


Office of the County Administrator
Historic Courthouse
195 Arsenal Street, 2nd Floor
Watertown, New York 13601-2567
Phone: (315) 785-3075 Fax: (315) 785-5070

Ryan Piche
County Administrator

Dylan Soper
Deputy County Administrator



November 26, 2025

TO: Members of Health & Human Services Committee
FROM: Ryan Piche, County Administrator 
SUBJECT: Health & Human Services Committee Agenda

Please let this correspondence serve as notification that the Health & Human Services Committee will meet on ***Tuesday, December 2, 2025 at 6:00 p.m.*** in the Board of Legislators' Chambers.

Following is a list of agenda items for the meeting:

Presentation:

Goal Review: Health & Human Services Committee

Resolutions:

1. Appointing Member to the Jefferson County Long Term Care Advisory Council
2. Accepting Supplemental Unmet Needs Funding through Office for the Aging and Amending the 2025 County Budget in Relation Thereto
3. Authorizing an Agreement with Coordinated Care Services Inc. for the Provision of Specialized Financial Management Services
4. Amending the 2025 County Budget Relative to Community Services Preschool Program and Medicaid Billing Services
5. Authorizing an Agreement for the Provision of Services Relative to Opioid Settlement Funds Regional Abatement and Amending the 2026 County Budget in Relation Thereto
6. Amending the 2025 County Budget Relative to Vaccines

Informational Items:

1. Monthly Department Reports:
Office for the Aging

Community Services
Public Health
Strategic Plan Update
Social Services
Veterans Service Agency

If any Committee Member has inquiries regarding agenda items, please do not hesitate to contact me.

RP:jdj

c:	Office for the Aging	Veterans Service Agency
	Community Services	County Attorney
	Public Health/EMS/Medical Examiner	County Treasurer
	Social Services	

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Appointing Member to the Jefferson County Long Term Care Advisory Council

By Legislator: _____

Whereas, Pursuant to Resolution No. 308 of 2006, The Board of Legislators authorized and agreement with the New York State Office for the Aging for funding to establish a Point of Entry for long term care services, as required by law, and

Whereas, Said agreement required Jefferson County to create a Long Term Care Advisory Council ("The Council"), to study and monitor the long term care system in the County and make recommendations for changes as necessary, and

Whereas, Said Council is to consist of between 15 and 20 members and the Director of the Office for the Aging is recommending the appointment of a new member.

Now, Therefore, Be It Resolved, That the following individual is appointed to the Long Term Care Advisory Council for a three (3) year term to expire as follows:

<u>Name</u>	<u>Affiliation</u>	<u>Term to Expire</u>
New Appointment Jody Fierce	NRCIL	12/31/2028

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. _____ of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the _____ day of _____, 20____ and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Accepting Supplemental Unmet Needs Funding through Office for the Aging
and Amending the 2025 County Budget in Relation Thereto

By Legislator: _____

Whereas, New York State Office for the Aging has advised Jefferson County Office for the Aging of an additional allocation of supplemental funding for unmet needs, and

Whereas, Funding in the amount of \$264,000 is available for allowable activities relating to respite programs and nutrition services.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts said funding for the period April 1, 2025 through March 31, 2026 and authorizes the Chairman of the Board of Legislators to sign any and all documents necessary to accept such funding, subject to the approval of the County Attorney as to form and content, and be it further

Resolved, That the Chairman of the Board of Legislators is hereby authorized and directed to execute any and all future amendments and agreements with the New York State Office for the Aging relative to supplemental funding for unmet needs per Purchasing Policy 4.01 – Policy, Control and Quotations, and be it further

Resolved, That the 2025 County Budget is hereby amended as follows:

Increase:

Revenue

01677200 93772	State Aid – Programs for the Aging	\$ 264,000
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Expenditure

01677200 04422	Contracted Health Care	\$ 80,000
01677200 04716	Contracted Meal Prep/Deliver	184,000

Seconded by Legislator: _____

State of New York)
) ss.:
County of Jefferson)

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorization an Agreement with Coordinated Care Services Inc. for the Provision of
Specialized Financial Management Services

By Legislator: _____

Whereas, Through the settlement of various lawsuits with pharmaceutical companies, the Community Services Department has received Opiate Settlement Funds to be expended based on the allowable use of funds per settlement and statute, and

Whereas Fiscal management related to Community Services Programs, including Opioid Settlement Funding has become more complex and has much more intensive reporting requirements, and

Whereas Coordinated Care Services Inc. (CCSI) has the required skills and experience and currently contracts with and assists in the behavioral health fiscal needs for several New York State Counties, and

Whereas, CCSI has proposed a fiscal management services package not to exceed the amount of \$25,375 for 2026.

Now, Therefore, Be It Resolved, That the Chairman of Board of Legislators is hereby authorized and directed to execute an Agreement with CCSI for the provision of financial management services in the amount of \$25,375 for the period of January 1, 2026 to December 31, 2026, subject to the approval of the County Attorney as to form and content.

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Amending the 2025 County Budget Relative to Community Services
Preschool Program and Medicaid Billing Services

By Legislator: _____

Whereas, There has been an increase in the overall preschool transportation budget as a result of the expansion of center-based classrooms and the associated increase in the number of students requiring both commercial bus and parent/guardian-provided transportation services, and

Whereas, The Community Services Department has initiated a new revenue source through Medicaid billing for services related to the Preschool Program to help offset the expediential increase in cost, and

Whereas, This new initiative has resulted in over \$500,000 in addition to budgeted revenue, year-to-date, and

Whereas, Due to the success of the new initiative in mitigating the cost for this mandated service, expenses for billing services will exceed budget.

Now, Therefore, Be It Resolved, That the 2025 Budget is hereby amended as follows:

Increase:

Revenue

01431000 93446	State Aid Handicapped Children	\$ 265,000
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Expenditure

01296000 04402	Transportation Handicap Child	\$ 250,000
01431200 04416	Professional Fees – External	15,000

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Authorizing an Agreement for the Provision of Services Relative to Opioid Settlement Funds Regional Abatement and Amending the 2026 County Budget in Relation Thereto

By Legislator: _____

Whereas, The New York State Office of Addition Services and Supports (OASAS) has informed Jefferson County Community Services that it is providing the Local Government Unit for Jefferson County with Opioid Settlement Regional Abatement dollars in the amount of \$236,644 to procure services at its discretion based on the allowable use of funds per settlement and statute, and

Whereas, The Director of Community Services has requested that these funds be allocated in 2026 to PIVOT for Hygiene Closets, and to the Community Services Department for a Traumatic Loss Team, and

Whereas, PIVOT, will receive an award of \$25,000 for the period of January 1, 2026 through December 31, 2026 and the Alliance for Better Communities, the local OASAS Licensed Prevention provider, will create and maintain Hygiene Closets in partnership with Jefferson County school districts and community stakeholders, to confidentially provide hygiene products to students and youth in need in the community, and

Whereas, The Community Services Department will receive an award of \$10,000 for the period of January 1, 2026 through December 31, 2026 to purchase necessary supplies and marketing material to ensure the success of the Traumatic Loss Team that was developed in partnership with local providers and stakeholders in response to a need for the coordinated, professional response to traumatic events such as suicide, opiate poisoning, and fatal motor vehicle/farming accidents to reduce the traumatic impacts on loved ones, community members and first responders.

Now, Therefore, Be It Resolved, That Jefferson County hereby accepts said funds and authorizes the Chairman of Board of Legislators to execute an agreement with PIVOT for services as outlined, subject to approval of the County Attorney as to form and content, and be it further

Resolved, That the 2026 County Budget is hereby amended as follows:

Increase:

Revenue		
01431000 92735	OASAS Opioid Settlement Funds	\$ 35,000
Expenditures		
01432000 04703	PIVOT	\$ 25,000
01431000 04415	Advertising	5,000
01431000 04585	Operating Supplies	5,000

Seconded by Legislator: _____

State of New York)
County of Jefferson) ss.:

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

JEFFERSON COUNTY BOARD OF LEGISLATORS

Resolution No. _____

Amending the 2025 County Budget Relative to Vaccines

By Legislator: _____

Whereas, The Public Health Service anticipates the vaccines account will require additional funding through the end of the year due to the increased costs of vaccines, and the increased number of school vaccines administered, and

Whereas, Additional revenue has been generated by the additional school vaccines administered and is available to offset increased costs.

Now, Therefore, Be It Resolved, that the 2025 County Budget be and is hereby amended as follows:

Increase:

Revenue		
01405000 91601	PH – Clinical Fees	\$20,000

Expenditure		
01405100 04430	Vaccines	\$20,000

Seconded by Legislator: _____

State of New York)	
) ss.:	
County of Jefferson)	

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In testimony whereof, I have hereunto set my hand and affixed the seal of said County this _____ day of _____, 20 ____.

Clerk of the Board of Legislators

Office for the Aging 2025

* *

Units of Service and Client Statistics	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
Meals Home Delivered & Congregate (4716)													
Clients (at 25th of the month)	421	412	415	414	414	402	405	408	420	430			4,141
Home Delivered Meals (MLTC & congregate)	9,267	9,252	9,634	10,064	10,022	9,574	10,592	10,315	10,505	11,460			100,685
Congregate Meals (approx 75 clients at 7 sites)	581	524	579	542	509	501	508	436	407	423			5,010
Picnic Meals (C1 Congregate)	0	0	0	0	0	0	475	0	0	0			475
Shelf Stable Distributed	0	0	0	2,400	0	0	0	0	0	2,280			4,680
Emergency Frozen / Adjustment	0	0	0	0	0	0	0	0	0	0			0
Total Delivered Meals	9,848	9,776	10,213	13,006	10,531	10,075	11,575	10,751	10,912	14,163			110,850
Transportation (4710)													
Total Transportation Rides	1,151	1,020	1,099	1,156	1,138	1,146	1,171	1,134	1,159	1,266			11,440
Caregiving- Housekeeping & Personal Care (4422)													
Total Caregiving Clients	32	40	48	39	41	41	50	49	49	48			
Total Caregiving Hours	401.00	569.50	501.75	476.25	504.75	528.50	688.75	724.50	823.50	792.50			6,011
Respite for Caregivers (4605)													
Total Respite Clients	14	14	20	33	31	36	26	26	30	26			
Total Respite Hours	375.75	534.50	520.50	858.00	698.55	705.50	382.75	592.25	577.25	567.75			5,813
Respite Haven (Not Alzheimer's) (4605)													
Total Respite Clients	1	1	1	2	4	9	7	5	4	5			39
Total Respite Hours	40.00	32.00	32.00	43.00	74.00	192.25	294.50	46.75	73.25	115.75			944
PERS Lifenet Units (4715)													
# of Clients with PERS Units	85	93	95	96	101	102	102	103	106	109			992
Legal Services (4411)0													
# of Clients Served	4	5	5	4	1	7	9	12	16	17			
Hours of Service	12.2	41.40	34.20	36.50	7.00	13.90	18.70	38.70	39.20	33.00			275
Disease Prevention & Health Promotion (4416/4414)													
Tai-Chi for Arthritis Clients	9	10	0	14	10	0	0	0	0	0			43
Nascentia MLTC (Reimbursement for MLTC meals) (91972)													
# of clients	18	18	19	19	22	21	22	23	21	20			
# of meals	393	331	364	420	493	464	526	457	399	431			4,278
NY Connects Information & Referrals													
Information & Assistance for the month	116	91	119	108	106	149	139	142	154	127			1,251
Service Tickets for the month (quick call or referral)	975	868	922	955	928	1,062	1,208	950	1,272	1,370			10,510
Health Insurance Information & Counseling													
# of Clients Served	88	59	45	47	45	36	42	36	94	157			649
Counseling Sessions	88	67	67	65	60	14	70	44	103	198			776
Case Management Clients													
Pers Units only - no cm required	70	77	77	79	86	87	90	92	95	98			851
Alz Respite Sessions - no cm required	53	58	59	71	91	106	95	98	96	101			828
CM clients requiring bimonthly call/annual assmt	83	98	101	108	110	167	129	135	137	150			1,218
CM clients requiring semiannual assmt	83	98	101	108	110	167	129	135	137	150			1,218
CM Home Delivered meals requiring semiannual assmt	421	412	415	414	414	402	405	408	420	430			4,141
Total Case Managed Clients	710	743	753	780	811	929	848	868	885	929			8,256
													0
Home Care & PERS Waiting List Clients	46	63	28	33	28	33	44	51	75	66			467

**Jefferson County Public Health Service Monthly Statistical Performance
For the Ten Months Ended October 31, 2025**

CERTIFIED HOME HEALTH AGENCY

REFERRALS				MTD	YTD	2025	Amount of	Percent
	2022	2023	2024	Actual	Actual	Annualized	Change	Change
CHHA	1,126	1,188	1,454	126	1,337	1,604	150	10.34%
AVERAGE DAILY CENSUS				MTD	YTD	2025	Amount of	Percent
	2022	2023	2024	Actual	Actual	Annualized	Change	Change
CHHA	98	93	95	135	121	121	26	27.37%
VISITS				MTD	YTD	2025	Amount of	Percent
CHHA	2022	2023	2024	Actual	Actual	Annualized	Change	Change
Skilled Nursing	6,128	5,393	5,686	750	6,039	7,247	1,561	27.45%
Physical Therapy	3,943	3,718	3,322	285	2,674	3,209	-113	-3.41%
Speech Therapy	0	0	0	0	0	0	0	0.00%
Medical Social Worker	466	528	454	34	431	517	63	13.92%
Occupational Therapy	830	846	723	73	709	851	128	17.68%
Nutrition	117	107	80	13	51	61	-19	-23.50%
Home Health Aide	745	963	873	46	788	946	73	8.32%
Sub-TOTAL	12,229	11,555	11,138	1,201	10,692	12,830	1,692	15.19%
PREVENT								
Skilled Nursing	3	2	9	4	5	6	-3	-33.33%
TOTAL VISITS								
Skilled Nursing	6,131	5,395	5,695	754	6,044	7,253	1,558	27.35%
Physical Therapy	3,943	3,718	3,322	285	2,674	3,209	-113	-3.41%
Speech Therapy	0	0	0	0	0	0	0	0.00%
Medical Social Worker	466	528	454	34	431	517	63	13.92%
Occupational Therapy	830	846	723	73	709	851	128	17.68%
Nutrition	117	107	80	13	51	61	-19	-23.50%
Home Health Aide	745	963	873	46	788	946	73	8.32%
GRAND TOTAL	12,232	11,557	11,147	1,205	10,697	12,836	1,689	15.16%
PARAPROFESSIONAL HOURS				MTD	YTD	2025	Amount of	Percent
CHHA	2022	2023	2024	Actual	Actual	Annualized	Change	Change
Home Health Aide	753	996	877	46	788	946	69	7.82%

MOBILE INTEGRATED HEALTH - COMMUNITY PARAMEDICINE

INDICATORS				MTD	YTD	2025	Amount of	Percent
	2022	2023	2024	Actual	Actual	Annualized	Change	Change
Cases	8	74	72		60	72	0	0.00%
Average Daily Census (MIH Cases not on CHHA)	0.1	15	29	40	37	37	8	27.59%
Visits	48	1,013	1,274	136	1455	1,746	472	37.05%

PREVENTIVE SERVICES

CASES				MTD	YTD	2025	Amount of	Percent
PREVENT	2022	2023	2024	Actual	Actual	Annualized	Change	Change
Communicable Disease	20,919	7,058	7,354	337	6,053	7,264	-90	-1.23%
Immunizations	3,119	1,115	1,519	302	1,240	1,488	-31	-2.04%
PPDs	159	140	142	4	116	139	-3	-1.97%
Childhood Lead Poison Prevention Program+ *								
Screens	2,624	2,999	2,805		1,967	2,360	-445	-15.85%
Tests with blood lead levels 5+	125	248	242		108	130	-112	-46.45%
Newborn Screening	27	24	27	1	20	24	-3	-11.11%
PREVENT TOTAL	26,973	11,584	12,089	644	9,504	11,405	-684	-5.66%

*CLPPP data will be reported in quarters (M, J, S, D).

MEDICAL EXAMINER

INDICATORS				MTD	YTD	2025	Amount of	Percent
	2022	2023	2024	Actual	Actual	Annualized	Change	Change
Cases	200	198	178	14	145	174	-4	-2.25%
Scene Investigations	29	15	16	0	7	8	-8	-47.50%
Autopsies	102	115	97	4	77	92	-5	-4.74%
Overdose Poisonings	25	29	22		9	11	-11	-50.91%
Pending Toxicology Confirmation	0	0	0	6				

SAJ:JCPHS MONTHLY STATISTICS GRID OCT25.exc.11:20:25. MS E:/



Stephen A. Jennings
Director of Public Health

PUBLIC HEALTH DEPARTMENT STRATEGIC PLAN UPDATE – 2025
Report to County Administration and the Jefferson County Board of Legislators

Throughout 2025, the department's Strategic Planning Team continued to advance organizational goals, strengthen performance management processes, and support ongoing accreditation efforts. On February 5, 2025, our Public Health Accreditation Board (PHAB) application was officially accepted, with documentation nearing completion. Additionally, the department's Accounting Unit workplan was incorporated into the VMSG Performance Management System to enhance alignment, accountability, and progress tracking. The team also conducted a detailed review of recurring VMSG communications, available training, and goal-monitoring expectations to ensure that quarterly meetings remain focused on evaluating progress and addressing issues and any barriers.

PHAB documentation demonstrating compliance with standards and measures was successfully submitted on March 13, 2025. On May 7, 2025, Strategic Planning Team members reviewed all yellow and red VMSG goals and objectives and discussed selected revisions to better reflect the organization's operational capacity and resources. In July, the workforce assessment survey was administered to all staff, providing valuable insight into workforce strengths and areas where additional training may be needed. These findings will help guide future professional development efforts to address identified knowledge gaps.

In August, the agency implemented a new Electronic Health Record (EHR) system, with the goals of strengthening clinical workflows, improving patient care, and enhancing financial sustainability. Additionally, a Work Satisfaction Survey was distributed to all staff to further assess organizational strengths, areas for improvement, and opportunities to enhance workplace culture. On September 3, 2025, the team completed a review of Strategic Plan Objective 3.5.3, using results from the Accounting Unit communication surveys administered in June, and engaged in a productive discussion on strategies to strengthen unit communications and related processes.

On November 5, 2025, the Strategic Planning Team conducted the annual review of all goals, objectives, and activities. The team additionally discussed pathways to ensure that remaining unmet goals are achieved by 2027. Collectively, these efforts demonstrate a strong commitment to data-driven decision-making, organizational alignment, workforce development, and the ongoing advancement of public health practice.

Please refer to the attached VMSG Performance Management System Categorization Report for a more detailed delineation of strategic plan progress.

SAJ:HHSC STRATEGIC PLAN UPDATE TO ADMIN AND JCBOL 2025.docx:11:20:25. MS M:/

VETERANS SERVICE AGENCY

OCTOBER 2025

(09/23/2025- 10/29/2025)

MONTHLY REPORT

Month	Personal Contacts	Tel/Mail Contacts	Total Contacts	Total Services	New Claims	Maintained Claims
Dec 2024 & Jan 2025	153	512	665	1425	65	17
February	78	398	476	1079	52	17
March	70	317	387	906	43	10
Sub Total	301	1227	1528	3410	160	44
April	82	397	479	1100	52	7
May	70	296	366	860	43	12
June	105	403	508	1165	56	19
Sub Total	257	1096	1353	3125	151	38
July	114	265	379	841	54	13
August	95	407	502	1124	56	13
September	-	-	-	-	-	-
Sub Total	209	607	881	1965	110	26
October	84	78	173	411	22	12
November	53	60	113	202	10	5
December						
Sub Total						
GRAND TOTAL						

*Contact: Personal visit, phone call, or mail received or sent to/from VSA

*Service: Amount of assistance provided for each contact

COMMENTS: We are happy to bring back Judy Hamm, our retired Receptionist as a Temporary Employee to assist in the Transition to a Veterans Service Counselor I. She is working two days a week up to 7 hours a day.

For 2025 YTD we have helped Veterans and their families with claims that brought over \$1.34MIL of new money into Jefferson and Lewis Counties.