



Tompkins County
COMMUNITY MENTAL HEALTH SERVICES BOARD

Tompkins County Mental Health Center
201 East Green Street
Ithaca, New York 14850-5421

Maria Morog, Chair

Ellice Switzer, Vice Chair

Frank Kruppa, Commissioner

Harmony Ayers-Friedlander,
Deputy Commissioner/ DCS

Larry Roberts, Chair,
Mental Health Subcommittee

James Beaumont and Jeff Boles, Co-Chairs,
Developmental Disabilities Subcommittee

Stu Bergman, Chair,
Substance Use Subcommittee

Tompkins County Community Mental Health Services Board

June 6, 2022, 5:30 p.m. Meeting Minutes

Via Zoom

<https://www.youtube.com/channel/UCkpJNVbpLLbEbhoDbTIEgSQ>

Present: Dr. Maria Morog; Ellice Switzer; Stu Bergman; Jan Lynch; Sheila McEnergy; Dr. Auguste Duplan; Paula Winner; Travis Winter; Larry Roberts; and Khaki Wunderlich

Excused Mary Hutchens; Tom Lipa; and Sullymar Pena Vazquez

Legislature: Veronica Pillar

Guests: Jessica Conner, Northeast Pediatrics

Staff: Frank Kruppa, Commissioner; Harmony Ayers-Friedlander, DCS; and Karan Palazzo, LGU Administrative Assistant

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The meeting was called to order at 5:30 pm by Dr. Morog. Introductions were made. Mr. Winter moved to approve the May 2022 minutes with one edit and 2nd by Mr. Bergman; all were in favor.
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Privilege of the Floor: None

Announcements: Dr. Morog announced visitor Jessica Connor, Clinical Psychologist and Director of Behavioral Health at Northeast Pediatrics is applying for a seat on the Board. Mr. Winter announced that Cornell Health is searching for a new director and the three current assistant directors, Dr. Wai Wong, Sarah Rubenstein-Gillis, and Eve Abrams are covering until a replacement can be found.

Ms. Wunderlich announced her resignation from the CSB as she has overextended herself with remote meetings during COVID. She will continue to focus on concerning issues in the community, especially services for children with mental health issues and disabilities. She feels she will be able to make a bigger impacts and differences in terms of county work. Ms. McEnergy thanked Ms. Wunderlich for all her hard work on updating the bylaws and charter. Mr. Kruppa read a letter on behalf of the CSB members for her dedication and service for almost ten years.

Chair's Report: Dr. Morog had nothing to report.

Commissioner's Updates: Mr. Kruppa reported

1. This may be the last CSB meeting via Zoom; the county is going through the process to adopt the procedure in participating via Zoom, but the procedure would not count towards a quorum. There must be a quorum of **in-person** people in order to have a meeting. Mr. Kruppa said that it is not exclusive to Tompkins County and not related to public meetings. It falls under the public meeting law, for those that have certain authorities such as the Board of Health and Community Services Board. Mr. Kruppa will clarify with the county attorney to address the concerns of Ms. Lynch, Mr. Roberts, and Ms. McEnergy regarding meeting remotely.

2. A private workgroup is looking at ways to address the encampment and Mr. Kruppa was asked to represent the county. The group has interest in providing more services in the encampment such as showers, bathrooms and structures people could potentially live in. Many officials are participating in the decision making regarding costs and liabilities.

Mr. Roberts referred to May's Mental Health subcommittee meeting where Chris Teitelbaum discussed the workgroup's plans for the encampment. Mr. Roberts is pleased that Mr. Kruppa will be involved. Mr. Roberts asked what if someone does not want to leave the jungle for the new space? Mr. Kruppa said this is not a solution to the homeless situation in the county but more of harm reduction to make life more tolerable and safer for the people in the jungle. Ms. McEnery believes clear and explicit messaging to the community should be relayed; it is not an end to the homelessness issue and the jungle will still exist. Ms. Switzer asked if any recent surveys or interviews for needs, requirements or services have been done with those currently living there. Ms. Winner voiced her concern for this being seen as a transition program unless housing would be available to transition to; no excuses to shut down the jungle. Ms. Lynch added that Mr. Teitelbaum said that a survey was done and pushes for more permanent housing options. Mr. Kruppa believes it is valuable to be able to provide housing with the big homeless issue and will bring this feedback to the private workgroup.

Branding: Mr. Kruppa reported that branding efforts continue with the workgroup reviewing the first round of potential names and providing their feedback to the consultants. The final decision of the new name will be the legislature's, Ms. Pena-Vazquez volunteered to represent the CSB in the decision making. Mr. Kruppa welcomed more representation by the CSB.

Deputy Commissioner's Report: Ms. Ayers-Friedlander reported that the local services plan process for 2023 has been delayed at the state level to update the format. The plan will incorporate information around diversity, equity, and inclusion and with a design to analyze input from every county. The new format will identify trends and patterns. The new format should be available late summer/early fall and asked the Board to provide ideas at July's meeting on the procedures on how to collect information.

Ms. Ayers-Friedlander shared her screen of the Local Services Plan Goals and Objectives by each subcommittee identifying status achievements and description. She will email an electronic copy to all Board members and noted that just a few areas need attention. Each subcommittee will also receive a copy for review and she will discuss it with them at their meeting.

Ms. Ayers-Friedlander shared her screen of one of the contract partners newly designed format for quarterly reports which identified goals they wanted to measure after reviewing and evaluating their contract. Goal measures included how much, how well, and how better off. She said the new form brought attention if the program is able to pay for itself. The 2nd quarter reports are due in July.

Bylaws and Charter Discussion: Mr. Bergman referred to the email sent on the recommendations for the bylaws and charter. The work group met on several occasions to revise and update them.

Recommendations:

1. Adopting "**Community Services Board**" term throughout the document and moving away from using "Mental Health Board".
2. **Mission statement** would ideally reflect the integrated functions of the merged departments. (Work in progress)
3. **Purpose:** Propose using the language from state statutes and the county charter to outline why we exist and follow the current language in the bylaws.
4. Update all gender and disability language.

Section III. Composition and Appointments:

1. Add "Employees of agencies funded by the Tompkins County Mental Health Department shall not be eligible for membership on the Board".

Section IV. Meeting of the Board:

2. Change annual frequency from 4 to 10; the January meeting will be renamed the "Annual Organizational Meeting"
3. Eliminate Executive Committee of the Board

Section V. Officers:

2a. Functions: “The chairperson shall preside at all meetings of the Board, appoint all committees and act as ex-officio member thereof, execute, in the name of the Board, all documents relating to or disposing of property of the Board, render a report of the affairs of the Board at its annual meeting and perform other duties as they may be directed to perform by the Board”, (eliminated “written report”)

Section VI. “Commissioner of Mental Health Services”

Update with language from the updated County Charter to include title and authority; and maintain the language that spells out the Boards’ role in recommending and confirming the appointment of individuals.

Section VII. “Committees”

1. Executive Committee: Eliminate the concept of Executive Committee. Any emergent issue can be addressed by calling a special meeting of the full Board. (as referenced in Section IV 3).
2. Nominating Committee: Change committee composition from 3 members to “at least 3 members”
3. Special Review Committee: Mr. Kruppa clarified that special review committee must be included and will provide updated language.
4. Subcommittees: Change last sentence to read, “In the event that a non-Board Chairperson is elected, they will be invited to represent the subcommittee at CSB meetings”. Dr. Morog suggested to have board members of subcommittee provide representation at the CSB meetings.
5. Meetings of the Subcommittees: Change from 4 to 10 meetings each year.

Considerations/Discussions:

Appointing representative/liaisons to the Board of Health to ensure ongoing collaboration and communication.
 Create other documents that can be referred to in the future and have some type of manual. Examples include how to “onboard” new members, how do to run elections for Chairs of Subcommittees, what steps should the Nominating Committee take before making a recommendation to the Board.
 Board membership should be individuals who are not employed by county funded agencies.

Mr. Kruppa said there will be more iterations as the charter develops before going to the legislature in a final draft for their approval. He clarified that the bylaws need to be ready to the CSB by September in order for the legislature to coincide with the charter updates. He is working with the county attorney to incorporate language before the end of the year and the draft charter language should be finalized in July.

Board Leadership Discussion: Dr. Morog announced she will tender her resignation from the CSB but will chair July’s meeting. The bylaws state that the vice chair would preside, but Ms. Switzer is unable at this time. Ms. Switzer announced she will be able to chair the CSB starting in January 2023 when more time becomes available in her extended schedule. Ms. Hutchens agreed to chair in the interim. Mr. Bergman asked the Board if anyone was interested in the vice chair seat, please reach out to him or Ms. Hutchens.

Mr. Bergman moved to executive session, second by Mr. Winter at 6:54 pm to discuss an applicant to the CSB.

Mr. Bergman said that the nominating committee officially announces the recommendation of Jessica Connor for a seat on the Community Services Board. Mr. Winter moved the nomination and seconded by Ms. Winner. All were in favor.

Ms. Lynch thanked Dr. Morog for her time on the Board and appreciated the contributions to the discussions.

There being no further business, Mr. Roberts motioned to adjourn, 2nd by Ms. McEnergy; all in favor. The meeting was adjourned at 6:55 pm.



**The Next Community Mental Health Services Board Meeting
is July 11, 2022, at 5:30 pm.**