

RESOLUTION NO. 2015187

RE: APPOINTMENT OF MARGARET HIRST AS  
ACTING COMMISSIONER OF MENTAL HYGIENE

Legislators HORTON, BOLNER, JETER-JACKSON, MAC AVERY, FARLEY,  
and PERKINS offer the following and move its adoption:

WHEREAS, upon the retirement of Dr. Kenneth Glatt the position of  
Commissioner of Mental Hygiene became vacant, and

WHEREAS, the County is required to have a Commissioner of Mental Hygiene  
pursuant to Section 9.01 of the Dutchess County Charter, and

WHEREAS, Margaret Hirst has served the County Department of Mental  
Hygiene for the past thirty-five (35) years and is presently the Division Chief for Clinical  
Services, and

WHEREAS, on May 30, 2015, the New York State Interoffice Coordinating  
Council approved the County's application for the appointment of Margaret Hirst to the position  
of Acting Director of Community Services pursuant to Article 41 of the New York State Mental  
Hygiene Law, and

WHEREAS, the County Executive has determined that Margaret Hirst is  
eminently qualified to fill the position of Commissioner of Mental Hygiene on a temporary basis  
pending the merger of the Department of Mental Hygiene and the Department of Health, and

WHEREAS, pursuant to Section 3.04 of the Dutchess County Charter, the County  
Executive appointed Margaret Hirst as the Acting Commissioner of the Department of Mental  
Hygiene effective Saturday, May 30, 2015, and

WHEREAS, the County Executive has requested that the appointment be in effect  
through December 31, 2015, and

WHEREAS, pursuant to Section 3.04 of the Charter, this Legislature has the  
authority to confirm Margaret Hirst's appointment, now, therefore, be it

RESOLVED, that Margaret Hirst's appointment as Acting Commissioner of the  
Department of Mental Hygiene is effective through December 31, 2015.

CA-105-15 kvh/G-0167

6/15/15

STATE OF NEW YORK

ss:

COUNTY OF DUTCHESS

This is to certify that I, the undersigned Clerk of the Legislature of the County of Dutchess have compared the foregoing resolution  
with the original resolution now on file in the office of said clerk, and which was adopted by said Legislature on the 13<sup>th</sup> day of July 2015, and  
that the same is a true and correct transcript of said original resolution and of the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Legislature this 13<sup>th</sup> day of July 2015.

CAROLYN MORRIS, CLERK OF THE LEGISLATURE

MARGARET HIRST, LCSW - R

Division Chief for Clinical Services  
Dutchess County Department of Mental Hygiene  
230 North Road, Poughkeepsie, New York 12601  
845-486-3791 (w)  
845-486-2829 (fax)  
[margareh@dcdmh.org](mailto:margareh@dcdmh.org)

EXPERIENCE

JAN 1, 2013-  
PRESENT: *Division Chief for Clinical Services*  
This is a professional supervisory position involving responsibility for the clinical and administrative operation of three formerly separate clinical divisions (Mental Health, Chemical Dependency and Intellectual and Developmental Disabilities), which deliver clinical services to the community both directly and through county contractual providers. This position also includes serving as the Acting Director of Community Services/Commissioner as designated by the Commissioner/Director of Community Services.

Duties include:

- Assessing the need for and develop programs and services related to the needs of the patient population,
- Developing each annual Local Governmental Plan for Mental Health, Chemical Dependency and Intellectual and Developmental Disabilities,
- Monitoring and evaluating existing programs and services for residents of the community,
- Overseeing the operation of licensed programs: Partial Hospital Program (MH), the Intensive Treatment Alternative Program (CD), as well as, Forensic Services, Jail-based Services, Mental Health Outreach Services and CD Assessment Services, Prevention Services, Children's Services, Housing/SPOA Coordination, Assisted Outpatient Services, and Family Court and Juvenile Delinquent Evaluation Services,
- Overseeing and monitoring contracted programs and services for all outpatient mental health clinic services, outpatient chemical dependency services, outpatient intellectual and developmental disability services, housing agencies, vocational agencies, care management agencies, and all other contracted clinical services,
- Monitoring Performance Outcomes of directly operated and contract programs and services on a quarterly basis,
- Act as primary contact for all DMH Delivery System Reform Incentive Program (DSRIP) committees and activities with Westchester Medical Center PPS and Montefiore PPS,
- Preparing preliminary budgets, research funding sources, develop grants and monitor fiscal expenditures for the division,
- Supervising professional and support staff within the division,
- Attending the Department's weekly Executive Council meetings to exchange information and ideas with other division/office representatives,
- Acting as a resource to other Departments and the community regarding mental health, chemical dependency and intellectual developmental disabilities,
- Monitoring the performances of and advising the various agencies operating under contract with the division,
- Collecting data and prepare reports for the departments and various state agencies,
- Serving on a variety of committees in the health, mental hygiene and human services fields, providing information and seeking input into improving the delivery of divisional services

including as the DMH representative on the Dutchess County Criminal Justice Council and STOP DWI Board,

- Makes public appearances on issues related to divisional services and speak to community organizations and other human services providers.

MAY, 2001 -  
DEC, 2012:

*Clinical Division Chief, Chemical Dependency Services*

This is a professional supervisory position involving responsibility for the clinical and administrative operation of chemical dependency services, both directly operated and contracted, which deliver clinical services to the community. This position also includes serving as the Acting Director of Community Services/Commissioner as designated by the Commissioner/Director of Community Services.

**Duties include:**

- Assessing the need for and developing programs and services related to the needs of the patient population,
- Developing the Local Governmental Plan for chemical dependency,
- Facilitating annual Public Forums for Chemical Dependency Services,
- Monitoring and evaluating existing programs and services for residents of the community,
- Overseeing the Intensive Treatment Alternative Program Outpatient Day Rehabilitation Program, Forensic Services, Jail-based Services, Mental Health Outreach Services and CD Assessment services,
- Overseeing and monitoring programs and contractual services for all outpatient chemical dependency services including methadone maintenance, housing and Crisis Services,
- Monitoring Performance Outcomes of directly operated and contract programs and services on quarterly basis,
- Preparing preliminary budgets, research funding sources, develop grants and monitor fiscal expenditures for the division,
- Supervising professional and support staff within the division,
- Attending the Department's weekly Executive Council meetings, exchanging information and ideas with other division/office representatives,
- Acting as a resource to other Departments and the community regarding chemical dependency,
- Monitoring the performances of and act as advisor for the various agencies operating under contract with the division,
- Collecting data and preparing reports for the department and various state agencies,
- Serving on a variety of committees in the health, mental hygiene and human services fields, providing information and seeking input into improving the delivery of divisional services, including serving as DMH representative to the Dutchess County Criminal Justice Council and STOP DWI Board,
- Making public appearances on issues related to divisional services and speak to community organization and other human services providers.

JAN, 1992-  
MAY 2001:

*Clinical Division Chief, Developmental Disabilities*

This is a professional supervisory position involving responsibility for the clinical and administrative operation of intellectual and developmental disability services, both directly operated and contracted, which deliver clinical services to the community. This position also acts as the Acting Director of Community Services at the direction of the Commissioner/Director of Community Services.

**Duties include:**

- Assessing the need for and developing programs and services related to the needs of the patient population,
- Developing the annual Local Governmental Plan for Intellectual and Developmental Disabilities,
- Facilitating annual Public Forums for Intellectual and Developmental Disability Services,
- Monitoring and evaluating existing programs and services for residents of the community,
- Overseeing the Clinic for the Multi-Disabled (a dually licensed OMH and OASAS licensed outpatient clinic for individuals with intellectual and developmental disabilities and/or mental health and chemical dependency issues),
- Overseeing and monitoring programs and contractual services for all outpatient IDD services including housing, respite, family support, day habilitation, vocational services and care management,
- Monitoring Performance Outcomes of directly operated and contract programs and services on quarterly basis,
- Preparing preliminary budgets, research funding sources, develop grants and monitor fiscal expenditures for the division,
- Supervising professional and support staff within the division,
- Attending the Department's weekly Executive Council meetings, exchanging information and ideas with other division/office representatives,
- Acting as a resource to other Departments and the community regarding intellectual and developmental disability,
- Monitoring the performances of and act as advisor for the various agencies operating under contract with the division,
- Collecting data and preparing reports for the department and various state agencies,
- Serving on a variety of committees in the health, mental hygiene and human services fields providing information and seeking input into improving the delivery of divisional services.

1983-1991:

***Clinical Unit Administrator; Case Management Unit***

Provide clinical and administrative oversight to approximately 35 multi-disciplinary care managers including; Licensed Clinical Social Workers, Registered Professional Nurses, Community Mental Health Counselors, Community Mental Health Aides and shared staff from Hudson River Psychiatric Center. Care managers provided monitoring, linking, and advocacy of all community support services for individuals open in all publically funded outpatient programs in Dutchess County.

1978-1983:

Held positions as Staff Social Worker in a Continuing Treatment Center and as Supervising Social Worker and Project Leader of the Coping Skills Teams in three community adult homes.

1977-1978

Staff Social Worker, Wassaic Developmental Center

1972-1974

Social Worker, Vassar Brothers Hospital

EDUCATION:

Marymont College, BA, 1972

Adelphi University School of Social Work, MSW, 1975

LICENSE:

Licensed Clinical Social Worker-R

#PRO19399-1

THE UNIVERSITY OF THE STATE OF NEW YORK  
EDUCATION DEPARTMENT



BE IT KNOWN THAT

MARGARET HIRST NELSON

HAVING GIVEN SATISFACTORY EVIDENCE OF THE COMPLETION OF PROFESSIONAL  
AND OTHER REQUIREMENTS PRESCRIBED BY LAW IS QUALIFIED TO PRACTICE AS A

LICENSED CLINICAL SOCIAL WORKER

IN THE STATE OF NEW YORK

IN WITNESS WHEREOF THE EDUCATION DEPARTMENT GRANTS THIS LICENSE  
UNDER ITS SEAL AT ALBANY, NEW YORK  
THIS FIRST DAY OF SEPTEMBER, 2004.

*Michael P. Wall*  
PRESIDENT OF THE UNIVERSITY  
OF THE STATE OF NEW YORK  
EDUCATION DEPARTMENT

LICENSE NUMBER  
R019399



*Johanna Barakat*  
DIRECTOR OF LICENSING  
OFFICE OF THE UNIVERSITY  
OF THE STATE OF NEW YORK  
EDUCATION DEPARTMENT  
*Doris H. H. H.*  
DEPUTY SECRETARY  
OFFICE OF THE UNIVERSITY  
OF THE STATE OF NEW YORK  
EDUCATION DEPARTMENT

# Collegium Mariamontis

Chancibus Praesentes Litteras Tharibus  
Salutem in Domino

Ratione habita quod MARGARET A. HIRST  
optima indole et moribus dotata studia praescripta ad normam Constitutionum  
Collegii Mariamontis laudabiliter complevit eam auctoritate Reipublicae nobis delegata  
suae ad gradum

## Baccalaureatus in Artibus

provenimus, et omnia Jura et privilegia ad hunc gradum pertinentia liberiter ex  
corde concessimus. Quod ut omnibus notum sit sigillum Collegii hae litteris affigi  
mandavimus et nomina nostra subscripsimus.

Datum in aula nostra Academica apud "Corrytown" in Statu Neo Eboracensi  
die XXI Maii, anno Domini millesimo nongentesimo septuagesimo secundo.



*Ray Parke*  
STUDENT PRINCE

*Geo. J. Henry*  
COLLEGIUM MARIAMONTIS

# Adelphi University

Garden City, New York

School of Social Work

Know all persons by these presents, That

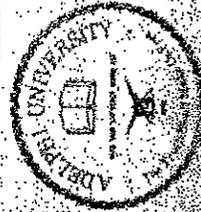
Margaret Ann Hirst

having completed the course of study and satisfied the requirements of this University for the degree of

Master of Social Work

is hereby admitted to that degree with all the Rights, Privileges, Honors and Marks of Distinction therein pertaining here or elsewhere.

In Witness Whereof, the seal of the University and the signature of its officers have been hereunto affixed this twenty-second day of May, nineteen hundred and seventy-seven.



*Timothy W. C. Lee*  
President of the University

*Ronald Nadell*  
Chairman of the Board of Trustees

*Joseph S. Speltz*  
Dean



✓  
Section 9.01. Department of Mental Hygiene; Commissioner; Appointment; Qualifications; Term. There shall be a Department of Mental Hygiene under the direction of a Commissioner of Mental Hygiene, who shall be appointed by the County Executive on either a full-time or part-time basis; subject to confirmation by the County Legislature. At the time of his appointment, and throughout his term of office, he shall possess the qualifications prescribed by the Mental Hygiene Law and the New York State Commissioner of Mental Hygiene, and he shall be appointed on the basis of his professional experience and other qualifications for the responsibilities of his office. He shall be directly responsible to, and serve at the pleasure of, the County Executive.

Section 9.02. Powers and Duties. The Commissioner of Mental Hygiene shall be the chief administrative officer of the department. Except as may otherwise be provided in this Charter, he shall have all the powers and perform all the duties conferred or imposed by law upon a county commissioner or board of mental health or hygiene, and shall perform such other related duties required by the County Executive and County Legislature.

Section 9.03. Mental Hygiene Board; Powers and Duties; Vacancies. There shall be within the department an advisory Mental Hygiene Board, whose members shall be appointed by the County Legislature in the manner and for the term provided for the appointment of community mental health boards in the Mental Hygiene Law. The Mental Hygiene Board, in consultation with the Commissioner, shall consider matters relating to the mental health needs of the County and shall advise the Commissioner thereon either at his request or upon its own initiative, and from time to time make recommendations to him thereupon. Vacancies in membership occurring other than by expiration of terms shall be filled by appointment of the County Legislature for the respective unexpired terms.

Section 9.04. Deputy Commissioners and Staff. The Commissioner of Mental Hygiene shall have the power to appoint such Deputy Commissioners, assistants and employees of his department as shall be authorized by the County Legislature. At the times of their appointment, and throughout their terms of office, all Deputy Commissioners shall have such qualifications as may be required by law. Except as otherwise provided by this Charter, the Administrative Code or applicable law, all Deputy Commissioners, assistants and employees of the department shall be responsible to, and serve at the pleasure of, the Commissioner.

Section 9.05. Acting Commissioner. The Commissioner of Mental Hygiene, subject to approval by the County Executive, shall designate in writing, and in order of succession, the Deputy Commissioners and assistants who shall be Acting Commissioner of Mental Hygiene in the event of his absence from the County or inability to perform and exercise the powers and duties of his office. Such designation shall be filed with the County Clerk and the Clerk of the County Legislature and may be revoked at any time by the Commissioner filing a new written designation and order of succession. The Acting Commissioner of Mental Hygiene shall have all the powers and perform all of the duties of the Commissioner.

McKinney's Consolidated Laws of New York Annotated  
Mental Hygiene Law (Refs & Annos)  
Chapter 27. Of the Consolidated Laws (Refs & Annos)  
Title E. General Provisions (Refs & Annos)  
Article 41. Local Services (Refs & Annos)

McKinney's Mental Hygiene Law § 41.04

§ 41.04 Responsibilities of commissioners of the offices

Effective: July 1, 2010

Currentness

(a) In order to prevent unnecessary fragmentation in the planning and financing of the care, treatment and rehabilitation of the mentally disabled, the commissioners of the offices in the department shall consult and cooperate with one another and shall meet from time to time with the New York state conference of local mental hygiene directors, to ensure that the procedural policies, forms, time frames for submission and approval of plans and rules and regulations governing the procedures for planning and financing of the care, treatment and rehabilitation of the mentally disabled adopted by each of the offices in the department are consistent with one another.

(b) Guidelines for the operation of local services plans and financing shall be adopted only by rule or regulation. Such rules and regulations shall be submitted at least twenty-one days prior to the effective date thereof to the New York state conference of local mental hygiene directors for comment thereon; provided, however, if a commissioner finds that the public health, welfare or safety requires the prompt adoption of rules and regulations, he may dispense with such submission prior to the effective date thereof but, in such case, such commissioner shall submit such rules and regulations to the conference as soon as possible for their review within sixty days after the effective date thereof.

**Credits**

(Added L.1977, c. 978, § 24. Amended L.2010, c. 111, pt. E, § 9, eff. July 1, 2010.)

McKinney's Mental Hygiene Law § 41.04, NY MENT HYG § 41.04

Current through L.2015, chapters 1 to 18, 50 to 61.

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County Executive shall fail to return such legislation to the Clerk of the County Legislature, with reasons in writing, within ten (10) days after submission to the County Executive, or thirty (30) days in the case of a local law, such legislation shall be deemed approved and duly enacted;

(j) appoint a member of the County Legislature to serve as its Chairman for the balance of the calendar year should the County Legislature fail to select a Chairman from among its members within thirty (30) days after that office shall become vacant for any reason;

(k) determine and fix real property equalization rates for each of the County tax districts for County purposes, and file copies of such rates in writing with the Clerk of the County Legislature and State Board of Equalization and Assessment on or before the first day of October of each year;

(l) file with the County Legislature annually on or before the first day of February of each year a written report of the finances of the County and the activities of the executive branch of the County government in such detail and in such manner as he may deem appropriate or as the County Legislature may by resolution specify, and make other reports at such times and in such manner as the County Legislature may by resolution require;

(m) possess all powers and duties with respect to weights and measures;

(n) make purchases and sales of all materials, supplies and equipment, and contract for the rental and servicing of equipment for the County, subject to the provisions of the General Municipal Law;

(o) make, sign and implement all contracts on behalf of the County within authorized appropriations; and

(p) supervise the operations of the County's data processing and machine tabulating equipment.

Section 3.03. Committees, Commissions and Boards. Members of all committees, commissions and boards appointed pursuant to Section 3.02 (e) of this Charter shall serve at the pleasure of the County Executive. They shall serve without compensation other than for actual and necessary expenses within appropriations made therefor, unless otherwise provided by resolution of the County Legislature.

✓ Section 3.04. Appointments by County Executive. Every appointment by the County Executive, whether or not subject to confirmation by the County Legislature, shall be in writing and filed with the County Clerk and the Clerk of the County Legislature within five (5) days of such appointment. Each appointee shall enter upon the duties of his office immediately upon such filing, except that where confirmation by the County Legislature is required pursuant to this Charter, each such appointee shall assume the duties of his office immediately upon such confirmation. The County Executive may appoint a qualified person to serve temporarily as an

✓ acting department head for a period not exceeding forty (40) days in any calendar year unless extended by resolution of the County Legislature.

Section 3.05. Deputy County Executive(s); How Designated; Powers and Duties.

The County Executive may appoint such Deputy County Executive(s) as may be deemed proper, in writing, each subject to confirmation by the County Legislature. After confirmation, such appointment(s) shall be filed with the County Clerk and the Clerk of the County Legislature. Each Deputy County Executive shall serve at the pleasure of the County Executive during the term(s) of Office of the appointive County Executive and shall have such authority as delegated by the County Executive consistent with this Charter. A Deputy County Executive, as authorized by the County Executive, shall have all of the powers and perform all of the duties of the County Executive in the event of the County Executive's absence from the County or temporary inability to perform and exercise the powers and duties of the Office of County Executive.<sup>40</sup>

Section 3.05-A. Acting County Executive; How Designated; Powers and Duties.

The County Executive shall designate in writing, and in order of succession, the department heads who shall be Acting County Executive in the event the County Executive and the Deputy County Executive(s) are absent from the County or temporarily unable to perform and exercise the powers and duties of their Offices as set forth above in Section 3.05. Such designation shall be filed with the County Clerk and the Clerk of the County Legislature and may be revoked at any time by the County Executive filing a new written designation and order of succession. In the absence of such written designation and order of succession, and in the event of the absence of the County Executive and Deputy County Executive(s) from the County or temporary inability to perform and exercise the powers and duties of their Offices as set forth above in Section 3.05, the County Legislature shall appoint a department head as Acting County Executive. The Acting County Executive shall have all the powers and perform all the duties of the County Executive. In no event shall a Deputy County Executive succeed to the Office of Acting County Executive due to a vacancy in the Office of County Executive only department heads may succeed to that Office.<sup>40</sup>

Section 3.06. Removal of County Executive. The County Executive may be removed from office only in the manner provided in the Public Officers Law.

Section 3.07. Vacancy in the Office of County Executive. In the event of a vacancy in the office of the County Executive as described in Section 30 of the Public Officers Law, the Acting County Executive shall succeed to the office of County Executive, and shall have all of the powers and perform all of the duties of that office. He shall hold the office of County Executive until the commencement of the calendar year next following the first annual election held not less than sixty (60) days after the occurrence of such vacancy, at which annual election a County Executive shall be elected from the County at large for the balance of the unexpired term.<sup>41</sup>