

THE PUTNAM COUNTY LEGISLATURE

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Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Ginny Nacerino	Dist. 4
Carl L. Albano	Dist. 5
Paul E. Jonke	Dist. 6
Joseph Castellano	Dist. 7
Amy E. Sayegh	Dist. 8
Neal L. Sullivan	Dist. 9

AGENDA
HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE MEETING
HELD VIA AUDIO WEBINAR
PURSUANT TO TEMPORARY EMERGENCY ORDERS

Chairwoman Sayegh, Legislators Addonizio & Albano

Thursday **6:00PM** **July 23, 2020**
(Economic Development Meeting to Immediately Follow)

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Approval of Minutes – May 12, 2020**
- 4. Discussion/COVID-19**
 - Testing Delays and Travel Restrictions/Health Department**
 - FYI/Emergency Purchase of N95 Masks**
- 5. Approval/Appointment/Putnam County Mental Health Community Services Board/Baumann**
- 6. Approval/Budgetary Amendment 20A037/Department of Social Services/Reflects Spending Adjustment Request approved by NYS Office of Victim Services for the period October 1, 2019 through September 30, 2020**
- 7. FYI/Budgetary Amendment 20A038/Office for Senior Resources/Caregiver Respite Grant through the Field Hall Foundation**
- 8. Other Business**
- 9. Adjournment**

#3

**HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE MEETING
HELD VIA AUDIO WEBINAR
PURSUANT TO TEMPORARY EMERGENCY ORDERS**

Chairwoman Sayegh, Legislators Addonizio & Albano

Tuesday

6:00PM

May 12, 2020

The meeting was called to order via audio webinar at 6:01 P.M. by Chairwoman Sayegh who lead in the Pledge of Allegiance. Upon roll call Committee Members Addonizio, Albano, and Chairwoman Sayegh were present. Also present via audio webinar were Legislators Montgomery, Gouldman, Nacerino, Jonke, Castellano, and Sullivan as well as Legislative Council Firriolo.

Item #3 - Approval of Minutes – February 18, 2020 & April 14, 2020

The minutes were approved as submitted.

Item #4 - Update/COVID-19 Response Measures

a. Health Department Commissioner Dr. Michael Nesheiwat

Chairwoman Sayegh stated she would move on to Bureau of Emergency Services (BES) Commissioner Ken Clair while waiting for Dr. Nesheiwat to get on the audio conference.

b. Bureau of Emergency Services Commissioner Ken Clair

Chairwoman Sayegh thanked Commissioner Clair for all him and the BES are doing during this pandemic. She stated she is looking for an update on how the BES is responding, the current PPE (Personal Protective Equipment) situation, and how we are moving forward to the next phase.

Commissioner Clair stated to date BES has received and processed many orders for general PPE. He stated all departments in the County have received cloth masks. He stated they have also handed out over 14,517 N95 masks, almost 20,000 surgical masks, and 10,895 cloth masks. He stated BES has also handed out approximately 3,000 each of face/eye protection and two (2) ounce hand sanitizers, as well as almost 4,000 isolation gowns. He stated the good news is that the orders have slowed down. He stated New York State is dealing directly with nursing homes. He stated BES received another 1,008 testing kits today for the Health Department. He stated as far as the next phase of the County's reopening, BES is working with County Executive MaryEllen Odell and Safety Officer John O'Connor. He stated fire departments are still on lockdown but hope to be back to normalcy soon. He stated they are currently doing virtual trainings and classes.

Chairwoman Sayegh requested clarification that the received test kits are going to the Health Department.

Commissioner Clair stated that is current.

Chairwoman Sayegh questioned if BES typically orders the test kits.

Commissioner Clair stated yes it goes through BES. He stated that is how the State has mandated the process. He stated it is frustrating to have the State just sending the supplies and dictating where they are going. He stated there is currently confusion on if these test kits are for testing everyone in nursing homes. He stated most orders put in to the State are never filled.

Chairwoman Sayegh stated part of the metrics for reopening is that 30% of the population must be tested every 30 days, which would be about 3,000 people in Putnam County. She questioned if those test kits go through BES and is the County able to receive that many test kits.

Commissioner Clair stated the County only receives what it can get from the State. He stated Commissioner of Health Dr. Michael Nesheiwat can speak better about the metric testing throughout the County, but he knows there is testing at CareMount Medical and Nuvance at Putnam Hospital.

Chairwoman Sayegh stated she will follow up with Dr. Nesheiwat on that question.

Commissioner Clair stated Putnam County is not receiving close to the number of test kits other counties are receiving. He stated for example Dutchess County received 7,000 the other day.

Chairwoman Sayegh questioned if the BES has any responsibility for the hospitals to have at least 90 days of PPE on hand in order to advance to the next phase.

Commissioner Clair stated the hospitals have dealt directly with their own suppliers. He stated he believes the hospitals are in good shape with their PPE supplies.

Legislator Albano thanked Commissioner Clair for all the he and the BES are doing.

Legislator Gouldman stated the BES is doing a great job. He questioned if Commissioner Clair is aware of any fire department and/or ambulance corps throughout the County having issues with the number of first responders who are positive for COVID-19.

Commissioner Clair stated is not aware of any issues. He stated in his fire department in Brewster, three (3) members tested positive but they went through quarantine and are now back at work. He stated many first responders have been tested.

Legislator Gouldman stated that is good to hear.

Legislator Montgomery requested clarification that the BES orders the test kits for the County, not the Health Department.

Commissioner Clair stated BES orders the test kits based off of requests from the Health Department.

Legislator Montgomery questioned how many orders have been placed since this the beginning of the pandemic.

Commissioner Clair stated at least nine (9).

Legislator Montgomery questioned how many test kits are ordered at a time.

Commissioner Clair stated BES always have ordered over 1,000, but they only receive about 100. He stated it has been very poor.

Legislator Montgomery stated she has heard some county agencies or agencies that are funded by the County are without PPE. She questioned if a list can be compiled and a survey can be sent to them for their PPE needs.

Commissioner Clair stated if he is given the list he will send the survey. He stated BES has processed 206 orders to date.

Legislator Montgomery stated she is hoping this is a list the County already has. She stated she is surprised to hear agencies such as The Prevention Council, Putnam CAP (Community Action Partnership), and the Women's Resource Center are looking for PPE. She stated she will compile the list.

Commissioner Clair stated the BES is ready to provide PPE.

Legislator Sullivan requested clarification on exactly what PPE is.

Commissioner Clair stated PPE is Personal Protective Equipment and includes gloves, isolation gowns, masks, face shields, goggles, and hand sanitizer.

Legislator Sullivan stated he was under the impression PPE was only the white suits.

Commissioner Clair stated it is any of the previously stated items.

Legislator Sullivan stated requests for agencies to receive PPE need to be specific in what is needed.

Commissioner Clair stated that is correct and is why they have been using a survey. He stated it helps with accountability and who is getting what. He stated isolation gowns and N95 masks are reserved for first responders.

Legislator Sullivan stated he appreciates the explanation. He questioned if BES will determine whether people are asking for more than what they need and have a conversation about what is actually needed.

Commissioner Clair stated they do educate people on what they need to wear. He stated he has seen workers outside in N95 masks and that is not good because it could cause them to pass out.

Legislator Sullivan stated he is glad Commissioner Clair understands exactly what different services need and it is clearly not a one-size-fits-all matter. He thanked Commissioner Clair for the explanation.

Commissioner Clair thanked the Legislators for helping distribute masks and for compiling the list of places who needed supplies with the Health Department. He stated the BES has more supplies, so to let them know if any are needed.

Chairwoman Sayegh thanked Commissioner Clair for speaking this evening.

Commissioner Clair commended Chairwoman Sayegh for her work on food drives during this pandemic.

Item #4a. Continued

Commissioner of Health Dr. Michael Nesheiwat thanked Chairwoman Sayegh for the opportunity to speak this evening. He thanked all the elected officials for their strong support during these challenging times. He applauded the nurses, especially those in the Health Department for their tremendous care and compassion. He stated so far there have been 1,290 COVID-19 cases in Putnam County, with 53% being males and 47% females. He stated there are currently 11 patients hospitalized. He added that over 5,700 tests have been given. He stated he speaks with President of Putnam Hospital Peter Kelly on a regular basis. He stated there are currently four (4) patients under investigation for COVID and 109 patients have been discharged because they recovered from COVID. He stated there have been no deaths over the last 72 hours. He stated the Department of Health held six (6) drive-through diagnostic clinics. He stated the last one held tests 141 people and that first responders and healthcare workers are prioritized. He stated the testing is open to any Putnam resident who is symptomatic. He stated testing is now widely available in Putnam County, such as through private doctors and Putnam Hospital. He stated the focus has shifted to contact tracing. He stated Johns Hopkins has online training and New York State will help hire and train contact tracers for local health departments. He spoke about the State's reopening metrics and four (4) phased opening. He stated that the hope is to move towards reopening within the next week. He stated there is also more focus on the antibody testing. He added there will be more drive-through testing days. He stated a resident asked about having the testing on the western side of the county, but having it at the health department is much easier considering the equipment and personnel needed. He mentioned that the timeline for county receiving test results has improved. He noted that the State is having local health departments get more involved with nursing homes and wants every staff member tested twice a week as well as every patient transferred from the local hospital back to the nursing home to test negative before they return to the nursing home. He stated the Health Department received a total of 1,080 field test kits from the State of New York through the BES, which are dedicated for the nursing homes. He stated the County Correctional Facility is not as full as usual due to bail reform and they are practicing distancing and wearing masks. He stated everyone is tested equally, there is no discrimination in testing. He stated the Health Department does not have enough people to do contact tracing, but the State will help supplement. He stated the Health Department notifies people of a positive test within 24 hours. He stated the Health

Department is happy to answer any questions emailed to them at COVID19@PutnamCountyNY.gov.

Chairwoman Sayegh questioned where the metric reporting comes from.

Dr. Nesheiwat explained the different metrics and how the various healthcare providers work together to report the data.

Chairwoman Sayegh requested more information on how nursing homes are being handled.

Dr. Nesheiwat stated there are two nursing homes in Putnam County; Putnam Ridge Nursing Facility which has a total of 160 beds of which 121 are being occupied and Putnam Nursing and Rehab, which has 140 beds of which 84 are occupied. He explained again the State's focus on testing in nursing homes.

Chairwoman Sayegh questioned if the required testing is feasible for the county.

Dr. Nesheiwat stated as of now, the State is helping to supply the tests.

Chairwoman Sayegh stated 3,000 tests per month would be needed for Putnam County.

Dr. Nesheiwat clarified that the testing statistics needed for the metrics are collaborative for the region.

Chairwoman Sayegh stated the State needs to send more tests to Putnam County.

Dr. Nesheiwat agreed but added that people are not coming out to be tested in Putnam County. He stated the last drive through clinic did not use all the tests.

Legislator Albano stated half of his family had COVID-19 and the testing is very important.

Legislator Addonizio thanked Dr. Nesheiwat and the Health Department for their efforts.

Dr. Nesheiwat stated it is teamwork.

Legislator Montgomery questioned why the daily updates are not more frequent. She questioned why data from nearby hospitals is not compiled, only from Putnam Hospital.

Dr. Nesheiwat stated the updates are dependent on the New York State system and sometimes there are hangups with getting the information. He stated he communicates directly with Putnam Hospital because they are in our county. He stated they do receive information from the State for Putnam residents who go to other hospitals. He stated he can certainly look into it and we can get back to the legislative body and I can find out if we can call local hospitals. He questioned which hospitals Legislator Montgomery was referring to.

Legislator Montgomery stated New York Presbyterian, Hudson Valley, and Vassar in Poughkeepsie.

Dr. Nesheiwat stated he will look into it.

Legislator Montgomery requested clarification on the timeline for which contact tracing is going to be up and running.

Dr. Nesheiwat stated it is his understanding that the State will help hire and train contact tracers and that it is already ongoing.

Legislator Montgomery stated she believes contact tracing is more important than testing right now and questioned if the County is currently doing contact tracing.

Dr. Nesheiwat agreed and stated the County is already doing contact tracing.

Legislator Montgomery questioned if there are guidelines for employee testing and if Dr. Nesheiwat would write a prescription for an employee to be tested.

Dr. Nesheiwat stated he is unsure of the legalities for writing prescriptions for employees. He stated tests are widely available through private doctors and the hospitals.

Legislator Montgomery stated she just wants employees to feel comfortable going back to work.

Dr. Nesheiwat agreed and reiterated that any questions can be directed to COVID19@PutnamCountyNY.gov and the Health Department will respond to them as soon as possible.

Legislator Jonke questioned if employees are going to Legislator Montgomery instead of the Health Department with their concerns. He questioned if Dr. Nesheiwat has heard of any employees concerned with coming back to work.

Dr. Nesheiwat stated he has not. He stated the Safety Committee is working hard for a safe plan.

Legislator Sullivan stated the Safety Committee which is made up of the Department Heads in the County, which includes the Union Heads, have all been discussing how to protect employees and make sure employees are safe. He stated if any employee has a concern they should contact the correct channels.

Chairwoman Sayegh noted that Safety Officer John O'Connor is next on the agenda.

Legislator Nacerino thanked Dr. Nesheiwat for his comprehensive overview.

c. Safety Officer John O'Connor

Chairwoman Sayegh questioned how the County is preserving the safety of our employees, safety of the public and how we go about opening up our office buildings and what are the procedures.

Safety Officer O'Connor stated many employees are still working and the Safety Committee, which he chairs, the Safety Committee has come up with measures to keep everyone safe. He stated they consulted with OSHA and CDC, with their COVID 19 control and prevention documents. He stated the Safety Committee came up with a five (5) page document and talked about bringing back in phased operation. He stated for example Consumer Affairs does interface with the public and moved a lot of that online, so the employees are still working, but they are protected. He stated there are no longer waiting rooms that do not meet social distancing requirements. He stated Plexi Glass will be installed where in person interfacing is required. He stated all business with the public will be appointment based. He added that entry into the facilities is prohibited without the use of face masks or face covering at all times. He stated employees will be given PPE and there will be hand sanitizer stations made available for all the offices. He stated they are making sure there is a minimal risk to everyone involved.

Chairwoman Sayegh questioned the occupancy for each of these departments and public spaces. She questioned if that is determined by the Safety Committee or is that something that is determined by the Department Heads to ensure social distancing guidelines.

Safety Officer O'Connor stated the department heads know their departments best, so there will be consultation on what is necessary for operation and what can be done with a minimum of public interaction.

Chairwoman Sayegh questioned where the cleaning guidelines come from.

Safety Officer O'Connor stated it is what CDC and OSHA recommends. He stated the County is doing all it can with the resources that are available. He stated Plexi Glass and like products are very hard to find.

Legislator Addonizio questioned what will be done for the County locations/offices where the Plexi Glass is not available.

Safety Officer John O'Connor stated the Plexi Glass has been put in all the public places in the County facilities. He stated people should be wearing their own protective gear. He stated the Plexi Glass is just another layer.

Legislator Albano stated he had no questions. He stated that he believes the County has a good plan in place and it is moving forward.

Legislator Gouldman questioned if the Plexi Glass is mandatory for Retail Business.

Safety Officer John O'Connor stated he is not aware of the requirements for Retail Business. He stated his job focuses on the safety and welfare of the County Employees. He stated with that said, now that the Governor requires everyone over the age of two (2) wear a face mask, everyone has their own sneeze guard on. He stated a mask is not so much to protect the wearer, it is to protect you from those near you.

Legislator Nacerino questioned if there has been discussion about how the DMV will be able to manage crowd control once they reopen.

Safety Officer John O'Connor stated the New York State directive is to take a combination approach limiting the number of people allowed in the office at a time and making sure those people are respecting the social distancing.

Legislator Nacerino questioned if the DMV will be taking appointments.

Safety Officer John O'Connor stated right, that is now part of the reopening plan.

Legislator Montgomery questioned if the Safety Committee is a new committee formed since the onset of COVID-19.

Safety Officer John O'Connor stated the Safety Committee was established in 2010 or 2011.

Legislator Montgomery questioned who the members of the Committee are.

Safety Officer John O'Connor stated he is the Chairman of the Committee, Sean Rogan from the Health Department, Mike Cunningham from Office for Senior Resources, Jane Meunier from the Health Department and the local president of the CSEA, Bureau of Emergency Services Deputy Commissioner Robert Lipton, Adriene Iasoni from the Personnel Department PUMA he stated there are also members from DSS and the Sheriff's Department.

Legislator Montgomery requested confirmation that representatives from the County's Unions are members of the Safety Committee.

Safety Officer John O'Connor he confirmed that is correct.

Legislator Montgomery questioned if this is a committee that the Legislature appoints to or is it a committee that the County Executive appoints to.

Safety Officer John O'Connor stated it is not a standing committee that is appointed through election process. He stated it is not like the Traffic Safety Board, as an example.

Legislator Montgomery questioned if a Legislator is a liaison or do they ever attend the meetings.

Safety Officer John O'Connor stated in the six (6) years he has been a member of the Board, there has not been a Legislative Liaison. He stated possibly a Legislator may have attended as a guest.

Legislator Montgomery requested a copy of the presentation be sent to the Legislature Office that Safety Officer John O'Connor will be giving to the Department Heads on Thursday.

Safety Officer John O'Connor confirmed he would do that.

Legislator Sullivan stated as a follow up to an earlier question. He stated that he believes the Safety Committee was formed by the County Executive many years ago. He questioned the status of the thermometers the County Executive wants used at each county location.

Safety Officer John O'Connor stated some of the remote handheld thermometers have been acquired by the Bureau of Emergency Services (BES). He stated they are trying to get more of them. He stated they are also looking at employees taking their own temperatures.

Legislator Sullivan stated that the BES has in the area of 20 -30 of the handheld thermometers.

Safety Officer John O'Connor stated they have about 20. He stated the County is working to get more.

Item #4 - Discussion/Disaster Mental Health Resources/American Red Cross/Hudson Valley Chapter Executive Director Kelly Formoso

Chairwoman Sayegh welcomed American Red Cross member/Hudson Valley Chapter Executive Director Kelly Formoso & Board Member Dr. James Halpern.

American Red Cross/Hudson Valley Chapter Executive Director Kelly Formoso stated they provide services and support to communities every day. She stated their work never stops, even during this Corona Virus crisis. She stated they have been collecting plasma from individuals who have fully recovered from the COVID-19, to help with treatment of the seriously ill patients in coordination with the FDA and their additional partners. She stated they offer families a safe place to stay and food to eat after disasters. She stated there are essential courses offered such as

Resuscitation Training, CPR and First Aid which helps medical workers stay current on their certifications. She stated that they also support military families and veterans with emergency communication messages and online workshops. She stated the American Red Cross has also started operating a Virtual Family Assistance Center. She stated the purpose is to offer comfort, support and provide information and referral for New York State families who have lost loved ones to the COVID-19 Corona Virus. She provided more detail on the Virtual Family Assistance Center. She stated at this point she will have Dr. James Halpern speak to what a Crisis Counselor is and would do at the Virtual Family Assistance Center.

Dr. James Halpern stated the American Red Cross has been doing disaster mental health since the 1990s and is the forefront of this effort. He stated there are some major things to focus on in terms of what people are facing in terms of loss of family and friends during this time. He explained the crisis counselors and spiritual care workers are available to offer grief counseling. He stated there is advice available for parents in terms of what to say and how to help their children deal with their emotions. He stated studies show that helping survivors to get in touch with their emotions, help them to deal with their emotions and provide guidance in terms of teaching healthy coping skills are all very beneficial for individuals as they move forward. He stated for those who may be more comfortable with speaking to a spiritual care worker, their Chaplains are equipped to deal with people of all faiths or no faith.

Executive Director Formoso stated services are provided virtually and is confidential. She stated families who have lost loved ones to COVID-19 can fill out an on-line intake form, available in English and Spanish at www.RedCross.org/nyscovidfamilysupport the website in Spanish www.RedCross.org/nyscovidapoyofamiliar. She stated for people who do not have access to a computer they can call 585- 957- 8187. She stated intake forms can be filled out by a friend who thinks someone needs help, may need assistance or an agency working on behalf of a family. She stated they are working with Putnam Hospital Health Care Professionals and have shared Dr. Halpern's Healthcare Professional video with them. She stated the American Red Cross will be doing an appreciation event next week.

Chairwoman Sayegh stated it was discussed on a Social Services Provider Conference Call that there will be a tremendous need to assist those who have been on the front line during the COVID-19 Pandemic. She questioned if the American Red Cross Services are free.

Executive Director Formoso stated the services are free.

Dr. Halpern stated he would expect that many of the health care workers may need support, professional help beyond the crisis counseling that the American Red Cross has available. He stated at this time there is no long-term counseling offered by the American Red Cross.

Chairwoman Sayegh questioned if the American Red Cross would offer referrals.

Dr. Halpern stated they would. He stated the long-term treatment, such as what veterans receive, is what he believes may be valuable to the COVID-19 front line workers. He stated evidence shows the long-term treatment works.

Executive Director Formoso expressed her gratitude for allowing her and Dr. Halpern to speak about the American Red Cross programs and asked that each Legislator please share the information with their constituents.

Chairwoman Sayegh facilitated the expression of hers and her colleagues' gratitude and appreciation for all that they do, and that the American Red Cross offers. She stated a respected member of our Putnam County Community, Greg Amato, recently passed. She stated he was a very active volunteer for the American Red Cross, and at any opportunity sang his praises of the work that is done by the organization.

Item #6 - Approval/Proclamation Request/Putnam Hospital Staff/Legislator Nacerino

(Please see minutes under Item #7, as both agenda Items #6 & 7 were addressed together.)

Item #7 - Approval/Proclamation Request/Essential Workers Countywide/Legislator Nacerino

Chairwoman Sayegh stated agenda items #6 & #7 were requested by Legislator Nacerino. She requested that Legislator Nacerino speak to them.

Legislator Nacerino stated that she would like to address agenda items #6 & #7 in concert. She stated although it is not necessary that she seek approval at the Committee level to bring these Proclamations to the Full Legislature she found them to be special. She stated given the unprecedented circumstances thrust upon these workers. She stated these proclamations express sentiments that she believes all her colleagues individually and collectively agree with. She stated that when she first requested that they be drafted, she thought that they could be presented at the June Full Meeting. She stated however that is not the case, due to the COVID-19. She stated she believed it to be important to convey the Legislature's gratitude, appreciation and respect to our healthcare workers, our grocery store workers, pharmacy workers, nursing home workers, childcare personnel, postal carriers, UPS carriers, etc. She stated these workers, of all trades, have truly been our lifeline, heroes and our earth angels. Respectfully she requested that the Committee members move these proclamations to the Full Mtg.

Chairwoman Sayegh stated that she agrees this is a wonderful gesture to put forth to express the Legislators collective appreciation.

Chairwoman Sayegh made a motion to approve the two (2) Proclamations: 1. Putnam Hospital Staff 2. Essential Workers Countywide; Seconded by Legislator Albano. All in favor.

Item #8 - Other Business

Chairwoman Sayegh made a motion to waive the rules and accept the additional to hear from Commissioner of Social Services Michael Piazza; Seconded by Legislator Addonizio. All in favor.

**a. Update/COVID-19 Response Measures/Department of Social Services
Michael Piazza**

Commissioner Piazza stated he will speak to the Mental Health and Department of Social Services matters. He stated he will begin with Mental Health. He stated there have been weekly meetings with the providers. He explained the purpose of the weekly meeting is to offer them support and to hear how they are doing and offer whatever support possible in order for them to meet the mission of providing support of services to people in the County. He stated there are a number of elements to the service that is provided. He stated the 24/7 Crisis Hot Line, which has received 180 calls from March 1, 2020 to May 4, 2020. He stated that is a 32% increase over the same period last year. He stated on the general 211 phone number there were 1,851 calls. He explained 1,400 were related to COVID -19. He stated the majority of the 211 calls are about food insufficiency, inquiring as to where food pantries are and where they can get access to food. He stated the emergency room visits are down for psychiatric crisis and the psychiatric admissions to the in-patient unit are down. He stated at the same time the fatal unintentional overdoses are significantly lower in the first four (4) months of 2020 as compared to last year. He stated the suicides are low, and they were low last year as well. He stated as the American Red Cross presentation expressed there is a great deal of concern for the mental health of people moving forward. He stated in many parts of the Country there are increases of overdoses and suicides that we are not seeing in our area. He stated that there is a concern that there may be a time lag. He stated so that is why they are taking actions to be prepared. He stated in addition to the normal stress of a virus there is the financial stress that is present. He stated people feel a lot of shame when they are not working and when they cannot support themselves or their families. He stated that can lead to depression and thoughts of suicide. He stated Dr. Halpern raised the concern of people who have lost loved ones, and due to the current conditions could not be with that person in the hospital. He stated the natural behavior and ritual of a wake, funeral and burial assist to lead people to a closure and help people to grieve and mourn. He stated there is a lot of concern about PTSD among health care workers. He stated the agencies that serve outpatient programs they are open and are meeting with people via Skype and WhatsApp. He stated there are discussions ongoing about how to reopen. He stated the outpatient providers will not reopen as long as they have waivers that permit them to get paid for telephone/video conferencing. He stated they will try to keep the sessions out of the office as long as it is feasible. He stated the major concern is the potential financial cuts coming down from the State of New York. He stated the guidance they are getting is that it will be a major cut even with Federal help to the State and local governments. He stated the Governor's Executive Order allowing the telephone/video and email applications goes until June 6, 2020. He stated

his office has not closed at all. He stated they had to reduce the number of staff members in the office, however they were never closed. He stated applications for public assistance, food stamps, Medicaid, temporary assistance and HEAP are available online. He stated the online option increases the ability of the clients not to have to come into the office to get the services they need. He stated the efforts and work of the food pantries have made a huge impact. He stated Legislator Addonizio has been working with Martha Elder. He stated they work to have pre-cooked meals brought to some homeless families and individuals that have been in motels.

Chairwoman Sayegh thanked Commissioner Piazza for his update.

b. Approval/ Opposition to Cuts in State Mental Health Funding

Chairwoman Sayegh made a motion to waive the rules and accept the additional; Seconded by Legislator Addonizio. All in favor.

Chairwoman Sayegh requested that Commissioner Piazza speak to the resolution, Opposition to Cuts in State Mental Health Funding, being considered tonight by this Committee.

Commissioner Piazza stated it is projected that the number of people needing mental health assistance is going to increase. He stated this is no time to be cutting funding. He stated additionally the co-pays during this have been forgiven, which is fine. He explained the agencies use the co-pays to make up the financial gaps that they face. He stated the proposed resolution documents requests that the State pay attention to the needs they articulated that the community has in regards to substance abuse and mental health treatment.

Chairwoman Sayegh made a motion to approve the resolution Opposition to Cuts in State Mental funding; Seconded by Legislator Addonizio. All in favor.

c. Approval/Resolution Calling on New York State to Release Enhanced Federal Medicaid Matching Funds to Counties and New York City

Chairwoman Sayegh made a motion to waive the rules and accept the other business, resolution Calling on New York State to Release Enhanced Federal Medicaid Matching Funds to Counties and New York City; Seconded by Legislator Addonizio. All in favor.

Chairwoman Sayegh stated this resolution was brought forward by Legislator Sullivan. She stated this is a resolution in response to COVID-19 Pandemic. She read from the resolution. She stated in summary throughout New York and New York City due to the extensive loss of revenue due to the shut down there is financial struggle.

Commissioner Piazza stated this is part of the Counties being held harmless for the increase in Medicaid that New York State had implemented in the Medicaid law. He stated the Federal Government provided the funds to share with the Counties and this proposed resolution is asking that it continue to be the case. He stated the passing of this resolution will communicate that the

Putnam County's Medicaid cost not increase based upon things Putnam County has no control over.

Chairwoman Sayegh made a motion to approve Resolution Calling on New York State to Release Enhanced Federal Medicaid Matching Funds to Counties and New York City; Seconded by Legislator Addonizio. All in favor.

Legislator Gouldman made an announcement that on May 23, 2020 the Putnam Valley Food Pantry will be open. He stated for more details please email: PutnamValleyFoodPantry@gmail.com.

Chairwoman Sayegh announced there will be a Countywide Food Drive.

Legislator Montgomery stated she had sent a request to Chairwoman Sayegh to accept as additional a proposed resolution, "Continuing Temporary Suspension and Modification of Laws Relating to The Disaster Emergency". She stated the topic of expanding services and temporary facilities for Health and Human Service Providers was of great concern today on the Behavioral Health conference call.

Chairwoman Sayegh stated her appreciation and confirmed her receipt of Legislator Montgomery's request. She stated she received said request shortly before this meeting began. She stated she took a quick review and it appears very broad based. She stated she believes it may be a matter better suited for review by the Rules, enactments & Intergovernmental Relations Committee.

Legislator Montgomery stated it is basically the Governor's Executive Order, already in place, restated, requesting the continuation of what is already in place. She stated for the record this is the third item in two (2) months that she has requested be addressed by this committee, that has been ignored by the Chair.

Chairwoman Sayegh stated that is not true. She stated the proposed resolution Legislator Montgomery is referring to talks about election law, the officers' law none of which the Health Committee would address. She suggested that Legislator Montgomery forward her matter to the Rules, Enactments & Intergovernmental Relations Committee. She stated additionally it is a seven (7) page document, she believes it will be beneficial to have more time for the Legislators to review the material.

Item #7 - Adjournment

There being no further business at 8:39PM Chairwoman Sayegh made a motion to adjourn; Seconded by Legislator Albano. All in favor.

Respectfully submitted by Administrative Assistant Ed Gordon.

#4

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
(845) 808-1020 Fax (845) 808-1933

Toni E. Addonizio *Chairwoman*
Neal L. Sullivan *Deputy Chair*
Diane Schonfeld *Clerk*
Robert Firriolo *Counsel*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
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Joseph Castellano	Dist. 7
Amy E. Sayegh	Dist. 8
Neal L. Sullivan	Dist. 9

MEMORANDUM

DATE: July 16, 2020

TO: MaryEllen Odell
Putnam County Executive

CC: Dr. Michael Nesheiwat
Commissioner of Health

FROM: Amy Sayegh *ASley*
Chairwoman, Health, Social, Educational, & Environmental Committee

RE: COVID-19 Discussion at Health Meeting

As the Nation continues to battle the COVID-19 pandemic, it has come to my attention that there have been delays for receiving test results in our community. Additionally, New York State has implemented travel restrictions and mandatory quarantines for travelers from certain states with spiking COVID-19 cases.

Respectfully, I request Commissioner of Health Dr. Michael Nesheiwat, or a representative, attend the July 23, 2020 Health, Social, Educational & Environmental Committee meeting webinar to speak about these issues. The meeting is scheduled to begin at 6PM and the link for the webinar will be available on the Legislature's website.

Thank you for your attention to this request.

#4

THE PUTNAM COUNTY LEGISLATURE

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MEMORANDUM

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

FROM: Nancy Montgomery
Legislator, District #1

DATE: July 17, 2020

RE: COVID-19 Questions & Backup Material for Health Mtg 7/23/20

Thank you for ensuring that the questions I submitted on July 1, 2020 related to a COVID-19 update were addressed by Commissioner Nesheiwat and thank you for putting an update on the agenda for the Health Committee meeting scheduled for July 23, 2020.

I request that my July 1, 2020 questions to Dr. Nesheiwat regarding an update on COVID -19 preparedness and related issues, as well as his responses, be included with the backup for the Health Committee meeting on July 23rd. Dr. Nesheiwat's responses are helpful and the public should have access to them.

Additionally, Dr. Nesheiwat wrote that several of my questions were better asked of the Finance Department and the Bureau of Emergency Services. Questions that were not answered that I hope will be answered in Committee as well:

To the Commissioner of Finance:

(1) Are we financially ready to deal with costs related to a second wave in Putnam?

To the Commissioner of Emergency Services:

(1) Have we built a stockpile of personal protective equipment (PPE) for first responders and County workers, should there be a second wave? I respectfully request documentation of this inventory.

(2) We did not accept the 25,000 N95 masks we ordered in April because they were deemed deficient. Is there an update to the May 14, 2020 memorandum to County Executive Odell requesting information on when the masks will be secured and do we have masks on hand if they are needed? Documentation of purchase is respectfully requested.

I have attached the original memos. Please include them as backup material on the agenda, along with this memo, for the upcoming Health Committee meeting scheduled for July 23, 2020.

Att./

THE PUTNAM COUNTY LEGISLATURE

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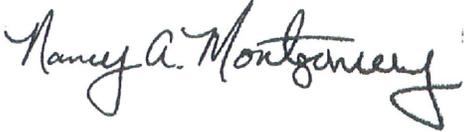


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Amy E. Sayegh	Dist. 8
Neal L. Sullivan	Dist. 9

MEMORANDUM

DATE: July 1, 2020

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

FROM: Nancy Montgomery
Legislator, District #1 

RE: July 23, 2020 Meeting

As Putnam County enters more advanced phases of reopening, it is important that we are vigilant on processes and preparedness in the case of additional waves of infection. Respectfully, I request that you, as Chairwoman the Health Committee invite County Executive Odell, Commissioner Nesheiwat, Commissioner Carlin, and Commissioner Clair to respond to the following questions at the July 23, 2020 Health Committee meeting.

Questions raised by myself and the constituents of District 1 are as follows:

CONTRACT TRACING

- Concerns about privacy seem to be hindering the success of contract tracing across the country. Are we seeing this in Putnam? How is it addressed and what message are you sending to this resistance if any in Putnam?
- Are those who test positive helping the Health Department identify others who may have been infected by them?
- How would the Health Department rate its success in contact tracing and how might the Legislature assist with messaging in their respective districts?
- Does the Health Department have the funding it needs to properly conduct contact tracing, now and into the future?
- Are we financially ready to deal with costs related to a second wave in Putnam?
- How is staffing contract tracers with volunteers from County Departments working out? Do we have enough hands on deck? Is this model sustainable?

- Is Putnam using any technology to assist contact tracing, or are we sticking to the tried and true methods of direct communication?

CONTROLLING THE SPREAD

Outbreaks can happen quickly. Even one missed case can hinder spread control. What do we see in Putnam related to asymptomatic spread?

DO WE HAVE SUFFICIENT TESTING

- When tracing is properly executed, identified close contacts are tested for the virus to determine if they have been exposed to and infected by COVID-19. Are close contacts of reported positive cases tested automatically?
- Do shortages of tests persist in Putnam, or are we able to test all the close contacts that tracers are identifying?
- Do we have a stockpile of tests so that we are prepared, if there is another significant outbreak? In a May 21, 2020 memorandum, County Executive Odell reported in May that we had less than 168 Test Kits.

SECOND WAVE PREPAREDNESS

- Have we built a stockpile of personnel protective equipment (PPE) for first responders and County workers, should there be a second wave?
- We did not accept the 25,000 N95 masks we ordered in April because they were deemed deficient. Is there an update to my May 14, 2020 memorandum to County Executive Odell requesting information on when the masks will be secured and do we have the masks on hand?
- Do we have test kits set aside for a second wave? (Again, in County Executive Odell's May 21, 2020 memorandum, it was reported that there were less than 168 test kits on hand.)
- Have we worked out the communications glitch with regional testing sites so that our Health Department will get speedier reports? If not, how can we help to improve the network?
- What do we understand about ICU surge capacity if another wave hits? What lessons were learned from round one, and what do we know about the preparedness not only of Putnam Hospital Center, but also the other hospitals that serve our constituents (i.e. New York Presbyterian/Hudson Valley Hospital Center, Vassar Brothers, & Danbury Hospital).

I am looking forward to keeping my constituents informed regarding their questions at the next Legislative forum during the July Health Committee meeting.

cc: Putnam County Legislators
MaryEllen Odell, Putnam County Executive
William Carlin, Commissioner of Finance
Ken Clair, Commissioner, Bureau of Emergency Services
Dr. Michael Nesheiwat, Commissioner of Health

THE PUTNAM COUNTY LEGISLATURE

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Neal L. Sullivan	Dist. 9

MEMORANDUM

TO: Nancy Montgomery
Legislator, District #1

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

DATE: July 10, 2020

RE: July 23rd Health Committee Meeting

Please find attached a response from Commissioner of Health, Dr. Michael Nesheiwat addressing most of your concerns in your memorandum dated, July 1, 2020.

The July 23, 2020 Health Committee meeting will continue the discussion surrounding the COVID-19 Pandemic.

Att./

THE PUTNAM COUNTY LEGISLATURE

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MEMORANDUM

DATE: July 1, 2020

TO: Amy Sayegh

FROM: Nancy Montgomery
Legislator, District #1

RE: July 23, 2020 Meeting
Chairwoman, Health, Social, Educational, & Environmental Committee

As Putnam County enters more advanced phases of reopening, it is important that we are vigilant on processes and preparedness in the case of additional waves of infection. Respectfully, I request that you, as Chairwoman the Health Committee invite County Executive Odell, Commissioner Nesheiwat, Commissioner Carlin, and Commissioner Clair to respond to the following questions at the July 23, 2020 Health Committee meeting.

Questions raised by myself and the constituents of District 1 are as follows:

CONTRACT TRACING

- Concerns about privacy seem to be hindering the success of contract tracing across the country. Are we seeing this in Putnam? How is it addressed and what message are you sending to this resistance if any in Putnam?

Rare occurrences of someone not answering the phone when the contract tracers call, we will intervene, and overall people are responsive.

- Are those who test positive helping the Health Department identify others who may have been infected by them?

Yes, this does not seem to be a problem, and for the safety of loved ones, family & neighbors.

- How would the Health Department rate its success in contact tracing and how might the Legislature assist with messaging in their respective districts?

This has been turned over to Public Consulting Group (PCG)/Virtual Contract Tracers, but we still have our eyes on it. It is going well.

- Does the Health Department have the funding it needs to properly conduct contact tracing, now and into the future?

Gave it up to PCG / Virtual Contract Tracers through the Bloomberg School of Public Health.

- Are we financially ready to deal with costs related to a second wave in Putnam?

That would be a question for Fiscal to Answer

- How is staffing contract tracers with volunteers from County Departments working out? Do we have enough hands on deck? Is this model sustainable?

We have already engaged the PCG/Virtual Contact Tracers

who have been trained by Bloomberg School of Public Health. Counties who are participating with CommCare have realized that we need the virtual contact tracers. If we have a surge or second wave, Local Health Department (LHDs) staff will be needed to conduct disease investigation and hopefully vaccination PODs.

- Putnam using any technology to assist contract tracing, or are we sticking to the tried and true methods of direct communication?

It is direct communication initially, then the individual's choice as to phone or text daily.

CONTROLLING THE SPREAD

Outbreaks can happen quickly. Even one missed case can hinder spread control. What do we see in Putnam related to asymptomatic spread?

We are starting to see some re-infection, people who have tested positive 6-8 weeks ago, then negative multiple times, now positive again. Seem to be not as ill as the first time. Asymptomatic spread is still questionable.

DO WE HAVE SUFFICIENT TESTING

- When tracing is properly executed, identified close contacts are tested for the virus to determine if they have been exposed to and infected by COVID-19. Are close contacts of reported positive cases tested automatically?

NO, We can't make someone get tested. Everyone is offered testing but it is the decision of each individual.

- Do shortages of tests persist in Putnam, or are we able to test all the close contacts that tracers are identifying?

There are many places to get tested: MD offices, Urgent Cares and testing sites

- Do we have a stockpile of tests so that we are prepared, if there is another significant outbreak? In a May 21, 2020 memorandum, County Executive Odell reported in May that we had less than 168 Test Kits.

Local Health Department (LHD) staff only did minimal testing at the peak when availability of testing was

difficult. LHD staff is not able to continue testing. The primary responsibility is to conduct disease investigations.

SECOND WAVE PREPAREDNESS

- Have we built a stockpile of personnel protective equipment (PPE) for first responders and County workers, should there be a second wave?

Bureau of Emergency Services (BES) Question

- We did not accept the 25,000 N95 masks we ordered in April because they were deemed deficient. Is there an update to my May 14, 2020 memorandum to County Executive Odell requesting information on when the masks will be secured and do we have the masks on hand?

Bureau of Emergency Services (BES) Question

- Do we have test kits set aside for a second wave? (Again, in County Executive Odell's May 21, 2020 memorandum, it was reported that there were less than 168 test kits on hand.)

Currently the LHD has 1345 and BES has 1000 kits stored. For a total of 2345 testing kits.

- Have we worked out the communications glitch with regional testing sites so that our Health Department will get speedier reports? If not, how can we help to improve the network?

Most reports are now coming in within 48 hours.

Occasionally we have a delayed result, but this is happening less frequently.

- What do we understand about ICU surge capacity if another wave hits? What lessons were learned from round one, and what do we know about the preparedness not only of Putnam Hospital Center, but also the other hospitals that serve our constituents (i.e. New York Presbyterian/Hudson Valley Hospital Center, Vassar Brothers, & Danbury Hospital).

We can only speak to Putnam Hospital Center (PHC). PHC is the only hospital in Putnam County and part of the Nuvance Healthcare System with 7 hospitals that

share resources Dr. Nesheiwat RE: # of ICU beds,
fact that they quickly double in capacity when needed.

I am looking forward to keeping my constituents informed regarding their questions at the next Legislative forum during the July Health Committee meeting.

cc: Putnam County Legislators
MaryEllen Odell, Putnam County Executive
William Carlin, Commissioner of Finance
Ken Clair, Commissioner , Bureau of Emergency Services
Dr. Michael Nesheiwat . Commissioner of Health

THE PUTNAM COUNTY LEGISLATURE

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Neal L. Sullivan Dist. 9

MEMORANDUM

DATE: May 14, 2020
TO: MaryEllen Odell
Putnam County Executive
FROM: Nancy Montgomery
Legislator, District #1
RE: COVID-19 Questions

In an April 24th memorandum I asked for the Health Department's plan to administer the existing test kits it has on hand (not including the 1,000 test kits for nursing homes). I also asked what the plan was for acquiring more test kits. These questions were not answered in your April 27th reply, nor were they answered clearly at Tuesday's Health Committee meeting.

Is there a plan to make testing more consistently available? The Health Department reported that registration for these testing events are lagging, people are slow to sign up for the testing currently available. Perhaps this is due to the random nature of the testing.

How many contact tracing cases have been performed? How many have been completed? How many are still open? How many contact tracers does the Putnam County Health Department have?

In April, the Legislature approved \$82,250 to purchase N95 masks from Stone River Gear LLC. This emergency procurement was not accepted due to the inferior quality of the masks. Were those funds issued to the vendor? If so, did we receive the refund? Please provide invoices for both purchase and refund. Has a new source been found? If so, from where and what is the price per mask?

Why is the Health Department still not gathering statistics from surrounding area hospitals? I asked this question at the February and April Health committee meetings. We have possibly 5-6

hospitals that Putnam residents would be admitted to. We certainly cannot have accurate data if we are not gathering information from these hospitals. It's a few phone calls.

There have been Putnam County ads placed in all official area newspapers signed by the Legislature. Who approved these ads? Please provide invoices for all Putnam County ads pertaining to the COVID-19 pandemic, reopening the County, and any placed by the Health Department in all local papers from February 1, 2020 through May 14, 2020.

The Health Department issues daily reports to random local officials. For example, today they provided valuable information about Pediatric Multisystem Inflammatory Syndrome (PMIS) to local officials. Unfortunately, despite my efforts to receive this information in a timely manner, I still do not receive critical or commonly shared information from the Health Department. This is of great concern to me and to my constituents. Why do I not receive this information directly from the Health Department? Though the Health Department reported that there are no cases of PMIS in Putnam, I do know of a Putnam resident with PMIS who was admitted to Westchester Hospital. The information that the Health Department provides daily is important however is not always accessible on the website. The Legislative Office only receives the dashboard on random days, if anything at all, and as the Representative for District #1, I should not have to go on a wild goose chase to obtain any information regarding the County response to COVID-19 five (5) months into this crisis.

CC: Dr. Michael Nesheiwat, Commissioner of Health
William Orr, Health Department Fiscal Manager
Erin Ray Pascaretti, Epidemiologist/Supervising Public Health Educator
Kathy Percacciolo, Supervising Public Health Nurse

#4



ALESSANDRO MAZZOTTA
Director

MARYELLEN ODELL
County Executive

PURCHASING /CENTRAL SERVICES

MEMORANDUM

TO: MaryEllen Odell
County Executive

Toni Addonizio
Chairwoman, Legislature

FROM: Alex Mazzotta
Director of Purchasing

RE: Emergency Purchase of N95 Masks

DATE: July 15, 2020

2020 JUL 16 AM 8:30
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

On April 3, 2020 County Executive Odell and Chairwoman Addonizio approved the emergency purchase of N95 masks in the amount of \$82,250. Unfortunately, those masks were not accepted by the County because of inferior quality. The \$82,250 was reimbursed to the County. However, four months later, the County's inventory of N95 masks are critically low and must be replenished immediately. The supply chain for N95 masks continues to be constrained with COVID infections continuing to increase across the Country and the globe.

Yesterday the County was presented with an opportunity purchase N95 masks from a trusted supplier that has assisted the County throughout the COVID crisis with PPE (personal protective equipment). The Commissioner of Emergency Services was able to physically inspect the N95 mask and confirmed its quality; the subject mask is also NIOSH and FDA approved (I confirmed that yesterday). We would like to proceed with ordering 6000 masks at \$4 per mask for a total of \$24,000. The funds are currently available under an existing COVID budget line.

Public bidding is still not practicable for N95 masks at this time; supplies simply don't stay on the market long enough for vendors to bid. Furthermore, purchases of N95 masks from the New York State Contract do not guarantee delivery dates and are non-cancellable. I have heard from my counterparts that delivery dates have exceeded 3 months from date of order. The subject purchase of 6000 masks is only intended to get the County back to a minimal inventory to be prepared in the event of a second COVID wave. A longer- range replenishment of N95 inventory will be conducted through the normal purchasing protocols as long as the supply chain corrects itself.

Per Section 140-3.9 of the County Procurement Policy, an emergency procurement exception applies when there exists a threat to public health, welfare, or safety. I believe that the Coronavirus continues to constitute a threat to public health and an emergency procurement is a prudent course of action.

The emergency procurement must be approved by both the County Executive and Chairwoman of the Legislature. We would like to place this order as soon as possible. If you are both agreeable to this, kindly sign the bottom of this memorandum and return it me.

Your prompt attention is greatly appreciated.

Thank you.

Emergency Procurement Approval

MaryEllen Odell
County Executive

Date

Toni Addonizio
Chairwoman, Legislature

Date

#5

cc: all Health

PUTNAM COUNTY EXECUTIVE

MaryEllen Odell
County Executive

40 Gleneida Avenue
Carmel, New York 10512
(845) 808-1001 Fax (845) 808-1901
www.putnamcountyny.gov

Patricia Simone
Chief of Staff



2020 MAY 11 PM 5:13
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

August 19, 2019

Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

Dear Ms. Schonfeld:

It is my pleasure to respectfully request that the Legislature support the appointment of Jessica Baumann, of Patterson, NY to the Putnam County Mental Health Community Services Board. Jessica Baumann appointment will be effective from January 1, 2019 to December 31, 2022 filling a vacant position.

I wholeheartedly recommend this appointment by the Putnam County Legislature.

Very truly yours,

MaryEllen Odell
County Executive

Cc: Michael J. Piazza, Jr.
Commissioner of Mental Health, Social Services and Youth Bureau

JESSICA B. BAUMANN

Patterson, NY 12563

PROFESSIONAL EXPERIENCE

Educational Advocacy Director with over 14 years of professional experience providing parents of students with disabilities with the resources necessary to successfully advocate for their child's individual education program.

WESTCHESTER INDEPENDENT LIVING CENTER

July 2005 - Present

Provide students with disabilities and their families throughout the Hudson Valley with the resources and information needed to assist them in making informed decisions about their educational rights, choices, responsibilities and long-term educational outcomes.

Director, Educational Advocacy Program

- Supervise Educational Advocacy staff to ensure program goals are met.
- Provide one to one advocacy to parents of children with special needs.
- Accompany parents to 504, CPSE and CSE meetings.
- Provide transition planning for youth 14 to 21 years of age.
- Offer information on NYS education law, rights, time frames and complaint procedures.
- Conduct parent workshops on educational advocacy as well as education law.
- Network with community agencies.
- Host committees and/or networking groups that pertain to disability related issues.

INDEPENDENT FUNDRAISING CONSULTANT

October 2002 – July 2005

Provide a wide range of fundraising consulting services to non-profit organizations, modeling services to independent client needs. Services include, but are not limited to:

- Prospect research and identification.
- Preparation of appeal letters, case statements and grant proposals.
- Copy writing for direct mail and general publicity.
- Special event planning and organizing.
- Maintenance of major donor relations.
- Prospect and donor database administration.
- Volunteer management.

THE MOUNT VERNON LADIES' ASSOCIATION (Mount Vernon, VA)

November 1996 – September 2002

Responsible for all areas of the annual fund program for the nation's first historic preservation program, George Washington's Estate and Gardens.

Assistant Director of Development, Annual Fund

- Managed and expanded the Association's annual fund programs through the identification, cultivation, and solicitation of new and existing prospects.
 - Created and edited all materials for the annual fund program: proposals, appeal letters, brochures, acknowledgments, invitations, and reply devices.
 - Worked directly with the Neighborhood Friends Steering Committee, the Life Guard of Mount Vernon, the Advisory Committee and the Vice Regents of the Association to identify prospects and solicit gifts.
 - Oversaw and organized all major donor events, including formal dinners, cocktail parties, lecture series, and fund-raising auctions and galas.
 - Served as an integral part of start-up phase of large Capital Campaign, working directly with outside consultants, Mount Vernon's Resident Director and Vice Regents.
 - Ensured that all benefits due to annual supporters are delivered in a timely and appropriate manner.
 - Assisted with the Planned Giving Program by helping to establish reporting procedures, identifying prospects, and developing informational materials.
 - Established guidelines for processing and recognition of individual, corporate and foundation gifts.
 - Supervised full-time Research and Records Coordinator and support staff.
 - Recruited, trained and supervised volunteers.
-

THE CIVIC EDUCATION PROJECT (Alexandria, VA)

April 1996 - November 1996

With the Director of External Affairs, helped to establish the external relations office of an international education organization in the Washington, DC area. Responsible for start-up fundraising, public relations, and government relations activities.

External Relations Consultant

- Identified and targeted foundations, corporations, government and non-government agencies.
- Wrote proposals, letters of inquiry, and project synopses.
- Established relationships with embassies, advocacy groups, and other civic and higher education organizations.
- Developed and maintained a formal CEP Lecturer Alumni Association and Alumni Fund.
- Wrote and distributed press releases and news advisories.
- Designed and produced external relations materials, including: newsletters, fact sheets, and clipping collages.

THE ECONOMIC POLICY INSTITUTE (Washington, DC)

December 1991 - April 1996

Cultivated new and increased contributions for a national public policy research organization from foundations, corporations, organizations and individuals. Over four years, helped to increase contributions to EPI from \$1.6 million to \$3.5 million.

Development Associate, Corporate and Labor Relations (1995 - 1996)

- Wrote proposals, project synopses and queries for general operational and project support.
- Researched, identified and evaluated the corporate and labor prospect pool.
- Directed and conducted outreach and stewardship activities.
- Planned, organized and coordinated fundraising meetings and special events.

Development Associate (1993 - 1995)

- Developed proposals for restricted and unrestricted support.
- Managed cultivation mailings, anniversary letters, and pledge reminders.
- Assisted in development of fundraising materials (fact sheets, annual report, and key staff activity information).
- Acted as a liaison between board members, contributors and organization staff.

Development Assistant (1991 - 1993)

- Prepared letters, memos, funding proposals, and special event material.
- Set up and maintained development software system "Results."
- Coordinated departmental mailings to board members and contributors.

AMERICAN WOMEN'S ECONOMIC DEVELOPMENT CORPORATION (NYC, NY)

July 1989 - October 1991

Integral member of the development staff for the national office of a pioneering women's organization.

Program Coordinator, Development Department (1991)

- Wrote proposals, letters of inquiry, marketing materials and routine correspondence.
- Performed all development research functions.
- Developed and managed a database tracking system.
- Created and maintained a development office bookkeeping system.

Counseling Administrator (1989 - 1991)

- Interviewed incoming clients, identified problems and determined appropriate counselor to match their needs.
- Responsible for efficient and effective resolutions of member and client concerns.
- Established and maintained a follow-up counseling program.

VOLUNTEER AFFILIATIONS

Governing Council Member, NY State Special education Task Force

Co-Chair, Lower Hudson Special Education Task Force

Member, Council of Parent Advocate and Attorneys

EDUCATION

MARIST COLLEGE, Poughkeepsie, New York

B.A. in Psychology

May 1989

cc: will
Head to
A+A

#6
Reso



WILLIAM J. CARLIN, Jr. CPA
Commissioner of Finance

ANITA Z. GILBERT
Chief Deputy Commissioner of Finance

SHEILA BARRETT
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

July 15, 2020

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, D dated February 14, 2010, I am advising you of the following request to amend the 2020 Department of Social Services budget.

2020 JUL 16 AM 11:00
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Increase Estimated Revenues:

22071000 446131 OEOP Crime Victim – Crime Victims Board \$ 21,904.27

Increase Appropriations:

22071000 OEOP Crime Victim
55710 Chargeback - Maint & Repairs \$ 29,076.91

Decrease Appropriations:

22071000 OEOP Crime Victim
54640 Education & Training \$ 5,640.00
54675 Travel 299.64
54310 Office Supplies 550.00
54410 Supplies & Materials 683.00
\$ 7,172.64

2020 Fiscal Impact -0-
2021 Fiscal Impact -0-

20A037

This amendment to the 2020 Social Services budget reflects grant budget modifications in accordance with the Spending Adjustment Request approved by the NYS Office of Victim Services for the period October 1, 2019 through September 30, 2020. The grant amendment approved the use of unspent grant funds for the purpose of renovating space at the Child Advocacy Center as detailed in the attached documentation.

AUTHORIZATION:

Date Department of Finance/Designee: Initiation 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

MARYELLEN ODELL
County Executive

MICHAEL J. PIAZZA, Jr.
Commissioner
37A298@dfa.state.ny.us

JOSEPH A. DeMARZO
Deputy Commissioner
Joseph.Demarzo@putnamcountyny.gov

GRACE M. BALCER
Fiscal Manager
37A279@dfa.state.ny.us



JOANNA GRAINGER
Director of Eligibility
37A252@dfa.state.NY.US

FRANK MAROCCO, ESQ.
Director of Children and
Family Services
Frank.Marocco@dfa.state.ny.us

FAYE THORPE, ESQ.
Counsel for DSS
Faye.Thorpe@dfa.state.ny.us

DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

TO: William Carlin
Commissioner of Finance

FROM: Grace Balcer
Fiscal Manager

DATE: 7/10/20

RE: 2020 DSS Budgetary Amendment

Your approval is requested to amend the DSS budget to reflect a grant budget modification in accordance with the attached Expenditure Based Budget (Amendment) approved by the NYS Office of Victim Services for the period 10/1/19 – 9/30/20. Contract No. OVS01-C11044GG-1080200. The grant amendment approved the use of unspent grant funds resulting from an unfilled grant budget position, and cell phone savings for the period 10/1/19 – 12/31/19, as well as COVID 19 travel/training restrictions, and supplies for the purpose of renovating space at the Child Advocacy Center. The renovations will create a handicap accessible medical room for sexual assault examinations, a therapy room and relocate the CAC's forensic interview room. The amount of grant savings to be allocated for this project is \$29,076.91. (Supporting documentation attached.)

Increase Appropriations:

22071000	OEOP Crime Victim	
55710	Chrgbk Maint. & Repairs	\$29,076.91
	Total Increased Appropriations	\$29,076.91

(2)

Decrease Appropriations:

22071000	OEOP Crime Victim		
54310	Office Supplies	550.00	
54410	Supplies & Materials	683.00	
54640	Ed/Training	5,640.00	
54675	Travel	299.64	
	Total Decreased Appropriations		<u>7,172.64</u>
	Net Increase Appropriations		21,904.27

Increase Estimated Revenues:

22071000	OEOP Crime Victim		
446131	Crime Victims Board	\$21,904.27	
	Total Increased Estimated Revenues		21,904.27
	Fiscal Impact (20)	-0-	
	Fiscal Impact (21)	-0-	

Should you have any questions or require additional information, do not hesitate to contact me.

STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

<p>STATE AGENCY (Name & Address): Office of Victim Services 80 S Swan Street, 2nd Floor Albany, NY 12210</p>	<p>BUSINESS UNIT/DEPT. ID: OVS01 CONTRACT NUMBER: OVS01-C11044GG-1080200 CONTRACT TYPE: <input checked="" type="checkbox"/> Multi-Year Agreement <input type="checkbox"/> Simplified Renewal Agreement <input type="checkbox"/> Fixed Term Agreement</p>
<p>CONTRACTOR SFS PAYEE NAME: PUTNAM COUNTY OF</p>	<p>TRANSACTION TYPE: <input type="checkbox"/> New <input type="checkbox"/> Renewal <input checked="" type="checkbox"/> Amendment</p>
<p>CONTRACTOR DOS INCORPORATED NAME: Putnam County Department of Social Services</p>	<p>PROJECT NAME: Child Advocacy Center of Putnam County</p>
<p>CONTRACTOR IDENTIFICATION NUMBERS: NYS Vendor ID Number: 1000002443 Federal Tax ID Number: 146002759 DUNS Number (if applicable): 072709553</p>	<p>AGENCY IDENTIFIER: CFDA NUMBER (Federally Funded Grants Only): 16.575</p>
<p>CONTRACTOR PRIMARY MAILING ADDRESS: 40 GLENEIDA AVE CARMEL, NY 10512</p> <p>CONTRACTOR PAYMENT ADDRESS: <input checked="" type="checkbox"/> Check if same as primary mailing address</p> <p>CONTRACT MAILING ADDRESS: <input checked="" type="checkbox"/> Check if same as primary mailing address</p>	<p>CONTRACTOR STATUS: <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Municipality, Code: 370100000000 <input type="checkbox"/> Tribal Nation <input type="checkbox"/> Individual <input type="checkbox"/> Not-for-Profit</p> <p>Charities Registration Number: Exemption State/Code: <input type="checkbox"/> Sectarian Entity</p>

Contract Number: # OVS01-C11044GG-1080200

STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

<p>CURRENT CONTRACT TERM: From: 10/01/2019 To: 09/30/2022</p> <p>CURRENT CONTRACT PERIOD: From: 10/01/2019 To: 09/30/2022</p> <p>AMENDED TERM: From: To:</p> <p>AMENDED PERIOD: From: To:</p>	<p>CONTRACT FUNDING AMOUNT (Multi-year - enter total projected amount of the contract; Fixed Term/Simplified Renewal - enter current period amount):</p> <p>CURRENT: \$928,575.30</p> <p>AMENDED:</p> <p>FUNDING SOURCE(S) <input type="checkbox"/> State <input checked="" type="checkbox"/> Federal <input type="checkbox"/> Other</p>
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FOR MULTI-YEAR AGREEMENTS ONLY - CONTRACT AND FUNDING AMOUNT:

(Out years represents projected funding amounts)

#	CURRENT PERIOD	CURRENT AMOUNT	AMENDED PERIOD	AMENDED AMOUNT
1	10/01/2019-09/30/2020	\$300,786.64	10/01/2019-09/30/2020	\$300,786.64
2	10/01/2020-09/30/2021	\$314,989.00		
3	10/01/2021-09/30/2022	\$312,799.66		
4				
5				

Contract Number: # OVS01-C11044GG-1080200

IN WITNESS THEREOF, the parties hereto have electronically executed or approved this Master Contract on the dates below their signature.

In addition, I, acting in the capacity as Contractor, certify that I am the signing authority, or have been delegated or designated formally as the signing authority by the appropriate authority or officials, and as such I do agree, and I have the authority to agree, to all of the terms and conditions set forth in the Master Contract, including all appendices and attachments. I understand that (i) payment of a claim on this Master Contract is conditioned upon the Contractor's compliance with all applicable conditions of participation in this program and (if I am acting in the capacity as a not-for profit Contractor) the accuracy and completeness of information submitted to the State of New York through the Gateway vendor prequalification process and (ii) by electronically indicating my acceptance of the terms and conditions of the Master Contract, I certify that (a) to the extent that the Contractor is required to register and/or file reports with the Office of Attorney General's Charities Bureau ("Charities Bureau"), the Contractor's registration is current, all applicable reports have been filed, and the Contractor has no outstanding requests from the Charities Bureau relating to its filings and (b) all data and responses in the application submitted by the Contractor are true, complete and accurate. I also understand that use of my assigned User ID and Password on the State's contract management system is equivalent to having placed my signature on the Master Contract and that I am responsible for any activity attributable to the use of my User ID and Password. Additionally, any information entered will be considered to have been entered and provided at my direction. I further certify and agree that the Contractor agrees to waive any claim that this electronic record or signature is inadmissible in court, notwithstanding the choice of law provisions.

CONTRACTOR:
PUTNAM COUNTY OF

By: Michael Piazza

Printed Name

Title: Commissioner

Date: 07/01/2020

In addition, the party below certifies that it has verified the electronic signature of the Contractor to this Master Contract.

STATE AGENCY:
Office of Victim Services

By: Chester Fiske

Printed Name

Title: CMS 3

Date: 07/02/2020

ATTORNEY GENERAL'S SIGNATURE
APPROVED AS TO FORM

By: _____

Printed Name

Title: _____

Date: _____

STATE COMPTROLLER'S SIGNATURE

By: _____

Printed Name

Title: _____

Date: _____

STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

ATTACHMENTS PART OF THIS AGREEMENT:

Attachment A: A-1 Program Specific Terms and Conditions

A-2 Federally Funded Grants

Attachment B: B-1 Expenditure Based Budget

B-2 Performance Based Budget

B-3 Capital Budget

B-4 Net Deficit Budget

B-1 (A) Expenditure Based Budget (Amendment)

B-2 (A) Performance Based Budget (Amendment)

B-3 (A) Capital Budget (Amendment)

B-4 (A) Net Deficit Budget (Amendment)

Attachment C: Work Plan

Attachment D: Payment and Reporting Schedule

Other: Project Summary

Contract Number: # OVS01-C11044GG-1080200

**ATTACHMENT B-1(A) - EXPENDITURE BASED BUDGET (AMENDMENT)
SUMMARY**

PROJECT NAME: Child Advocacy Center of Putnam County

CONTRACTOR SFS PAYEE NAME: PUTNAM COUNTY OF

CONTRACT PERIOD: From: 10/01/2019
To: 09/30/2020

AMENDMENT VERSION NUMBER: _____

CATEGORY OF EXPENSE	GRANT FUNDS			MATCH FUNDS	MATCH %	OTHER FUNDS	TOTAL
	CURRENT BUDGET	CHANGE	REVISED BUDGET				
1. Personal Services							
a) Salary	\$153,871.00	-\$14,645.27	\$139,225.73	\$61,459.30	44 %	\$0.00	\$200,685.03
b) Fringe	\$73,919.00	-\$7,035.00	\$66,884.00	\$14,500.00	21 %	\$0.00	\$81,384.00
Subtotal	\$227,790.00	-\$21,680.27	\$206,109.73	\$75,959.30	36 %	\$0.00	\$282,069.03
2. Non Personal Services							
a) Contractual Services	\$59,580.00	\$0.00	\$59,580.00	\$0.00	0 %	\$0.00	\$59,580.00
b) Travel	\$6,739.64	-\$5,939.64	\$800.00	\$0.00	0 %	\$0.00	\$800.00
c) Equipment	\$2,200.00	\$0.00	\$2,200.00	\$0.00	0 %	\$0.00	\$2,200.00
d) Space/Property & Utilities	\$0.00	\$29,076.91	\$29,076.91	\$0.00	0 %	\$0.00	\$29,076.91
e) Operating Expenses	\$4,477.00	-\$1,457.00	\$3,020.00	\$0.00	0 %	\$0.00	\$3,020.00
f) Other	\$0.00	\$0.00	\$0.00	\$0.00	0 %	\$0.00	\$0.00
Subtotal	\$72,996.64	\$21,680.27	\$94,676.91	\$0.00	0 %	\$0.00	\$94,676.91
TOTAL	\$300,786.64	\$0.00	\$300,786.64	\$75,959.30	25 %	\$0.00	\$376,745.94

Contract Number: # OVS01-C11044GG-1080200

#7

Sign

cc: all
MCM-741
H&A - sign



WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

ANITA Z. GILBERT
Chief Deputy Commissioner Of Finance

SHEILA BARRETT
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

July 15, 2020

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

2020 JUL 16 AM 10:58
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld,

Pursuant to Resolution 87 dated April 11, 2020, the following request to amend the Putnam County Office for Senior Resources 2020 budget has been submitted for approval.

Increase Appropriations:

10677700 54646 OSR Community Services for Elderly – Contracts \$ 15,000

Increase Revenues:

10677700 427052 OSR Community Services for Elderly – Field Hall Grant \$ 15,000

2020 Fiscal Impact -0-
2021 Fiscal Impact -0-

The Putnam County Office of Senior Resources has applied for a Caregiver Respite Grant through the Field Hall Foundation. This amendment is required to fund the appropriate lines. The grant is fully funded and is in effect for one year from the time of acceptance.

20A038

AUTHORIZATION:

Date Department of Finance/Designee: Initiation 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



MARYELLEN ODELL
County Executive

MICHAEL CUNNINGHAM
Director

MEMORANDUM

DATE: July 13, 2020

TO: William Carlin, Commissioner
Finance Department

FROM: Michael Cunningham
Director

A handwritten signature in black ink, appearing to read "Michael Cunningham", is written over the printed name in the "FROM" field.

RE: Budgetary Amendment to Fund 2020 Budget lines - New Field Hall Grant for \$15,000

We requesting a Budgetary Amendment as follows, to fund the corresponding OSR 2020 Budget lines for the Caregiver Respite Grant (Field Hall Grant):

Revenue Line:

10 6777 00 427052 – Field Hall Grant – Increase by \$15,000

Expense Line:

10 6777 00 54646 – Contracts – Increase by \$15,000

Please note this new grant will be fully funded; therefore, no Fiscal impact to the County. Attached is a copy of the Legislative Resolution #87 dated April 10, 2020. In addition, this is a one-year grant from the time of acceptance. Please process the budgetary amendment. Should you have any questions, please do not hesitate to contact my office. Thank you.

PUTNAM COUNTY LEGISLATURE

Resolution #87

Introduced by Legislator: Joseph Castellano on behalf of the Audit & Administration Committee at a Regular Meeting held on April 7, 2020.

page 1

APPROVAL/ GRANT APPLICATION/ OFFICE FOR SENIOR RESOURCES/ FIELD HALL FOUNDATION/ CAREGIVER RESPITE GRANT

WHEREAS, the Director of the Office For Senior Resources (OSR) would like to apply for a Caregiver Respite Grant through the Field Hall Foundation for \$15,000; and

WHEREAS, OSR intends to apply for funding targeted for caregivers in need of respite to supplement care for their loved ones; and

WHEREAS, OSR is planning to serve thirty (30) caregivers with a \$500.00 respite grant for each; and

WHEREAS, there are no County matching funds required; and

WHEREAS, the Health, Social, Educational & Environmental Committee has considered and approved of this grant application; now therefore be it

RESOLVED, that the Putnam County Legislature approves and authorizes the Office For Senior Resources to apply for a Caregiver Respite Grant through the Field Hall Foundation in the amount of \$15,000.

BY ROLL CALL VOTE: ALL AYES. CARRIED UNANIMOUSLY.



State of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on April 7, 2020.

Dated: April 10, 2020

Signed: *Diane Schonfeld*

Diane Schonfeld
Clerk of the Legislature of Putnam County