



ESSEX COUNTY MENTAL HEALTH
 Terri Morse, LMHC, CASAC-Master, *Director*
 Dava Clement, LMHC, *Director of Clinical Services*
P.O. BOX 8 - 7513 COURT STREET
ELIZABETHTOWN, NY 12932
PH: (518) 873-3670 / FAX: (518) 873-3777

COMMUNITY SERVICES BOARD
 Laurie Kelley, *Chairperson*
 Terri Morse, LMHC, CASAC-Master
Director

Essex County Community Services Board - Meeting Minutes
Developmental Disabilities Subcommittee
September 10, 2025 – 1:30-3:30PM

BOARD MEMBERS:	PRESENT	ABSENT	EXCUSED
1. Angie Allen (<i>Board</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Audie Sparre (<i>Board, MH & ASA Subcommittee's</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Ernest Hough (<i>Board & ASA Subcommittee</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Bryan Bond (<i>Board & MH Subcommittee</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Cammy Sheridan (<i>Board Vice Chair & MH Subcommittee</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Charlie Lustig (<i>Board & ASA Subcommittee</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. Dr. Kristin Mack (<i>Board & ASA Subcommittee</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Jo Ann Husslein (<i>Board & MH Subcommittee</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. John Haverlick (<i>Board & MH Subcommittee</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Kenneth Hughes (<i>Board & ASA Subcommittee</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Krissy Leerkes (<i>Board & MH Subcommittee</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12. Laurie Kelley (<i>Board & DD Subcommittee Chair</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Leslee Mounger (<i>Board & ASA Subcommittee</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14. Linda Beers (<i>Board & DD Subcommittee</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15. Mary Bell (<i>Board Secretary, ASA & DD Subcommittee</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MENTAL HEALTH SUBCOMMITTEE:	PRESENT	ABSENT	EXCUSED
Dava Clement (<i>ECMH</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JoAnne Caswell (<i>FF</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Valerie Ainsworth (<i>MHA</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ALCOHOL SUBSTANCE ABUSE SUBCOMMITTEE:	PRESENT	ABSENT	EXCUSED
Emily Gokey (<i>ST. J</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Traci Ploufe (<i>Prev. T</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DEVELOPMENTAL DISABILITIES SUBCOMMITTEE:	PRESENT	ABSENT	EXCUSED
Cheryl Blanchard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jack Mudge (<i>Mtn. Lake Services</i>)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Nina Matteau	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sara Evans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sara Stone (<i>Care Design NY</i>)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tiffany King (<i>Citizens Advocates</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OTHERS PRESENT:

- Terri Morse, Community Services Board Director
- Abbey Cramer, Administrative Assistant
- Sarah Gallagher- OPWDD
- Jennifer Rowledge, Citizens Advocates
- Rowena Smith, MLS
- Karen Hoffman, LIFEPlan

<u>AGENDA</u>	<u>DISCUSSIONS</u>
Call to Order (1:30-1:35)	Meeting called to order at 1:30pm.
Meeting Minutes (1:35-1:40)	<ul style="list-style-type: none"> • Motion to approve the July CSB minutes- moved by Mary Bell and seconded by Angie Allen. All are in favor. • Motion to amend the June CSB minutes due to missing documentation of a motion to approve the closure of a residential home in Lake Placid due to staffing issues. Motion to approve was moved by Mary Bell and seconded by Bryan Bond. • Mountain Lake Services would like to decertify their Clearance Oliver Drive location in Willsboro. Motion to approve was moved by Mary Bell and seconded by Ken Hughes. Rowena Smith then provided context on both decisions, explaining that the closures were due to staffing difficulties and the need to reallocate resources.
Introductions/ Announcements/ Correspondence (1:35-1:40)	<ul style="list-style-type: none"> • Angie Allen announced that HEAP funding would be flat this year, with only initial allotments and emergency funding available, no funding for maintenance or weatherization, and Congress still needs to act on the funding bill.
Subcommittee Provider Reports (1:40-2:30)	<p>Mountain Lake Services (Essential Non-Contracted Provider) – CTI Program; status of staffing situation:</p> <ul style="list-style-type: none"> • Rowena Smith presented data on Mountain Lake Services' support for unique individuals in Essex County, clarifying that while 269 unique individuals receive services, some programs support people outside the county. The board requested a clearer breakdown of Essex County-specific numbers, which Rowena agreed to provide in writing. Rowena also discussed the Critical Time Transition Program, which received funding approval and is in the development stage, though they faced a setback with the property they hoped to secure. • Rowena reported that 40 H-1B visa employees have been selected, and their offers are under review, with the first group of 10 expected to arrive between November and March. The employees will be housed in double-occupancy rooms across 4 locations, with the largest number going to regions with the highest vacancies. She highlighted upcoming events including Direct Support Professional Appreciation Week, the Friends and Family Fall Festival, and the Mountain Lake Services Golf Classic. • Sarah Gallagher noted that while Mountain Lake Services has a waitlist, there are 5 other fiscal intermediaries in Essex County that can accept new clients as well. <p>OPWDD (Non-Contracted Provider) – Data on Referrals to Essex County:</p> <ul style="list-style-type: none"> • Sarah Gallagher mentioned that they've had an ongoing self-direction program evaluation happening statewide and are still anxiously waiting for the final report, but it is completed and under review. Hopeful for results by next meetings time. • The employment and Meaningful Communities Activities Division has partnered once again with Elliversity which is the agency that delivers their training for employment and day services. She reported a new day habilitation training that came out in June 2025.

	<ul style="list-style-type: none"> Two types of trainings- one for Direct Support Professionals and one for managers- there have now been 22 classes and 300 staff trained statewide so the waiver staff here locally have been signed up and will take them either this week, next week, or in October. <p>Citizen Advocates (Non-Contracted Provider) – general update on services in Essex Co.:</p> <ul style="list-style-type: none"> Tiffany King reported that Career Visions is serving 14 individuals in Essex County- which is up by one from the previous year, while their self-direction team serves 3 people. In looking at incoming referral packets, they are noticing a lot more, either dual diagnosis or co-occurring with behavioral health and IDD services. The agency has worked hard with recruitment and retention of our DSP team, so they are taking careful consideration of referrals coming in. Working collaboratively with their behavioral health team and clinicians in training their current staff to be sure the staff feel comfortable and confident in de-escalating and navigating an individual is highly important. The Raybrook location in Essex County is full when it comes to vacancies and those staff will be included in the training opportunity as well. Jennifer Rowledge provided an update on organizational changes, noting that Zach Randolph has transitioned to a new role as Senior Director of Clinical Education, and she will serve as his point of contact. <p>LifePlan, CCO (Non-Contracted Provider) – general update on services in Essex County:</p> <ul style="list-style-type: none"> Karen Hoffman discussed the implementation of the new Capacity Management Application system and ongoing person-centered engagement training for care managers. She explained the transition of referrals into the new system, emphasizing the new documentation requirements that aim to keep records current. She also mentioned the ongoing training for care managers in person-centered engagement, which has received positive feedback from providers. The team is currently supporting 44 individuals in Essex County and is open to new referrals.
Old Business (2:30-2:35)	
Committee Reports (2:35-2:45)	<ul style="list-style-type: none"> Operations Committee (Cammy Sheridan, Chair) Nominating Committee (Angie Allen, Chair) Membership NEEDS: Full Board (0 member); ASA Subcommittee (0); Mental Health Subcommittee (0); Developmental Disabilities Subcommittee (1)
Directors Report- (2:45-3:00)	<p>Minnowbrook 2025 – November 12-14 (one overnight CSB Member – gratis; several day-only attendees will be accommodated; meals are gratis):</p> <ul style="list-style-type: none"> Terri discussed this year’s Minnowbrook retreat scheduled for November 12-14, which will focus on the Congressional Budget Reconciliation Bill and healthcare concerns. She also shared details about the upcoming CSB retreat on October 8, which will address housing solutions and review financial and annual provider reviews. Credible Mind is coming back for renewal on October 1 and is growing!

<p>Other Business (3:00-3:15)</p>	<p>Presentation by NY CARES (Kathy Germain and Joan Spector) – effects of the Congressional Budget Reconciliation Bill on homeless housing and HUD:</p> <ul style="list-style-type: none"> • Kathy Germain presented information about HUD funding and its impact on homeless assistance programs in New York State. She explained that the proposed budget cuts and new contract language could affect both the Continuum of Care (COC) program and Emergency Solution Grant funding. Kathy suggested that the Community Services Board directors consider writing a letter to Congresswoman Stefanik's office to express their concerns about these changes. She also mentioned that HUD will be releasing a new competition for the COC Builds program, which may have implications for other programs as well. • Kathy discussed the significant changes to housing and support services funding, including a shift from recovery-based to forced treatment models and a proposed 24-month cap on rental assistance. She explained that these changes could limit eligibility for funding and impact on nonprofit agencies and municipalities, particularly in rural areas like Essex County. Kathy encouraged community service directors to sign a letter to Congresswoman Stefanik opposing the changes and provided options for individual or organizational signatures. She also requested information on how Medicaid and SNAP benefit cuts would affect their work. <p>Homeward Bound Adirondacks (Joseph P. Dwyer funding) Update:</p> <ul style="list-style-type: none"> • James Howard, a peer specialist for Homeward Bound Adirondacks, shared details about their veteran services, including events, outreach efforts, and collaborations in Essex County. He highlighted the positive impact of their programs on veterans' lives and mentioned potential risks to their funding due to ongoing changes. <p>Annual Retreat on October 8, 2025 – Topic: Housing ideas for the CSB population (3:00- 3:05):</p> <ul style="list-style-type: none"> • Terri shared details about the upcoming Community Services Board retreat on October 8 in Lake Placid, which will address housing solutions and review financial and annual provider reviews.
<p>Adjournment (3:30)</p>	<p>The conversation ended with a motion to move into executive session at 3:05pm. The motion was moved by Cammy Sheridan and seconded by John Haverlick.</p>

Next Meeting: CSB Annual Retreat – In-Person at Heaven Hill 9:00-3:00 470 Bear Cub Lane, Lake Placid, NY November 5, 2025 (Alcohol Substance Abuse Subcommittee)