



**ST. LAWRENCE COUNTY
SERVICES COMMITTEE AGENDA
MR. GLENN WEBSTER, CHAIR
MONDAY, JANUARY 12, 2026
BOARD ROOM AND LIVE VIA
WWW.STLAWCO.GOV
5:30 PM**



RUTH A. DOYLE
County Administrator

DAVID FORSYTHE
Chair, Board of Legislators

1. CALL TO ORDER AND APPROVAL OF AGENDA

2. APPROVAL OF MINUTES – December 15, 2025

**3. DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY (DANC) -
BOARD OF DIRECTORS MEMBERS ALEX MACKINNON & MARK HALL**

4. OFFICE FOR THE AGING – ANDREA MONTGOMERY

- A. Authorizing the Chair to Sign the 2026 Annual Plan for Funding with the New York State Office for the Aging (Res)
- B. Authorizing the Chair to Sign a Memorandum of Understanding with the Vecino Group for the Usage of Office Space for a New Senior Housing Apartment Complex in Potsdam (Res)
- C. Modifying the 2025 Budget for the Office for the Aging to Receive Additional Unmet Needs Funding from the New York State Office for the Aging (Res)
- D. Authorization to Re-create the Home Repair Program for Older Adults, Create and Fill a Case Manager Position, Create and Fill a Building Maintenance Worker Position and Modify the 2026 Budget for the Office for the Aging (Res)
- E. Authorization to Create Programs for Education, Events, and Client Needs, and Create and Fill a Senior Advocate Worker for the Elderly Position Utilizing the Unmet Needs Funding for Seniors in St. Lawrence County, and Modify the 2026 Budget for the Office for the Aging (Res)
- F. Authorization to Expand the Home Delivered Meal Program, Create and Fill Three Nutrition Services Aide Positions, Lease Six Additional Vehicles Utilizing the Unmet Need Funding and Modify the 2026 Budget for the Office for the Aging (Res)
- G. Authorization to Expand the Health Insurance Information Program (HIICAP) and NY Connects Program, Create and Fill a Senior Advocate Worker for the Elderly Position, and Modify the 2026 Budget for the Office for the Aging (Res)

5. SOCIAL SERVICES – JOE SEEBER

- A. Modifying the 2025 Budget for Social Services for Special Patrol Officers, Safety Net, and Adoption (Res)
- B. Monthly Statistics - Finance Update (Info)

6. COMMUNITY SERVICES – JAY ULRICH

- A. Community Services Clinics Update (Info)

7. COMMITTEE REPORTS

- A. Board of Health (Curran)
- B. CDP Board of Directors (Burke)
- C. Community Services Board (Haggard)
- D. Office for the Aging Advisory Board (Denesha)
- E. Youth Advisory Board (Terminelli)

8. OLD/NEW BUSINESS

9. EXECUTIVE SESSION

- A. Litigation
- B. Negotiations
- C. Personnel
- D. Appointments

10. ADJOURNMENT – If there is no further business.

February 2, 2026

Services Committee: 1-12-2026

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN THE 2026 ANNUAL PLAN FOR FUNDING
WITH THE NEW YORK STATE OFFICE FOR THE AGING**

By Mr. Webster, Chair, Services Committee

WHEREAS, the New York State Office for the Aging requires each Office for the Aging to submit an Annual Plan for Funding, and

WHEREAS, these funds enable the Office for the Aging to provide a variety of programs, services and referrals to county residents sixty (60) and older, and

WHEREAS, the 2026 Plan for funding must be signed by the Chief Executive Officer of St. Lawrence County,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign the 2026 Annual Plan for Funding with the New York State Office for Aging, upon review and approval of the County Attorney.

February 2, 2026

Services Committee: 1-12-2026

RESOLUTION NO.

**AUTHORIZING THE CHAIR TO SIGN A MEMORANDUM OF UNDERSTANDING
WITH THE VECINO GROUP FOR THE USAGE OF OFFICE SPACE FOR A NEW
SENIOR HOUSING APARTMENT COMPLEX IN POTSDAM**

By Mr. Webster, Chair, Services Committee

WHEREAS, the Vecino Group is building a Senior Housing Complex in the former Condon Hall located in Potsdam, and

WHEREAS, the Vecino Group has discussed with the Office for the Aging to determine the greatest needs for older adults in the area, and

WHEREAS, the Vecino Group has offered free office space to be used by any County Department to offer services to residents of the complex and older adults in the area, and

WHEREAS, a Memorandum of Understanding (MOU) has been requested by the Vecino Group to formalize the partnership,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a Memorandum of Understanding with the Vecino Group for the usage of office space for a new senior housing apartment complex in Potsdam, upon approval of the County Attorney.

February 2, 2026

Services Committee: 1-12-2026

RESOLUTION NO.

**MODIFYING THE 2025 BUDGET FOR THE OFFICE FOR THE AGING TO RECEIVE
ADDITIONAL UNMET NEEDS FUNDING FROM THE NEW YORK STATE OFFICE
FOR THE AGING**

By Mr. Webster, Chair, Services Committee

WHEREAS, the New York State Office for the Aging (NYSOFA) has provided additional unmet needs funding for the Office for the Aging, and

WHEREAS, the purpose of the funding is to provide services to eligible clients within the County who are currently on wait lists to receive services such as home delivered meals, Personal Emergency Response Systems (PERS), home care services, and respite services, and

WHEREAS, the funds may be used to provide services for individuals who are awaiting services, to address additional needs identified among current and new clients, and for costs that are appropriately attributable to the delivery of services, and

WHEREAS, the unmet needs funding waives the local match requirement,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for the Office for the Aging to receive additional unmet needs funding from the New York State Office for the Aging as follows:

INCREASE APPROPRIATIONS:

OAZ67724 43007 OT	O PFA Other Fees & Services	\$1,471,648
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INCREASE REVENUE:

OAZ37725 56000 OT	O SA OFA Program Revenue	\$1,471,648
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BE IT FURTHER RESOLVED that any remaining funds will be rolled over to future budgets.

February 2, 2026

Services Committee: 1-12-2026

RESOLUTION NO.

AUTHORIZATION TO RE-CREATE THE HOME REPAIR PROGRAM FOR OLDER ADULTS, CREATE AND FILL A CASE MANAGER POSITION, CREATE AND FILL A BUILDING MAINTENANCE WORKER POSITION AND MODIFY THE 2026 BUDGET FOR THE OFFICE FOR THE AGING

By Mr. Webster, Chair, Services Committee

WHEREAS, the Office for the Aging has received additional unmet needs funding to be utilized to address needs of older adults that cannot be met by other resources, and

WHEREAS, at one time over fourteen (14) years ago, the Office for the Aging operated a home repair program that was greatly beneficial to older adults, but was eliminated due to budget cuts, and

WHEREAS, there continues to be a great need for minor home repairs amongst older adults, and

WHEREAS, the Office for the Aging will utilize the unmet needs funding to restore this vital program to help older adults remain in their homes for as long as possible (OAZ37725 56000 HR), and

WHEREAS, the Office for the Aging would need to create and fill a Case Manager to implement and oversee the program, as well as create and fill a Building Maintenance Worker to provide the home repair services, and

WHEREAS, the unmet needs funding will fully pay for the salaries and benefits for the Case Manager and Building Maintenance Worker positions, and

WHEREAS, the unmet needs funding waives the local match requirement, and

WHEREAS, depending on the success and implementation, additional appropriations and/or staff may be needed in the future,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes to re-create a home repair program for older adults, create and fill a Case Manager position, and create and fill a Building Maintenance Worker position for the Office for the Aging, and

BE IT FURTHER RESOLVED if the unmet needs funding were to not be reallocated at the same funding levels in the future, these positions and the program would be brought back before the Board of Legislators for reconsideration and/or elimination, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2026 Budget for the Office for the Aging as follows:

INCREASE APPROPRIATIONS:

OAZ67724 46500 HR	O PFA Home Repair	\$300,000
OAZ67721 11000 HR	O PFA Direct Service Workers	110,608
OAZ67728 81000 HR	O Retirement	15,801
OAZ67728 83000 HR	O Social Security	7,777
OAZ67728 84000 HR	O Workmens Compensation	2,802
OAZ67728 84500 HR	O Group Life Insurance	202
OAZ67728 86000 HR	O Hospital & Medical Insurance	29,402
OAZ67728 86500 HR	O Dental Insurance	1,290
OAZ67728 89000 HR	O Vision Insurance	<u>386</u>
		\$468,268

INCREASE REVENUE:

OAZ37725 56000 HR	O SA OFA Program Revenue	\$468,268
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BE IT FURTHER RESOLVED that any remaining funds will be rolled over to future budgets.

February 2, 2026

Services Committee: 1-12-2026

RESOLUTION NO.

AUTHORIZATION TO CREATE PROGRAMS FOR EDUCATION, EVENTS, AND CLIENT NEEDS, AND CREATE AND FILL A SENIOR ADVOCATE WORKER FOR THE ELDERLY POSITION UTILIZING THE UNMET NEEDS FUNDING FOR SENIORS IN ST. LAWRENCE COUNTY, AND MODIFY THE 2026 BUDGET FOR THE OFFICE FOR THE AGING

By Mr. Webster, Chair, Services Committee

WHEREAS, the Office for the Aging plans to create a program designed to provide social activities and events to engage older adults outside of their homes, encourage usage of congregate dining centers, and improve health outcomes due to the epidemic rates of depression and isolation suffered by older adults, and

WHEREAS, the high rates of isolation and depression amongst older adults has similar health outcomes to smoking a pack of cigarettes a day for years, and

WHEREAS, the Office for the Aging seeks to create and fill a Senior Advocate Worker for the Elderly to implement the program and provide some of the program's activities/events, and

WHEREAS, the Office for the Aging will also seek to contract with local educational organizations in the future to provide additional educational programming, and

WHEREAS, the unmet need funding waives the local match requirement, and

WHEREAS, the Office for the Aging will utilize the unmet need funding to pay for the programs, contracts, and staffing to include benefits and salary,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes to create programs for education, events, and client needs, and create and fill a Senior Advocate Worker for the Elderly Position utilizing the unmet needs funding for seniors in St. Lawrence County, and

BE IT FURTHER RESOLVED if the unmet needs funding were to not be reallocated at the same funding levels in the future, these positions and the program would be brought back before the Board of Legislators for reconsideration and/or elimination, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2026 Budget for the Office for the Aging as follows:

INCREASE APPROPRIATIONS:

OAZ67721 11000 EV	O PFA Direct Service Workers	\$50,257
OAZ67728 81000 EV	O Retirement	7,179
OAZ67728 83000 EV	O Social Security	3,533

OAZ67728 84000 EV	O Workmens Compensation	1,264
OAZ67728 84500 EV	O Group Life Insurance	92
OAZ67728 86000 EV	O Hospital & Medical Insurance	13,360
OAZ67728 86500 EV	O Dental Insurance	586
OAZ67728 89000 EV	O Vision Insurance	175
OAZ67724 430CN EV	O PFA Client Needs	656,976
OAZ67724 46500 EV	O PFA Events & Activities	250,000
ONZ67724 41103 EV	O NUTR Education Programs	<u>100,000</u>
		\$1,083,422

INCREASE REVENUE:

OAZ37725 56000 EV	O SA OFA Program Revenue	\$983,422
ONZ37725 56000 EV	O SA OFA Program Revenue	<u>100,000</u>
		\$1,083,422

BE IT FURTHER RESOLVED that any remaining funds will be rolled over to future budgets.

February 2, 2026

Services Committee: 1-12-2026

RESOLUTION NO.

**AUTHORIZATION TO EXPAND THE HOME DELIVERED MEAL PROGRAM,
CREATE AND FILL THREE NUTRITION SERVICES AIDE POSITIONS, LEASE SIX
ADDITIONAL VEHICLES UTILIZING THE UNMET NEED FUNDING AND MODIFY
THE 2026 BUDGET FOR THE OFFICE FOR THE AGING**

By Mr. Webster, Chair, Services Committee

WHEREAS, the Office for the Aging would like to expand the Home Delivered Meal program to help alleviate wait lists, serve more clients, add additional meal routes, and increase service to current limited routes, and

WHEREAS, currently there are twenty-four (24) home delivered meal routes, three (3) of which do not receive five (5) days a week service, and

WHEREAS, there are six (6) known areas where services have been requested (Harrisville, Macomb, Chase Mills/Louisville, Depeyster, South Colton/Piercefield, and Route 11 between Canton and Potsdam), and

WHEREAS, in order to serve these additional areas and clients, the Office for the Aging is requesting to create and fill three (3) Nutrition Services Aides positions, as well as lease six (6) additional delivery vehicles, and

WHEREAS, the Office for the Aging would utilize the unmet need funding to fully pay for the salaries and benefits for the three (3) Nutrition Services Aide positions and the cost of the leased vehicles, and

WHEREAS, depending on the success and implementation, additional appropriations, staff and/or vehicles may be needed in the future,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes to expand the Home Delivered Meal Program, create and fill three Nutrition Services Aide Positions, lease six additional vehicles utilizing the unmet need funding, and

BE IT FURTHER RESOLVED if the unmet needs funding were to not be reallocated at the same funding levels in the future, these positions and the program would be brought back before the Board of Legislators for reconsideration and/or elimination, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer to Modify the 2026 Budget for the Office for the Aging as follows:

INCREASE APPROPRIATIONS:

ONZ67721 17000 NE	O Nutr Regular Part-Time	\$111,717
ONZ67728 81000 NE	Retirement	15,959
ONZ67728 83000 NE	Social Security	7,855

ONZ67728 84000 NE	Workers Compensation	2,810
ONZ67728 84500 NE	Group Life Insurance	205
ONZ67728 86000 NE	Hospital & Medical Insurance	29,697
ONZ67728 86500 NE	Dental Insurance	1,303
ONZ67728 89000 NE	Vision Insurance	389
ONZ67722 26000 NE	O Nutr Other Equipment	<u>150,000</u>
		\$319,935

INCREASE REVENUE:

OAZ37725 56000 NE	O SA OFA Program Revenue	\$319,935
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BE IT FURTHER RESOLVED that any remaining funds will be rolled over to future budgets.

February 2, 2026

Services Committee: 1-12-2026

RESOLUTION NO.

AUTHORIZATION TO EXPAND THE HEALTH INSURANCE INFORMATION PROGRAM (HIICAP) AND NY CONNECTS PROGRAM, CREATE AND FILL A SENIOR ADVOCATE WORKER FOR THE ELDERLY POSITION, AND MODIFY THE 2026 BUDGET FOR THE OFFICE FOR THE AGING

By Mr. Webster, Chair, Services Committee

WHEREAS, due to the quickly increasing numbers of older adults turning sixty-five (65), there has been a significant increase in call volume and in-person visits from clients seeking information, services, and referrals to programs to assist them to age in place, and

WHEREAS, there are over 28,000 older adults in St. Lawrence County and this number will grow exponentially in the coming years, and

WHEREAS, there is only one (1) staff member in the department dedicated to HIICAP to offer Medicare Counseling to those older adults, and

WHEREAS, the numbers of clients served through NY Connects has gone from 1,280 in 2021 to over 2,500 in 2025, and

WHEREAS, there has been a steady and significant increase in Medicare-related inquiries from 453 in 2021 to 1,518 in 2025, and

WHEREAS, the Department does not have the staffing available to keep up with the high volume and clients are waiting longer to receive information, assistance, and Medicare Counseling, and

WHEREAS, the Office for the Aging would like to create and fill a Senior Advocate Worker for the Elderly, who will be cross-trained in both HIICAP and NY Connects to provide information, assistance, and Medicare counseling to older adults, and

WHEREAS, the Office for the Aging will use unmet needs funding to fully pay for the salary and benefits of the Senior Advocate Worker for the Elderly,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes to expand the Health Insurance Information Program (HIICAP) and NY Connects Program, and create and fill a Senior Advocate Worker for the Elderly Position, and

BE IT FURTHER RESOLVED if the unmet needs funding were to not be reallocated at the same funding levels in the future, these positions and the program would be brought back before the Board of Legislators for reconsideration and/or elimination, and

BE IT FURTHER RESOLVED that the Board of Legislators authorizes the Treasurer to Modify the 2026 Budget for the Office for the Aging as follows:

INCREASE APPROPRIATIONS:

OAZ67721 11000 NY	O PFA Direct Service Worker	\$50,257
OAZ67728 81000 NY	O Retirement	7,179
OAZ67728 83000 NY	O Social Security	3,533
OAZ67728 84000 NY	O Workmens Compensation	1,264
OAZ67728 84500 NY	O Group Life Insurance	92
OAZ67728 86000 NY	O Hosptial & Medical Insurance	13,360
OAZ67728 86500 NY	O Dental Insurance	586
OAZ67728 89000 NY	O Vision Insurance	<u>175</u>
		\$76,446

INCREASE REVENUE:

OAZ37725 56000 NY	O SA OFA Program Revenue	\$76,446
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BE IT FURTHER RESOLVED that any remaining funds will be rolled over to future budgets.

February 2, 2026

Services Committee: 1-12-2026

RESOLUTION NO.

MODIFYING THE 2025 BUDGET FOR SOCIAL SERVICES FOR SPECIAL PATROL OFFICERS, SAFETY NET, AND ADOPTION

By Mr. Webster, Chair, Services Committee

WHEREAS, due to higher than anticipated costs for the Special Patrol Officer contract and an increase in administration costs for the Volunteer Transportation Center contract, and

WHEREAS, Safety Net chargebacks for client notices and legal services for the disabled have increased, and

WHEREAS, Adoption Star for child placement was initially budgeted for 2024 and the placement process took longer than anticipated, making it necessary to modify the 2025 Social Services budget to cover expenses for 2025,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Treasurer to modify the 2025 Budget for Social Services for Special Patrol Officers, Safety Net, and Adoption as follows:

INCREASE APPROPRIATIONS:

DAA60104 430SS	D Adm Security Services	\$34,909
DAP60104 499CN	D TA Client Notices	28,000
DAP60104 499DC	D TA Legal Svc for Disabled	16,500
DSG60704 445VD	D Parenting Transportation	76,500
DSG60704 46500 ADSV	Adoption Services Payments	<u>35,000</u>
		\$190,909

DECREASE APPROPRIATIONS:

DAA60102 21000	D Adm Furniture & Fixtures	\$13,472
DAA60102 22002	D Adm Personal Computers	10,775
DAC60104 430SF	D SCU Sheriff Fees	5,000
DAT60104 41102	D Trng Educational Workshops	5,000
DSS61294 46500	D STS Other Payments	60,000
DSJ61234 465IB EAJD	D EAF JD/PINS Institution Board	40,000
DAE60104 40700	D Emp Building & Property	<u>9,655</u>
		\$143,902

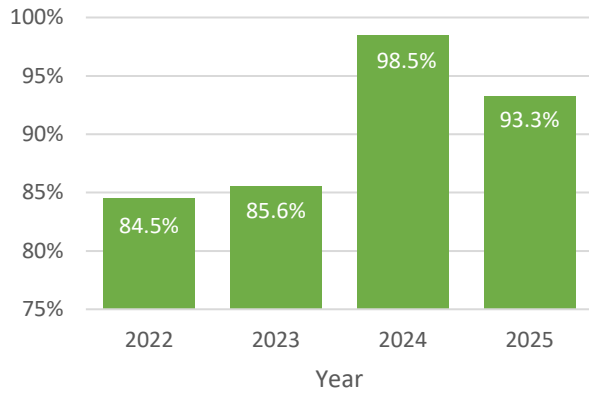
INCREASE REVENUE:

DA036105 56000	D SA General Administration	\$218
DA046105 57000	D FA General Administration	21,876
DSG36705 56000	D SA Services for Recipients	12,917
DAS46155 570CW	D FA FFFS Child Welfare Services	10,687
DAS36105 560CW	D SA EAF Protective & Foster Care	<u>1,309</u>
		\$47,007

2025 Social Services Quarterly Financial Update

Fourth Quarter

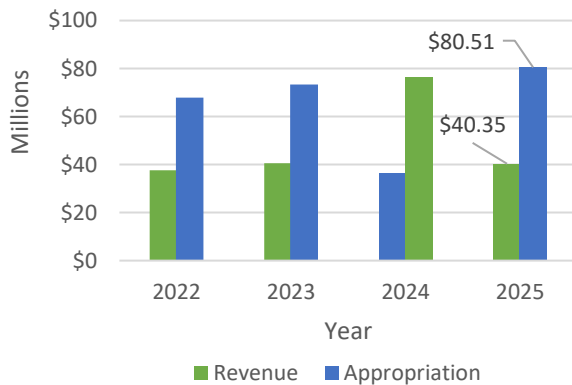
Percent of Budget YTD
Quarter Four



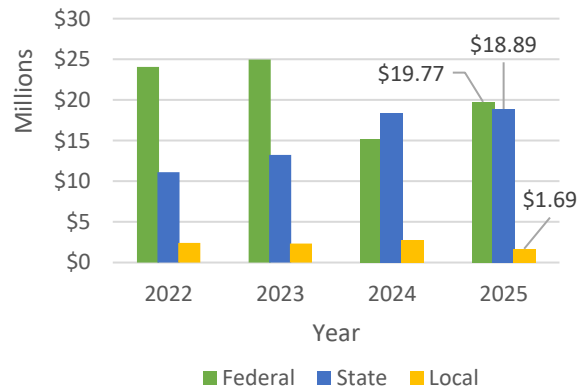
County Cost
Quarter Four



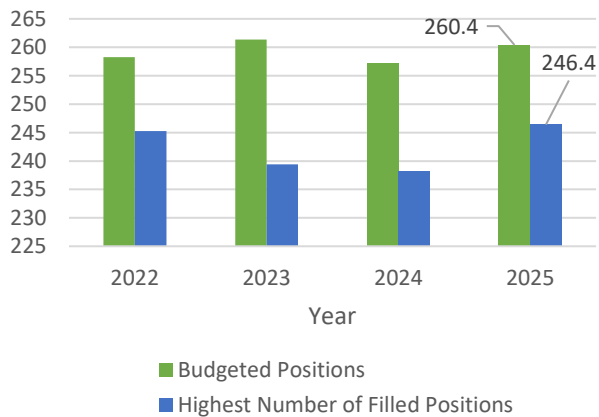
Appropriations & Revenue
Quarter Four



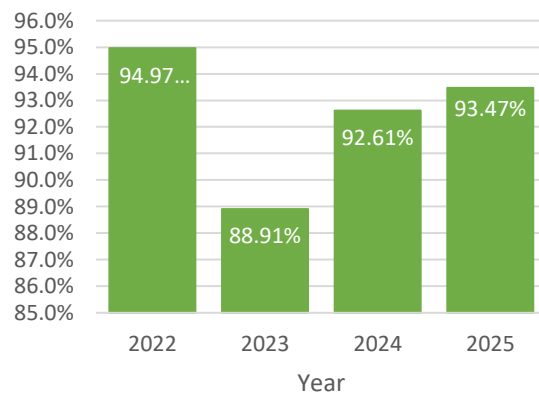
Revenue Source
Quarter Four



FTE Position
Yearly Budgeted Vs. Highest Filled



FTE Positions
Highest Staffing Percentage
Quarter Four



2025 Social Services Quarterly Financial Update

Fourth Quarter

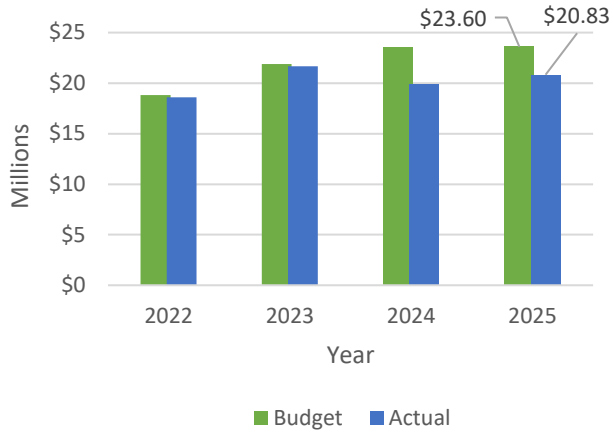


2025 Social Services Quarterly Financial Update

Fourth Quarter

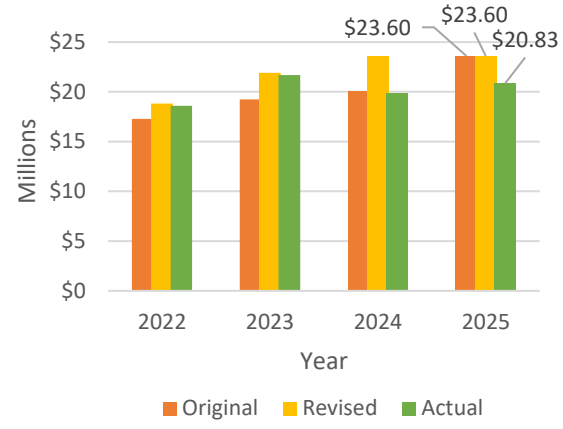
Adoption & Foster Care

December Revised Budget vs. Actual



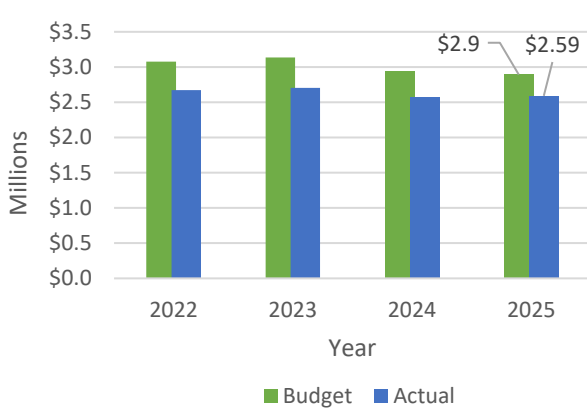
Adoption & Foster Care

Yearly Budget vs. Actual



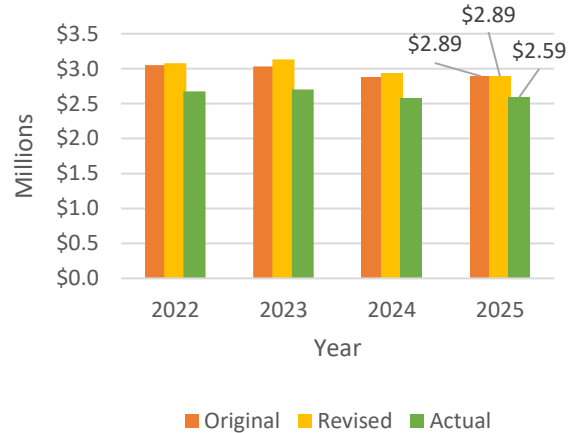
Medicaid

December Revised Budget vs. Actual



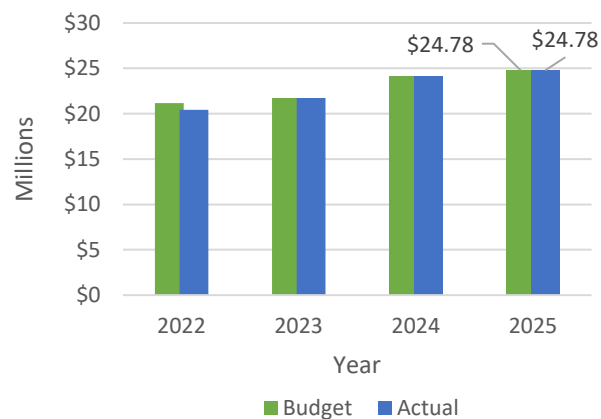
Medicaid

Yearly Budget vs. Actual



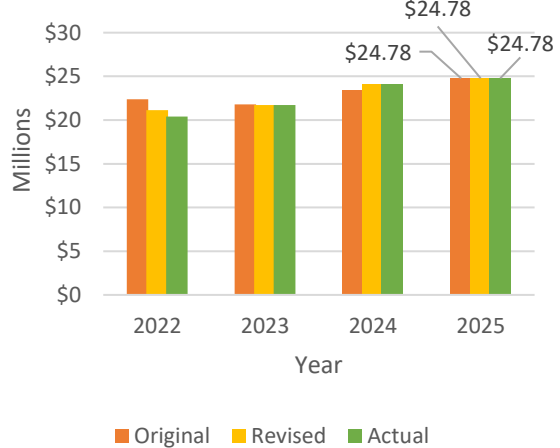
MMIS

December Revised Budget vs. Actual



MMIS

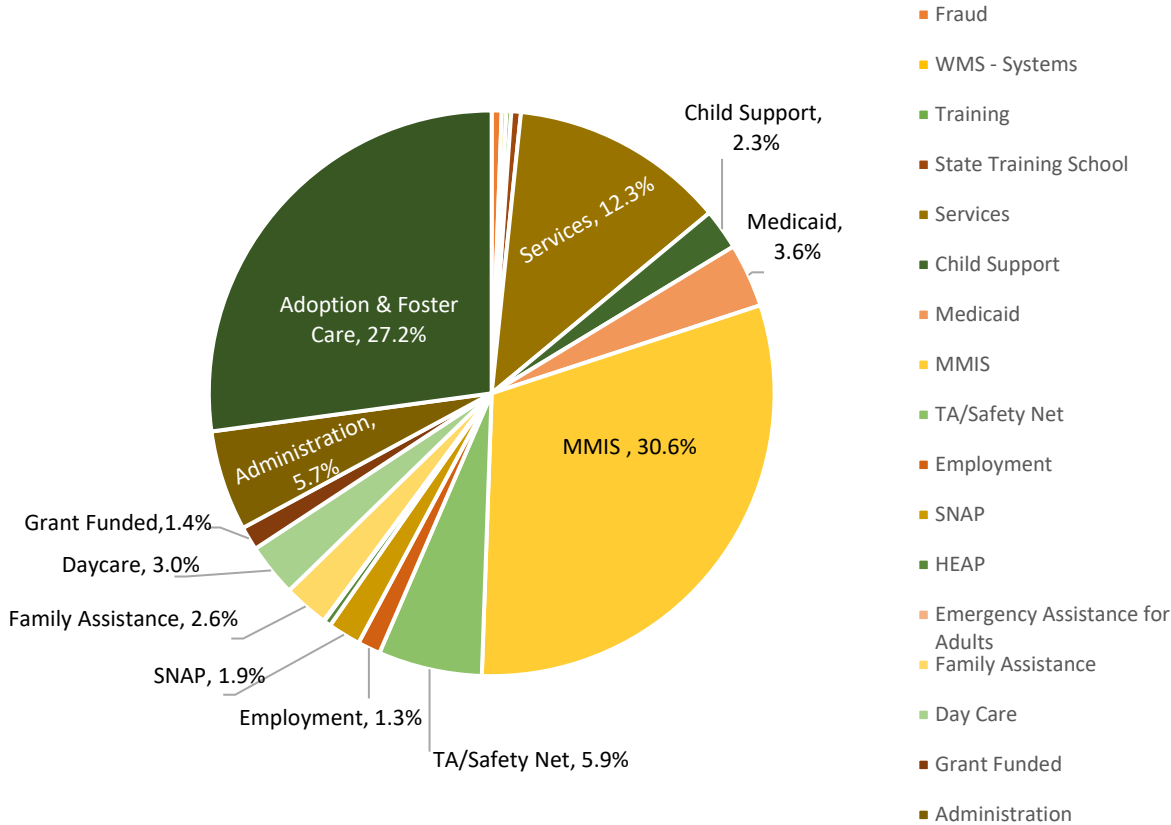
Yearly Budget vs. Actual



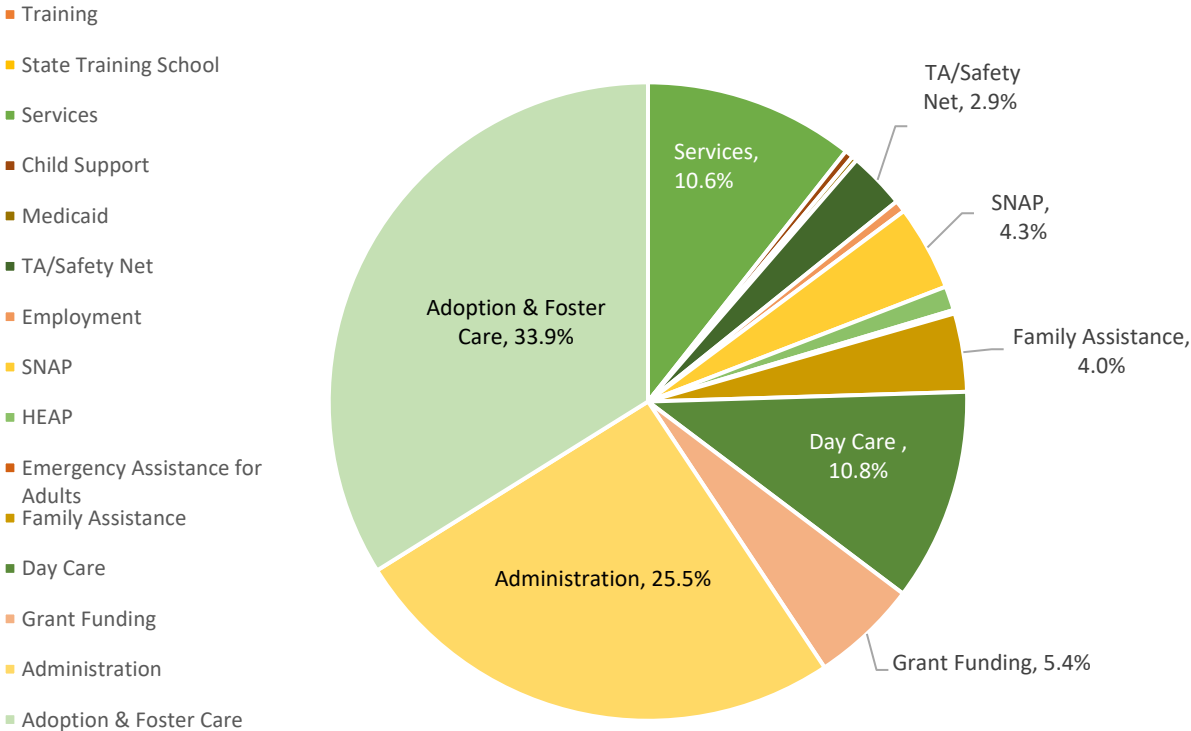
2025 Social Services Quarterly Financial Update

Fourth Quarter

2025 Year to Date Appropriations by Program



2025 Year to Date Revenue by Program



Community Services Clinic Update

December 2025

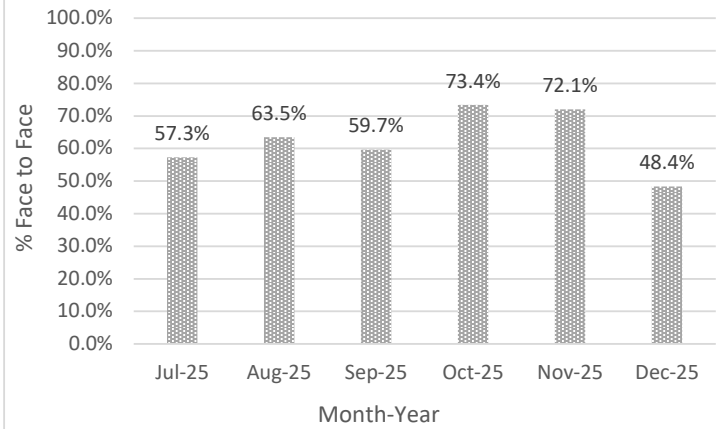
OTP-Waitlist

Average: 0



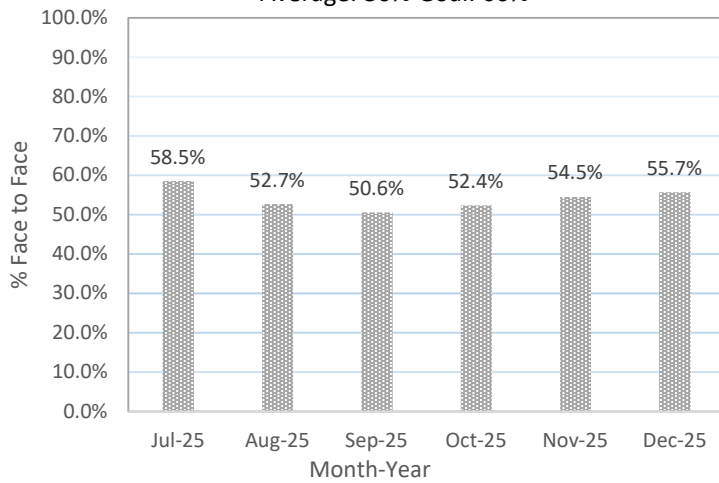
OTP -Prescriber Visits Per Eight Hours

Average: 65%



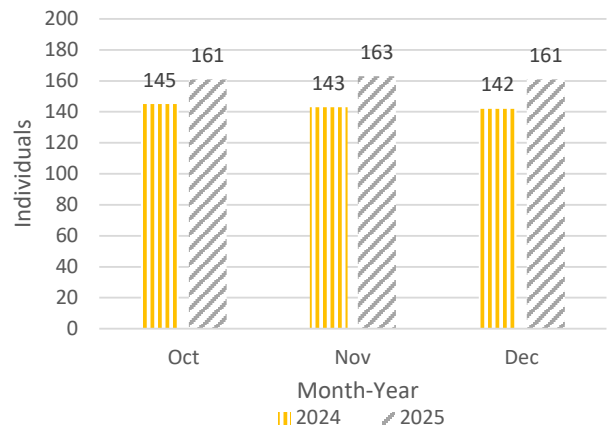
OTP Face to Face %

Average: 50% Goal: 60%



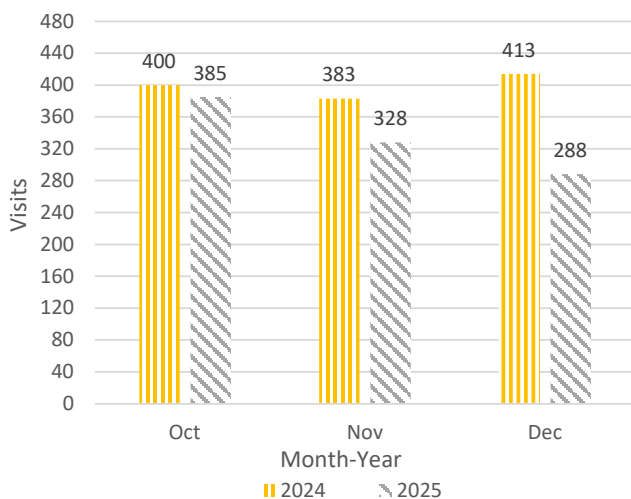
OTP-Individuals Served

Average: 334

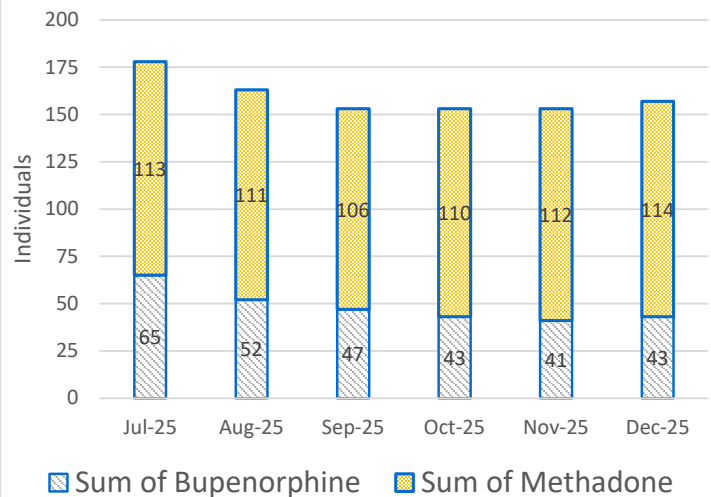


OTP-Services Provided

Average: 334



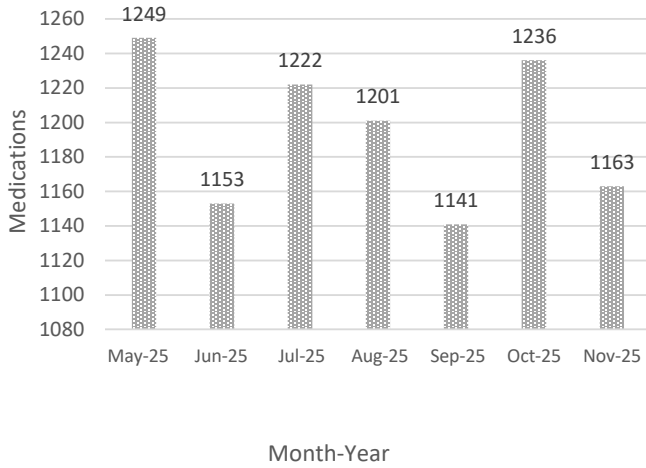
OTP Medication Breakdown



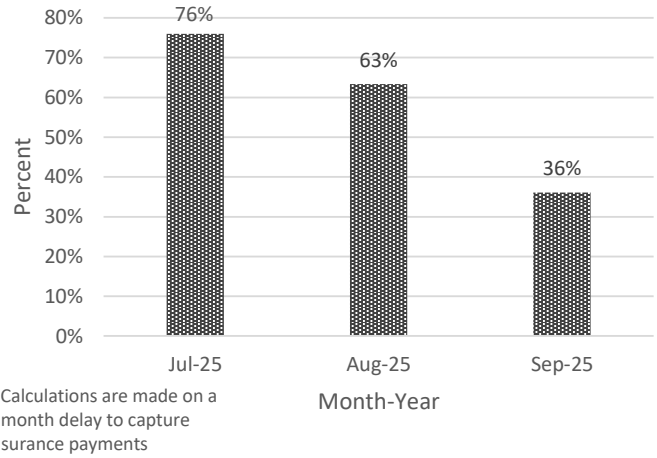
Community Services Clinic Update

December 2025

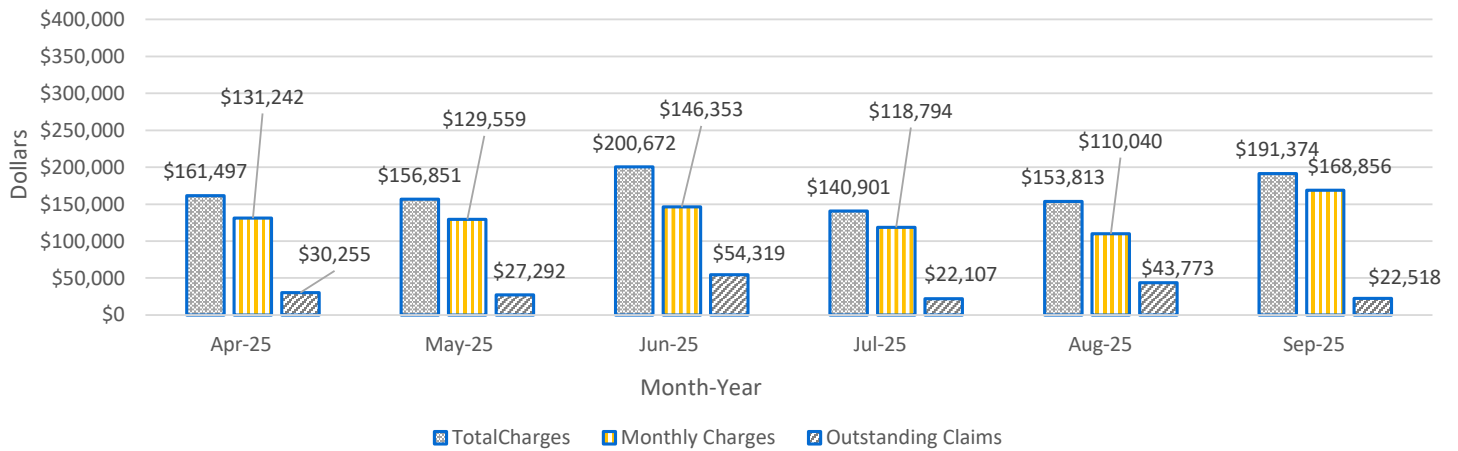
OTP Medication Dispenses



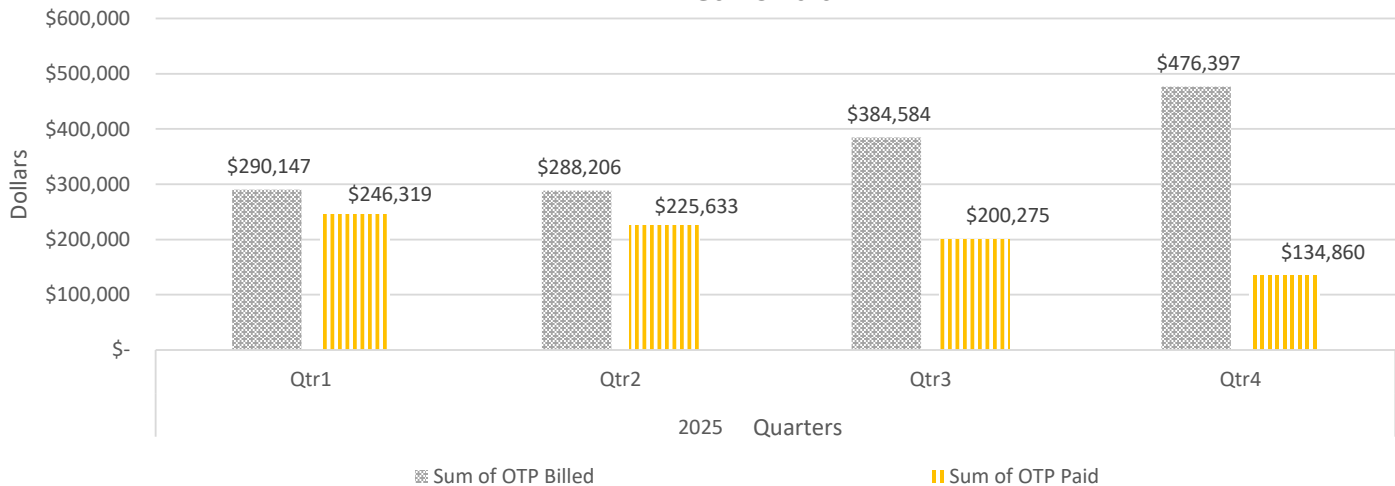
OTP Reimbursement Rate



Opioid Treatment Program Total Charges, Monthly Charges, & Outstanding Claims



Opioid Treatment Program Billed Vs Paid

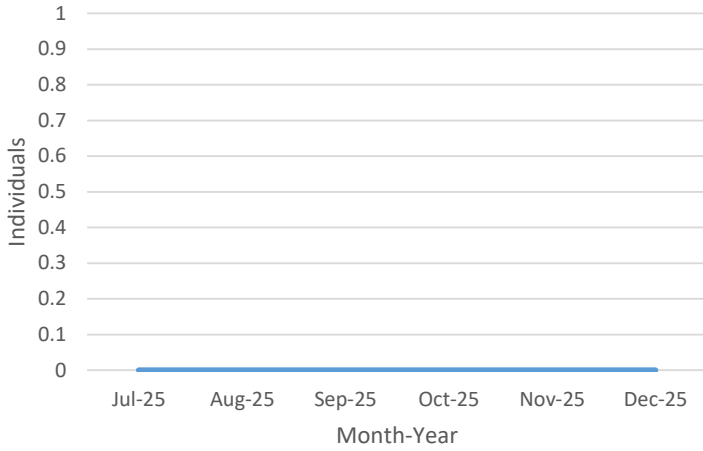


Community Services Clinic Update

December 2025

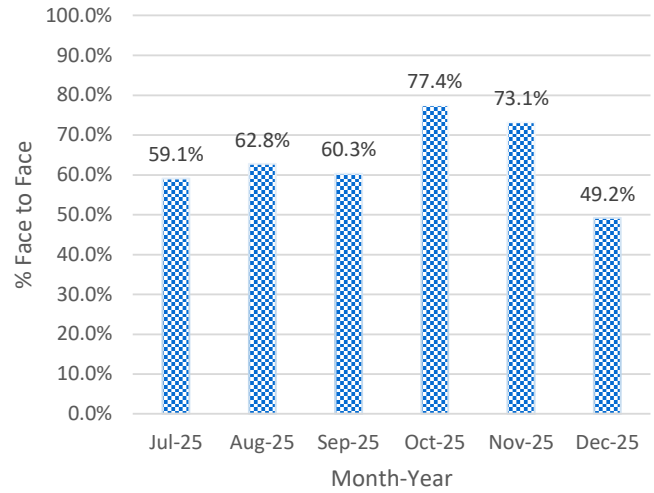
Addiction Services-Waitlist

Average: 0



Addiction Services-Prescriber Face to Face %

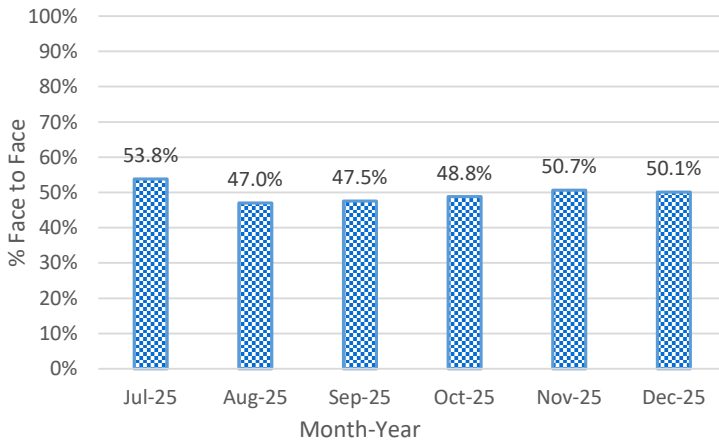
Average: 64%



Addiction Services Face to Face %

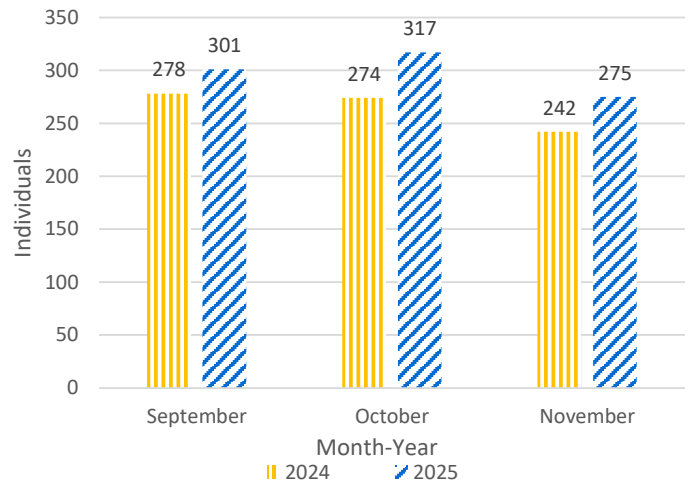
Average: 50%

Goal: 60%



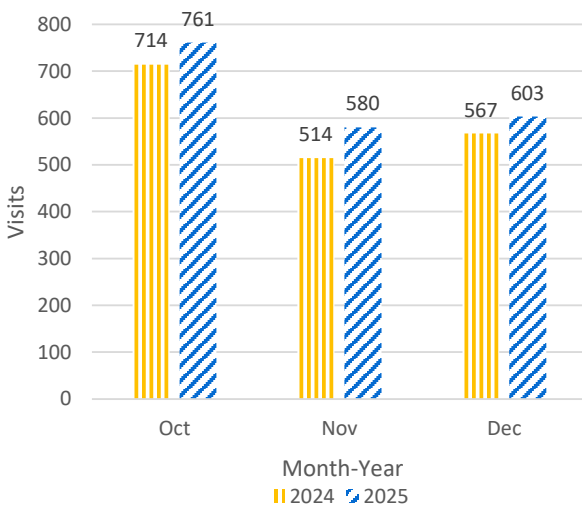
Addiction Services-Individuals Served

Average: 256

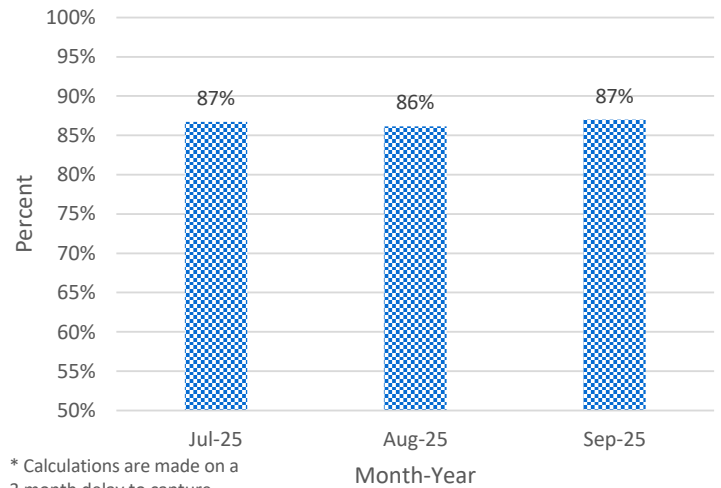


Addiction Services-Services Provided

Average: 648



Addiction Services Reimbursement Rate



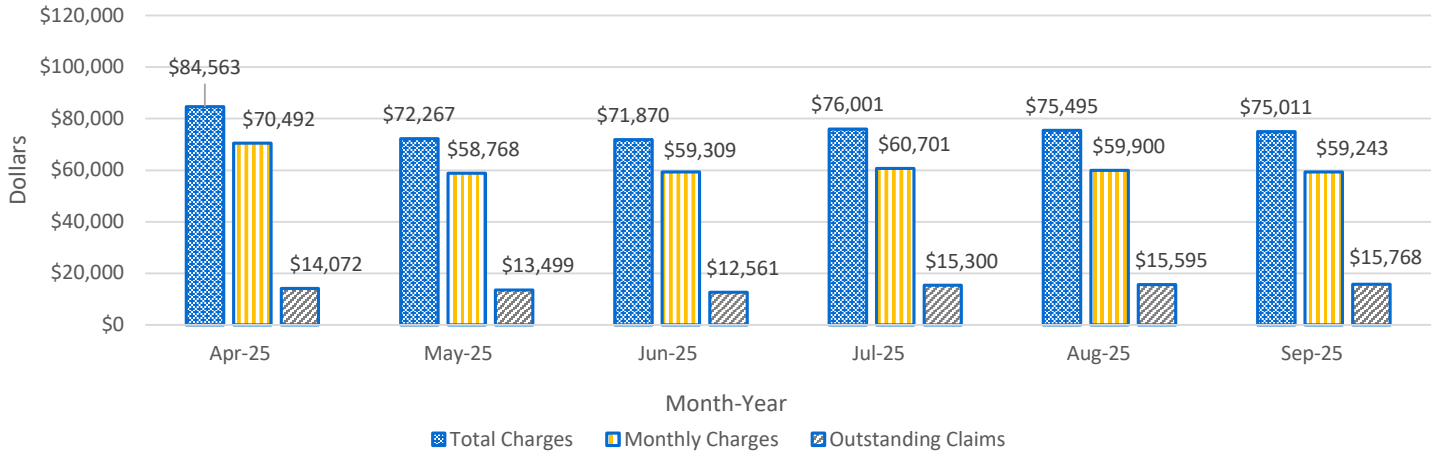
* Calculations are made on a 3 month delay to capture insurance payments

Community Services Clinic Update

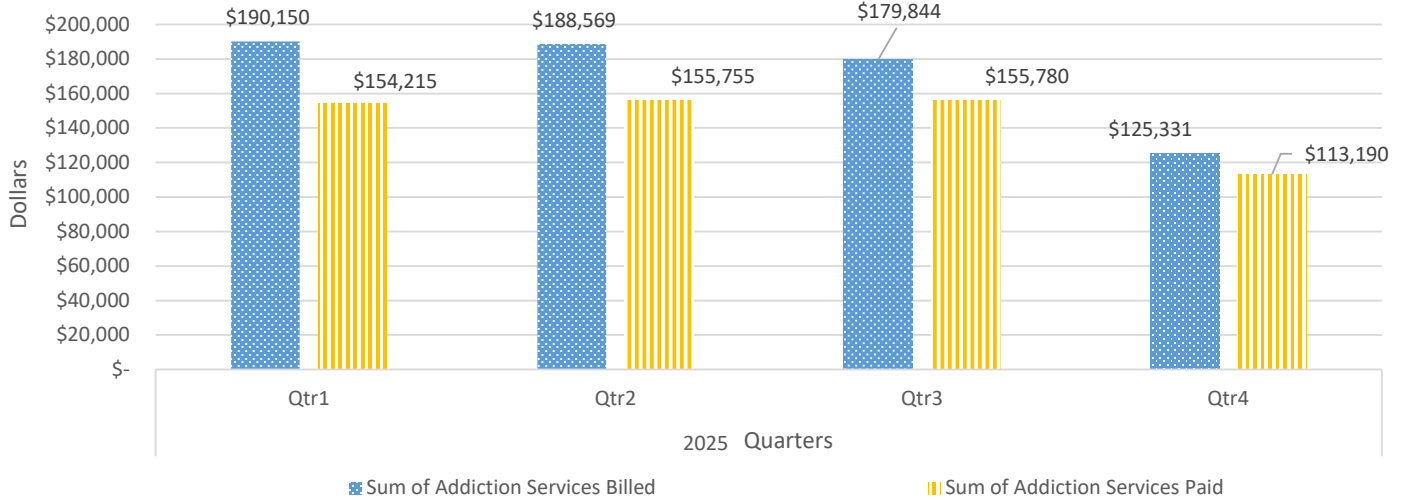
December 2025

Addiction Services

Total Charges, Monthly Charges, & Outstanding Claims



Addiction Services Billed Vs. Paid

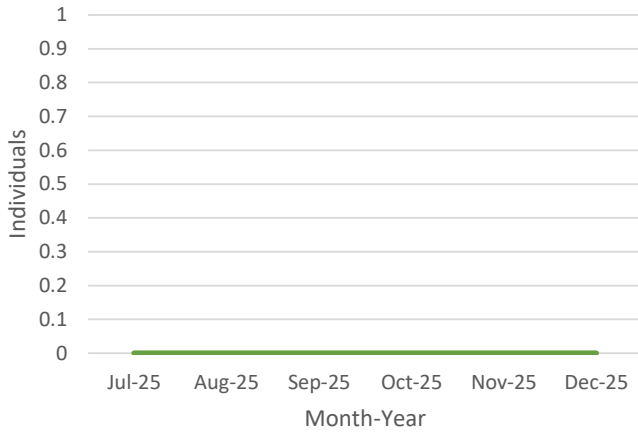


Community Services Clinic Update

December 2025

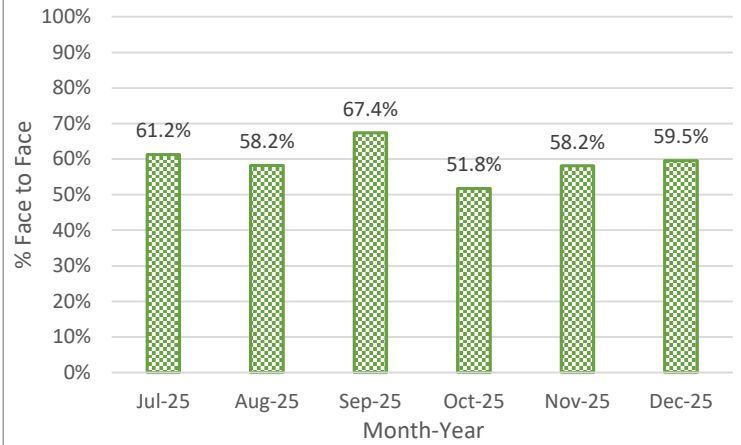
Mental Health-Waitlist

Average: 0



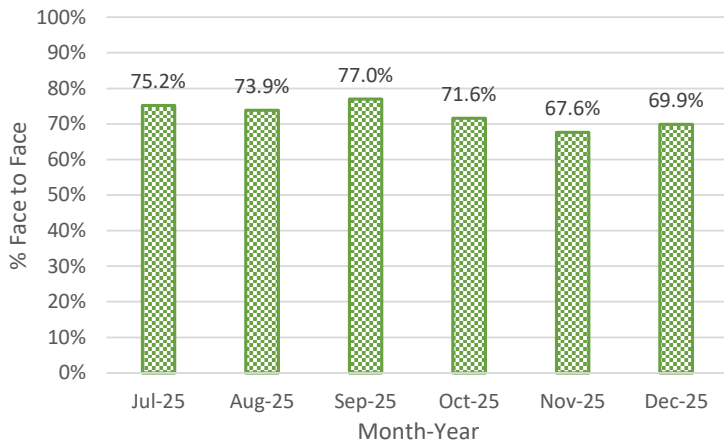
Mental Health-Prescriber Face to Face %

Average: 60%



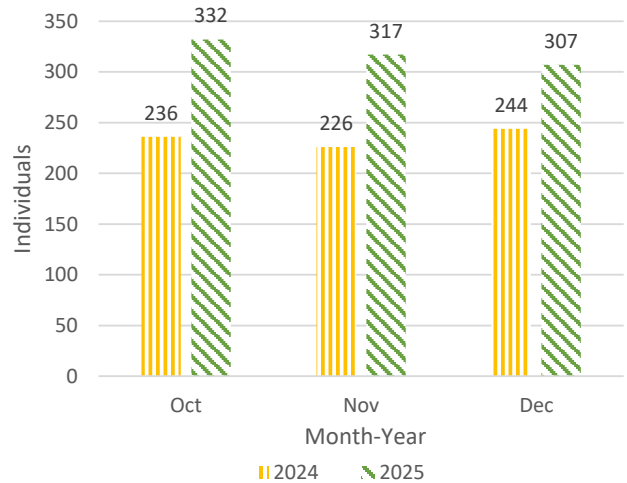
Mental Health Face to Face %

Average: 73%
Goal: 75%



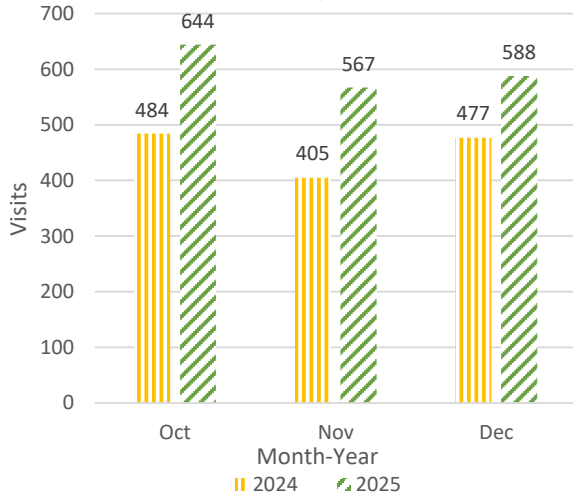
Mental Health-Individuals Served

Average: 319

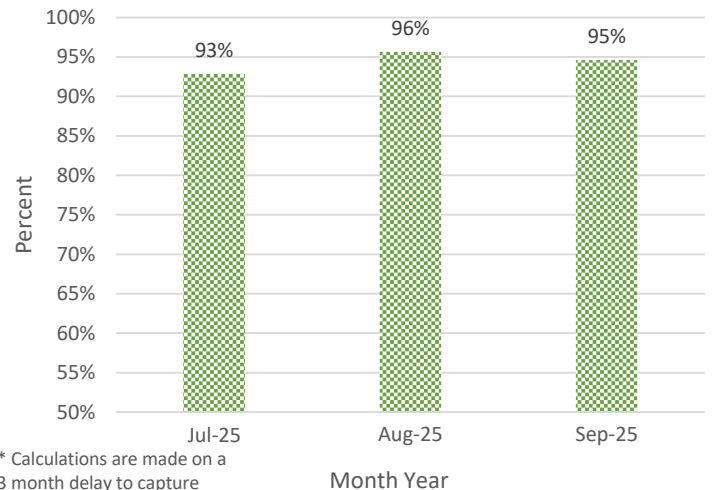


Mental Health-Services Provided

Average: 600



Mental Health Reimbursement Rate

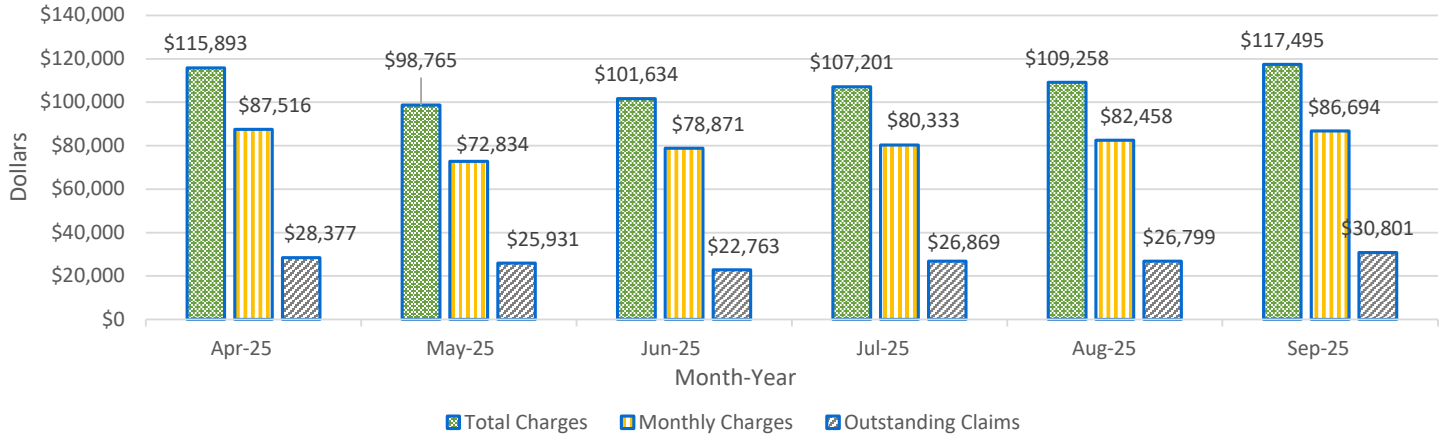


* Calculations are made on a 3 month delay to capture insurance payments

Community Services Clinic Update

December 2025

Mental Health Total Charges, Monthly Charges, & Outstanding Claims



Mental Health Billed Vs Paid

