

RESOLUTION NO. 2016128

RE: AMENDING THE 2016 ADOPTED COUNTY BUDGET  
AS IT PERTAINS TO THE DEPARTMENT OF  
BEHAVIORAL & COMMUNITY HEALTH (A.4320)

Legislators THOMES, BOLNER, STRAWINSKI, SAGLIANO, INCORONATO,  
LANDISI, HORTON, TRUITT, and JETER-JACKSON offer the following and move its  
adoption:

WHEREAS, the Commissioner of Behavioral & Community Health has advised  
that New York State Office of Mental Health (OMH) has awarded through its State Aid Letter  
funding for eight supported housing beds for individuals returning to the County, who were  
admitted to the Rockland Psychiatric Center post release from prison and to support these  
individuals in the community, and

WHEREAS, this is 100 percent pass through funding and will be distributed to an  
authorized and acceptable provider, and

WHEREAS, it is necessary to amend the 2016 Adopted County Budget to provide  
for the receipt and expenditure of these funds, now therefore, be it

RESOLVED, that the Commissioner of Finance is authorized, empowered and  
directed to amend the 2016 Adopted County Budget as follows:

APPROPRIATIONS

Increase

A.4320.42.4412 Grant Project Costs \$153,160

REVENUES

Increase

A.4320.42.34900.02 MH State Aid Claims \$153,160

CA-083-16  
CRC/kvh/G-1652-B  
05/16/16  
Fiscal Impact: See attached statement

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 June 2016, 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 June 2016.

# FISCAL IMPACT STATEMENT

NO FISCAL IMPACT PROJECTED

## APPROPRIATION RESOLUTIONS (To be completed by requesting department)

Total Current Year Cost \$ 153,160

Total Current Year Revenue \$ 153,160  
and Source

NYS QMH

Source of County Funds (check one):  Existing Appropriations,  Contingency,  
 Transfer of Existing Appropriations,  Additional Appropriations,  Other (explain).

Identify Line Items(s):

Related Expenses: Amount \$ 0

Nature/Reason:

Anticipated Savings to County: \$ 0

Net County Cost (this year): \$ 0  
Over Five Years: \$ 0

### Additional Comments/Explanation:

NYS QMH has provided funding for the creation of 8 supported housing beds for individuals returning to Dutchess County who were admitted to the Rockland Psychiatric Center post release from prison. In addition, QMH has allocated additional funding to support these individuals in the community. This funding is 100% state aid funding and will not result in any outlay of County tax dollars.

Prepared by: Gerald A. Brisley, II, MBA, Division Chief

Prepared On: 5/5/16



Office of  
Mental Health

ANDREW M. CUOMO  
Governor

ANN MARIE Y. SULLIVAN, M.D.  
Commissioner

Dutchess County  
Department of Behavioral  
& Community Health  
MARTHA SCHAEFER  
Executive Deputy Commissioner

Received

APR 28 2016

April 20, 2016

Margaret Hirst, LCSW  
Dutchess County Department of Behavioral & Community Health  
230 North Road  
Poughkeepsie, NY 12601

Dear Ms. Hirst,

The Office of Mental Health [OMH] is committed to the investment in community-based housing services that will assist individuals with serious mental illness who are returning to the community from the Rockland Psychiatric Center. As you are aware, the 2015/2016 Enacted State Budget authorizes funding for the development of up to 200 units of Supported Housing which have been allocated to counties based on prison population discharge data, and 200 units of Supported Housing for individuals who were admitted post prison release to the psychiatric centers.

The number of housing units for Dutchess County is 8 units to address the needs of individuals coming from Rockland Psychiatric Center. These housing units are part of the OMH Forensic Housing Initiative, which provides support to participating housing providers through access to: enhanced services funding; dedicated mental health parole officers for individuals releasing on parole supervision, and specialized staff training through the Academy for Justice-Informed Practice, focused on education and skills required for working with a justice-involved population. Staff training opportunities include but are not limited to: understanding violence and staff safety; understanding the criminal justice system; supporting mandated clients including working with parole; trauma-informed care for justice-involved individuals; reducing recidivism and promoting recovery; and the clinical impact of incarceration.

The OMH Forensic Housing Initiative also offers targeted technical assistance upon request and convenes quarterly meetings with all funded providers and stakeholders to discuss cross-systems coordination challenges and to share information regarding program resources for the target population. All forensic supported housing would be designated for individuals that are deemed as high risk/need by the Rockland Psychiatric Center and referred to the SPOA. The SPOA would evaluate available forensic units as they are referred from Rockland Psychiatric Center. There would be an expectation that 80% of all referrals are accepted.

## HOUSING ELIGIBILITY

The Supported Housing units developed through this award are designated for individuals who meet the following criteria:

- Individuals who suffer from a serious mental illness and
- Are presently living in a New York State Psychiatric Center where admitted post prison release

Note: Individuals may or may not be on parole.

## REPORTING AND REFERRALS

Referrals to these units will be made through each county's Single Point of Access (SPOA) system. Within ten business days of the receipt of the referral package, a disposition must be made as to whether or not the individual is accepted for housing. Following the disposition, the decision must be shared with the referring entity. During the referral process, a Video Tele-Conference (VTC) may be scheduled, if possible, to facilitate dialogue between the provider and client. At least 80% of all referrals made to a provider must be accepted and admitted to the program. Agencies awarded these units will be required to maintain accurate reporting of all admissions and discharges through OMH's Child and Adult Integrated Reporting System (CAIRS), and adhere to any requirements OMH may subsequently develop. SPOA will provide reports to OMH and the Forensic Housing Initiative contractors. The reports include status/outcome of the video teleconference interviews and housing placement information (including any move out information).

The Supported Housing units available through this initiative are designated only for individuals meeting eligibility criteria as described above and are specifically identified for these units. Individuals from the target population may be placed directly into Supported Housing or providers may use this new Supported Housing capacity for persons currently residing in more service-intensive OMH-funded residential programs. The vacated units in the service intensive programs are filled with the targeted populations. Such plans are referred to as "backfill" arrangements. If an agency intends to backfill, preference will be given to those agencies that have a continuum of OMH housing.

If an individual from the target population residing in one of these OMH funded Supported Housing unit moves, the vacated unit must be filled by another referral meeting the same criteria as stated above. If the agency chooses to backfill and the individual in the backfill bed moves to another level of OMH housing, the agency does not need to fill the vacated bed with the target population. The designation will remain with the individual as long as they remain in OMH housing. However, if the individual in the "backfill" unit leaves for any reason OR is re-incarcerated or hospitalized, the unit must be filled by another person from the target population.

Supported Housing is long-term permanent housing. Residents of Supported Housing can remain in the housing as long as their clinical and financial circumstances render them eligible and allow them to meet their responsibilities as a tenant. Supported Housing is not lost during acute hospitalization, incarceration, or upon termination of parole supervision, and there are no program attendance

requirements from the Supported Housing provider. However, parole may have program attendance requirements with which residents must comply. Residents of Supported Housing are tenants and will have the same rights and responsibilities as any other tenants in New York State.

#### ENHANCED SUPPORT PLAN AND MONITORING

Individual counties that received forensic supported housing units will also be awarded support funding to address the high needs of these individuals in housing. Each county will receive a \$6000 per bed allocation. These funds are to facilitate community reentry starting on the day of release/discharge with the goal of transitioning the clients to longer term care coordination through a Health Home, as clinically indicated. The county is expected to work with Rockland Psychiatric Center to establish a warm handoff to the community including, but not limited to: phone contact with the client pre-release to provide education and discuss client needs; phone contact with parole pre-release to coordinate day of release details, conditions of parole, and housing needs; day of release transportation plan, including direct transportation from facility or meeting at parole or care coordination offices should transportation be provided by another entity; day of release transportation of the client to their residence as needed. Each county is expected to create or expand their transitional care coordination services to accommodate these needs for the individuals.

We ask that your County develop a plan for the utilization of the enhanced support funding. This plan must be submitted to OMH by May 5, 2016.

OMH will be monitoring and evaluating the allocation and implementation of your Enhanced Support and Supported Housing plan on a quarterly basis as well as the utilization for the additional supports for these units of housing. Upon review, if performance standards are not met, an action plan to rectify deficiencies will be put into place. Some factors for underperformance may include, but are not limited to: lack of additional support services, failure to develop housing within approved time frame, failure to accept appropriate referrals at a rate of 80% for housing and enhanced support services, the inability to find Supported Housing apartments, or the inappropriate retention of residents in existing housing capacity.

Please submit a plan of allocation and implementation to utilize the enhanced support funds to Carrie Whipple at OMH 44 Holland Ave, Albany, NY 12229 or via email at [Carrie.Whipple@omh.ny.gov](mailto:Carrie.Whipple@omh.ny.gov). After such plan has been approved by OMH, implementation should commence.

Please contact me at 518-474-5191 with any questions you may have.

Thank you,



Moira Tashjian  
Associate Commissioner  
Adult Community Care

cc: Donna Hall  
Robert Myers  
Emit Slane  
Lori Schatzel  
Wendy Vogel  
Nicole Haggerty  
William Porter  
Frank Garr  
Kelly Hansen  
Toni Lasicki  
Maureen Hernandez  
May Lum  
Julie Burton  
Patji Bowes



## Office of Mental Health

ANDREW M. CUOMO  
Governor

ANN MARIET SULLIVAN, M.D.  
Commissioner

MARTHA SCHAEFER  
Executive Deputy Commissioner

April 15, 2016

Margaret Hirst, LCSWR  
Commissioner  
Dutchess County Department of  
230 North Rd  
Poughkeepsie, NY 12601

Dear Commissioner Hirst, LCSWR:

The NYS Office of Mental Health (OMH) is issuing your January 1, 2016 to December 31, 2016 State Aid Letter (SAL) to reflect your latest allocation. Your total allocation amount at this time is \$12,899,463. The allocations authorized in this letter include full annual funding for initiatives previously authorized. The first six months are approved actuals and the second six months are estimates. Any changes in your authorization level based on the enactment of the 2016-17 State Budget will result in a revised State Aid Letter.

Please be aware, this State Aid Letter includes the transfer of 1.1.15 and 4.1.15 compensation enhancements from Funding Source Code 965 to permanent funding codes, effective January 1, 2016, in accordance with the direction from your county.

Please ensure the County Allocation Tracker (CAT) is updated to agree with the State Aid Letter allocations and reflects all county contracts funded with State Aid. As a reminder, the Consolidated Claim Report (CCR)/Consolidated Financial Report (CFR) for local fiscal year 2015 is due May 1, 2016. Guidelines for completion of the CCR/CFR can be accessed through the OMH website. If any of your providers need assistance in completing these forms, they should contact the OMH Help Desk at 1-800-HELPNYS.

The Aid to Localities Spending Plan Guidelines, which explain the reporting and use requirements of your authorized funding, can also be accessed through the OMH website. In addition, please remember if you receive federal funds, to submit your two federal certifications which are also available on the OMH website. Please share this website with all of your subcontract providers so that they may become familiar with the guidelines that apply to them, and refer to the guidelines as necessary. As a reminder, failure to submit the CAT, and/or CCR/CFR schedules in a timely manner may result in the delay of subsequent State Aid payments and/or Medicaid payments.

Inherent in OMH's budget and claiming policy is the expectation that your department will monitor expenditures against budgeted costs throughout the year. Please notify your OMH Field Office of any significant fiscal or programmatic problems as soon as they become known. If you have questions regarding any local mental health fiscal issues, including questions regarding the information or instructions that are included in this letter, please call William Porter at OMH Hudson River Field Office at (845) 454-8229.

Sincerely,

April A. Wojtkiewicz, Director  
Community Budget & Financial Management

Ait.



Aid to Localities Financial System

Office of  
Mental Health

Attachment A  
Funding Source Allocation Table  
County Codes: 14 County Name: Dutchess  
Year: 2016

Print Date: 04/21/2016 12:48 PM  
Printed By: G55ALDB  
Page: 2 of 7

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
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**Remarks**  
This is a Legislative grant (\$186,000) as per the 2015-16 NYS Enacted Budget. This funding will be closed out after June 30, 2017. The funding is to support a pilot program for veterans suffering from PTSD using individual and small group peer-to-peer counseling methods. The program is to be administered by the Dutchess County Division of Veterans Services. County should use Program Code 1190 (Special Legislative Grant) for OMH Financial Reporting.

Adult Family Support	0396	MHPFA	\$62,068	\$0	\$62,068	\$0	\$62,068	\$62,068	
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**Remarks**  
Addition of \$1,204 (FAV) for transfer of 1.1.15 and 4.1.15 compensation enhancements to permanent funding codes, in accordance with LGU direction. Detail of the increases has been previously provided to OMH Field Offices and LGUs.

Forensics	0391	MHPFA	\$0	\$48,000	\$48,000	\$0	\$48,000	\$48,000	
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**Remarks**  
Effective 1/1/2016, additional funding of \$48,000 (FAV) to create and/or expand transitional care coordination services focused on the forensic population at \$6,000 per supported housing bed. Program code 1760 (Advocacy/Support Services) should be used on all OMH financial reporting documents.

Psych Rehab	039L	MHPFA	\$95,876	\$0	\$95,876	\$0	\$95,876	\$95,876	
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**Remarks**  
Addition of \$1384 (FAV=\$2768) for transfer of 1.1.15 and 4.1.15 compensation enhancements to permanent funding codes, in accordance with LGU direction. Detail of the increases has been previously provided to OMH Field Offices and LGUs.

Clinical Infrastructure-Adult	039P	MHPFA	\$76,444	\$0	\$76,444	\$0	\$76,444	\$76,444	
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**Remarks**  
The allocation funds an Adult Clinical Infrastructure program.

Innovative Psychiatric Rehabilitation	039Q	MHPFA	\$97,000	\$0	\$97,000	\$0	\$97,000	\$97,000	
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**Office of  
Mental Health**

Aid to Localities Financial System

**Attachment A  
Funding Source Allocation Table**  
County Code: 14 County Name: Dutchess  
Year: 2016

Print Date: 10/21/2015 12:48 PM  
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Page: 3 of 7

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
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Remarks: Addition of \$1224 (FAV=\$2248) for transfer of 1, 1, 15 and 4, 1, 15 compensation enhancements to permanent funding codes, in accordance with LGU direction. Detail of the increases has been previously provided to OMH Field Offices and LGUs.

Clinical Infrastructure-C&F	046A	MHPFA	\$149,536	\$0	\$149,536	\$0	\$87,392	\$87,392	
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Remarks: The allocation funds a C&F Clinical Infrastructure program. Addition of \$1,060 (FAV) for transfer of 1, 1, 15 and 4, 1, 15 compensation enhancements to permanent funding codes, in accordance with LGU direction. Detail of the increases has been previously provided to OMH Field Offices and LGUs.

Emergency Services C&F	046G	MHPFA	\$464,896	\$0	\$464,896	\$0	\$464,896	\$464,896	
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Remarks: Addition of \$5,916 (FAV) for transfer of 1, 1, 15 and 4, 1, 15 compensation enhancements to permanent funding codes, in accordance with LGU direction. Detail of the increases has been previously provided to OMH Field Offices and LGUs.

Community Support Programs-C&F	046L	MHPFA	\$306,012	\$0	\$306,012	\$0	\$306,012	\$306,012	
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Remarks: The allocation funds a C&F Family Support Services program. The allocation also funds Coordinated Children's Services Initiative and Intensive Case Management (over the model) programs. Addition of \$7,228 (FAV) for transfer of 1, 1, 15 and 4, 1, 15 compensation enhancements to permanent funding codes, in accordance with LGU direction. Detail of the increases has been previously provided to OMH Field Offices and LGUs.

Supported Housing	078	MHPFA	\$3,154,804	\$0	\$3,154,804	\$0	\$3,154,804	\$3,154,804	240
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**Attachment A**  
**Funding Source Allocation Table**  
 County Code: 14 County Name: Dutchess  
 Year: 2016

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 Page: 4 of 7

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
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**Remarks**

Adding 8 new beds as of 1/1/16 for forensic units for those coming out of State PC. Full annual value at \$13,145 per bed is \$105,180.

Effective 7/1/15, adding 14 additional supported housing beds at \$13,145 per bed due to the closure of "Our House" (\$92,015 for two quarters). Full annual value for these 14 beds will be \$184,030.

Effective 10/1/15 adding 10 supported housing beds designated for individuals from OMH PC units, OMH residential units, or discharges from an Article 28 or Article 31 hospital to assist in state hospital diversion. Current year addition is \$92,863. Full annual value of these beds at \$13,145 per bed is \$131,450.

Effective April 1, 2015 adding \$200 per bed to increase rent stipends. The annual value of this stipend increase for 208 beds is \$41,500.

The annual per bed model increases from \$12,945 to \$13,145.

Includes \$62 increase per bed for supported housing for additional funding increase based on regional CFR data for direct care and direct care support salaries. Increases include \$19 per bed per year on 1/1/15 (8 months approval letter added here) and \$43 per bed per year on 4/1/15 (including clinical staff) result in a new per bed per year model rate of \$12,945.

Expanded Community Support Adult	142A	MHPFA	\$200,568	\$225,000	\$425,568	\$0	\$425,568	\$425,568	
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