agency

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: Office of Community Services/Mental Health

DATE: January 24, 2022

- (a) Purpose of Request:
Approval to enter into 2-year lease agreement for office space.

- (b) Details:
2-year lease agreement with the Warren-Washington Association for Mental Health, Inc. to provide office space for the Office of Community Services for Warren and Washington Counties. Rent expense is \$30,855.58 for 2022 (\$2573.22/mo.), with 2% increase in 2023.

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
A.4310 411, Rent, \$30,885.58

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 1

Request to Appoint or Reappoint Member of Committee, Board or Agency*

****If more than one person is being appointed, please attach additional sheets***

DEPARTMENT NAME: Mental Health/Office of Community Services

DATE: 1/24/22

- (a) Name of Appointee: **Amy Secor**
- (b) Is this a Reappointment? **no** If so, please provide the Resolution No. which authorized the last appointment of this individual
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title
- (e) Address of Appointee: **Johnsburg, NY**
- (f) Title of Appointment: **Warren County Community Services Board**
- (g) Effective Date of Appointment: **2/18/2022**
- (h) Termination Date of Appointment: **12/31/2022**
- (i) Name of Person Being Replaced (if applicable): **Joan Grishkot**
- (j) Reason for Replacement: **Filling an unexpired term (1/1/2019-12/31-22) due to the death of Ms. Grishkot.**