

# The Legislature of Rockland County



PHILIP SOSKIN  
LEGISLATOR - DISTRICT 7  
CHAIR, MULTI-SERVICES COMMITTEE

AGENDA  
**MULTI-SERVICES COMMITTEE**  
TUESDAY, JULY 30, 2013  
6:00 P.M.

ROLL CALL

ADOPTION OF THE MINUTES OF THE 7/23/13 MEETING

1. REF. #8759- CONFIRMING THE APPOINTMENT OF DR. PATRICIA SCHNABEL RUPPERT, D.O. AS COMMISSIONER OF HEALTH FOR THE COUNTY OF ROCKLAND  
**(S. VANDERHOEF, COUNTY EXECUTIVE, COUNTY EXECUTIVE OFFICE)**
2. REF. #2962- CONFIRMING THE APPOINTMENT OF JUDY A. PEAKS, SPARKILL, NEW YORK TO THE ROCKLAND COUNTY OFFICE FOR THE AGING ADVISORY COUNCIL  
**(S. VANDERHOEF, COUNTY EXECUTIVE, COUNTY EXECUTIVE OFFICE)**
3. REF. #7780 - APPROVING EXECUTION OF AN INTERMUNICIPAL AGREEMENT IN AN AMOUNT NOT TO EXCEED \$50,000 BETWEEN COUNTY OF ROCKLAND AND THE COUNTY OF WESTCHESTER FOR THE PROVISION OF RESPITE SERVICES FOR THE TERM FROM MARCH 1, 2013 THROUGH FEBRUARY 28, 2014 AND AUTHORIZING ITS EXECUTION BY THE COUNTY EXECUTIVE [DEPARTMENT OF SOCIAL SERVICES] (\$50,000)  
**(S. SHERWOOD, COMMISSIONER, DEPARTMENT OF SOCIAL SERVICES)**
4. REF. #2973 - APPROVING AN AMENDMENT TO A CONTRACT IN EXCESS OF \$100,000 WITH LEXINGTON CENTER FOR RECOVERY, INC. FOR A METHADONE TREATMENT SERVICES MANAGEMENT CONTRACT FOR OUTPATIENT CLIENTS OF THE DEPARTMENT OF MENTAL HEALTH UNDER RFB-RC-06-022 INCREASING THE AMOUNT OF THE CONTRACT BY \$24,074 FOR A TOTAL AMOUNT NOT TO EXCEED \$932,883 FOR THE FULL PERIOD FROM APRIL 1, 2012 THROUGH JUNE 30, 2013 AND AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE THE AMENDMENT TO THE CONTRACT [DEPARTMENT OF MENTAL HEALTH] (\$932,883)  
**(M. WALSH TOZER, COMMISSIONER, DEPARTMENT OF MENTAL HEALTH)**
5. REF. #9173 - APPROVING THE EXECUTION OF AN INTERMUNICIPAL AGREEMENT BETWEEN THE COUNTY OF ROCKLAND AND THE TOWN OF RAMAPO IN THE AMOUNT OF \$35,000 TO IMPLEMENT POLICY AND ENVIRONMENTAL IMPROVEMENTS AS PART OF THE CREATING HEALTHY PLACES TO LIVE, WORK AND PLAY INITIATIVE FOR THE PERIOD APRIL 1, 2013 THROUGH MARCH 31, 2014 AND AUTHORIZING ITS EXECUTION BY THE COUNTY EXECUTIVE [DEPARTMENT OF HEALTH] (\$35,000)  
**(R. HANSEN, DEPUTY COMMISSIONER, DEPARTMENT OF HEALTH)**  
**[Additional back-up with Clerk]**

6. REF. #9121- APPROVING A CONTRACT WITH THE NEW YORK CITY OFFICE OF CHIEF MEDICAL EXAMINER FOR ANTHROPOLOGICAL AND/OR DNA TESTING ON CASES OF UNIDENTIFIED HUMAN REMAINS AND MISSING PERSONS CASES AND AUTHORIZING THE EXECUTION OF ALL NECESSARY DOCUMENTS BY THE COUNTY EXECUTIVE (NO COUNTY TAX DOLLARS) [DEPARTMENT OF HEALTH]  
**(R. HANSEN, ACTING DEPUTY COMMISSIONER, DEPARTMENT OF HEALTH)**  
[Additional back-up with Clerk]

"The Rockland County Legislature is committed to full compliance with the Americans with Disabilities Act. To that end, the Legislature is committed to creating an accessible environment for all. To request accommodations that you may require, please call Damaris Alvarez at 845-638-5248 (845-708-7899 for TTY/TDD). Please request these accommodations three (3) days in advance so that we can seek to meet your needs."

MS 7.30.13.AGA/PS





**DRAFT**

RESOLVED, That the Clerk to the Legislature is hereby directed to send a copy of this resolution to the Rockland County Advisory Council and to the appointee, Judy A. Peaks.

VWJ:lo  
2013-02990  
7/15/13



DRAFT

WHEREAS, Article 5-G of the General Municipal Law authorizes municipal governments to perform together that which each government is authorized to perform individually and requires that any intermunicipal cooperation agreement be approved by each participating municipal corporation by a majority vote of the voting strength of its governing body; and

WHEREAS, Local Law No. 18 of 1996 provides for the Legislature to approve "execution of all contracts in excess of \$100,000 entered into by the County;" and

WHEREAS, The \_\_\_\_\_ Committees of the Legislature have met, considered and approved this resolution, now, therefore, be it

RESOLVED, That the Legislature of Rockland County approves the execution of an intermunicipal agreement between the County of Rockland and the County of Westchester for the provision of respite services at the Respite Shelter located at Hammond House Road in Valhalla, New York in a contract amount not to exceed \$50,000, for the period March 1, 2013 through February 28, 2014, payable at the rate of \$180 per diem, and authorizes the County Executive to execute the agreement on behalf of the County, and be it further

RESOLVED, That Payments under this agreement are subject to Federal and State reimbursement.

LHG:lo  
2013-02005  
7/3/13



WHEREAS, The Committees of the  
Legislature have met, considered and approved this resolution; now, therefore, be it

RESOLVED, That the Legislature of Rockland County hereby approves the amendment to the contract in excess of \$100,000 with Lexington Center for Recovery, Inc., 116 Radio Circle, Suite 309, Mount Kisco, New York 10549, for a Methadone Treatment Services Management Contract for outpatient clients of the Department of Mental Health under RFP-RC-06-022, increasing the amount of the contract by \$24,074 for a total amount not to exceed \$932,883, for the full period from April 1, 2012 through June 30, 2013, for expenses owed through June 30, 2013, and authorizes the County Executive to execute the amendment to the contract, subject to the approval of the County Attorney; and be it further

RESOLVED, That sufficient funding for this amendment to the contract exists in the 2013 Budget of the Department of Mental Health.

BB:lo  
2013-02609  
6/18/13

**DRAFT**

LEXINGTON CENTER FOR RECOVERY

METHADONE TREATMENT MANAGEMENT SERVICES

2012 & 2013

SCHEDULE A

- The Lexington Center for Recovery (Lexington) shall provide methadone treatment management services at the Opioid Treatment Program, Dr. Robert L. Yeager Health Center, Building D, Second Floor, Sanatorium Road, Pomona, New York (the "Premises").
- Lexington shall provide methadone treatment services at the Opioid Treatment Program six (6) days per week during the current established operating hours which are as follows: Mondays 6:00 a.m. – 2:00 p.m.; Tuesdays 6:00 a.m. – 6:00 p.m.; Wednesdays and Thursdays 6:00 a.m. – 5:00 p.m.; Fridays 6:00 a.m. – 2:00 p.m.; and Saturdays 6:00 a.m. - 2 p.m. No changes in program hours are to be made without a written request to, and approval by, the County of Rockland ("County") Department of Mental Health ("DMH"), which is the Local Government Unit (LGU).
- Lexington shall to all applicable licensing and regulatory standards of the New York State Office of Alcoholism and Substance Abuse Services (OASAS), which include, but are not limited to, meeting all established reporting time frames for administrative and fiscal reporting in operating an Opioid Treatment Program.
- Lexington shall comply with all applicable accreditation, certification and treatment standards pertaining to the operation of an Opioid Treatment Program as set forth in 42 C.F.R. Part 8 including, but not limited to, the Federal Opioid Treatment Standards set forth in 42 C.F.R. § 8.12 (2010).
- During the course of this management contract, Lexington shall provide evidence to RCDMH that it is actively pursuing all the appropriate filing and documentation standards to obtain an operating license to provide services at Summit Park Hospital.
- Lexington shall not exceed the existing licensing capacity of 200 consumers without prior written approval from the LGU and OASAS and meet all OASAS staffing and documentation requirements.
- Lexington shall maintain and shall be able to implement an emergency nursing coverage-staffing plan in the event of an emergency or any unforeseen circumstance to ensure that there is no disruption in the dispensing of methadone medication on any given day and shall submit to DMH a copy of both its emergency nursing coverage-staffing plan and emergency response plan.
- Lexington shall submit any requested/required reports to the LGU at the following address: Rockland County Department of Mental Health, Mental Administration, Building F, 50 Sanatorium Road, Pomona, NY 10970, Attn: Susan Thomson.
- On or before the 6th day of each month, Lexington shall ensure the timely entry of program operations data into the OASAS database.
- On or before the 6th day of each month, Lexington shall submit a monthly report to DMH which includes the number of: (1) current admissions; (2) clients applying for admission; (3) days waiting time to begin treatment; and (4) clients on waiting list for services, if applicable.

- Termination/Amendment

This agreement will be month to month and will terminate upon Lexington Center for Recovery, Inc. obtaining their operating certificate from New York State Dept of Health, as well as other Regulatory Agencies approvals.

- Lexington shall adhere to established performance indicators as identified in the OASAS IPMES/Workscope Objective Attainment System, which includes the following for 2012:
  - Methadone Program Utilization Rate: 90%
  - Client/Direct Care Staff Ratio: 30
  - Discontinued Use: 55%
  - 1-Month Retention: 90%
  - 3-Month Retention: 85 %
  - 6-Month Retention: 75%
  - 1-Year Retention: 55%
  - Maintain F/T or Improved Employment Status: 60%
  - Reduction in 6-Month Arrests: 75%
  - Counseling Sessions per FTE per Week: 14
  - Patient to Primary Counselor Ratio: 50
- On or before December 1st of each year, Lexington shall submit an annual operational assessment to the LGU, which should include: (1) operational hours; (2) clinical services offered; (3) staffing pattern; (4) quality assurance activities including any performance improvement projects and findings; (5) demographic data analysis; (6) relevant patient related information; (7) operational analysis of annual trends and patterns, challenges and accomplishments with a focus towards timely access to care and implementation of evidence-based programming; (8) annual review of fiscal operations and performance including program budget, payer mix, types of billed services, etc.; (9) results and analysis of at least one consumer satisfaction survey administered annually; and (10) measurable programmatic goals for the upcoming year based upon analysis of Workscope metrics, administered consumer surveys and review of annual operations.
- The County, in accordance with the recommendations of the Drug Enforcement Administration (DEA) and OASAS opioid treatment practice standards, shall ensure that a supply of methadone medication shall always be available during the terms of this management agreement. The County shall not bill Lexington separately for this medication.
- Lexington shall provide RCDMH with required documentation required to appropriately bill clients on a weekly basis for services rendered during the course of this management agreement.
- The County shall provide the facility, furnishings, computers, software, necessary for the operation of the methadone program.
- Customers: The Methadone Maintenance Treatment Program provides assessment and referral for the chemically dependent population and outpatient treatment and support services for individuals affected by opioid addiction covering Rockland County. The program provides treatment for up to 200 patients at a time. Patients enter the program either by self-referral or referral by other agency. Initial screenings are done either by Help-line appointments or drop in. Assessments are performed based on NYS regulations for the program, and an assessment is done prior to admission for type of treatment and level of care determination. A full assessment following admission occurs within a prescribed time period based on regulations for the program. All duties are performed according to guidelines provided in

departmental policies and procedures, as well as by New York State Office of Alcoholism and Substance Abuse Services (OASAS) and NYS Department of Health (DOH), as well as federal Substance Abuse and Mental Health Services Administration (SAMSHA) regulations governing the provision of services by licensed and certified chemical dependency providers.

#### METHODS USED TO ASSESS AND MEET PATIENTS NEEDS:

Clinical services provided include, but are not limited to:

- Patient Assessment based on age specific needs
- Patient Education
- Physical Examination
- Health Assessment and Referral
- Psychiatric Evaluation
- Patient Satisfaction Survey
- Vocational and Educational Assessment and Referral
- Individuals and Group Counseling
- Activities Therapy
- Methadone Maintenance Treatment and Methadone to Abstinence Services

#### IMPORTANT FUNCTIONS:

The Important Functions include but are not limited to:

##### Patient Rights

- Confidentiality
- Privacy
- Communication
- Informed consent

##### Patient Assessment

- Psychosocial
- Physical exam
- Treatment diagnosis
- Legal history
- Vocational/educational
- Nutritional
- Psychiatric
- Social functioning and support

##### Care of the Patient and Evaluation

- Individual and group therapeutic counseling
- Preparing, distribution and control of medications
- Drug therapy monitoring
- Clinical information
- Referrals
- Interactions – Drug/Drug, Food/Drug

##### Education of the Patient

- Patient medication use
- Disease process teaching

#### Environment of Care

- Emergency preparedness
- Hazardous material and waste
- Life safety
- Medical equipment
- Safety
- Security
- Utilities

#### Improving Organization Performance

- Performance improvement
- Medication use evaluation
- Adverse drug reaction
- Medication error review
- Productivity
- Medical records are assessed for timeliness and completeness on a month

#### Management of Human resources

- Job descriptions
- Qualifications
- Staffing
- Orientation and training
- Continuing education
- Performance evaluation
- Competence evaluation

#### Management of Information

- Medication computer system and maintenance and integration
- Transmission of data
- Confidentiality of information
- Security of information
- Provision of information

#### Surveillance, prevention and control of infection

- Prevention
- Preparation of Meds
- Storage of meds
- Control of meds
- Control
- Appropriate medication usage

**STAFF REQUIREMENTS:**

All staff will meet or exceed the skill mix of staff as determined by OASAS regulations for each.

**POLICY AND PROCEDURE:**

Departmental policies and procedures are developed to describe how the department assesses and meets the needs of patients and families. The process for developing policies and procedures includes, but is not limited to the following:

- Types and ages of patients served
- Methods used to assess and meet patient care needs
- Scope and complexity of patient care needs
- The appropriateness, clinical necessity and timeliness of services provided by the department and other departments of the hospital
- The availability of necessary staff
- Recognized standard of practice guidelines
- State and County regulations and requirements
- Council on Accreditation standards

**STAFFING PLAN**

The staffing plan takes into consideration patient needs and required staffing by NYS OASAS regulation. A complete staffing plan by Program is on file at the Lexington Center for Recovery, Inc.

Staffing plans are reviewed monthly for utilization, turnover, performance assessment and improvement activities, changes in customer needs, and budget. This review is performed as a part of the monthly budget and program evaluation.

**ASSIGNMENTS:**

Assignment of patient care is based on consideration of patient's overall needs. A patient is assigned a primary counselor and seen individually for continued assessment, counseling and treatment planning and referral. Each patient receives a physical exam by a qualified health professional as identified in NYS OASAS regulations.

<b>AMOUNT OF CONTRACT:</b>	<b>\$605,873.</b>
<b>AMENDMENT A</b>	<b>\$302,936.</b>
<b>THIS AMENDMENT B</b>	<b><u>\$24,074.</u></b>
<b>REVISED CONTRACT AMOUNT</b>	<b>\$932,883.</b>

**AMENDMENT A: TERM OF CONTRACT: 1/1/13 THRU 6/30/13**



**ROCKLAND COUNTY DEPARTMENT OF HEALTH**

**SCHEDULE A**

**Town of Ramapo**

Christopher St. Lawrence, Town Supervisor

237 Route 59

Suffern, New York 10901

Phone: 845-357-5100

Fax: 845-357-2936

Email [powerss@ramapo.org](mailto:powerss@ramapo.org) (Stephen Powers, Contact Person)

Tax ID: 13-6007324



<p><b>GOALS &amp; OBJECTIVES:</b></p>	<p>The Rockland County Department of Health seeks to reduce death and disability due to chronic disease by initiating targeted lifestyle interventions in the Rockland County Community through the Creating Healthy Places to Live, Work and Play initiative funded by the New York State Department of Health.</p> <p>Town of Ramapo is committed to working with the Rockland County Department of Health to implement policy and environmental improvements in the following areas to reach the goals of a healthier community: Create, rehabilitate, maintain and promote parks and recreation facilities in underserved residential areas to offer safe, accessible and attractive opportunities for physical activity for persons of all ages and abilities. Develop and/or enhance playgrounds for children that are safe, attractive, accessible and available; Improve street-scale urban design for small geographic areas (such as a few blocks): improved street lighting, safe street crossing, use of traffic calming approaches (speed humps, traffic circles), enhanced landscaping, and promote these areas as appropriate for physical activity.; Establish and promote the use of farmers markets and implement innovative strategies to increase access to healthy foods in high need areas, such as providing produce carts or vans to offer communities in need fresh, nutritious produce; work with the Department of Health's Healthier Dining Program to work with local restaurants to add healthier menu items including healthier "side" items provided with a meal (carrot sticks rather than potato chips with a sandwich), reformulate existing items, offer affordable and appropriately sized portions; provide healthier combinations for meals, make healthier items the standard for children's meals, and publicize the calorie, fat and sodium content of menu items.</p>
<p><b>STATEMENT OF WORK:</b></p>	<p><b>PARK DEVELOPMENT/STREETScape IMPROVEMENTS</b></p> <ul style="list-style-type: none"><li>• Complete work on a pocket park/play area on a 0.93-acre plot of land on Blauvelt Road. Work with the Town of Ramapo Employees including Department of Public Works, Town Attorney's Office, and Parks/Recreation Department Personnel to:</li><li>• Build the park – clear land, create walking path, etc.</li><li>• Implement streetscape improvements to access the park safely and keep the area safe for road users.</li><li>• Purchase remaining items for walking path/exercise/educational stations.</li><li>• Hold a grand opening event.</li></ul> <p><b>RESTAURANTS OR CORNER STORES</b></p> <ul style="list-style-type: none"><li>• Provide participating establishments with technical assistance, incentives and marketing</li></ul> <p><b>FARMERS' MARKET</b></p> <ul style="list-style-type: none"><li>• Finalize collection of applications and contracts with Farmers</li><li>• Promote the market to the public</li><li>• Purchase necessary items to run the market</li></ul>

	<ul style="list-style-type: none"> <li>• Hire and train a market manager</li> <li>• Work on bringing EBT program to the market</li> </ul> <p>Funds can be spent on travel, personnel, administration, and all related expenses (approved by RCDOH technical advisor for this project) to complete the project deliverables.</p>
<b>RATE:</b>	<p><b>Year 2 award: \$ 35,000</b></p> <p><b>Option to renew annually:</b> Up to \$68,000 over the three-year service period.  Vouchers must be submitted quarterly to Melissa Jacobson, RCDOH, 50 Sanatorium Road, Building J, Pomona, NY 10970.</p>
<b>DATE(S) OF SERVICE:</b>	<p>Total contract period: April 1, 2012 – March 31, 2015</p> <p>Annual dates of service:  Year 1 – April 1, 2012 – March 31, 2013  <b>Year 2 – April 1, 2013 - March 31, 2014</b>  Year 3 – April 1, 2014 – March 31, 2015</p>
<b>NOT TO EXCEED:</b>	<p>\$68,000 over 3 years    <b>\$35,000 for Year 2</b></p> <p><b>FINAL VOUCHERS MUST BE SUBMITTED BY FEBRUARY 28, 2014</b></p>



RESOLVED, Funding for this contract is provided to the New York City Office of Chief Medical Examiner pursuant to a grant from the National Institute of Justice at no cost to the County.

TS: lo  
2013-01593  
6/11/2013  
6/27/13rev.

Rockland County Department of Health

**SCHEDULE A**

**The Office of Chief Medical Examiner of the City of New York  
421 East 26<sup>th</sup> Street  
New York, New York 1006  
212-323-1903**

<b>SERVICE PROVIDED:</b>	Anthropogy and/or DNA testing on cases of unidentified human remains abd missing persons cases
<b>RESOLUTION #:</b>	_____ of 2013
<b>CONTRACT AMOUNT:</b>	NO COST
<b>TERM OF CONTRACT:</b>	APRIL 1, 2013 and shall expire upon completion of the performance of services as provided in the Agreement.