

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
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Paul E. Jonke *Chairman*
Amy E. Sayegh *Deputy Chair*
Diane Schonfeld *Clerk*
Robert Firriolo *Counsel*



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William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Ginny Nacerino	Dist. 4
Greg E. Ellner	Dist. 5
Paul E. Jonke	Dist. 6
Joseph Castellano	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

AGENDA

**HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE MEETING
TO BE HELD IN ROOM #318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512**

Chairwoman Sayegh, Legislators Crowley & Nacerino

Tuesday 6:30PM **May 9, 2023**
(Personnel Meeting to Immediately Follow)

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. FYI/ FY23 Implementing Crisis Intervention Teams – Community Policing Development Solicitation Grant/ Sheriff’s Department and Social Services Department**
- 4. Presentation/ Health Department/ Supervising Public Health Educator Shanna Siegel:**
 - Public Health Corps Fellowship**
 - Public Health Infrastructure Funding**
- 5. Approval/ Budgetary Amendment 23A026/ Health Department/ Revenue from NYS Public Health Corps – Fellowship Program**
- 6. Approval/ Budgetary Amendment 23A028/ Office for Senior Resources/ Lobdell Donation Funds to Acquire a Vehicle to Transport Seniors to Medical Appointments**
- 7. Approval/ Fund Transfer 23T109/ Health Department/ Properly Allocate Funds to Preschool-Licensing Software**
- 8. Other Business**
- 9. Adjournment**



KEVIN J. MCCONVILLE
SHERIFF

PUTNAM COUNTY
OFFICE OF THE SHERIFF
AND
CORRECTIONAL FACILITY
THREE COUNTY CENTER
CARMEL, NEW YORK 10512
845-225-4300

cc All
Prot
Health

FYI

#3



THOMAS H. LINDERT
UNDERSHERIFF

MEMORANDUM

TO: Amy Sayegh, Chairwoman
Health, Social, Educational & Environmental Committee

Ginny Nacerino, Chairwoman
Protective Service Committee

FROM: Kevin McConville
Sheriff

RE: FY23 Implementing Crisis Intervention Teams – Community Policing
Development Solicitation Grant.

DATE: May 4, 2023

Please allow the Putnam County Sheriff Office and the Department of Social Services to present, at both the Health Committee meeting on May 9th and the Protective meeting on May 17th, an Implementing Crisis Intervention Teams-Community Policing Development Solicitation Grant. This Grant has no matching funds and would allow for a co response from the Sheriff's Office and the Department of Social Services.

Thank you for your consideration.

2023 MAY -4 PM 1:05
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY



O-COPS-2023-171554
FY23 Implementing Crisis Intervention Teams- Community Policing
Development Solicitation
Department of Justice
Community Oriented Policing Services

GENERAL INFORMATION

Document Type:	Grants Notice
Funding Opportunity Number:	O-COPS-2023-171554
Funding Opportunity Title:	FY23 Implementing Crisis Intervention Teams- Community Policing Development Solicitation
Opportunity Category:	Discretionary
Opportunity Category Explanation:	
Funding Instrument Type:	Grant
Category of Funding Activity:	Law, Justice and Legal Services
Category Explanation:	
Expected Number of Awards:	28
CFDA Number(s):	16.710 -- Public Safety Partnership and Community Policing Grants
Cost Sharing or Matching Requirement:	No

Version:	Synopsis 1
Posted Date:	Mar 08, 2023
Last Updated Date:	Mar 08, 2023
Original Closing Date for Applications:	May 01, 2023
Current Closing Date for Applications:	May 01, 2023
Archive Date:	
Estimated Total Program Funding:	\$11,500,000
Award Ceiling:	\$400,000
Award Floor:	\$0

ELIGIBILITY

Eligible Applicants:	Others (see text field entitled "Additional Information on Eligibility" for clarification)
Additional Information on Eligibility:	This solicitation is open to all local, state, tribal, and territorial law enforcement agencies. To advance Executive Order 13929 Safe Policing for Safe Communities, as of October 28, 2020, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process to be allocated FY 2023 DOJ discretionary grant funding, either as a recipient or a subrecipient. For detailed information on this new certification requirement, please visit https://cops.usdoj.gov/SafePolicingEO .

ADDITIONAL INFORMATION

Agency Name:

Community Oriented Policing Services

Description:

Community policing is a philosophy that promotes organizational strategies that support the systematic use of partnerships and problem-solving techniques to proactively address the immediate conditions that give rise to public safety issues such as violent crime, nonviolent crime, and fear of crime.

Community Policing Development (CPD) funds are used to develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practices through the development and testing of innovative strategies; building knowledge about effective practices and outcomes; and supporting new, creative approaches to preventing crime and promoting safe communities.

The COPS Office is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety and protects the public from crime and evolving threats, and build trust between law enforcement and the community.

Statutory Authority

This program is authorized under the Omnibus Crime Control and Safe Streets Act of 1968, as amended, and the Violent Crime Control and Law Enforcement Act of 1994, Title I, Part Q, Public Law 103-322, 34 U.S.C. § 10381 et seq.

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

Program-Specific Information

This program is authorized under the Omnibus Crime Control and Safe Streets Act of 1968, as amended, and the Violent Crime Control and Law Enforcement Act of 1994, Title I, Part Q, Public Law 103-322, 34 U.S.C. § 10381 et seq.

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

For all identified deliverables, the applicant should adhere to the COPS Office Editorial and Style Manual. For projects that propose site-specific work, letters of support from the targeted agencies are strongly encouraged.

With any programmatic questions, please contact the COPS Office Response Center at 800-421-6770 or send questions via email to AskCopsRC@usdoj.gov. The COPS Office Response Center operates Monday through Friday, 9:00 a.m. to 5:00 p.m. ET, except on federal holidays.

Program Goals

Under this solicitation, the COPS Office seeks to support projects that allow for the identification and expansion of promising practices and produces knowledge products that follow the principles of good guidance:

Quality-driven, with an emphasis on action statements to drive promising practices and reduce variations in performance

Evidence-based, with recommendations that are consistent with the weight of the best available evidence identified through systematic review

Accessible, with clear language and manageable lengths that are appropriate and relevant for the law enforcement field

Memorable, to encourage immediate actions or aid for the complex situations law enforcement professionals face

To read an overview of the principles of community policing, please see the COPS Office publication *Community Policing Defined*.

Applicants should also consider the COPS Office performance measures when developing their own specific project goals and activities, which can be found in the "Performance Measures" section of this application.

Implementing Crisis Intervention Teams

Multiple awards, up to \$400,000 each

Law enforcement has made significant improvements in its responses to people experiencing mental health crises through the development of various models of crisis intervention team (CIT) training, crisis triage centers, co-response teams, and embedded mental health and behavioral services. The evolution of these approaches has improved the safety of law enforcement and people in crisis. It has also resulted in the diversion of individuals with mental health needs away from the criminal justice system and toward the services and care they need.

The COPS Office will provide grants directly to state, local, tribal, and territorial law enforcement agencies for the creation or expansion of crisis intervention teams and to embed mental and behavioral health services with law enforcement agencies so they can better respond to individuals in crisis in the community. These projects may include overtime for sworn personnel, salaries and contracts for mental health professionals, purchase or lease of nonpatrol vehicles for crisis response programs, and costs associated with training for and equipping personnel. The COPS Office encourages small, rural, tribal, and regional agencies to apply for CIT funding to improve their crisis intervention efforts. For example, initiatives such as establishing a joint or regional shared CIT services program with a mental health service provider or conducting regional CIT training provides a valuable framework for small, rural, tribal, and regional agencies that desire improved crisis intervention programming for their agencies.

All applicants should budget for at least one person to attend a national conference addressing this issue. Funded agencies will have the opportunity to participate at no cost in an ongoing community of practice with other COPS Office awardees and receive training and technical assistance from the Crisis Intervention Training Provider.

Projects Out of Scope

Applicants that are not state, local, tribal, or territorial law enforcement agencies will

not be considered.

Projects that do not create or expand the use of specialized teams, partnerships with mental and behavioral health services, or training in crisis intervention will not be considered for funding.

Projects related to the hiring of sworn law enforcement personnel will not be considered. If you are seeking this type of funding, please visit the COPS Office website for information on the COPS Hiring Program (CHP).

Additional Requirements

The goal of this program is to provide funding to support the implementation and expansion of programs that improve law enforcement responses to people experiencing mental health crises.

The project description (completed in the survey questions) should address the following:

Current scope and capacity of mental health response efforts including any formal agreements with service providers and prosecutors as well as challenges and unmet needs

Existing or proposed partnership between the law enforcement agency and the behavioral or mental health provider

Data and information demonstrating the demand and need for these services, such as number of calls, case referrals, civil commitments, and analysis of law enforcement burden or prior successes

Ways in which mental health services will be deployed and responses to individuals suffering from mental health issues will be improved by use of a CIT model

Planned service provider(s) or the process to select one or more service providers who will work with law enforcement and be compliant with local and state licensing of mental or behavioral service providers (the COPS Office strongly encourages memoranda of understanding or agreement [MOU/MOA] for efforts involving multiple agencies and service providers); applicants should consider the shortage of behavioral health providers and budget appropriately to hire in a competitive job market, adequately compensating for education, years of experience, certification, and the unique nature of the position

Résumés/CVs or job descriptions of key staff involved in this project

Ways to determine the effectiveness of the program, including identifying any data gathered throughout the award period to assist with evaluation of the program's efficacy

Ways in which this project is not duplicative of work covered by existing local or other federal funding, including descriptions of how the agency will inform the communities it serves of this service and engage them with it

Travel to and attendance at a national conference on crisis intervention

Plans to maintain these efforts and programs after the grant period ends

A record of the agreement (MOU/MOA/contract, etc.) or a signed letter of intent detailing the partnership that will occur if awarded

Deliverables

The project deliverable(s) (e.g., training for sworn and nonsworn staff, co-response team services, and MOUs with outside mental health organizations) should be clearly identified and described in the application question responses. At the conclusion of funding, recipients will be required to develop a report that (1) summarizes their project, implementation, lessons learned, and ways the agency informed and engaged the communities they serve and (2) presents data such as number of calls, case referrals and outcomes, civil commitments, law enforcement time spent, time recovered, repeat calls for service, etc. This report should be formatted as a case study that can be shared with other law enforcement agencies around the country.

This report may be published by the COPS Office (which would include report development assistance, editing, design, and distribution) at no expense to the award recipient (see CIT ASSIST web page, Camden County Police Department: Crime Analysis, Technical Assistance, and Consultation, Salt Lake City Police Department Homeless Outreach Service Team (HOST) Program Overview, and Park Ridge's Success Story on Going Beyond Crisis Intervention Team Training: Building Whole-Community Responses to Mental Health for examples).

Link to Additional Information: COPS Grants

Grantor Contact Information: If you have difficulty accessing the full announcement electronically, please contact:

Applications must be submitted through both Grants.gov and the JustGrants system.

For technical assistance with submitting the SF-424, please call the Grants.gov customer service hotline at 800-518-4726, send questions via email to support@Grants.gov, or consult the Grants.gov Organization Applicant User Guide. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical support with the Justice Grants System (JustGrants) application, please contact JustGrants Support at [JustGrants.Support@usdoj.gov](mailto:Support@usdoj.gov) or 833-872-5175. JustGrants Support operates Monday through Friday between the hours of 5:00 a.m. and 9:00 p.m. Eastern Time (ET) and Saturday, Sunday, and federal holidays from 9:00 a.m. to 5:00 p.m. ET. Training on JustGrants can also be found at <https://justicegrants.usdoj.gov/training-resources>.

For programmatic assistance with the requirements of this program, please call the COPS Office Response Center at 800-421-6770 or send questions via email to AskCopsRC@usdoj.gov. The COPS Office Response Center operates Monday through Friday, 9:00 a.m. to 5:00 p.m. ET, except on federal holidays. AskCopsRC@usdoj.gov

COPS Office Response Center





COPS

Community Oriented Policing Services
U.S. Department of Justice

Pre-Award Frequently Asked Questions (FAQ) for 2023 COPS Office Community Policing Development Crisis Intervention Teams Grant Program

Q. Are all law enforcement agencies eligible to apply for this solicitation?

A. The solicitation is open only to state, local, tribal, and territorial law enforcement agencies that have primary law enforcement authority for their jurisdiction.

Q. How do I determine if my agency has primary law enforcement authority?

A. An agency with primary law enforcement authority is defined as the first responder to calls for service for all types of criminal incidents within its jurisdiction. Agencies are not considered to have primary law enforcement authority if they only respond to or investigate specific type(s) of crime(s), respond to or investigate crimes within a correctional institution, serve warrants, provide courthouse security, transport prisoners, have cases referred to them for investigation or investigational support, or some combination of these.

Q. My agency does not have primary law enforcement authority. Can we partner with an agency that is eligible to apply?

A. Yes, partnerships are highly encouraged. If your agency does not have primary law enforcement authority, it can partner with an agency that is eligible to apply. Please keep in mind that the application must be submitted by the agency with primary law enforcement authority.

For the FY23 COPS Office Solicitations Frequently Asked Questions visit our [How To Apply](#) page.

Questions? For technical assistance with submitting the **full application** in JustGrants, contact the JustGrants Service Desk at JustGrants.Support@usdoj.gov or 833-872-5175. The JustGrants Service Desk operates 5:00 a.m. to 9:00 p.m. eastern time (ET) Monday to Friday, and 9:00 a.m. to 5:00 p.m. ET on Saturday, Sunday, and federal holidays.

For programmatic and general assistance with the solicitation requirements, contact the COPS Office Response Center at 800-421-6770 or by email at AskCOPSRC@usdoj.gov. The Response Center's hours of operation are Monday–Friday (except U.S. Federal Government holidays; see <https://www.opm.gov/policy-data-oversight/snow-dismissal-procedures/federal-holidays/>) from 9:00 a.m. to 5:00 p.m. Eastern Time (ET). The Response Center will remain open on the solicitation closing date until 4:59 p.m. ET.

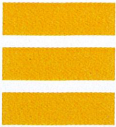
Putnam
County
Department
of Health

HEALTH COMMITTEE

May 9, 2023

Shanna Siegel, RN, BSN
Supervising Public Health Educator





**Strengthen Public
Health Workforce
and Foundational
Capabilities**

**NYS Public Health
Corps Extension &
Additional Funding**





**Strengthen Public
Health Workforce and
Foundational
Capabilities
(Infrastructure Funding)**



PUBLIC HEALTH INFRASTRUCTURE FUNDING

PURPOSE & OUTCOMES

- Purpose: Address long-standing weaknesses due to chronic underinvestment in New York's public health system and strengthen preparedness to address new challenges and future public health emergencies.
- Short-term outcomes: improvements in the LHD workforce to include hiring new or vacant positions, retaining current staff through various investments or services, or improving foundational public health capabilities through training and other staffing enhancements.
- Longer-term outcomes: improvements in the public health of the jurisdiction, especially among socially and economically marginalized communities.

PUBLIC HEALTH INFRASTRUCTURE FUNDING

ALLOWABLE EXPENSES

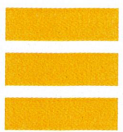
This grant may be used to strengthen the public health workforce including:

- Hire new staff or retain staff whose grant funding sources are expiring;
- Develop policies and best practices to guide use of funds for various recruitment and retention incentives; deploy the resources for these purposes;
- Contract with another agency to hire staff on the LHD's behalf;
- Invest in staff retention efforts to include retention bonuses, base pay increases, tuition assistance, staff training opportunities (including travel to conferences and events) or other retention efforts;
- Partner with neighboring county or counties to hire staff in a shared staffing mod
- Invest in 'special projects', novel public health efforts and partnerships with academic or community partners to address workforce solutions;
- Invest in office upgrades to increase employee satisfaction with the workplace environment; examples include minor alterations, repairs, purchasing updated furniture, equipment, wifi expansion and implementation of software/technology solutions;
- Invest in internal data modernization solutions that will increase efficiencies and improve employee satisfaction.

PUBLIC HEALTH
INFRASTRUCTURE FUNDING

AWARDED AMOUNT

- Total Award for Putnam: \$692,296



**NYS Public Health
Corps Extension &
Additional Funding**



NYS PUBLIC HEALTH CORPS EXTENSION & ADDITIONAL FUNDING

BACKGROUND

The Public Health Corps (PHC) fellowship was an initiative launched by the New York State Department of Health (NYSDOH) in response to the COVID-19 Pandemic. Putnam County entered into a contract (9/1/23) and subsequently hired one Local Coordinator and three public health corps Graduate level fellows -- together they have supported both the PCDOH, the PCDSS/MH and the County with their dedication and expertise.

NYS PUBLIC HEALTH CORPS EXTENSION & ADDITIONAL FUNDING

UPDATE

In December 2022, the New York State Public Health Corps program announced that the public health fellowship grant was being extended for an additional year, bringing the contract end date to June 2024. Subsequently, Putnam was offered an additional \$300,000 bringing the grant total to \$1,411,174.

NYS PUBLIC HEALTH CORPS EXTENSION & ADDITIONAL FUNDING

PURPOSE AND OUTCOMES

- Purpose: Build public health capacity to support current and future public health emergencies.
- Outcomes: The overall program goal is three-fold:
 - Bolster the state's public health infrastructure by mobilizing Fellows to provide critical support and services to LHDS;
 - Effectively communicate with and educate Putnam County residents about key strategies that address public health efforts; and
 - Facilitate connections among the community level public health stakeholders required to strengthen and sustain public health learning and partnership

NYS PUBLIC HEALTH CORPS EXTENSION & ADDITIONAL FUNDING

ALLOWABLE EXPENSES

This grant may be used to strengthen the public health workforce by:

- Salary and fringe of new employees considered PHC Fellows
- Trainings necessary within scope of work
- Additional costs for community events such as rental space, printing needs, registration fee, etc.
- Supplies and equipment needed to complete work

NYS PUBLIC HEALTH CORPS
EXTENSION & ADDITIONAL FUNDING

AWARDED AMOUNT

- TOTAL AWARDED AMOUNT FOR PUTNAM: \$1,411,174
 - This year, \$300,000 was awarded to support the hiring of two additional full-time and one part-time Public Health Corps Graduate Fellows
 - Salaries + Fringe for two Full time Graduate Fellows
 - Salary: \$62,100 per fellow
 - Fringe: \$37,260 per fellow (overestimation)
 - Salary + Fringe for Part-time Graduate Fellow
 - Salary: \$22,179
 - Fringe: \$1,697

NYS PUBLIC HEALTH CORPS EXTENSION & ADDITIONAL FUNDING

SUCCESS OF THE PROGRAM LOCALLY

Throughout their time at PCDOH, fellows have played integral roles in different programs. From supporting existing work to establishing new community programs, fellows have used their broad knowledge and expertise to better the health of Putnam County residents.

- CHA/CHIP activities which enabled PCDOH to update and enhance process.
- Educational sessions for Spanish-speaking residents on various health topics that have been identified as consistent health challenges due to health disparities.
- Committee and cross-sector support: Live Healthy Putnam transportation work group; Substance-use prevention, education, response alliance; mental health support in schools for students and parents/guardians.
- Collaboration and continued mental health support to Putnam County school staff and students.
- Poster Presentation by three fellows at the NYS Public Health Corps Conference.



**ADDRESSING
PUTNAM'S TEN
MAIN HEALTH
CHALLENGES**



ADDRESSING PUTNAM'S MAIN HEALTH CHALLENGES

BACKGROUND

As required by NYSDOH, PCDOH conducted a 2022 Community Health Assessment (CHA) that identified 10 main health challenges of Putnam County. The 10 main health challenges were used to inform the selection of priority areas for the 2022-2024 Community Health Improvement Plan (CHIP). The two areas selected include preventing communicable diseases and promoting well-being and preventing mental and substance use disorders, however work continues in all ten areas.

10 MAIN HEALTH CHALLENGES	
Social Determinants of Health - Transportation	Harmful Algal Blooms (HABs)
COVID-19 and Other Emerging Infectious Diseases	Racial and Ethnic Disparities in Birth-related Indicators
Sexually Transmitted Diseases	Early Childhood Vaccination
Obesity	Tickborne Diseases
Mental Health and Well-being	Opioid Misuse

★ Indicates health challenge is included in the NYS Prevention Agenda

ADDRESSING PUTNAM'S MAIN HEALTH CHALLENGES

CONTINUITY

Initiatives to support public health infrastructure such as the funding to Strengthen Public Health Workforce and Foundational Capabilities along with the extension of the public health fellowship, enable our staff to continue to support our mission to protect and improve the health of our residents. A skilled workforce enables implementation and evaluation of data-driven interventions to address the main health challenges our County currently faces and assess local impact of emerging public health issues.

THANK YOU!



Putnam County Department of Health

A PHAB-ACCREDITED HEALTH DEPARTMENT

Exhibit A – Deliverables
Grants to Local Health Departments to
Strengthen Public Health Workforce and Foundational Capabilities

Purpose: The program of work under this funding opportunity addresses long-standing weaknesses due to chronic underinvestment in New York's public health system and strengthens preparedness to address new challenges and future public health emergencies. The investments in the local public health workforce and foundational capabilities supports Local Health Departments (LHDs) to address health inequities and disparities more effectively across populations and regions throughout their jurisdiction and better meet the ongoing and future public health needs of New Yorkers.

Requirements: Funds from this grant must be used to strengthen the county public health department and may not supplant existing public health department resources.

Uses: Grant funds may be used to strengthen the public health workforce through hiring of public health positions, supporting retention of current staff, making upgrades to the workplace to increase employee satisfaction, providing public health training, and providing public health support services to the public health department.

Short-term outcomes of this funding investment include improvements in the LHD workforce to include hiring new or vacant positions, retaining current staff through various investments or services, or improving foundational public health capabilities through training and other staffing enhancements.

Longer-term outcomes of this funding investment include improvements in the public health of the jurisdiction, especially among socially and economically marginalized communities.

Examples of Allowable Costs:

- Hire new staff or retain staff whose grant funding sources are expiring;
- Develop policies and best practices to guide use of funds for various recruitment and retention incentives; deploy the resources for these purposes;
- Contract with another agency to hire staff on the LHD's behalf;
- Invest in staff retention efforts to include retention bonuses, base pay increases, tuition assistance, staff training opportunities (including travel to conferences and events) or other retention efforts;
- Partner with neighboring county or counties to hire staff in a shared staffing mod
- Invest in 'special projects', novel public health efforts and partnerships with academic or community partners to address workforce solutions;
- Invest in office upgrades to increase employee satisfaction with the workplace environment; examples include minor alterations, repairs, purchasing updated furniture, equipment, wifi expansion and implementation of software/technology solutions;
- Invest in internal data modernization solutions that will increase efficiencies and improve employee satisfaction.

Funding Restrictions:

- Funds cannot be used for research-related activities.
- Funds cannot be used for clinical care / direct patient care.

NOTE: Funds are intended to augment public health staffing capacity and cannot supplant existing commitments. These funds should result in a net increase of total county public health staff.

Reporting: TBD

NYSDOH Programmatic Contact: TBD

NYSDOH Fiscal Contact: Bridget Pardo, Grants Administration, NYSPHEP@health.ny.gov

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



to: all
Per PJ Health
A+A

MICHAEL J. LEWIS
Chief Deputy Commissioner Of
Finance

Reso
#5

SHEILA M. BARRETT
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: Sheila M. Barrett, Deputy Commissioner of Finance *STB*
Re: Budgetary Amendment - 23A026
Date: April 28, 2023

2023 APR 30 AM 9:51
May 2
LEGISLATURE
PUTNAM COUNTY
CARHEL, NY

At the request of the Commissioner of Health, the following budgetary transfer is required.
(effective January 1, 2023)

Increase estimated revenue:

26401001.444892.66106 NYS Public Health Corp Fellowship Program 315,202

Increase estimated appropriations:

26401001.51000.10173.66104	Personnel Services - PHC Graduate Fellow	62,100
26401001.51000.10173.66105	Personnel Services - PHC Graduate Fellow	62,100
26401001.51000.10173.66106	Personnel Services - PHC Graduate Fellow	62,100
26401001.51094.10173	Temporary Services	22,179
26401001.52110.10173	Furniture & Fixtures	2,600
26401001.52130.10173	Computer Equipment	5,400
26401001.54310.10173	Office Supplies	3,500
26401001.54313.10173	Books & Supplements	500
26401001.54329.10173	Promotional Materials	1,000
26401001.54410.10173	Supplies & Materials	500
26401001.54635.10173	Cell Phones	1,200
26401001.54675.10173	Travel	1,000
26401001.54782.10173	Software & Accessories	200
26401001.54783.10173	Software Licensing	2,800
26401001.54989.10173	Miscellaneous	500
26401001.58001.10173	Retirement	8,487
26401001.58002.10173	FICA	12,843
26401001.58003.10173	Disability	242
26401001.58004.10173	Workers Compensation	340
26401001.58006.10173	Dental	2,866
26401001.58007.10173	Life Insurance	998
26401001.58008.10173	Health Insurance	57,166
26401001.58009.10173	Vision	249
26401001.58011.10173	Flex	4,332
		<u>315,202</u>

Fiscal Impact - 2023 - \$ 0

Fiscal Impact - 2024 - \$ 0

This Resolution is required to fund personnel and expense budget lines along with recognizing revenue from NYS Public Health Corps. to fully fund these budget lines. Services the attached correspondence for further detail.

Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive



PUTNAM COUNTY DEPARTMENT OF HEALTH
 1 Geneva Road, Brewster, NY 10509 ■ 845-808-1390
 www.putnamcountyny.gov/health
 A PHAB-ACCREDITED HEALTH DEPARTMENT

Kevin M. Byrne
 COUNTY EXECUTIVE

Michael J. Nesheiwat, MD
 INTERIM COMMISSIONER OF HEALTH

MEMORANDUM

TO: William J. Carlin, Jr., Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager *WAO*
DATE: March 30, 2023
RE: **Budgetary Amendment for Public Health Corp (PHC) Fellowship Grant**

Please process a Budgetary Amendment for the following Health Department accounts:

Increase Revenue: 26401001-444892-10173 NYS Public Health Corp Fellowship Program	\$315,202
TOTAL REVENUE	
	<u>\$315,202</u>
Increase Expense: 26401001-51000-10173 PHC Graduate Fellow (12 months)	\$ 62,100
Increase Expense: 26401001-51000-10173 PHC Graduate Fellow (12 months)	\$ 62,100
Increase Expense: 26401001-51000-10173 PHC Graduate Fellow (12 months)	\$ 62,100
Increase Expense: 26401001-51094-10173 PHC Fellow Temp	\$ 22,179
Increase Expense: 26401001-52110-10173 PHC Fellowship-Furniture	\$ 2,600
Increase Expense: 26401001-52130-10173 PHC Fellowship-Computers	\$ 5,400
Increase Expense: 26401001-54310-10173 PHC Fellowship-Office Supplies	\$ 3,500
Increase Expense: 26401001-54313-10173 PHC Fellowship-Books & Supps	\$ 500
Increase Expense: 26401001-54329-10173 PHC Fellowship-Promotional	\$ 1,000

22 40 26

Increase Expense: 26401001-54410-10173 PHC Fellowship-Supplies & Mats	\$ 500
Increase Expense: 26401001-54635-10173 PHC Fellowship-Cellphones	\$ 1,200
Increase Expense: 26401001-54675-10173 PHC Fellowship-Travel	\$ 1,000
Increase Expense: 26401001-54782-10173 PHC Fellowship-Software Access	\$ 200
Increase Expense: 26401001-54783-10173 PHC Fellowship- Software Licensing	\$ 2,800
Increase Expense: 26401001-54989-10173 PHC Fellowship-Miscellaneous	\$ 500
Increase Expense: 26401001-58001-10173 PHC Fellowship Retirement (12 months)	\$ 8,487
Increase Expense: 26401001-58002-10173 PHC Fellowship FICA (12 months)	\$ 12,843
Increase Expense: 26401001-58003-10173 PHC Fellowship Disability	\$ 242
Increase Expense: 26401001-58004-10173 PHC Fellowship Workers Comp (12 months)	\$ 340
Increase Expense: 26401001-58006-10173 PHC Fellowship Dental (12 months)	\$ 2,866
Increase Expense: 26401001-58007-10173 PHC Fellowship Life Insurance (12 months)	\$ 998
Increase Expense: 26401001-58008 -10173 PHC Fellowship Health Insurance (12 months)	\$ 57,166
Increase Expense: 26401001-58009 -10173 PHC Fellowship Vision (12 months)	\$ 249
Increase Expense: 26401001-58011 -10173 PHC Fellowship Flex (12 months)	\$ 4,332
TOTAL EXPENSE	\$315,202

WAO:mb
Attachment

724070

AGREEMENT

This Agreement, made this 3rd day of March 2023 by and between HEALTH RESEARCH, INC., with offices located at Riverview Center, 150 Broadway, Ste. 280, Menands, NY, 12204-2893, hereinafter referred to as "HRI, a domestic not-for profit corporation, and

Putnam County Department of Health
1 Geneva Road
Brewster, NY 10509-2339 hereinafter referred to as the "Contractor"
(a(n) State/Local Government

WITNESSETH

WHEREAS, HRI has been awarded a grant/contract from the Center Disease Control Prevent, hereinafter referred to as the "Project Sponsor" under grant/contract number 6NU90TP9221400102/6NU50CK0005160307, hereinafter referred to as "Sponsor Reference"; and,

WHEREAS, part of the overall project involves the following:

Public Health Corps Fellowship Program

WHEREAS, the Contractor has represented to HRI that it is knowledgeable, qualified, and experienced in the skill(s) required for this project, and that it is willing and capable of performing the services required hereunder

Now therefore, in consideration of the promises and mutual covenants herein, the parties hereto agree as follows:

Definitions: Throughout this Agreement, the following terms shall have the following definitions:

"Contract Start Date": 09/01/2021

"Contract End Date": 06/30/2024

"Total Contract Amount": \$1,411,174

"Maximum Reimbursable Amount": \$352,794

"HRI Project Director": Primeau, Mr. Michael/Lutterloh, Dr. Emily

"Required Voucher Frequency": Quarterly

"FAIN Number": NU90TP922140/NU50CK000516

"HRI Contract Number": 7190-01

"Catalog of Federal Domestic Assistance Number": 93.354/93.323 ("This contract is "Federally" funded.")

Budget Flexibility Percentage: 25 % Percent of Total - Cumulative re-budget among categories is allowed by this percentage of the Total Contract Amount, or \$250,000, whichever is less

Attachments / Exhibits: The following are hereby incorporated and made a part of this Agreement:

Exhibit A - "Scope of Work"

Exhibit B - "Budget"

Exhibit C - "Reporting/Vouchering Instructions"

Exhibit D - "Prime Federal Award Information" (if checked) [x]

Attachment A - "General Conditions for HRI Contracts"

Attachment B - "Program Specific Clauses" (if checked) [x]

Attachment C - "Modifications to General Conditions and/or Program Specific Clauses" (if checked) []

IN WITNESS WHEREOF, this Agreement has been duly executed by the parties hereto as of the date first above set forth.

Health Research, Inc

Putnam County Department of Health

Federal ID: 14-6002759-

UEI#:GLN9KUJQKB88

Cheryl A. Mattox

Name: Cheryl A. Mattox

Title: Executive Director

William A. Orr, Jr.

Name: William A. Orr, Jr.

Title: Senior Fiscal Manager

EXHIBIT A

NYS Public Health Corps Fellowship Program Scope of Work/Program Deliverables

Funding is provided by the New York State Department of Health (NYSDOH) through Health Research, Inc. (HRI) to Local Health Departments (LHDs) to:

- Recruit, train, deploy and manage New York State Public Health Corps (NYSPHC) Fellows serving in LHDs and other community-based organizations in each region of New York State outside the City of New York.
- Augment LHD capacity to respond to current and emerging public health emergencies.
- Provide health education services to inform and protect communities.
- Improve outreach and assistance to vulnerable populations; and
- Directly assist with the local COVID-19 public health response (e.g. testing, contact tracing, vaccination, prevention campaigns, community education, logistics, operations, and coordination).

The number of NYSPHC Fellows to be in service for an LHD and the associated grant eligibility are based on the LHD's county population and health outcome indicators.

The NYSPHC Fellowship Program will collaborate with participating LHDs to match and place fellows based on the needs articulated by the counties from the "Survey of LHD Priorities". Through this partnership, fellows will help address the local public health needs over the next two years.

DELIVERABLES: ADHERENCE TO POLICIES AND PROCEDURES OF THE NYSPHC PROGRAM

A. Staffing

- **NYSPHC Program** will hire Fellowship Placement Coordinators for each region across the state.
- **NYSPHC Fellowship Placement Coordinators** will:
 - Provide the LHD with resumes for fellow applicants which have been screened and matched to LHD's needs articulated in the "Survey of LHD Priorities".
 - Meet with placed fellows at least every two weeks.
 - When practicable, the Fellowship Placement Coordinator will identify at least one Graduate Fellow for every seven Fellows accepted.
- **LHDs** participating in the NYSPHC Program and receiving grant funds will:
 - Designate a **Point of Contact** to serve as liaison to NYSDOH/HRI and the respective NYSPHC Fellowship Placement Coordinator.
 - Designate a **Local Coordinator** to manage/supervise fellows assigned to the LHD (see: Section C below).
 - Review resumes of pre-screened and LHD matched applicants.
 - Contact fellow applicants to schedule and conduct interviews.
 - Select and hire preferred fellows.
 - Develop Individual Fellowship Program Plans for each fellow

ATTACHMENT "A"

NYS Public Health Corp Fellowship Program has awarded Putnam County Department of Health \$1,111,175 and recently increased the award to \$1,411,174. This award comes from the Center for Disease Control and Prevention (CDC) for the purpose of building public health capacity to continue to support COVID-19 response operations and increase preparedness for future public health emergencies. This grant end date is June 30th, 2024. With this approval, the Health Department will be hiring 2 more full time Fellows and 1 part time Temporary Fellow and funding a Fellow that is currently working in this program but positioned at the Department of Social Services. The budgetary amendment is for calendar year 2023 January- December.

Fringe benefits are also included and budgeted. Recommended salaries and job specifications were provided by Personnel department based on scope of duties and compensation from surrounding counties.

In addition to salaries and benefits, funding will be provided for desks, chairs and other items included in our enclosed Budget Amendment.

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



cc: all
Heath
AVA
cc: All
Reso
#6

MICHAEL J. LEWIS
Chief Deputy Commissioner Of Finance

SHEILA M. BARRETT
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: Sheila M. Barrett, Deputy Commissioner of Finance *SMB*
Re: Budgetary Amendment - 23A028
Date: May 3, 2023

At the request of the Director of OSR, the following budgetary transfer is required.

Increase estimated revenue:

10677300.427050 Gifts & Donations - Lobdell \$ 70,000.00

Increase estimated appropriations:

10677300.52650 Motor Vehicles \$ 70,000.00

Fiscal Impact - 2023 - \$ 0
Fiscal Impact - 2024 - \$ 0

2023 MAY -3 PM 12:00
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

This Resolution is required to recognize the Lobdell donation to acquire a vehicle for the purpose of transporting seniors to medical appointments.

Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

Kevin M. Byrne
County Executive



Michael Cunningham
Director

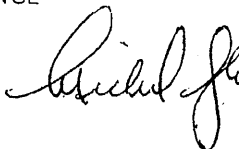


MEMORANDUM

DATE: MAY 1, 2023

TO: DIANE SCHONFELD
CLERK TO THE LEGISLATURE

CC: KEVIN M. BYRNE, COUNTY EXECUTIVE
JAMES BURPOE, DEPUTY COUNTY EXECUTIVE
WILLIAM CARLIN, COMMISSIONER OF FINANCE

FROM: MICHAEL CUNNINGHAM
DIRECTOR, OFFICE FOR SENIOR RESOURCES 

RE: PURCHASE OF HANDICAP VAN FOR MEDICAL TRANSPORTATION

Putnam County Office for Senior Resources requests approval for the purchase of a 2020 Toyota Sienna LE from Bussani Fleet Sales for use by the medical transportation program.

Currently, OSR has two Mobility Ventures MV-1s among their fleet that are used to transport wheelchair clients by volunteer drivers. Putnam County Highway has found the search for replacement parts to be challenging with long lead times and costly prices. The proposed purchase of a 2020 Toyota Sienna LE would replace the 2016 MV-1 in our fleet which is currently non-operational in the warmer months due to ongoing air conditioning issues that are unreparable.

Due to the customization, purchasing this vehicle would be the best option at an all-inclusive price of \$63,682.00. We are requesting an additional draw down of funds of approximately \$70,000 on the Jane Lobdell bequeathment to fund this purchase or a like vehicle from a similar vendor.

It is respectfully requested that this matter be placed on the agenda for the next meeting of the appropriate committees.

Thank you for your consideration.

cc: all
Health
A+A

Reso
#7

COUNTY OF PUTNAM

FUND TRANSFER REQUEST # 789

TO: Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager
DEPT: Health
DATE: April 25, 2023

2023 APR 28 AM 9:41
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT
10296000-54782 Preschool-Software Accessories	10296000-54783 Preschool-Licensing Software	\$9,790.00

PURPOSE
Funds were originally assigned to Software Accessories at budget time; should have been Licensing Software. Transfer will properly allocate funds.

2022 Fiscal Impact \$ 0.00

2023 Fiscal Impact \$ 0.00

Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

Date Commissioner of Finance / Designee: Initiated by: \$0 - \$5,000.00

Date County Executive / Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00

Date Chairperson Audit / Designee: \$0 - \$10,000.00

Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

23T109