THE PUTNAM COUNTY LEGISLATURE
40 Gleneida Avenue
Carmel, New York 10512
Phone (845) 808-1020 • Fax (845) 808-1933
putcoleg@putnamcountyny.gov

Daniel G. Birmingham *Chairman*
William Gouldman *Deputy Chair*
Diane Trabulsy *Clerk*

Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Laura E. Russo	Dist. 4
Jake D'Angelo	Dist. 5
Thomas Regan, Jr.	Dist. 6
Daniel G. Birmingham	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

AGENDA
HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE
TO BE HELD IN ROOM 318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512

Chairwoman Montgomery, Legislators Addonizio & Russo

Wednesday **6:00 p.m.** **November 18, 2026**

1. **Pledge of Allegiance**

2. **Roll Call**

3. **Proclamations**
   - **National Runaway Prevention Month – Putnam County Youth Bureau**

4. **Acceptance of Minutes – For May 13, 2026, June 10, 2026, August 12, 2026 and September 9, 2026 Meetings**

5. **Approval – Board of Health – Reappointment of Dr. Nesheiwat**

6. **Approval – Budgetary Amendment 26A090 – Dept. of Health – Children's Home Based Speech & Therapy Services**

7. **Approval – Budgetary Amendment 26A091 – Dept. of Health – Pre-K Care at Private Institutions Adjustments For Enrollment**

8. **Approval – Budgetary Amendment 26A092 – Dept. of Health – Preschool Special Ed Evaluations**

9. **Approval – Budgetary Amendment 26A094 – Dept. of Health – Early Learning Center Preschool Itinerant Services**

10. **Approval – OSR – Grant Application Field Hall Foundation – Home Safety and Environmental Support Program**

11. **Presentation / Discussion – DSS & OSR – Update on County Food Security Initiative Plans (Resolution#221- Cornell Cooperative Extension, Second Chance Foods)**

12. **Presentation / Discussion – DSS – 2026-2027 Code Blue Shelter Process**

13. **Approval – Budgetary Amendment 26A088 - DSS – Code Blue Allocation from Office of Temporary Disability Assistance (OTDA)**

14. **Approval – Budgetary Transfer 26A084 – DSS – NY State Aid Shelter Arrears Assistance**

15. **Approval – Budgetary Amendment 26A085 –DSS – Co-Occurring System of Care**

16. **Approval – Budgetary Transfer 26A086 – DSS – Adjusted OMH State Aid To Be Passed Through to Provider Agencies**

17. **Approval – Budgetary Amendment 26A089 – DSS – Opioid Settlement Trust Funds Agency Awards**

18. **FYI – Budgetary Transfer 26T313 – DSS – Rural Suicide Prevention Project**

19. **FYI – Budgetary Transfer 26T329 – DSS – Cover Remaining Expenses for CAC Grant**

20. **Update / Discussion – DSS – Proposed Mental Health Plan (Letter of Necessity from County Executive – Allocation of $2.1M Assigned to Mental Health)**

21. **Other Business**

22. **Adjournment**

#3.

Proclamation

National Runaway Prevention Month

WHEREAS, November has been designated as National Runaway Prevention Month to raise awareness of the issues facing runaway and homeless youth, and to educate the public about solutions and the role they can play in ending youth homelessness; and

WHEREAS, the prevalence of runaway and homelessness among youth is staggering, with studies suggesting that every year, 4.2 million people ages 13 to 25 endure some form of homelessness; and

WHEREAS, children and youth who run away are at increased danger for falling into high-risk situations, including human trafficking; and

WHEREAS, effective programs supporting runaway youth and assisting youth and their families in providing safe and stable homes succeed because of partnerships created among families, youth-based advocacy organizations, community-based human service agencies, law enforcement, schools, faith-based organizations and businesses; now therefore be it

RESOLVED, that the Putnam County Executive and the Putnam County Legislature do hereby proclaim November 2026 as National Runaway Prevention Month. We urge all citizens to support the effort to increase public awareness about, advocate on behalf of, and provide positive and safe alternatives to runaway and homeless youth and their families.

Kevin Byrne, Putnam County Executive

Daniel Birmingham, Chair, Putnam County Legislature

#4.

HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE MEETING
ROOM 318 PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512

Members: Chairwoman Montgomery and Legislators Addonizio & Russo

Wednesday **6:00PM** **May 13, 2026**

The meeting was called to order at 6:05 p.m. by Chairwoman Montgomery, who requested that Legislator Addonizio lead in the Pledge of Allegiance. Upon roll call, Legislators Addonizio, Russo and Chairwoman Montgomery were present.

Item #3 - Discussion / Approval - Resolution Of Support for Harriet Tubman Underground Railroad Byway - Presentation by Sage Hamilton-Hazarika of Harriet Tubman Byway Organization

Chairwoman Montgomery confirmed that scheduled presenter Mr. Hazarika wasn't present and provided an overview of the proposed Harriet Tubman Underground Railroad Byway resolution. She described its purpose of preserving historic resources, promoting education and tourism, and supporting economic development along an eventual border-to-border route.

Legislator Addonizio and Legislator Russo expressed support for the initiative.

Chairwoman Montgomery made a motion to pre-file the necessary resolution; Seconded by Legislator Addonizio. All in favor.

Item #4 - Discussion- Address Food Insecurity in Putnam County - Putnam County Agencies, Community Partners and Local Food Pantries

Chairwoman Montgomery stated the purpose of this discussion is to request information from agencies that work directly with residents and seniors with unmet food needs and identify challenges and transportation and organizational capacity barriers following the suspension of Meals on Main services in parts of Putnam County. She stated a memo was sent to County Executive Byrne requesting status of the emergency food insecurity funding approved in late 2025 and that a response was not received.

Sara Servadio, Commissioner of the Department of Social Services, Mental Health & Youth Bureau (DSS) highlighted the issues brought to the attention of DSS, including that western County residents reported difficulty reaching resources and that grocery prices are outpacing SNAP (Supplemental Nutrition Assistance Program) increases. She stated that some senior and disabled residents were ineligible, some received only $24 monthly, and that DSS used its small pantry, referrals and donated grocery gift cards to help address gaps.

Second Chance Foods Executive Director Martha Elder identified transportation and eligibility thresholds as main food support access barriers County-wide. She described home delivery of approximately one-third of Second Chance Food's nutrition boxes and the publicly accessible prepared-meal freezers operated with Cornell Cooperative Extension (CCE). She requested clarification on accessing the $150,000 food security allocation and expressed willingness to explore a locally operated mobile distribution program.

Chairman Birmingham stated that the 2026 allocation was an appropriated budget line, not contingency funding and he envisions contracts with food pantries and other outside agencies to help the County's mission of serving a need for which it is responsible. He acknowledged that $150,000 would not meet the full need and that 2027 budget discussions would begin in October.

Chairwoman Montgomery distinguished the 2026 allocation from the separate $150,000 approved during the 2025 SNAP disruption. She stated that in her memos to County Executive Byrne, she questioned the mechanism for contracting directly with food pantry providers and requested clarification of the prior funds' disposition.

Putnam Community Action Partnership (CAP) Director Marissa O'Leary stated that their meal program serves approximately 450 unique families monthly, 60–70 meals four (4) days a week, and that $75,000 a year is spent on pantry operations. She stated that the 2025 emergency funds were not released after the federal government reopened, and that agencies could seek reimbursement for qualifying expenditures, but CAP had not submitted a claim. She identified cold storage and transportation as needs and expressed interest in a mobile pantry and shared storage.

Legislator Montgomery stated that she was not aware that funds were not released, as a resolution had been passed.

Office of Senior Resources Director Marlene Barrett described the loss of Meals on Main to western County seniors as "devastating", and she suggested expanding the existing prepared meal freezer program to aid promptly and utilizing Bountiful Meals rather than creating a new program requiring additional implementation time.

Philipstown Food Pantry Coordinator Kirsti "Kiko" Lattu stated that approximately 80 households a week are served, which includes walk-ins and 30% who receive home deliveries from volunteers. She reported that many of the same individuals return weekly, that there was a 41% increase in first quarter of 2026 over 2025, and that this indicates a true local need. She identified transportation, food supply, storage, rising costs and the loss of Meals on Main as challenges, and requested collaboration and consideration of County resources beyond direct funding.

Chairwoman Montgomery made a motion to waive the rules and accept the additional Regional Food Bank information; Seconded by a Legislator Addonizio. All in favor.

Regional Food Bank Director of Advocacy & Education Stacy Dedring described partnerships with 17 Putnam agencies and senior food programs at six (6) County sites, including a new Brookside Park program responding to the Meals on Main loss. She reported approximately 8,720 residents experiencing food insecurity, including nearly 3,000 seniors and 1,250 children. She described the 1.6 million annual meal gap, meal shortage in partner distribution, contracting arrangements with other counties, and requested County support.

Davoren Farm Owner Stacey Farley stated that the two (2) Philipstown farms she operates maintain a program where they donate produce to food pantries in Putnam and neighboring counties. She stated that nearly 50,000 pounds was grown the prior year, their annual Sweet Potato Dig supplied food to more than 21 pantries, and that the program utilizes prompt distribution and volunteer support.

Chairwoman Montgomery summarized the County Executive Byrne's written response in a recent memo stating that expenditures through November 14, 2025 could be reimbursed and unspent emergency funds would remain unencumbered. She expressed concern that those funds were no longer specifically designated for food insecurity and that the 2026 allocation was insufficient.

Legislator Addonizio supported more County partnerships with food pantries and consideration of a central location for food storage with freezers and refrigerators.

Legislator Russo supported helping providers.

United Way of Westchester and Putnam Director of Community Impact Juan Cabrera reported that food insecurity related calls to the 211-resource line had increased from fewer than 1,000 in 2025 to more than 1,600 by May of 2026. He encouraged providers to refer residents to 211 to locate additional resources and transportation information.

Legislator Russo suggested creating a new County website resource or phone hotline to connect donated food and other useful items with organizations and residents in need.

Chairman Birmingham recommended using the 2026 allocation for direct food purchases or grocery assistance to get food directly into pantries, as opposed to funding staffing needs. He suggested a possible second phase of funding from contingency funds to address freezers, transportation or other infrastructure needs for lasting benefits.

Legislator Sayegh described the rapid coordination of food distribution with United Way, the Regional Food Bank and DSS during the pandemic, and emphasized that food insecurity persists outside emergencies and supported County assistance.

Legislator Addonizio described the growth of the Second Chance Foods' distribution partnership with Mount Carmel Baptist Church and volunteer deliveries to homebound residents.

Legislator Gouldman described his experience volunteering at the Putnam Valley food pantry, the needs of seniors on fixed incomes and the importance of recognizing hardship despite the County's overall wealth. He stated his support of assistance to providers.

Legislator Crowley encouraged local food drives and school participation, including student community service, to help collect supplies for pantries.

Coordinator Lattu identified CCE's pantry directory and the Regional Food Bank's online zip code search as resources for locating assistance.

Glynwood Center for Regional Food and Farming representative Zoraida Lopez-Diago described donating approximately 25% of the farm's vegetable and protein production to subsidize community-supported agriculture shares for SNAP households. She stated that the program distributes about 550 shares, though needs exist for nearly 1,200 families. She described shared cold storage units that allow farms and pantries to coordinate deliveries and offered to provide information on that model.

Chairwoman Montgomery proposed developing a Putnam County Hunger and Food Access Coalition with DSS, OSR, community partners and residents, and that there would be further discussion at the next Health Committee meeting.

Item #5 - Update- Status of ARPA Funds Appropriated for Mental Health and Contract With People USA

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

Chairwoman Montgomery stated that new correspondence from County Executive Byrne addressed the People USA contract and ARPA (American Rescue Plan Act) funding. She introduced a proposed resolution to preserve approximately $2.1 million for community-based mental health stabilization services instead of a stabilization center. She stated that this resolution did not seek to reopen the denied site application nor impose a center at any location, and outlined potential uses including crisis respite, peer support, mobile stabilization, facility acquisition or improvements, workforce and crisis response, and administration and reporting. She proposed promptly issuing requests for proposal (RFPs), allowing 30 days for responses and awarding a contract in time to spend funds by December 31, 2026. She stated that services or capital purchases could preserve the original public health purpose.

Commissioner Servadio stated that DSS had identified needs and is developing a plan to support these mental health initiatives and improve the system of care. She stated concerns about completing purchasing, legal and financial processes across multiple County departments within the remaining months of 2026, and that it may not be possible.

Chairwoman Montgomery stated that she has written an RFP to move the process forward by the end of June, leaving several months to spend the $2.1 million for mental health before year end, and not move it to fund paving. She stated that the County had time to pursue alternatives when the stabilization center proposal failed in January, and she supports retaining ARPA funds for mental health and adding an additional $2.1 million from the County general fund to total $4.2 million for mental health.

Legislator Addonizio supported the mental health objective but expressed concerns about losing the ARPA funds if a project could not be completed. She favored a firm commitment of $2.1 million from County fund balance for mental health and allocating ARPA funding for paving, with the mental health commitment independent of paving approval.

Legislator Russo supported mental health services but questioned whether the work could be completed before the deadline. She favored moving forward with the proposed fund balance commitment and allocating the ARPA funds to paving, rather than loose them.

Commissioner Servadio clarified that her concern involved coordination across the County system, rather than the Mental Health Department's ability to perform its responsibilities.

Chairwoman Montgomery made a motion to approve the proposed resolution for community-based behavioral health stabilization services. There was no Second. Motion fails.

Item #6 - Approval - Budgetary Amendment 26A033 - OSR - Insurance Recovery For Damaged Auto

Chairwoman Montgomery stated that the amendment recorded $3,170.57 in insurance recovery for a damaged vehicle, with no fiscal impact.

Chairwoman Montgomery made a motion to pre-file the necessary resolution; Seconded by Legislator Addonizio. All in favor.

Item #7 - Approval - DSS / Youth Bureau - Reapply for NYS Governor's Traffic Safety Committee Highway Safety Grant (No Match Grant)

Youth Bureau Executive Director Janeen Cunningham stated that this was the sixth year applying for the no-match grant, and the Traffic Safety Board had approved the application. She described the current education and school programs for young drivers, in partnership with the Youth Court.

Legislator Addonizio stated that the program serves young drivers ages 16–20.

Chairwoman Montgomery asked about common infractions.

Director Cunningham identified speeding and described educational courses that the grant funds.

Legislator Sayegh supported broader driver education.

Chairwoman Montgomery made a motion to pre-file the necessary resolution; Seconded by Legislator Russo. All in favor.

Item #8 - Approval - Budgetary Amendment 26A039 - DSS - Record 2026-2027 NYS Rental Supplement Program Award

Fiscal Manager Kristen Wunner of Department of Social Services, Mental Health and Youth Bureau stated that this annual $100,000 allocation from the Office of Temporary and Disability Assistance (OTDA) would pass through a contracted agency to administer the program, with no fiscal impact in 2026 or 2027.

Legislator Addonizio questioned the number of households assisted and whether funds remained.

Fiscal Officer Wunner stated four (4) and that any small balance is insufficient to serve another client.

Chairwoman Montgomery made a motion to pre-file the necessary resolution; Seconded by Legislator Addonizio. All in favor.

Item #9 - Approval - Budgetary Amendment 26A041 - DSS - Adjust Mental Health State Aid Levels, Subcontractors COLA

Fiscal Manager Wunner stated the New York State Office of Mental Health (OMH) adjusted funding by $524 for four (4) agencies and that this amendment would fund the appropriate program lines to pass through the cost-of-living adjustment, with no County fiscal impact.

Chairwoman Montgomery made a motion to pre-file the necessary resolution; Seconded by Legislator Russo. All in favor.

Item #10 - Approval – Budgetary Amendment 26A042 - DSS - Adjust Mental Health State Aid Levels, Subcontractor CoveCare

Fiscal Manager Wunner explained that revised financial reporting and a State closeout reduced a prior recovery from CoveCare and that this amendment would fund the 2026 lines so the additional funds could be returned to the agency. She stated that program funding changes were determined by the OMH and that further State aid adjustments could follow during the year.

Chairwoman Montgomery expressed concern about limited increases in mental health funding over time and supported continued attention to those resources.

Chairwoman Montgomery made a motion to pre-file the necessary resolution; Seconded by Legislator Addonizio. All in favor.

Item #11 - Other Business

There was no other business.

Item #12 - Adjournment

There being no further business at 7:37 p.m., Chairwoman Montgomery made a motion to adjourn; Seconded by Legislator Russo. All in favor.

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TO BE HELD IN ROOM 318
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Chairwoman Montgomery, Legislators Addonizio & Russo

Wednesday **6:00PM** **May 13, 2026**

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Discussion / Approval - Resolution Of Support for Harriet Tubman Underground Railroad Byway - Presentation by Sage Hamilton-Hazarika of Harriet Tubman Byway Organization**
4. **Discussion- Address Food Insecurity in Putnam County - Putnam County Agencies, Community Partners and Local Food Pantries**
5. **Update- Status of ARPA Funds Appropriated for Mental Health and Contract With People USA**
6. **Approval - Budgetary Amendment 26A033 - OSR - Insurance Recovery For Damaged Auto**
7. **Approval - DSS / Youth Bureau - Reapply for NYS Governor's Traffic Safety Committee Highway Safety Grant (No Match Grant)**
8. **Approval - Budgetary Amendment 26A039 - DSS - Record 2026-2027 NYS Rental Supplement Program Award**
9. **Approval - Budgetary Amendment 26A041 - DSS - Adjust Mental Health State Aid Levels, Subcontractors COLA**
10. **Approval – Budgetary Amendment 26A042 - DSS - Adjust Mental Health State Aid Levels, Subcontractor CoveCare**

11. **Other Business**

12. **Adjournment**

HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE MEETING
ROOM 318 PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512

Members: Chairwoman Montgomery and Legislators Addonizio & Russo

Wednesday **6:00PM** **June 10, 2026**

The meeting was called to order at 6:02 p.m. by Chairwoman Montgomery, who requested that Legislator Addonizio lead in the Pledge of Allegiance. Upon roll call, Legislators Addonizio, Russo and Chairwoman Montgomery were present.

Item #3 - Acceptance of Minutes – November 17, 2025 Meeting

The minutes were accepted as submitted.

Item #4 - Chairwoman's Report

Chairwoman Montgomery provided an update on the food insecurity initiative, and after conferring with stakeholders, recommended building upon the existing food system coalition established by Cornell Cooperative Extension rather than creating a new task force. She provided details on the work of the coalition and requested broader participation by food pantries and County agencies. She requested recommendations from the coalition for the $150,000 food security allocation, beyond using it for cold storage and pantry assistance.

Item #5 - Update – Status of ARPA Funds Appropriated for Mental Health and Contract With People USA, and $2.1M Mental Health Fund – County Executive Byrne

Director of Compliance & Intergovernmental Relations Jennifer Caruso stated that executive session would be needed if contracts or personnel were going to be discussed.

Chairwoman Montgomery reported that the prior evening's Rules Committee resolution had been revised after receipt of the People USA contract cancellation for convenience, executed June 8, 2026. She stated that the late correspondence confirmed a separate $2.1 million County fund balance assignment for mental health. She stated that only a corrected letter of necessity is needed to ensure the public record is correct, with the correct contract cancellation date.

Director Caruso agreed that the letter should be corrected.

Legislator Addonizio stated that $2.1 million was allocated for mental health and that everything appears to be in order now.

Legislator Russo stated that she was pleased the matter had been resolved.

Chairman Birmingham stated that his forthcoming proposal would return authority to assign fund balance from the Commissioner of Finance to the Legislature so assignments would occur publicly.

Chairwoman Montgomery emphasized the importance of obtaining documentation of cancellations and fund assignments.

An unidentified resident requested clarification of the canceled stabilization center contract and remaining service proposals.

Chairwoman Montgomery stated that $2.5 million of the County's ARPA (American Rescue Plan Act) allocation had been designated for mental health, with approximately $2.1 million remaining. She stated that the proposed Carmel location failed review by the Town Planning Board, and that she advocated seeking stabilization services instead through new requests for proposals before the December 31, 2026 spending deadline. She stated that the reallocation for paving remained subject to U.S. Treasury approval, and that the separate County mental health assignment of $2.1 million would not carry ARPA restrictions.

Legislator Crowley clarified that potential center locations in Brewster and Carmel had both been pursued unsuccessfully.

Director Caruso disputed portions of the Chairwoman's account, citing the County's efforts, lack of location and legal limitations on alternatives.

Chairwoman Montgomery maintained that a new request for proposals could have sought mental health services, including mobile response earlier this year, rather than a center and having to reallocate the funds for paving projects.

The unidentified resident questioned possible services in Garrison and the Rose House's residential location and operation.

Chairwoman Montgomery distinguished the existing Rose House respite program from the canceled stabilization center contract. She stated that the Rose House property was for sale, that she had suggested funding its purchase to retain services and that no formal proposal existed. She recommended that any further questions regarding zoning be referred to the building inspector in Philipstown.

Item #6 - Update – Co-Responder Team (CRT) Program – Sheriff Hess and Commissioner Servadio of Department of Social Services

Chairwoman Montgomery requested an update on the CRT Program, as the federal grant approaches its June 30, 2026 expiration.

Commissioner Servadio of the Department of Social Services, Mental Health & Youth Bureau (DSS) stated that an alternative model is being developed with DSS and law enforcement partners, as the CRT program is dissolved. She stated that the mental health worker in the program was relocated back to DSS, following reassignment of the police deputy, but continues responding as needed to families, providers and residents.

Sheriff Brian Hess stated that the reassigned deputy remains available as needed and that the de-policed Jeep is awaiting transfer to DSS, and he is awaiting a proposal defining the Sheriff's future role.

Legislator Crowley questioned differences between the Sheriff's CAD (Computer-Aided Dispatch) records and mental health service records and emphasized the value of a trained deputy accompanying the worker.

Commissioner Servadio stated that several health records companies are being vetted and that the ability of all law enforcement, emergency services and DSS to have a shared electronic records system and crisis-response portal are being explored.

Sheriff Hess explained that CRT contacts had call classifications and that deputies could still obtain the mental health worker's assistance.

Legislator Russo questioned if the salary of the mental health professional partnering with the Sheriff's department was still being paid for by the grant.

Sheriff Hess stated that a prior budgetary transfer covered the Jeep balance and salary through January 2027.

Chairwoman Montgomery requested continued coordination and updates on alternative CRT plan models. She suggested plans include consideration of clinician-led or mobile response model and a five (5) year mental health services plan.

Legislator Addonizio questioned if a plan proposal could be ready before October budget season.

Commissioner Servadio confirmed and stated that there are upcoming meetings with police chiefs and Sheriff's command staff.

Chairwoman Montgomery supported considering deputy funding and asked about additional mental health training.

Sheriff Hess stated that more than 90% of patrol personnel had basic crisis intervention training and that advanced training would require overtime costs.

Legislator Regan noted that other municipalities face similar challenges and supported evaluating effective models.

Chairwoman Montgomery emphasized data-based evaluation and training to protect residents and deputies.

Legislator Addonizio supported budgeting for advanced training and how it supports deputies' emotional well-being.

Commissioner Servadio stated that her office could submit a corresponding request.

Legislator Russo questioned whether these services continued despite the changes.

Commissioner Servadio stated that the current arrangement is not the best practice co-responder model that her department would follow, which requires a consistent two (2) person team. She stated that she would work to figure out the plan moving forward.

Legislator Birmingham questioned if the law enforcement individual in CRT would have arrest authority or only security responsibilities.

Commissioner Servadio explained that both are relevant and that other models existed.

Chairwoman Montgomery stated that monthly updates might be requested.

Item #7 - Update – Department of Health – Status of Community Health Improvement Plan (CHIP) from Supervising Public Health Educator Shanna Siegal

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

Supervising Public Health Educator Shanna Siegel provided a summary of the Community Health Impact Assessment (CHIP) priorities. She stated that outreach to town boards, civic groups, seniors and targeted community populations identified healthcare access, economic stability, mental health, suicide prevention, and food access as priorities. She stated that CHIP is due June 30th, and NY State requires three (3) priorities, with two (2) addressing disparities. She described expanded mental health and trauma-informed training, outreach to older adults outside friendship centers, resource guide distribution and DSS cross-training. She stated that food access partnerships are in development, combining nutrition outreach with smoking and vaping prevention supported by restricted JUUL settlement funds, as is HPV vaccination education targeting affected ZIP codes with the proposed immunization grant support.

Chairwoman Montgomery asked how priorities chosen and stated that this data is important in guiding state funding requests.

Supervising Public Health Educator Siegel stated that worsening indicators, regional comparisons and disparities were presented to residents, so that they could rank those priorities.

Legislator Russo asked about survey participation, event outreach and data presentation methods.

Supervising Public Health Educator Siegel explained that residents reviewed data before ranking priorities and that presentations were adapted for families affected by disabilities, Spanish-speaking residents and pregnant and parenting families. She described several outreach events and presentations.

Legislator Regan asked whether community preferences differed from identified needs.

Director Rodriguez confirmed, and explained that data and residents' experiences were combined, with impact and feasibility guiding interventions.

Supervising Public Health Educator Siegel stated that economic and other community needs often exceeded public health's direct authority, making partnerships and communication with policymakers essential, and that that zip code detail varied by indicator.

Michael Strauss, a resident of Putnam Valley asked about emerging health threats and discontinuation of the County Health Rankings & Roadmaps (CHR&R) resource.

Director Rodriguez stated that CHR&R would sunset and described ongoing monitoring with partner agencies and collaborative efforts to identify alternative data sources and emerging threats.

Supervising Public Health Educator Siegel stated that the six (6) year CHIP did not encompass all department activity, including environmental health, that underlying data remained available elsewhere, and that the NY State Prevention Agenda dashboard would be updated twice annually.

Chairwoman Montgomery stated a progress update would be requested in the future.

Supervising Public Health Educator Siegel stated that the final plan would be shared with the Legislature and submitted to NY State on time.

Item #8 - Approval – Budgetary Amendment 26A049 – Department of Health– NYSACHO Immunization Action Plan Grant and Contracts

Chairwoman Montgomery described the budgetary amendment and that there is no fiscal impact.

Supervising Public Health Educator Siegel explained that five (5) counties combined their $5,000 grants through the New York State Association of County Health Officials (NYSACHO) for a $25,000 regional immunization campaign, with Putnam as fiscal lead. She stated that approval followed a time-sensitive application, and that this Hudson Valley Public Health Collaborative would develop targeted Meta advertisements focusing on HPV and influenza vaccination content in county zip codes experiencing a dropoff in vaccination rates.

Chairwoman Montgomery supported the collaboration and Putnam's lead role.

Chairwoman Montgomery made a motion to pre-file the necessary resolution; Seconded by Legislator Addonizio. All in favor.

Item #9 - Approval – Budgetary Amendment 26T139 – Department of Health – Deputy Director Position and Reorganization Plan

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

Chairwoman Montgomery stated that the $80,245 transfer was to fund the Deputy Health Director position, with no fiscal impact in 2026 or 2027. She stated that all the information she requested in her last memo was received, including the job description, and that her concern is to allow a bachelor's degree and experience for a managerial position that could act for the Public Health Director without the same State review requirements.

Legislator Addonizio requested the Department's explanation.

Director Rodriguez stated that the reorganization supported operational continuity, succession planning and internal advancement. He described the proposed internal candidate's cross-divisional skills and his discussions with the State, in which it was confirmed that this could be a conditional appointment.

Chairwoman Montgomery questioned the salary, consideration of employees with master's degrees and selection of a candidate before creation of the position, emphasizing concerns about and qualifications rather than the individual and not having a hiring process.

Fiscal Manager William Orr stated that the annual salary would be approximately $136,000 and that the transfer was prorated from June 1, 2026.

Director Rodriguez stated that credentials alone did not establish suitability and that his staff assessment considered experience, cross-divisional ability and career progression.

Acting Personnel Officer Adriene Iasoni explained that the position is competitive, and that is a provisional appointment pending exam, open to all qualified internal candidates.

Legislator Addonizio asked about the competitive exam, and if it would be given, and the succession timeline.

Deputy Personnel Officer Iasoni explained that any internal candidate that qualifies would be eligible to take the exam, and that the top three (3) would be on the future eligible list.

Director Rodriguez stated that he intended to complete his appointment and that approximately 4.5 years remain.

Legislator Crowley supported the alternative degree qualifications, the candidate's nursing background and graduate study, and opportunities for advancement.

Chairwoman Montgomery maintained that this position should require qualifications equal to that of the Health Director, as the Deputy would have to act in that same capacity if needed. She questioned the job description's timing and allowing the bachelor's degree option for this position.

Director Rodriguez stated that Personnel had used comparable counties, including Tompkins, to develop the description.

Chairwoman Montgomery reiterated appreciation for the candidate's work and her concerns about the process and educational requirements.

Legislator Sayegh supported the Director's ability to organize the Department, retain staff and plan for succession without treating a master's degree as the sole measure of suitability.

Legislator Addonizio made a motion to pre-file the necessary resolution; Seconded by Legislator Russo. All in favor. By poll vote: One Nay-Chairwoman Montgomery. Motion carries.

Item #10 - Other Business

There was no other business.

Item #11 - Adjournment

There being no further business at 7:54 p.m., Chairwoman Montgomery requested a motion to adjourn; Seconded by Legislator Russo. All in favor.

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Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

AGENDA
HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE MEETING
TO BE HELD IN ROOM 318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512

Chairwoman Montgomery, Legislators Addonizio & Russo

Wednesday **6:00PM** **June 10, 2026**

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Acceptance of Minutes – November 17, 2025 Meeting**
4. **Chairwoman's Report**
5. **Update – Status of ARPA Funds Appropriated for Mental Health and Contract With People USA, and $2.1M Mental Health Fund – County Executive Byrne**
6. **Update – Co-Responder Team (CRT) Program – Sheriff Hess and Commissioner Servadio of Department of Social Services**
7. **Update – Department of Health – Status of Community Health Improvement Plan (CHIP) from Supervising Public Health Educator Shanna Siegal**
8. **Approval – Budgetary Amendment 26A049 – Department of Health– NYSACHO Immunization Action Plan Grant and Contracts**
9. **Approval – Budgetary Amendment 26T139 – Department of Health – Deputy Director Position and Reorganization Plan**
10. **Other Business**
11. **Adjournment**

HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE MEETING
HELD IN ROOM 318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512

Chairwoman Montgomery, Legislators Addonizio & Russo

Wednesday **5:30 p.m.** **August 12, 2026**

The meeting was called to order at 5:30 p.m. by Chairwoman Montgomery who requested that Legislator Addonizio lead in the Pledge of Allegiance. Upon roll call, Legislator Addonizio and Chairwoman Montgomery were present. Legislator Russo was absent.

Item #3 - Proclamation – Recognizing the Putnam County Youth Bureau & Haldane School District on their Youth-Led 9/11 Memorials 2026

Chairwoman Montgomery presented the proclamation to Executive Director Janeen Cunningham, Deputy Youth Director Kimberly Realbuto of the Putnam County Youth Bureau, and Youth Bureau member and student Chloe Lex. The Putnam County Youth Bureau and Haldane School District were recognized for their youth-led September 11 memorials commemorating the 25th anniversary of the attacks and for their efforts to teach younger generations to remember the events of that day.

Director Cunningham thanked the Legislature and County Executive for the proclamation and invited the Legislators and public to attend the Youth-Led 9/11 Memorials.

Item #4 - Acceptance of Minutes – March 11, 2026 Meeting & April 8, 2026 Meeting

The minutes were accepted as submitted.

Item #5 - Chairwoman's Report

Chairwoman Montgomery reported first on implementation of the food security initiative following the Legislature's recent approval of $150,000 for Second Chance Foods and Cornell Cooperative Extension (CCE) and stated that an implementation plan was received from Second Chance Foods and shared with CCE, the Department of Social Services (DSS) and the Office for Senior Resources. Next, she stated that NYS Office of Mental Health announced $660,000 in funding allocated for county suicide prevention efforts, and that Putnam County would receive $48,000 annually for the next two (2) years. Next, she described concerns regarding the upcoming federal health and benefit changes affecting Essential Plan coverage, and that a reduction in the federal share of SNAP (Supplemental Nutrition Assistance Program) would shift 50% of administrative costs to counties, placing additional demand on DSS. Next, she stated that the County should be monitoring funding risk and pursuing available State and federal resources, such as the federal Rural Health Transformation Program, for the Health Department and local partners.

Item #6 - Approval – Budgetary Amendment 26A067 – Department of Health – New Early Learning Center Program

Public Health Director Rian Rodriguez stated that this request would cover costs associated

with establishing a new classroom, services and additional costs at the Early Learning Center (ELC).

Early Learning Program Supervisor Valerie Kurtz stated that the existing program is fully enrolled, has a waiting list and that it has become evident that that certain children are struggling and need a more structured setting before joining the inclusive ELC classrooms. She stated that she worked with NY State to develop a pilot class, that would have eight (8) students, one (1) teacher and two (2) aides to offer struggling students the opportunity to integrate first into art and gym classes, and then eventually move into the ELC. She stated this program would use the Carmel Central School District curriculum to help prepare children for Kindergarten and that parents have shown support.

Legislator Addonizio questioned enrollment in the pilot class and the waiting list.

Early Learning Program Supervisor Kurtz stated that the proposed program would open in September and already has four (4) children on the waiting list.

Chairwoman Montgomery questioned the overall ELC waiting list and the expected completion date for the new building.

Early Learning Program Supervisor Kurtz stated that approximately 12 children are on the waiting list and that building completion is anticipated around December.

Legislator Sayegh questioned total enrollment, future capacity and budgeting for increased costs.

Early Learning Program Supervisor Kurtz stated that September enrollment is for 43 children in the ELC and eight (8) in the new pilot program, and that the new building would provide capacity for 97 children and accommodate the waiting list. She explained that the 2027 budget is being developed based on enrollment of approximately 70 students.

Legislator Crowley expressed support for the program and its benefits to local families.

Legislator Birmingham questioned whether offsetting education and transportation revenue reflected transportation savings and whether the per capita grant funding could cover other program expenses.

William Orr, Fiscal Manager of the Department of Health stated that the program received $54,000 per child for eight (8) children to offset costs, and that transportation costs were allocated by percentage of how many kids will be on the bus for early intervention, preschool, ELC and the pilot program. He confirmed that funding could also cover other expenses such as office supplies and printing.

Chairwoman Montgomery questioned opportunities to extend services to Legislative Districts 1 and 2, where children continued to face lengthy transportation times.

Early Learning Program Supervisor Kurtz stated that discussions were planned or underway with Mahopac, Putnam Valley and Haldane schools, and that expansion would require appropriate space.

Chairwoman Montgomery suggested exploring available space within school district buildings.

Early Learning Program Supervisor Kurtz supported exploring one (1) or two (2) classrooms integrated with universal prekindergarten on the western side of the County.

Chairwoman Montgomery made a motion to pre-file the necessary resolution; Seconded by Legislator Addonizio. All in favor.

Item #7 - Other Business

a. Approval – Budgetary Transfer 26T201 – Department of Health – Early Intervention Care at Private Institutions and Special Education Itinerant Services (SEIS)

Chairwoman Montgomery made a motion to accept additional; Seconded by Legislator Addonizio. All if favor.

Chairwoman Montgomery introduced the transfers, stating there is zero (0) fiscal impact.

Early Learning Program Supervisor Kurtz explained that several providers had discontinued early intervention group programs, leaving Los Niños in Valhalla as an available option, though travel is far for the 12 Putnam children served and the cost is approximately $60,000. She stated that demand for assistive technology has increased for children with hearing, vision and communication needs.

Legislator Crowley questioned whether the new pilot program could expand as other providers have discontinued services.

Early Learning Program Supervisor Kurtz explained that she supports expansion, but State reimbursement and detailed annual cost-allocation requirements would require additional fiscal support to organize the budget.

Director Rodriguez stated that the program would serve as proof of concept and undergo evaluation, so that successful outcomes could be replicated where needed in the County.

Legislator Crowley questioned why providers had discontinued early intervention programs.

Early Learning Program Supervisor Kurtz cited reimbursement rates and NY State restrictions preventing occupational, physical or speech therapy from being billed during group-program hours have made the programs financially unsustainable for those providers.

Chairwoman Montgomery made a motion to pre-file the necessary resolution; Seconded by Legislator Addonizio. All in favor.

b. Update - Putnam County Local Solid Waste Management Plan

Director Rodriguez reported that the final Local Solid Waste Management Plan was posted on the Department of Health's website for review by Legislators and the public, as formal approval would be requested next month.

Chairwoman Montgomery thanked Director Rodriquez and recognized Solid Waste Program Manager Dr. Savannah Usher for her work on the plan.

Item #8 - Adjournment

There being no further business, at 6:01 p.m., Chairwoman Montgomery made a motion to adjourn; Seconded by Legislator Addonizio. All in favor.

Respectfully submitted by Administrative Assistant Mary Dechiaro.

THE PUTNAM COUNTY LEGISLATURE
40 Gleneida Avenue
Carmel, New York 10512
Phone (845) 808-1020 • Fax (845) 808-1933
putcoleg@putnamcountyny.gov

Daniel G. Birmingham *Chairman*
William Gouldman *Deputy Chair*
Diane Trabulsy *Clerk*

Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
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AGENDA
HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE MEETING
TO BE HELD IN ROOM 318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512

Chairwoman Montgomery, Legislators Addonizio & Russo

Wednesday **5:30 p.m.** **August 12, 2026**

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Proclamation – Recognizing the Putnam County Youth Bureau & Haldane School District on their Youth-Led 9/11 Memorials 2026**
4. **Acceptance of Minutes – March 11, 2026 Meeting & April 8, 2026 Meeting**
5. **Chairwoman's Report**
6. **Approval – Budgetary Amendment 26A067 – Department of Health – New Early Learning Center Program**
7. **Other Business**
8. **Adjournment**

HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE MEETING
HELD IN ROOM 318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512

Chairwoman Montgomery, Legislators Addonizio & Russo
Wednesday September 9, 2026
(Immediately following the Protective Meeting that starts at 6:00 p.m.)

The meeting was called to order at 7:15 p.m. by Chairwoman Montgomery. Legislator Russo led the Pledge of Allegiance. Upon roll call, Legislators Addonizio and Russo and Chairwoman Montgomery were present.

Item #3 - Proclamations

National Recovery Month - September 2026 - Department of Mental Health

Legislator Addonizio presented the proclamation recognizing September 2026 as National Recovery Month to Lauren Johnson, Dual Recovery Coordinator of the Department of Social Services.

Coordinator Johnson thanked the Legislature, recognized multiple agency recovery partners including CoveCare and People USA, and the important role of peer advocates. She announced free Mental Health First Aid training is available on October 28, 2026.

Recognizing September 2026 as Hunger Action Month - Regional Food Banks

Legislator Addonizio made a motion to waive the rules and accept Additional for Item #3; Seconded by Legislator Russo. All in favor.

Chairwoman Montgomery presented the proclamation to Regional Food Bank Senior Public Affairs Officer Barry Lewis.

Senior Public Affairs Officer Lewis reported that approximately 1.1 million pounds of food had been distributed within Putnam County during the prior year, but a meal gap of approximately 1.6 million meals remains. He discussed anticipated negative effects of federal SNAP (Supplemental Nutrition Assistance Program) changes on residents, counties, and food banks and requested County support for a two-year federal delay. He stated that Orange County's Legislature passed a resolution calling for a delay, and that he asks Putnam County to do the same, as counties would assume an additional 25% of SNAP administrative costs that would be estimated at $168 million.

Item #4 - Acceptance of Minutes - July 22, 2026 Meeting

The minutes were accepted as submitted.

Item #5 - Chairwoman's Report

Chairwoman Montgomery stated that she would provide an update on the food security initiative that recently came out of the Health Committee. She reported that the County's food security plans are ready to move forward, and implementation plans were reviewed. She stated that

Second Chance Foods would use $50,000 to expand prepared-meal production, freezer capacity and countywide distribution to those unable reach traditional food pantries. She stated that Cornell Cooperative Extension would use $100,000 for food purchasing, credits, transportation, delivery, and refrigeration, and that both plans retained the 10% cap on administrative expenses.

Item #6 - Update - Mental Health Funding - Social Services Commissioner Sara Servadio

Chairwoman Montgomery requested an update on $2.1 million ARPA (American Rescue Plan Act) funds previously identified for mental health and crisis-stabilization initiatives, now set-aside in the County budget for mental health initiatives.

Sara Servadio, Commissioner of the Department of Social Services, Mental Health & Youth Bureau, stated that a comprehensive plan is being developed to strengthen access, crisis response, employee support, education, and sustainable community services to provide an accessible behavioral health system to meet community needs. She stated that she anticipates a draft will be ready by November. She provided additional updates, including that there was a Request For Proposal for 2027 opioid-settlement funding that has a September 30th response deadline, and that the crisis residence would temporarily relocate to Brewster without changing bed capacity or the service agency.

Legislator Birmingham suggested that Chairwoman Montgomery send a memo to County Auditor Michele Alfano-Sharkey to assure that the $2.1 million funding is preserved beyond 2026 year-end, and that there should be a resolution ready to encumber the funds for the November Health Committee Meeting.

Item #9 - Other Business

a. Approval - Budgetary Amendment 26A075 - Department of Social Services and Mental Health - Adjust State Aid Levels

Chairwoman Montgomery made a motion to waive the rules and change the agenda order to Other Business Items #9a and #9b before Item #7; Seconded by Legislator Russo. All in favor.

Chairwoman Montgomery made a motion to waive the rules and accept the other business items #9a and #9b; Seconded by Legislator Russo. All in favor.

Legislator Montgomery stated that this amendment increases estimated appropriations and revenues by $247,700 to reflect adjusted State Aid levels, with zero County fiscal impact.

Commissioner Servadio stated that the funding includes a $36,000 grant for rural suicide prevention and funding for assisted outpatient treatment infrastructure, and that there are State allocation and spending-plan requirements, including the permitted use of certain funds to help recipients meet identified goals.

Legislator Regan questioned whether the grant was based on the work that was done.

Director of Mental Health Social Services Paul Tang stated that each county receives this NY State funding for Assisted Outpatient Treatment and court ordered treatment programs.

Chairwoman Montgomery made a motion to pre-file the necessary resolution; Seconded by Legislator Addonizio. All in favor.

b - Approval - Budgetary Transfer 26T247 - Department of Social Services - Director of Eligibility Pay Differential

Chairwoman Montgomery described the budgetary transfer, stating that it extends $4,068.01 pay differential through approximately September 30, 2026, for the employee performing Director of Eligibility responsibilities during recruitment and hiring, and uses funds from a vacant Fiscal Technician position, with no fiscal impact.

Commissioner Servadio stated that this is for the TA (Temporary Assistance) Medicaid Units, as the previous director retired and it will be a promotion from within.

Chairwoman Montgomery made a motion to pre-file the necessary resolution; Seconded by Legislator Russo. All in favor.

Item #7 - Approval - Budgetary Amendment 26A069 - Putnam County Historian - Digitization of Putnam County Courier Archives 1946-1955

Legislator Sayegh thanked the donor for the $1,000 donation for the newspaper digitization and stated that no tax dollars would be used.

Legislator Montgomery made a motion to pre-file the necessary resolution; Seconded by Legislator Addonizio. All in favor.

Item #8 - Approval - Adoption of the Putnam County Local Solid Waste Management Plan and Resolution - Department of Health

Public Health Director Rian Rodriguez stated that the plan is the first phase strategy to reduce, divert and manage solid waste in Putnam County.

Solid Waste Program Manager Dr. Savannah Usher provided a summary of the ten-year plan for 2025-2034 and stated that it evaluates waste generation, transportation, disposal, reduction, and resource recovery, establishes Putnam County as the planning unit, and is required by NY State Department of Environmental Conservation (DEC). She stated that implementation would include a two-year countywide food-scrap recycling pilot, targeted education based on a waste-characterization study, and possible enforcement concerning permitted haulers. She stated that programs would begin as pilots, be evaluated, and pursue available grants before larger commitments, and that some grants could require matching funds.

Legislators Montgomery and Legislator Russo spoke of their support for the plan.

Legislators Sayegh and Regan stated that educating the public and haulers about proper recycling and adding stickers to waste receptacles are an important consideration.

Further discussion ensued regarding potential need for future Legislation to enforce these rules.

Legislator Montgomery made a motion to pre-file the necessary resolution; Seconded by Legislator Addonizio. All in favor.

Item #9c - Other Business - Putnam County Soil & Water Conservation District Grant Program

Chairwoman Montgomery made a motion to waive the rules and accept Other Business Item #9c; Seconded by Legislator Russo. All in favor.

Chairman Montgomery called forth Soil & Water Conservation District (SWCD) Chairwoman Cassandra Roth, Vice-Chair and Treasurer Brett Yarris, and Conservation District Technician Amy Titcomb to speak on this item.

Chairwoman Roth introduced Conservation District Technician Titcomb, described her role, explained the role of the SWCD as a non-regulatory agency, and provided an update on recent district activities, opportunities and outreach programs.

Vice-Chair & Treasurer Yarris explained how the SWCD is participating in the Agricultural Environmental Program (AEM) and how it is a pathway for County farms to become Certified Organic and NY State Grown & Certified.

Chairwoman Roth explained how the SWCD Grant Program works, and $180,000 in grants are available, as follows: $60,000 for agricultural conservation, $60,000 for lake and watershed conservation, $20,000 for municipal partnerships, and $40,000 for education and technical assistance that includes $10,000 for an income-qualified septic technical-assistance pilot. She explained the applications process, timeline, eligible conservation projects, technical assistance available for private landowners, municipalities, farms, and lake communities. She stated that that identified needs would guide future funding efforts.

Vice Chair & Treasurer Yarris stated SWCD is slated to receive roughly $300,000 in Part C funding this year, as the district is hitting all of its performance measures that will be used to help with local community challenges.

Legislator Birmingham recognized the SWCD for all of their hard work and for earning additional funding.

Item #10 - Adjournment

There being no further business, at 8:30 p.m., Legislator Russo made a motion to adjourn; Seconded by Chairwoman Montgomery. All in favor.

Respectfully submitted by Administrative Assistant Mary Dechiaro.

THE PUTNAM COUNTY LEGISLATURE
40 Gleneida Avenue
Carmel, New York 10512
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putcoleg@putnamcountyny.gov

Daniel G. Birmingham *Chairman*
William Gouldman *Deputy Chair*
Diane Trabulsy *Clerk*



Nancy Montgomery	Dist. 1
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AGENDA
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TO BE HELD IN ROOM 318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512

Chairwoman Montgomery, Legislators Addonizio & Russo

Wednesday **September 9, 2026**

(Immediately following the Protective Meeting that starts at 6:00 p.m.)

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Proclamations**
   - **National Recovery Month – September 2026 – Department of Mental Health**
   - **Recognizing September 2026 as Hunger Action Month – Regional Food Banks**
4. **Acceptance of Minutes – July 22, 2026 Meeting**
5. **Chairwoman's Report**
6. **Update – Mental Health Funding – Social Services Commissioner Sara Servadio**
7. **Approval – Budgetary Amendment 26A069 – Putnam County Historian – Digitization of Putnam County Courier Archives 1946-1955**
8. **Approval – Adoption of the Putnam County Local Solid Waste Management Plan and Resolution – Department of Health**
9. **Other Business**
10. **Adjournment**

#5.

Edward Gordon

From:	Savannah Usher
Sent:	Friday, October 9, 2026 8:08 AM
To:	Putnam Co Legislature
Cc:	Diane Trabulsy; Dr. Daniel Doyle; Rian Rodriguez; Shanna Siegel; County Executive
Subject:	Memorandum: Reappointment of Dr. Michael J. Nesheiwat to the Board of Health
Attachments:	Resume-MJN_2026.pdf; Memorandum-MJN-Reappointment_10-2026.pdf

Good morning, Putnam County Legislature,

On behalf of the president of the board of health, Dr. Daniel Doyle, attached is a memo to Chairwoman Montgomery requesting the reappointment of Dr. Michael J. Nesheiwat to the board of health. Dr. Nesheiwat was appointed to the board in 2025 to fulfill a previous vacancy in which the term expires December 31, 2026. To support this request, I've also attached Dr. Nesheiwat's resume.

Please let me know if you require further information.

Have a great weekend,
Savannah

Savannah Usher, Ph.D., MPH
Solid Waste Program Manager & Recording Secretary to the Board of Health •
Putnam County Department of Health
PHONE | **845.808.1390 ext. 43231** • **FAX** | **845.278.7921** • **WEBSITE** | **PUTNAMCOUNTYNY.COM/**
PUTNAM COUNTY GOVERNMENT NEW YORK
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-A PHAB-Accredited Health Department-

Book time to meet with me

RIAN RODRIGUEZ, MPH
PUBLIC HEALTH DIRECTOR

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

To: Nancy Montgomery, Chairperson of the Legislature

From: Dr. Daniel Doyle, President of the Board of Health

cc: Kevin Byrne, County Executive
Rian Rodriguez, MPH, Public Health Director
Shanna Siegel, RN, BSN, Deputy Public Health Director
Savannah Usher, Ph.D., MPH, Recording Secretary to the Board of Health

Subject: Reappointment of Member of the Board of Health

Date: 10/9/2026

This is to inform you that Board of Health member, Dr. Michael J. Nesheiwat's term expires on December 31, 2026. His current appointment was to fulfill a previous vacancy in which the term is expiring. Dr. Nesheiwat has indicated that he would like to continue serving on the Board of Health. Please accept this correspondence as a request that the Legislature take the necessary steps in reappointing Dr. Michael J. Nesheiwat to another term. This occurred this way to maintain the required staggered 6-year terms for members. Therefore, the new term would be set to expire 12/31/2032 if approved.

Thank you in advance for your assistance in this matter.

ENCLOSED: Resume of Dr. Michael J. Nesheiwat

NOV - Health
- Audit
Dec - Full

RC50
CC:ALL

#6.

ALEXANDRA GORDON
Acting Commissioner of Finance

JOSEPH VITA
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

2026 NOV 10 PM 4:45
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

November 6, 2026

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

Dear Ms. Trabulsy,

Pursuant to Putnam County Code Section 5-1, B dated February 14, 2010, I am advising you of the following request to amend the Putnam County Department of Health's 2026 budget:

Increase Revenues:		
10405900 434491	EARLY INTERVENTION / STATE AID	$ 100,000
Increase Expenses:		
10405900 54441	EARLY INTERVENTION / ITINERANT SERVICES	$ 90,000
10405900 54417	EARLY INTERVENTION / EVALUATIONS	$ 10,000
	TOTAL EXPENSES	$ 100,000

2026 Fiscal Impact – 0
2027 Fiscal Impact – 0

Your approval is requested to amend the 2026 Department of Health's budget to increase funding for children's home-based speech, occupational, and physical therapy services. The number of children served increased from 200 budgeted to 225, while the state raised the per-unit rate by 5%. An additional $10,000 is also needed for evaluations due to increased referrals. Projected revenue exceeds the budget, allowing an increase in the amount for this line item. These adjustments will align funding with current demand and maintain timely access to services.

Please forward to the appropriate committee.

Date	Commissioner of Finance/Designee: Initiation by $0 - $5,000.00	**26A090**
Date	County Executive/Designee: Authorized for Legislative Consideration $5,000.00 - $10,000.00	
Date	Chairperson Audit/Designee: $0 - $10,000.00	
Date	Audit & Administration Committee: $10,000.00 - $25,000.00	

RIAN RODRIGUEZ, MPH
PUBLIC HEALTH DIRECTOR

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: Alexandra Gordon, Acting Commissioner of Finance

FROM: William A. Orr, Jr., Senior Fiscal Manager

DATE: November 2, 2026

RE: **Budgetary Amendment**

Please review and approve the Budgetary Amendment for the following Health Department accounts, and upon approval, please forward it to the Legislative Committee.

Increase Revenue Line: Early Intervention – State Aid	**10405900-434491**	**$100,000**
	Total Revenue Increase:	**$100,000**
Increase Expense Line: Early Intervention – Itinerant Services	**10405900-54441**	**$90,000**
Increase Expense Line: Early Intervention - Evaluations	**10405900-54417**	**$10,000**
	Total Expense Increase:	**$100,000**
	Fiscal Impact	**$0.00**

This is home services for children. They receive speech therapy, occupational therapy and physical therapy. We currently have more children receiving these services than previously budgeted for. Children receiving services now is 225. The original budget was for 200 children. Additionally, the state increased the "Per Unit" rate by 5%.
Evaluations need an additional $10,000 for 2026. There was an increase in children receiving referrals.

WAO: er

Celestine Shields

From: William Orr
Sent: Friday, November 6, 2026 2:53 PM
To: Alexandra Gordon; Celestine Shields
Cc: Christopher Grevas; Milena Berardi; Valerie Kurtz; Marianne Larm; Asmira Jurkovic; Rian Rodriguez
Subject: Budgetary Transfer
Attachments: $100,000 BA EI Itinerant Services.docx

Hi Alex,

Please review and approve the attached budgetary amendment for the Early Intervention Program.

We are increasing the Itinerant line to allow for more children receiving these services.

We are also increasing the Early Intervention Evaluation expense line to allow for the increase in children receiving evaluations.

We anticipate more revenue that budgeted which allows me to increase revenues in this line.

Please add to the Health department agenda for November.

The fiscal impact for 2026 will be 0.

Bill

William A. Orr, Jr.
Fiscal Manager
Putnam County Department of Health
1 Geneva Road
Brewster, New York 10509
Phone: 845-808-1390 ext. 43146
Fax: 845-808-1916
Email: william.orr@putnamcountyny.gov

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NOV - Health
- Audit
Dec - Full
R 30
cc: All

#7.

ALEXANDRA GORDON
Acting Commissioner of Finance

JOSEPH VITA
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

November 6, 2026

2026 NOV 10 PM 4:45
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

Dear Ms. Trabulsy,

Pursuant to Putnam County Code Section 5-1, B dated February 14, 2010, I am advising you of the following request to amend the Putnam County Department of Health's 2026 budget:

Increase Revenues:

10296000 432773	PRESCHOOL / EDUCATION & TRANSPORTATION HDCP CHILD 3to5	$ 200,000

Increase Expenses:

10296000 54414	PRESCHOOL / CARE AT PRIVATE INSTITUTION	$ 200,000

2026 Fiscal Impact – 0
2027 Fiscal Impact – 0

Please review and approve this budgetary amendment for the Pre-K Program. The amendment increases the Pre-K Care at Private Institution expense line to reflect 2026 rate adjustments and current enrollment levels. When the Early Learning Center opened nine classrooms, enrollment in preschool programs was anticipated to decline from 95 children to 60. Current enrollment is 68 children. Most of those children transferred from other pre-K programs to the Early Learning Center, and the remaining children were admitted from waiting lists, expanding access for families in Carmel and Brewster. Because reimbursement revenue is 59.5% and is expected to exceed the amount originally budgeted, the revenue line will be increased by an amount equal to the expense increase.

Please forward to the appropriate committee.

Date	Commissioner of Finance/Designee: Initiation by $0 - $5,000.00	**26A091**
Date	County Executive/Designee: Authorized for Legislative Consideration $5,000.00 - $10,000.00	
Date	Chairperson Audit/Designee: $0 - $10,000.00	
Date	Audit & Administration Committee: $10,000.00 - $25,000.00	

RIAN RODRIGUEZ, MPH
PUBLIC HEALTH DIRECTOR

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: Alexandra Gordon, Acting Commissioner of Finance

FROM: William A. Orr, Jr., Senior Fiscal Manager

DATE: November 2, 2026

RE: **Budgetary Amendment**

Please review and approve the Budgetary Amendment for the following Health Department accounts, and upon approval, please forward it to the Legislative Committee.

Increase Revenue Line:	**10296000-432773**	**$200,000**
Preschool – Education HDCP Revenue		
	Total Revenue Increase:	**$200,000**
Increase Expense Line:	**10296000-54414**	**$200,000**
Preschool – Care at Private Institutions		
	Total Expense Increase:	**$200,000**
	Fiscal Impact	**$0.00**

We anticipated the number of children attending Preschool to decrease from 95 children down to 60 when the Early Learning Center opened with their 9 classrooms. We currently have 68 children attending Preschool.
There were many rate adjustments increases during 2026. The revenue reimbursement is 59.5%. I am increasing the revenue line equal to expenses to accommodate for the rate increase which allows this Budgetary Amendment to be Fiscal Impact $0

WAO: er

Celestine Shields

From: William Orr
Sent: Friday, November 6, 2026 4:07 PM
To: Alexandra Gordon; Celestine Shields
Cc: Valerie Kurtz; Christopher Grevas; Milena Berardi; Marianne Larm; Asmira Jurkovic
Subject: Budgetary Amendment
Attachments: $200,000 BA Care at Private Institution.docx

Hi Alex,

Please review and approve the attached budgetary amendment for the Pre K Program.

We are increasing the Pre K Care at Private Institution expense line.

And increasing our respective revenue line.

We anticipated the number of children attending Pre K schools to decrease from 95 down to 60.
We currently have 68 children attending schools.

The Early Learning Center opened and 30 children are attending classes there.
Most children transferred from other Pre K School programs to the Early Learning Center while other came from a waiting list.
Opening up the Early Learning Center allowed Carmel and Brewster children on waiting lists to attend schools.

I am increasing the revenue line equal to the increase in expense.
We anticipate more revenues in this line then previously budgeted.

Please add to the Health department agenda for November.

The fiscal impact for 2026 will be 0.

Bill

William A. Orr, Jr.
Fiscal Manager
Putnam County Department of Health
1 Geneva Road
Brewster, New York 10509
Phone: 845-808-1390 ext. 43146
Fax: 845-808-1916
Email: william.orr@putnamcountyny.gov

NOV. - Health
- Audit
Dec - Full

CC: All Reso

#8.

ALEXANDRA GORDON
Acting Commissioner of Finance

JOSEPH VITA
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

November 6, 2026

2026 NOV 10 PM 4:45
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

Dear Ms. Trabulsy,

Pursuant to Putnam County Code Section 5-1, B dated February 14, 2010, I am advising you of the following request to amend the Putnam County Department of Health's 2026 budget:

Increase Revenues:

10296000 432771	PRESCHOOL / EDUCATION & EDUCATION HDCPD CHILD ADMIN 3to5	$ 70,000

Increase Expenses:

10296000 54113	PRESCHOOL / EXCESSIVE SCHOOL ADMIN	$ 70,000

2026 Fiscal Impact – 0
2027 Fiscal Impact – 0

Please review and approve this budgetary amendment for the Pre-K Program. The amendment increases the Pre-K Education CPS Administration expense line, which reflects school district billing for Committee on Preschool Special Education evaluations. The number of children evaluated by the districts increased from 570 to 600, while the charge per child increased from $700 to $760. Because revenue is expected to exceed the amount originally budgeted, the revenue line will be increased by an amount equal to the expense increase.

Please forward to the appropriate committee.

Date	Commissioner of Finance/Designee: Initiation by $0 - $5,000.00	**26A092**
Date	County Executive/Designee: Authorized for Legislative Consideration $5,000.00 - $10,000.00	
Date	Chairperson Audit/Designee: $0 - $10,000.00	
Date	Audit & Administration Committee: $10,000.00 - $25,000.00	

RIAN RODRIGUEZ, MPH
PUBLIC HEALTH DIRECTOR

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: Alexandra Gordon, Acting Commissioner of Finance

FROM: William A. Orr, Jr., Senior Fiscal Manager

DATE: November 2, 2026

RE: **Budgetary Amendment**

Please review and approve the Budgetary Amendment for the following Health Department accounts, and upon approval, please forward it to the Legislative Committee.

Increase Revenue Line: Preschool – Education NDCP CPS Admin	**10296000-432771**	**$70,000**
Total Revenue Increase:		**$70,000**
Increase Expense Line: Preschool – Excessive School Admin	**10296000-54113**	**$70,000**
Total Expense Increase:		**$70,000**
Fiscal Impact		**$0.00**

The number of children the district billed for increased from 570 to 600 and charge increased from $700 to $760.

WAO: er

Celestine Shields

From: William Orr
Sent: Friday, November 6, 2026 4:44 PM
To: Alexandra Gordon; Celestine Shields
Cc: Valerie Kurtz; Christopher Grevas; Milena Berardi; Marianne Larm; Asmira Jurkovic
Subject: Budgetary Amendment
Attachments: DOC110626-11062026152504.pdf

Hi Alex,

Please review and approve the attached budgetary amendment for the Pre K Program.

We are increasing the Pre K Education CPS Admin, (Districts billing for committee for Pre K Special Education), expense line.

And increasing the revenue line specific to this expense account.

The number of children being evaluated by the districts increased from 570 to 600 and the charge per child went from $700 to $760.

I am increasing the revenue line equal to the increase in expense.
I am anticipating more revenues than previously budgeted.

Please add to the Health department agenda for November.

The fiscal impact for 2026 will be 0.

Bill

William A. Orr, Jr.
Fiscal Manager
Putnam County Department of Health
1 Geneva Road
Brewster, New York 10509
Phone: 845-808-1390 ext. 43146
Fax: 845-808-1916
Email: william.orr@putnamcountyny.gov

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www.facebook.com/putnamhealth

CC: All

Reso

Nov-Health
Nov-Audit
Dec-Field

#9.

ALEXANDRA GORDON
Acting Commissioner of Finance

JOSEPH VITA
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

November 9, 2026

2026 NOV 12 AM 11:06
PUTNAM COUNTY LEGISLATURE
CARMEL, NY

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

Dear Ms. Trabulsy,

Pursuant to Putnam County Code Section 5-1, B dated February 14, 2010, I am advising you of the following request to amend the Putnam County Department of Health's 2026 budget:

INCREASE EXPENSE LINE:

10296001 54441	EARLY LEARNING CENTER / ITINERANT SERVICES	$ 135,000
10296000 54414	EARLY INTERVENTION / CARE AT PRIVATE INSTITUTIONS	$ 90,000
10296002 54414	EARLY LEARNING CENTER / CARE AT PRIVATE INSTITUTIONS	$ 40.000
	TOTAL INCREASE	$ 265,000

DECREASE EXPENS LINE:

10296000 54441	PRE SCHOOL / ITINERANT SERVICES	$ 265,000

2026 Fiscal Impact – 0
2027 Fiscal Impact – 0

Please review and approve this budget amendment for the Early Learning Center, and the County of Putnam center-based programs. Children have transitioned from standard preschool programs to the County-run Early Learning Center and County of Putnam center-based programs. Consequently, fewer students require Preschool Itinerant Services, reducing the funding needed for that expense line. At the same time, enrollment growth in the Early Learning Center and County of Putnam center-based programs require additional funding. Because these programs are interrelated, the proposed transfers will align available funding with current enrollment and service needs.

Please forward to the appropriate committee.

Date	Commissioner of Finance/Designee: Initiation by $0 - $5,000.00	**26A094**
Date	County Executive/Designee: Authorized for Legislative Consideration $5,000.00 - $10,000.00	
Date	Chairperson Audit/Designee: $0 - $10,000.00	
Date	Audit & Administration Committee: $10,000.00 - $25,000.00	

RIAN RODRIGUEZ, MPH
PUBLIC HEALTH DIRECTOR

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: Alexandra Gordon, Acting Commissioner of Finance

FROM: William A. Orr, Jr., Senior Fiscal Manager

DATE: November 9, 2026

RE: **Budgetary Amendment**

Please review and approve the Budgetary Amendment for the following Health Department accounts, and upon approval, please forward it to the Legislative Committee.

Increase Expense Line: ELC – Itinerant Services	**10296001-54441**	**$135,000**
Increase Expense Line: EI – Care at Private Institution	**10296000-54414**	**$90,000**
Increase Expense Line: 4410 ELC – Care at Private Institution	**10296002-54414**	**$40,000**
	Total Revenue Increase:	**$265,000**
Decrease Expense Line: Preschool – Itinerant Services	**10296000-54441**	**($265,000)**
	Fiscal Impact	**$0.00**

Children have been transferred out of standard Preschool programs to the County run Early Learning Center and the County of Putnam center-based programs.
Preschool Itinerant Services will decrease as there are fewer students in our Preschool program.
Early Learning Center and County of Putnam center-based programs will need additional funds as their programs grow.
These three programs are interrelated.

WAO: er

Celestine Shields

From: William Orr
Sent: Monday, November 9, 2026 2:59 PM
To: Alexandra Gordon; Celestine Shields
Cc: Valerie Kurtz; Christopher Grevas; Milena Berardi; Marianne Larm; Asmira Jurkovic
Subject: Budgetary Amendment
Attachments: $265,000 BA Preschool Itinerant Services.docx

Hi Alex,

Please review and approve the attached budgetary amendment for the Pre K Program, Early Learning Center and County of Putnam School based programs.

We are decreasing the Pre K Education Itinerant Services expense line and transferring these funds to Early Learning Center Care at Private Institution expense line and Itinerant Services expense line.

The County of Putnam Center Based Program, Care at Private Institution expense line will increase from funds transferred from the Pre K Itinerant expense line.

Please add to the Health department agenda for November.

The fiscal impact for 2026 will be 0.

Bill

William A. Orr, Jr.
Fiscal Manager
Putnam County Department of Health
1 Geneva Road
Brewster, New York 10509
Phone: 845-808-1390 ext. 43146
Fax: 845-808-1916
Email: william.orr@putnamcountyny.gov

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www.facebook.com/putnamparents

CC: 411

MARLENE G. BARRETT
DIRECTOR

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

#10.

MEMORANDUM

2026 SEP 29 PM 5:42
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

DATE: September 29, 2026

TO: The Honorable Daniel Birmingham
Chairman, Putnam County Legislature

CC: The Honorable Nancy Montgomery
Chairwoman, Health, Social, Educational & Environmental Committee

Diane Trabulsy
Clerk to the Legislature

FROM: Marlene Barrett
Director, Office for Senior Resources

RE: OSR 2026-27 Grant Application for Field Hall Foundation

The Office for Senior Resources (OSR) is seeking approval from the Legislature to reapply for grant funding through the Field Hall Foundation to support our **Home Safety and Environmental Support Program**. The program is intended to provide safety-focused home modifications and supportive services that help older adults in Putnam County remain safely and independently in their homes for as long as possible. The program may include minor home modifications, environmental hazard interventions, and the installation of smoke/fire and carbon monoxide alarms.

OSR recently became aware that we are eligible to reapply for this funding opportunity after the previous meeting of the Health, Social, Educational & Environmental Committee had already taken place. Unfortunately, the Foundation's application deadline is September 30, 2026, which does not allow sufficient time for the request to be considered by the Committee prior to submission.

Given the limited application timeframe, we respectfully request the Legislature's permission to continue with the grant application process, and that this matter be placed on the agenda of the Health, Social, Educational & Environmental Committee meeting taking place on November 18, 2026. There is no county match required for this grant.

A draft copy of the grant application is attached for your review. We appreciate your consideration and respectfully request authorization to proceed so that OSR does not miss out on this funding opportunity.

Thank you for your consideration.

FIELD HALL
FOUNDATION

Winter 2026/27—Small Grant Letter of Inquiry Form

Field Hall Foundation supports programs and projects that improve the lives of older adults and caregivers in Dutchess, Putnam and Westchester Counties, NY. Priority is given to proposals focused on the basic needs of low-income older adults (60+ years old) and their unpaid caregivers.

The Foundation awards one-year small (up to $15,000) and full-sized grants. **This Letter of Inquiry is *for small grants only***. Before filling out this form, please visit the Foundation's website, fieldhallfoundation.org, for guidelines and eligibility requirements. Given the large number of organizations supported by the Foundation, **previous grantees** are generally eligible to apply for a grant two years after receiving a grant, based on grant cycles. For example, a Winter 2024/25 grant recipient can apply for a Winter 2026/27 grant.

Contact Patti Lavan Horvath, Executive Director, for more information or to discuss a possible proposal: phorvath@fieldhallfdn.org or 914-813-9103.

Instructions

Please complete the attached Cover Sheet and Letter of Inquiry (LOI) as a Word or pdf document using black, 12-point, Times New Roman type. LOIs submitted as a pdf document must be a read/write document. Answer all the sections in order and label accordingly. The completed LOI should be **two pages or less,** plus the cover sheet. *LOIs not adhering to this format will not be accepted.*

The cover sheet and LOI should be emailed to phorvath@fieldhallfdn.org **by September 30, 2026**.

Field Hall Foundation

Winter 2026/27—**Small Grant LOI Cover Sheet**

Date: September 29, 2026

Name of Organization: Putnam County Office for Senior Resources

Organization's Executive Director: Marlene Barrett

Contact Person and Title *(if not the Executive Director):*

Telephone Number: (845) 808-1700

E-mail: marlene.barrett@putnamcountyny.gov

Address: 110 Old Route 6, Bld. 3, Carmel, New York 10512

Type of Organization: _____ 501(c)(3) Not-for-Profit ___X___ Local Unit of Government

Federal Tax Identification #: 14-6002759

Organization's Operating Budget: $9,200,000

Dates Covered by the Operating Budget (mo/day/year): 01/01/2026- 12/31/2026

Proposed Program/Project Name: Home Safety and Environmental Support Program

Purpose of Program/Project *(one sentence):* To deliver safety-focused home modifications and supportive services that enable older adults in Putnam County to live independently and safely in their homes for as long as possible.

Focus Area(s) Addressed:

___ Food Insecurity

___ Home-based Care Services

___ Respite/Support Services for Caregivers

_X_ Safety/Security/Older Adult Abuse

___ Social Work/Case Management

___ Transportation

___ Other; *Specify*:

County(ies) Impacted: ___ Dutchess _X__ Putnam ___ Westchester

Proposed Program/Project's Total Budget: $15,000

Grant Amount Requested from Field Hall Foundation *(up to $15,000)*: $15,000

Number of Unduplicated Older Adults/Caregivers Impacted by the Requested Funding:
We anticipate serving approximately 30 unduplicated older adults with the requested funding, based on an average project cost of $500; the actual number served may vary depending on the specific needs of each individual and cost per service.

Field Hall Foundation

Small Grant Letter of Inquiry

A. Introduction to Organization *(one half page maximum)*

The Putnam County Office for Senior Resources (OSR), formerly known as the Office for Aging, has been serving older adults in Putnam County since 1969. Initially funded through the Older Americans Act and the Putnam County Board of Directors, OSR was established to provide programs, services, and facilities that support the well-being and independence of older adults. Over the past five decades, OSR has evolved into the county's primary planner, coordinator, and direct service provider for individuals age 60 and over.

As the needs of our aging population have evolved, so too have our programs and services. In addition to foundational services such as Information and Assistance, Legal Services, and Congregate Meals, OSR provides a comprehensive continuum of support, including Home Delivered Meals, Social Model Adult Day Services, four Friendship Centers, Helping Hands Homecare, HEAP, Health Insurance Information Counseling (HIICAP), Medical Transportation, and Caregiver Support Services.

Our mission is to stimulate, promote, coordinate, and administer programs that enhance the quality of life for older adults and their caregivers, with an emphasis on supporting long-term independence and ensuring equitable access to high-quality services, particularly for those who are frail, economically disadvantaged, or otherwise underserved. Supported by 70 paid staff members and more than 400 SeniorCorps volunteers, OSR serves as both a planner and coordinator of aging services and a direct provider of a broad range of programs, allowing us to identify emerging needs and respond with accessible, coordinated, and community-based support.

In 2023, OSR received a USAging Aging Achievement Award for our innovative Helping Hands Program, developed to address the growing gap in home care services amid a shortage of home health aides. This recognition reflects our ongoing commitment to developing responsive and innovative solutions that help older adults remain safe, independent, and connected within their communities.

B. The Need, Solution, and Budget *(one page maximum)*

In Putnam County, the aging population is rapidly increasing, with over 26,000 adults aged 60 and older—many of whom face mounting challenges to safely age in place. The majority (over 85%) of these older adults are homeowners, a rate significantly higher than both neighboring counties and the New York State average of 66%. While homeownership provides stability, many of these homes are aging and were not designed with the safety or environmental needs of older residents in mind.

Our proposed program specifically targets low-income homeowners aged 60 and older, defined as those earning no more than 300% of the federal poverty level. This population often lacks the financial resources and physical support to make even minor improvements that can drastically reduce health and safety risks. Falls, infestations, and mobility limitations are among the top issues that lead to premature institutionalization, increased healthcare costs, and reduced quality of life for seniors.

The Putnam County Office for Senior Resources proposes a Home Safety and Environmental Support Program to address this growing need. The program will provide critical services including minor home modifications—such as grab bar installation, improved lighting, entryway adaptations, and the installation or replacement of smoke/fire and carbon monoxide (CO) detectors—as well as basic pest control interventions to eliminate environmental health hazards. These services help create safer, healthier living conditions that allow older adults to remain in their homes with dignity and reduced risk.

118 N. Bedford Rd., Suite 100, Mt. Kisco, NY 10549 (914) 813-9100 www.fieldhallfoundation.org

Priority will be given to those who are very low-income and have no other means or opportunities to receive these essential modifications or services. We aim to serve as many vulnerable older adults as possible. With the Foundation's support, we anticipate directly serving approximately 30 older adults during the grant period, based on an average project cost of $500. The actual number served may vary depending on individual needs and the type of intervention required.

Our organization is primarily funded through federal, state, and county allocations, including the Older Americans Act, the New York State Office for the Aging, and the Putnam County government. We also receive contributions and income from cost shares, which are reinvested into program operations to enhance service delivery and reach.

The total cost of the proposed program is $15,000, with 100% of the funds dedicated to serving older adults. The requested grant will be used to cover the direct costs of safety modifications, smoke/fire and carbon monoxide alarms, pest control services, necessary materials, and labor.

We plan to implement this program within the Foundation's designated grant period of March 2027 through February 2028 and do not require an alternate timeline.

By addressing both structural safety and environmental hazards, this program offers a comprehensive, cost-effective solution to help older adults in Putnam County remain safe, stable, and independent in their own homes.

C. The Goal and Evaluation *(one half page maximum)*

Program success will be defined by our ability to enhance the safety, accessibility, and environmental health of the homes of low-income older adults in Putnam County, enabling them to remain in their homes with improved stability and reduced risk of injury or displacement. Success will also be reflected in positive participant feedback, increased confidence in home safety, and reduced reliance on emergency interventions or institutional care.

We will evaluate the program by using the following measures:

Quantitative Evaluation:

- **Number of unduplicated older adults served** through safety modifications and/or pest control services
- **Type and number of services provided**, such as grab bar installations, smoke/fire and/or CO detectors, and pest control treatments
- **Average cost per project** and comparison against projected budget
- **Geographic distribution** of service recipients across Putnam County to ensure equitable reach
- **Timeliness** of service delivery from referral to completion

Qualitative Evaluation:

- **Client satisfaction surveys** will be conducted following each completed service to gather feedback on perceived improvements in home safety and overall well-being
- **Follow-up phone interviews** with a sample of participants to assess changes in confidence, mobility, and feelings of independence within their homes
- **Staff and vendor observations** will be documented to evaluate challenges encountered and best practices in service delivery

This combination of data-driven analysis and personal feedback will allow us to continuously monitor program effectiveness, make real-time adjustments, and report meaningful outcomes to the Foundation. Our ultimate goal is to demonstrate not only the number of individuals served, but also the real impact on their quality of life and ability to age safely in place.

118 N. Bedford Rd., Suite 100, Mt. Kisco, NY 10549 (914) 813-9100 www.fieldhallfoundation.org

ccAll

11.

Edward Gordon

From: Servadio, Sara (DFA) <Sara.Servadio@dfa.state.ny.us>
Sent: Tuesday, November 3, 2026 12:02 PM
To: Putnam Co Legislature
Cc: James Burpoe; Marlene Barrett
Subject: Request to Present - November Health Committee
Attachments: scan_cynthia iglesias_2026-11-03-11-57-20.pdf; Implementation Plan and Timeline (CCEPC + SCF).pdf

PUTNAM COUNTY NOTICE

THIS EMAIL IS FROM AN EXTERNAL SENDER! DO NOT click links, DO NOT open attachments, DO NOT forward if you were not expecting this email or if it seems suspicious in any way! REMEMBER: NEVER provide your user ID or password to anyone for any reason!

Good afternoon.

Attached please find request to present update to the Legislature regarding Resolution 221.

Thank you,
Sara

Sara Servadio
Commissioner ● Departments of Mental Health, Social Services & Youth Bureau PHONE | 845.808.1560 ● WEBSITE | PUTNAMCOUNTYNY.GOV PUTNAM COUNTY GOVERNMENT NEW YORK Confidential Secretary: Cindy Iglesias, ext. 45211, 37a516@dfa.state.ny.us

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner

DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

TO: Daniel G. Birmingham, Chair, County Legislature

CC: Kevin Byrne, County Executive

FROM: Sara Servadio, Commissioner
Marlene Barrett, Director, Office for Senior Resources

DATE: November 3, 2026

RE: Request for Approval to Present – Resolution #221, County Food Security Initiative

---

I respectfully request approval to present to the Health, Social, Educational and Environmental Committee of the Putnam County Legislature an update on the County Food Security Initiative (Resolution 221), including its objectives, implementation efforts, status, and anticipated impact on food security throughout the County.

The discussion will provide an opportunity to inform the Legislature of the ongoing efforts to address food insecurity among County residents, highlight collaborative initiatives, and discuss any relevant developments or considerations moving forward.

Thank you for your consideration of this request.

Attachment:
Implementation Plan and Timeline – Prepared by Cornell Cooperative Extension of Putnam County and Second chance Foods.

Putnam County Food Security Initiative Implementation Plan

Implementation Plan and Timeline, October–December 2026

Prepared by Cornell Cooperative Extension of Putnam County (CCEPC) and Second Chance Foods (SCFs).

Background: Food Security Initiative

The Putnam County Food Security Initiative was authorized by the Putnam County Legislature in response to increased demand for food assistance, rising food-purchasing costs, transportation and distribution constraints, and limited refrigeration and freezer capacity. The program is authorized through December 31, 2027. The resolution released $150,000 from subcontingency, split between the two organizations: up to $100,000 for pantry stabilization, purchasing, and distribution through CCEPC, and $50,000 for the Bountiful Meals prepared-meal expansion through SCFs.

Each organization submitted its own implementation plan to the County. Together, the two plans take a countywide approach while directing resources according to documented community need, geographic access, populations served, and program capacity, with particular attention to underserved areas, communities with limited food access, seniors, residents with transportation barriers, and individuals who cannot readily access traditional food pantries.

CCEPC's implementation plan: CCEPC administers its allocation through the County's existing agreement with the Association. It will convene and coordinate partners through the Putnam County Food System Coalition and other appropriate communication channels, and DSS and OSR are welcome to attend meetings. Partners help identify unmet needs, share distribution information, facilitate food and meal access, and support reporting on services delivered. CCEPC's funding supports:

- Centralized or bulk purchasing from farmers and other food providers
- Food-purchase credits
- Food distribution to participating pantries
- Transportation and delivery
- Refrigeration, freezer, and related cold-storage equipment and installation when directly supporting food purchasing or distribution

Priority reflects documented need and capacity, including geographic accessibility and communities with limited access to food assistance; the number and characteristics of residents served, including seniors and underserved populations; current demand, food costs, and the ability to procure and distribute food efficiently; and transportation, delivery, refrigeration, freezer, and other distribution constraints.

SCFs' implementation plan: SCFs leads the prepared-meals side of the initiative, expanding the Bountiful Meals program to increase access to nutritious prepared meals. Its allocation of not less than $50,000 supports:

- Increased production of nutritious prepared meals
- Purchase of supplemental ingredients
- Meal packaging and labels
- Distribution costs

- Expansion of freezer locations
- Equipment necessary for meal production
- Volunteer coordination and production support

Meals will be distributed through senior centers, libraries, community organizations such as CoveCare, and food pantries.

Both plans work with the same partner network — the Putnam County Office for Senior Resources, DSS, the Putnam County Food System Coalition, participating food pantries, libraries, senior centers, community organizations, municipal partners, and additional nonprofit partners as appropriate — and both cap administrative expenses at ten percent of each organization's funding, consistent with the resolution.

Overview

For the rest of 2026, the work focuses on five things:

1. **Cold storage at community sites:** two merchandiser freezers, one in Patterson and one at Reed Memorial Library, plus one refrigerator for the Department of Social Services (DSS) informal pantry.
2. **Storage crop purchasing:** buying from local farmers once funding is approved.
3. **Farmer partnerships for the 2027 growing season:** outreach starts this fall, and contracts are signed in spring 2027.
4. **Hudson Valley Regional Food Bank credit system:** finalizing a way for pantries to buy directly from the food bank using credits
5. **Bountiful Meals expansion:** Second Chance Foods (SCFs) will cook and provide prepared meals for the Reed Memorial Library and Patterson Bountiful Meals fridge locations, meeting people where they are already going.

Component 1: Cold Storage Equipment

Equipment and estimated cost

Item	Site	Qty	Unit price	Total
Avantco GDC-24F-HC 31" black glass door merchandiser freezer	Patterson site (TBD), Reed Memorial Library	2	$1,749.00	$3,498.00
Avantco GDC-23-HC 28 3/8" black glass door merchandiser refrigerator (WebstaurantStore listing)	DSS informal pantry	1	$1,199.00	$1,199.00
Estimated total				**$4,697.00**

The freezer ships free from WebstaurantStore (WebstaurantStore). The DSS refrigerator model is a proposed match to the freezers. We'll confirm the model and size with DSS before ordering, and we'll recheck all prices when we place the order.

Site placement

- **Patterson:** Patterson Library has confirmed it doesn't have room. The unit will go to either the **Patterson Recreation Center** or **New Patterson Ideas**, depending on which site can meet the

requirements below and support the program. This site will be a Bountiful Meals fridge location, stocked with meals cooked and provided by SCFs.

- **Reed Memorial Library:** one freezer, as originally planned. Already in discussion with Gilead and Library. SCFs will cook and provide the meals stocked in this freezer.
- **DSS:** one refrigerator for the informal pantry.

Site requirements to confirm at each location

- A dedicated 120V, 15-amp outlet within 96" of the unit. The freezer draws 22.8 starting amps (WebstaurantStore).
- Floor space for about a 31" x 33" footprint, plus room for the swing door and ventilation.
- A delivery path that works for an 87"-tall unit. The manufacturer notes it may not fit upright through a standard 80" doorway.
- An indoor location with room temperature at or below 90°F and low humidity.
- Written agreement covering who monitors temperature, stocks and rotates food, cleans the unit, reports problems, and pays for power.

Component 2: Storage Crop Purchasing

- Purchasing begins **as soon as funding is approved**.
- Focus on fall and winter storage crops, such as winter squash, potatoes, onions, carrots, beets, cabbage, and apples, from Putnam and Hudson Valley farms.
- Match purchase volumes to the storage space available, including the refrigerator once they're installed as well as Putnam county pantries.

Component 3: Farmer Partnerships for the 2027 Season

- **Fall 2026:** Contact farmers, starting with those we already buy from. Share what we expect to need in 2027, and ask about crops, volumes, pricing, delivery, and food safety practices.
- **Winter 2026–27:** Draft contract terms and get them reviewed.
- **Spring 2027:** Sign contracts before planting decisions are final.
- Fall storage crop purchases double as a trial run for building these relationships ahead of the 2027 contracts.

Component 4: Hudson Valley Regional Food Bank Credit System

Conversations with Hudson Valley Regional Food Bank are already underway. The goal is a credit system that lets pantries order directly from the food bank. Remaining steps:

- Settle how credits are funded, allocated, tracked, and reconciled.
- Confirm which pantries will take part and how much each one gets.
- Agree on ordering and pickup or delivery logistics.

- Put the arrangement in writing and walk the pantries through the process.

Component 5: Bountiful Meals Expansion made by Second Chance Foods

SCFs is an active member of the Putnam County Food System Coalition (PCFSC). SCFs will expand Bountiful Meals access consistent with the resolution, addressing food security by meeting people where they are already going — locations such as senior centers, libraries, and community centers such as CoveCare.

Funding and activities

The resolution directs not less than $50,000 to the Bountiful Meals prepared-meal expansion, administered through SCFs. Funding will support:

- Increased production of nutritious prepared meals
- Purchase of supplemental ingredients
- Meal packaging and labels
- Distribution costs
- Expansion of freezer locations
- Equipment necessary for meal production
- Volunteer coordination and production support

Meal sites

SCFs will cook and provide the meals for the Reed Memorial Library and Patterson Bountiful Meals fridge locations. Meals will also be distributed through senior centers, libraries, community organizations such as CoveCare. SCFs will also deliver Bountiful Meals to be delivered to interested Putnam County food pantries.

Distribution priorities

Consistent with the resolution, services will remain countywide while prioritizing communities with limited food access, underserved populations, seniors, residents with transportation barriers, and individuals who cannot readily access traditional food pantries.

Administrative costs

SCFs administrative expenses will be limited to ten percent of its total funding, consistent with the resolution.

General Timeline

Timeframe	Cold Storage	Storage Crops	Farmer Partnerships	Food Bank Credits	Bountiful Meals (SCFs)
Oct 14–31	Visit and assess Patterson Rec Center and New Patterson Ideas. Confirm Reed Memorial site. Meet with DSS to confirm fridge needs and placement.	Prepare a farmer and crop list and draft purchase plan so we're ready when funding comes through.	Build a farmer contact list. Begin outreach calls and emails.	Follow up with the food bank on credit system structure.	SCFs confirms meal production capacity and the delivery plan for Reed Memorial and the Patterson site.
Nov 1–15	Choose the Patterson site. Get written site approvals from all three locations. Confirm final pricing.	**Upon funding approval:** start purchasing and set delivery schedules.	Keep up outreach. Hold early conversations about 2027 crops and volumes.	Confirm participating pantries and how credits are split.	Finalize the meal delivery schedule with SCFs, matched to freezer installation dates.
Nov 16–30	Order 2 freezers and 1 refrigerator. Schedule deliveries.	Continue purchasing and deliveries. Track volumes and spending.	Record farmer interest and capacity.	Draft the written agreement with the food bank.	As freezers are installed, SCFs begins cooking and delivering meals to Reed Memorial and Patterson.
Dec 1–15	Receive, inspect, and set up units. Verify temperatures. Sign site agreements.	Wrap up fall purchases. Distribute to sites, including the new cold storage.	Draft 2027 contract terms and pricing framework.	Finalize the agreement. Brief pantries on how ordering works.	Ongoing meal deliveries. Monitor meal volumes and stock levels at both sites.
Dec 16–31	Start stocking. Begin temperature logs.	Compile year-end purchase data for reporting.	Finish the 2026 outreach summary and the list of farmers ready to contract.	Launch the system, or set a January start date.	Compile year-end meal distribution data for reporting.
Spring 2027	Ongoing monitoring	—	**Sign farmer contracts**	Review the first round of pantry use	Ongoing meal service and review of additional meal sites.

Resolution Requirements and Reporting

- **Funding allocation:** the $150,000 released from subcontingency is split between the two organizations: up to $100,000 for pantry stabilization, purchasing, and distribution through CCEPC, and not less than $50,000 for the Bountiful Meals prepared-meal expansion through SCFs.
- **Priority criteria:** allocations prioritize need and underserved geographic areas, and cold-storage and freezer equipment is an eligible expense.
- **Implementation plan:** this document is submitted to the County to satisfy the resolution's implementation plan requirement.

- **Administrative cap:** administrative expenses for each organization are capped at ten percent of its funding.
- **Program period and closeout:** the program is authorized through December 31, 2027. No premature deadlines will be set, unused funds will be returned to the County, and a final report and accounting will be submitted within 60 days of program completion. The County retains audit rights, and material changes require County approval.

Key Dependencies

- **Funding approval** has to come before storage crop purchases and the equipment order.
- **Picking the Patterson site** has to come before ordering that freezer. If it slows things down, the Reed Memorial and DSS units can be ordered first.
- **DSS confirmation** on fridge size and placement.
- **Food bank agreement** on how the credit system works.
- Freezer installation at Reed Memorial and Patterson has to come before SCFs can begin meal deliveries at those sites.

cc All

12.

Edward Gordon

From: Servadio, Sara (DFA) <Sara.Servadio@dfa.state.ny.us>
Sent: Tuesday, November 3, 2026 10:17 AM
To: Putnam Co Legislature
Cc: James Burpoe
Subject: November Health Committee Request
Attachments: scan_sara.servadio_2026-11-03-10-13-02.pdf; Code Blue Motel P&P.doc; Code Blue Flyer English.pdf; Spanish Version Code Blue Flyer.pdf

PUTNAM COUNTY NOTICE

THIS EMAIL IS FROM AN EXTERNAL SENDER! DO NOT click links, DO NOT open attachments, DO NOT forward if you were not expecting this email or if it seems suspicious in any way! REMEMBER: NEVER provide your user ID or password to anyone for any reason!

Good morning.

Please consider the attached for the November Health Committee agenda.

Please note the confidential component of the Code Blue operations.

Thank you,
Sara

Sara Servadio
Commissioner ● Departments of Mental Health, Social Services & Youth Bureau PHONE | 845.808.1560 ● WEBSITE | PUTNAMCOUNTYNY.GOV PUTNAM COUNTY GOVERNMENT NEW YORK Confidential Secretary: Cindy Iglesias, ext. 45211, 37a516@dfa.state.ny.us

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner

DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

To: Chairman Daniel Birmingham

CC: Kevin Byrne, County Executive

From: Sara Servadio, Commissioner

Date: November 3, 2026

Re: Request to Present on the Code Blue Shelter Process

I respectfully request an opportunity to present to the Health, Social, Educational and Environmental Committee of the Putnam County Legislature the 2026-2027 Code Blue shelter process, including the procedures for accessing emergency overnight shelter, the roles and responsibilities of the involved departments, and the protocols in place to facilitate appropriate placement and services for individuals experiencing homelessness.

The discussion will provide an overview of the current Code Blue process, clarify departmental responsibilities, and outline the procedures utilized to ensure that individuals in need of emergency shelter are appropriately assessed and connected to available services.

For the Legislature's review and reference, I have attached the Code Blue Policy and Procedure document. This document is confidential and is being provided solely for the purpose of facilitating the Legislature's review and discussion of the Code Blue shelter process.

Fiscal impact (26) - 0 -
Fiscal impact (27) - 0 -

Thank you for your time and consideration of this request.

Attachments:
Code Blue Flyers (English / Spanish)
Policy & Procedure

DONALD B. SMITH COUNTY GOVERNMENT CAMPUS ~ BLDG. #2
110 OLD ROUTE SIX ~ CARMEL, NEW YORK 10512 (845) 808-1500 *FAX* (845) 225-8635
MEDICAID UNIT *FAX* (845) 225-0947
YOUTH BUREAU (845) 808-1600

CODE BLUE SHELTER

HELPING PUTNAM COUNTY RESIDENTS STAY SAFE & WARM

BEGINNING NOVEMBER 1, 2026 WHEN CODE BLUE CONDITIONS ARE IN EFFECT, SHELTER IS AVAILABLE FOR PUTNAM COUNTY RESIDENTS WHO NEED A SAFE, WARM PLACE TO STAY.

Screening Location
Putnam County
Department of Social Services
Located at 110 Old Route 6 Building #2
Carmel NY

Monday-Friday 9am-5pm
845-808-1500

NEED SHELTER OUTSIDE OF BUSINESS HOURS?
If you need shelter outside of Monday – Friday, 9:00am-5:00pm, please call: 845-225-4300

STAY SAFE. STAY WARM. KNOW WHERE TO GO.
Code Blue Shelter Services Begin November 1, 2026

CODIGO REFUGIO AZUL

AYUDAMOS A LOS RESIDENTES DEL CONDADO DE PUTNAM A MANTENERSE SEGUROS Y ABRIGADOS

COMENZANDO EL 1 DE NOVIEMBRE DE 2026 CUANDO LAS CONDICIONES DE CÓDIGO AZUL ESTÁN EN EFECTO, HAY REFUGIO DISPONIBLE PARA LOS RESIDENTES DEL CONDADO DE PUTNAM QUE NECESITAN UN LUGAR SEGURO Y CÁLIENTE DONDE QUEDARSE.

VEN AL DEPARTAMENTO DE SERVICIOS SOCIALES DEL CONDADO DE PUTNAM PARA UNA EVALUACION
110 OLD ROUTE 6
EDIFICIO #2
CARMEL, NY

LUNES – VIERNES
9:00 – 5:00
845-808-1500

NECESITAS REFUGIO FUERA DEL HORARIO LABORAL?
Si necesita refugio fuera de lunes a viernes,
de 9:00 a 5:00, por favor llame a: 845-225-4300

MANTENTE SEGURO. MANTENTE ABRIGADO.
SEPA DÓNDE IR.
Los servicios del refugio Código Azul comienzan el 1 de noviembre de 2026

Health-Nov Reso
Health
Fund-DC
CC:All

#13.

ALEXANDRA GORDON.
Acting Commissioner of Finance

JOSEPH VITA
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

October 29, 2026

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

2026 NOV -2 PM 1:15
PUTNAM COUNTY LEGISLATURE
CARMEL, NY

Dear Ms. Trabulsy,

Pursuant to Code Section 5-1, B dated February 14, 2010, I am advising you of the following request to amend the Putnam County Department of Social Services 2026 budget:

Increase Estimated Revenues:

10120000 436101 10130	SS ADMN OVHD/ADM SS/WARMING SHELTERS	$ 64,197
	TOTAL ESTIMATED REVENUE	$ 64,197

Increase Appropriations:

10120000 51093 10130	SS ADMN OVHD / OVERTIME	$ 6,736
10120000 54646 10130	SS ADMN OVHD / CONTRACTS	$ 56,352
10120000 58001 10130	SS ADMN OVHD / STATE RETIRMENT	$ 593
10120000 58002 10130	SS ADMN OVHD / FICA	$ 516
	TOTAL APPROPRIATIONS	$ 64,197

2026 Fiscal Impact - 0
2027 Fiscal Impact – 0

Approval is requested to amend the 2026 DSS budget to incorporate Putnam County's 2026–2027 Code Blue allocation (26-LCM-14), awarded by the New York State Office of Temporary and Disability Assistance (OTDA), to cover eligible expenses incurred in 2026 for emergency measures serving individuals experiencing homelessness during periods of inclement winter weather. The allocation may be applied to eligible obligations incurred from July 1, 2026, through June 30, 2027, and all claims must be submitted by August 13, 2027.
Please forward to the appropriate committee.

AUTHORIZATION:

Date _____ Commissioner 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

26A088

Date _____ Audit & Administration Committee: $10,000.01 - $25,000.00

ATTACHMENTS:
26-LCM-14 CODE BLUE ALLOCATIONS

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner

DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

October 29, 2026

TO: Alexandra Gordon, Acting Commissioner of Finance

FROM: KW Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau

SUBJECT: DSS 2026 Budgetary Amendment

Your approval is requested to amend the 2026 DSS budget to include Putnam's 2026-2027 Code Blue allocation (26-LCM-14) received from the Office of Temporary and Disability Assistance (OTDA) as it relates to expenses incurred in 2026 regarding implementing emergency measures for the homeless during inclement winter weather. Allocations may be used to support obligations from July 1, 2026, through June 30, 2027, and must be claimed by August 13, 2027.

Increase Estimated Revenue:

10120000		SS PROGRAM ADMN OVHD	
	436101	ADM SOCIAL SERVICES	$64,197
	10130	WARMING SHELTERS	
		Total Estimated Revenues	$64,197

Increase Appropriations:

10120000		SS PROGRAM ADMN OVHD	
	51093	OVERTIME	$6,736
	54646	CONTRACTS	$56,352
	58001	STATE RETIREMENT	$593
	58002	SOCIAL SECURITY	$516
	10130	WARMING SHELTERS	
		Total Appropriations	$64,197
		Fiscal Impact (26)	- 0 -
		Fiscal Impact (27)	- 0 -

Thank you for your time and consideration of this request.

Attachments:

26-LCM-14 Code Blue Allocations

cc: Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau
Nicolle McGuire, Deputy Commissioner of Social Services and Youth Bureau

NEW YORK STATE | Office of Temporary and Disability Assistance

KATHY HOCHUL
Governor

BARBARA C. GUINN
Commissioner

RAJNI CHAWLA
Executive Deputy Commissioner

Local Commissioners Memorandum

Section 1

Transmittal:	26-LCM-14
To:	Social Services District Commissioners
Issuing Division/Office:	Division of Housing and Refugee Services
Date:	August 3, 2026
Subject:	Code Blue Allocations
Contact Person(s):	Heather Diamond; (518) 473-3262; Heather.Diamond@otda.ny.gov
Attachments:	Attachment 1 - Funding Allocations Attachment 2 - Claiming Instructions Attachment 3 - Code Blue Annual Report

Section 2

I. Purpose

This Local Commissioners Memorandum (LCM) informs social services districts (districts) of their Code Blue Allocations and Code Blue reporting and monitoring requirements. The SFY 2026-27 New York State Budget appropriated $20 million for district costs related to implementing emergency measures for the homeless during inclement winter weather (Code Blue). This funding is allocated to districts according to a methodology developed by the Office of Temporary and Disability Assistance (OTDA) and approved by the Division of Budget (DOB). This LCM outlines those allocations, which are based on approved 2025-26 district Code Blue allocations and recent program spending.

II. Background

Per 18 NYCRR § 304.1, a Code Blue alert must be called when temperatures are expected to fall below 32˚F with wind chill for at least two consecutive hours, based on the local forecast issued by the National Weather Service (http://forecast.weather.gov/) for the city, town or village within the district that is known to have the largest population of unsheltered individuals. When possible, the decision to declare a Code Blue alert should be made by 5:00 p.m. each day. The Code Blue should remain in effect until the temperature rises above 32˚F with wind chill, but at least until 7:00 a.m. the next morning.

Code Blue reimbursement is for essential, additional costs that are directly related to the requirements of the Code Blue regulation to provide shelter during inclement weather. Only

essential expenditures for services not previously funded prior to the regulations that are directly related to the regulation will be eligible for reimbursement.

Code Blue funding is intended to support the provision of emergency shelter and related services necessary to ensure the health and safety of individuals during extreme weather conditions. To the extent that it directly supports this purpose, districts are reminded that safe alternatives to shelter, for example, resolving a short-term housing issue, reconnecting with a safe friend or family member, or arranging immediate transportation also meet Code Blue requirements.

Types of costs that are ineligible, include but are not limited to:

- The share of costs for items that are likely to be used outside of Code Blue periods, including cell phones, tablets, and office supplies. User fees for such items should only encompass the Code Blue period.
- Capital expenses including building modifications and repairs, unless specifically necessary for the provision of Code Blue Services. To the extent possible, these costs should be allocated to Code Blue periods and depreciated over the reasonable life of the asset.
- Costs incurred by local government entities as part of their normal scope of duties, such as police patrols and welfare checks.
- Fringe benefit costs that would otherwise be incurred by the district.
- Administrative overhead expenses for service providers that are not directly related to the Code Blue program.

If the costs associated with the regulation are eligible for reimbursement under the guidelines associated with Public Assistance, they should be claimed as Public Assistance on the appropriate claim schedules.

Program Year

Reimbursement for expenditures related to activities in compliance with the regulation will be made available to districts. The program's operational dates are July 1 – June 30. Expenses must be based on costs incurred for one program year.

Districts are expected to assist households within their own district. If a district must utilize shelter or motel beds in another district, it is expected that the district will provide transportation for households in need of shelter and will advise the neighboring district of each person who is placed in that neighboring district at the time of the placement. If the household being placed in a neighboring district subsequently wishes to apply for Temporary Assistance or other available public benefits, it will be the responsibility of the placing district to process the application and provide transportation back to the county of origin if needed.

III. Program Implications

Reimbursement for Code Blue expenses is available up to the stated allocations and may be adjusted within the appropriated funding limit. Expenditures must be claimed through the RF17 claim package for special projects per the Claiming Instructions outlined in Attachment 2.

IV. Claiming

The Code Blue Program Year ends June 30, 2027. Claims for the 2026-2027 program year should be submitted by August 13th, 2027. Please see Attachment 2 for claiming instructions.

V. Monitoring

Districts and/or their subcontractors are required to provide OTDA access to program records during the program year as requested. Code Blue programs may be monitored by OTDA at least annually and may include onsite visits. The goal of monitoring is to ensure compliance with the Code Blue regulation. In addition, monitoring enables OTDA to provide technical assistance and to assist the district and/or community partners to meet the overall intent of Code Blue programming. It is the responsibility of the district to monitor all subcontracts.

VI. Reporting

Districts must report annually how many people were served, what services were provided, and the related expenses incurred through June. The Code Blue Annual Report (Attachment 3) must be submitted to OTDA by August 13, 2027.

Districts are strongly encouraged to track Code Blue placements through a Homeless Management Information System (HMIS).

Questions may be directed to Heather Diamond at heather.diamond@otda.ny.gov or by telephone at (518) 473-3262.

Issued By:

Name: Dana Greenberg
Title: Director
Division/Office: Bureau of Housing and Support Services (BHSS)

NEW YORK STATE | Office of Temporary and Disability Assistance

KATHY HOCHUL
Governor

BARBARA C. GUINN
Commissioner

RAJNI CHAWLA
Executive Deputy Commissioner

Code Blue

Funding Allocations

Attachment 1

Local Social	
Albany	$973,000
Allegany	$185,000
Broome	$880,000
Cattaraugus	$468,000
Cayuga	$274,000
Chautauqua	$518,000
Chemung	$355,000
Chenango	$187,000
Clinton	$433,000
Columbia	$487,000
Cortland	$512,000
Delaware	$2,000
Dutchess	$723,000
Erie	$645,000
Essex	$26,000
Franklin	$120,000
Fulton	$106,000
Genesee	$45,000
Greene	$15,000
Hamilton	$1,000
Herkimer	$138,000
Jefferson	$523,000
Lewis	$144,000
Livingston	$274,000
Madison	$26,000
Monroe	$1,064,000
Montgomery	$455,000
Nassau	$738,000
New York City	$431,000
Niagara	$149,000

Local Social Services District	Allocation
Oneida	$784,000
Onondaga	$485,000
Ontario	$70,000
Orange	$386,000
Orleans	$97,000
Oswego	$118,000
Otsego	$307,000
Putnam	$209,000
Rensselaer	$85,000
Rockland	$614,000
Saratoga	$426,000
Schenectady	$614,000
Schoharie	$466,000
Schuyler	$160,000
Seneca	$17,000
St. Lawrence	$204,000
Steuben	$439,000
Suffolk	$221,000
Sullivan	$272,000
Tioga	$6,000
Tompkins	$841,000
Ulster	$1,005,000
Warren	$347,000
Washington	$384,000
Wayne	$46,000
Westchester	$353,000
Wyoming	$15,000
Yates	$132,000
TOTALS	$20,000,000

NEW YORK STATE | Office of Temporary and Disability Assistance

KATHY HOCHUL
Governor

BARBARA C. GUINN
Commissioner

RAJNI CHAWLA
Executive Deputy Commissioner

Attachment 2

Homelessness During Inclement Weather (Code Blue) Claiming Instructions

Expenditures for the adopted Regulation (§ 304.1 of 18 NYCRR) – Emergency Measures for the Homeless During Inclement Weather project should be claimed through the RF-17 claim package for special project claiming in the Automated Claiming System (ACS) for the month(s) that the expenditures were made. These costs are first identified on the RF-2A claim package as F17 functional costs and reported in the F17 column on the LDSS-923 "Cost Allocation Schedule of Payments Administrative Expenses Other Than Salaries" and the LDSS-2347 "Schedule D DSS Administrative Expenses Allocation and Distribution by Function and Program" (Schedule D). After final accepting the RF-2A, the individual project costs are then reported under the project label ***Code Blue SFY2027*** on the RF-17.

Salaries, fringe benefits, staff counts, and central services costs are directly entered on the LDSS-4975A "RF17 Worksheet, Distribution of Allocated Costs to Other Reimbursable Programs" while overhead costs are automatically brought over from the Schedule D and distributed based upon the proportion of the number of staff assigned to this project. Employees not working all their time on this program must maintain time studies to support the salary and fringe benefit costs allocated to the program.

Non-salary administrative costs are reported with the appropriate object of expense code(s) on page 1 of the LDSS-923B "Summary - Administrative Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs."

Program costs are reported as object of expense code 37 (Special Project Program Expense) on page 2 of the LDSS-923B "Summary - Program Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs."

Total project costs should be reported on the LDSS-4975 "Monthly Statement of Special Project Claims Federal and State Aid (RF-17)" as 100% State share excluding central services costs which are local share. Actual reimbursement will be based upon each district's allocation.

Claims for the period July 1, 2026, through June 30, 2027, must be final accepted in the ACS by August 13, 2027.

Further instructions for completing time studies; the LDSS-923, LDSS-923B and Schedule D; and the RF-17 claim package are found in Chapters 4, 7, and 18, respectively, of the Fiscal Reference Manual (FRM) Volume 3. The FRMs are available online at https://intranet.otda.ny.gov/bfdm/finance/.

Any claiming questions should be directed to:

Regions 1-6: Justin Gross at 518-474-7549 or otda.sm.Field_Ops.I-IV@otda.ny.gov

Annual Report Instructions
1. Data should be deduplicated. 2. Data utilized in the Annual Report should be from July 1, 2026 to June 30, 2027. 3. HMIS data should be utilized to complete the Annual Report where possible.

Annual Report Definitions
Shelter - Short-term housing accompanied by support services in which those being housed do not have a lease. This includes short-term housing provided in a shelter built specifically for this purpose, or in other short-term housing paid for by the social services district or not-for-profit agency.
Shelter Overflow - Additional space in an existing certified shelter that is used when the regular space is full. This space is normally not utilized. Example: cots placed in a conference room when all regularly used space is full.
Warming Center - A Warming Center (alternately Warming Station) is a heated, staffed, short-term overnight facility where individuals can be housed. Warming Centers typically operate when the temperature drops below 32 degrees with windchill (Code Blue). Please note a Warming Center is NOT a shelter.
Local Contribution - Any expenses not reimbursed by NYS Code Blue funding.

Code Blue Annual Report

Attachment 3

District:

Report Term:

Deduplication	Yes/No
Have the individuals included in this report been deduplicated?	

Code Blue Nights		
Date of First Code Blue Night	Date of Last Code Blue Night	Total Code Blue Nights

Code Blue Hotel/Motel Placements							
Household with at least one adult and one child		Households without children		Households with only children			
Number of Households	Number of People	Number of Households	Number of People	Number of Households	Number of People	Total Households	Total People
						0	0

Warming Centers	Number Served
Persons served in Warming Centers	

Code Blue Shelter Placements							
Household with at least one adult and one child		Households without children		Households with only children			
Number of Households	Number of People	Number of Households	Number of People	Number of Households	Number of People	Total Households	Total People
						0	0

Code Blue Shelter Overflow/Other Setting Placements	Number Served
Persons Served in Code Blue Shelter Overflow/Other Setting Placements	

HMIS	Yes/No
Are Code Blue hotel/motel placements in HMIS?	
Are warming center(s) in HMIS?	
Are Code Blue shelter overflow/other settings in HMIS	

Expense Type	Expense
1. Salary	
2. Fringe	
3. Contractual Costs	
4. Staff Travel	
5. Equipment	
6. Supplies	
7. Hotel/Shelter Per Diem	
8. Client Transportation	
9. Other	
Total Expenses	$ -

Local District Contribution	
Local District contribution to Code Blue expenses:	

Narrative (explain any data outliers or extraordinary circumstances):

Warming Center Information	
Address	
Contact Person	
Contact Email	
Dates Open	
Hours	
Capacity	
Was this Warming Center new this year?	
Have there been location or provider changes since last year? If yes, describe in narrative section below.	

Hea Hh - Nov
Audit - Nov
Fcel - DEC

Reso
CC: HC

#14

ALEXANDRA GORDON.
Acting Commissioner of Finance

JOSEPH VITA
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

October 27, 2026

2026 NOV -3 PM 4:40
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

Dear Ms. Trabulsy,

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following request to amend the Putnam County Department of Social Services 2026 budget:

Increase Estimated Revenues:
10101000 436101 10231 SS INC MAINT / ST AID- SHELTER ARREARS ASSISTANCE $16,891
(Social Svcs. Income maintenance)

Increase Estimated Appropriations:
10101000 54989 10231 SS PROG ADMN INC MAINT/ MISC/ ST AID SHELTER ASSIST $16,891

2026 Fiscal Impact - 0
2027 Fiscal Impact – 0

Your approval is requested to amend the 2026 DSS budget to incorporate Putnam County's 2026–2027 New York State Shelter Arrears Eviction Forestallment allocation (26-LCM-21), as detailed in the attached notice received from the New York State Office of Temporary and Disability Assistance (OTDA). This funding will provide critical shelter-arrears assistance to eligible households, helping them avoid eviction and retain permanent housing. The allocation may be used to support eligible obligations incurred from October 1, 2026, through September 30, 2027.
Please forward to the appropriate committee.

AUTHORIZATION:

Date _____ Commissioner 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 **26A084**

Date _____ Audit & Administration Committee: $10,000.01 - $25,000.00

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner

DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

October 26, 2026

TO: Alexandra Gordon, Acting Commissioner of Finance

FROM: KW Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau

SUBJECT: DSS 2026 Budgetary Amendment

Your approval is requested to amend the 2026 DSS budget to include Putnam's 2026-2027 New York State Shelter Arrears Eviction Forestallment allocation (26-LCM-21) received from the Office of Temporary and Disability Assistance (OTDA) to provide vital shelter arrears assistance to help eligible households retain permanent housing. Allocations may be used to support obligations from October 1, 2026, through September 30, 2027, and must be claimed by December 31, 2027.

Increase Estimated Revenue:

10101000		SS PROG ADMN INC MAINT	
	436101	ADM SOCIAL SERVICES	$16,891
	10231	NYS SHELTER ARREARS EVICTION FOREST	
		Total Estimated Revenues	$16,891

Increase Appropriations:

10101000		SS PROG ADMN INC MAINT	
	54989	MISCELLANEOUS	$16,891
	10231	NYS SHELTER ARREARS EVICTION FOREST	
		Total Appropriations	$16,891
		Fiscal Impact (26)	- 0 -
		Fiscal Impact (27)	- 0 -

Thank you for your time and consideration of this request.

Attachments:

DONALD B. SMITH COUNTY GOVERNMENT CAMPUS ~ BLDG. # 2
110 OLD ROUTE SIX ~ CARMEL, NEW YORK 10512 (845) 808-1500 *FAX* (845) 225-8635
MEDICAID UNIT *FAX* (845) 225-0947
YOUTH BUREAU (845) 808-1600

26-LCM-21 2026-2027 New York State Shelter Arrears Eviction Forestallment (SAEF) Program Guidance and Allocations

cc: Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau
Nicolle McGuire, Deputy Commissioner of Social Services and Youth Bureau

NEW YORK STATE | Office of Temporary and Disability Assistance

KATHY HOCHUL
Governor

BARBARA C. GUINN
Commissioner

RAJNI CHAWLA
Executive Deputy Commissioner

Local Commissioners Memorandum

Section 1

Transmittal:	26-LCM-21
To:	Social Services District Commissioners
Issuing Division/Office:	Employment and Income Support Programs
Date:	September 21, 2026
Subject:	2026-2027 New York State Shelter Arrears Eviction Forestallment (SAEF) Program Guidance and Allocations
Contact Person(s):	Public Assistance Bureau: 518-474-9344 or pabureauhousingprograms@otda.ny.gov
Attachments:	Attachment 1 – 2026-2027 SAEF Program Allocations Attachment 2 – 2026-2027 SAEF Program District Participation Form Attachment 3 – SAEF Program Summation Report Template

Section 2

I. Purpose

The New York State (NYS) Fiscal Year (FY) 2027 Budget made additional funds available to support the NYS Shelter Arrears Eviction Forestallment (SAEF) program. The purpose of this Local Commissioners Memorandum (LCM) is to notify social services districts (districts) outside of New York City of the option to participate in the SAEF program for the 2026-2027 program year. Additionally, this guidance informs districts of their 2026-2027 SAEF program allocations and provides general program information. Attachment 1 indicates the SAEF program allocations available to support each district from October 1, 2026, through September 30, 2027.

Districts must complete and return the 2026-2027 NYS SAEF Program District Participation Form (Attachment 2) to the Office of Temporary and Disability Assistance (OTDA) no later than September 30, 2026, to indicate whether they choose to operate a SAEF program at the funding level indicated in Attachment 1, operate at a lesser funding level, or decline all funds and elect not to participate in the SAEF program. Certain information included in this directive supersedes 24-LCM-12, 24-LCM-19 and 26-LCM-01. Districts are reminded that while there is no requirement to submit a SAEF program plan to OTDA for approval, all SAEF program requirements must be met.

II. Background

In September 2024, OTDA released 24-LCM-12 announcing that the FY 2025 Budget appropriated $10 million to provide for services and expenses related to the payment of shelter arrears (including rent and mortgage arrears) necessary to retain housing for certain households that are in receipt of or who would be eligible for ongoing or emergency Public Assistance (PA) pursuant to Social Services Law (SSL) §131-a. To distribute these funds, OTDA created the SAEF program to provide vital shelter arrears assistance to help eligible households retain permanent housing. In December 2024, OTDA released 24-LCM-19 to provide districts with supplemental SAEF program guidance. In January 2026, OTDA released 26-LCM-01 announcing that the FY 2026 Budget appropriated an additional $10 million to support the SAEF program.

The FY 2027 Budget appropriated an additional $10 million to support the SAEF program. Districts may choose to retain their allocation and use district mechanisms (e.g., direct administration or transfer of funds to county agencies) to operate this program, or may delegate the administration of this program, in full or in part, to another public agency, contractor or non-profit organization.

III. Program Implications

A. Program Activities and Services

Upon submission of an affirmative 2026-2027 SAEF Program District Participation Form, districts may begin making eligibility determinations for the SAEF program period of October 1, 2026, through September 30, 2027. Arrears payments for eligible households may be retroactive, covering an arrears period between October 1, 2025, through September 30, 2027. Districts are reminded that SAEF program eligibility is based on circumstances at the time when eligibility is being evaluated, not during the time when arrears were accrued.

Shelter arrears payments provided through the SAEF program must not exceed a total of six months of arrears per household. Arrears payments do not have to be consecutive or paid all at once; payments may be issued partially (less than six months of arrears assistance needed) or in full (all six months paid at once).

There is a $25,000 cap on the amount that can be paid for arrears to each eligible household under the 2026-2027 SAEF program. In exceptional circumstances where the arrears amount owed by a household exceeds $25,000, and the district determines the household is otherwise eligible under the SAEF program, districts may send written justification to the OTDA PA Bureau via email at: pabureauhousingprograms@otda.ny.gov requesting approval of the requested payment amount. OTDA will review each request to determine approvals on a case-by-case basis and return a written response to the district. Districts may establish local criteria that sets a lower limit on the amount that can be paid.

In accordance with 24-LCM-19 (Attachment 4, Q&A 12), SAEF program payments may also be issued to cover mortgage arrears, homeowners' association fees, and legal and/or late fees in circumstances where households can establish that those expenses are necessary to retain their housing and they meet all SAEF program eligibility requirements.

In addition, tax arrears may be paid under the SAEF program when the aforementioned criteria are met and the district can substantiate that the SAEF program payment will keep the household in their home and all other eligibility factors are met.

Prior receipt of shelter arrears payments through ongoing PA, the Emergency Assistance to Families (EAF) or Emergency Safety Net Assistance (ESNA) programs does not impact SAEF program eligibility. Households who previously received six months or more of shelter arrears assistance through ongoing PA, EAF or ESNA may receive additional payments via the SAEF program, not to exceed six months, if otherwise eligible for the SAEF program.

SAEF program payments may be issued to an eligible household in tandem with a different funding source to cover a separate period of shelter arrears that the SAEF program payment does not cover. The eligibility parameters for each funding source must be evaluated separately and met prior to issuing payments under the respective programs. Arrears payments from different funding sources must never be for the same time period. For further information, please see 24-LCM-19 (Attachment 4, Q&A 17).

SAEF program payments will not be limited by the shelter allowance amount set forth in SSL §131-a and will not be part of the standard of need pursuant to SSL §131-a, and therefore, would not be considered by the Automated Budgeting and Eligibility Logic (ABEL) when computing financial eligibility for PA. SAEF program payments are not countable as income or as a resource for PA, Home Energy Assistance Program (HEAP) or Supplemental Nutrition Assistance Program (SNAP) eligibility or budgeting purposes. Additionally, SAEF program payments will not be subject to recoupment or repayment unless the application submitted was fraudulent or otherwise identified as ineligible.

B. Participant Eligibility

Districts must establish and maintain local policy governing eligibility for SAEF program payments. While districts have flexibility regarding SAEF program eligibility requirements, the governing statute outlines some minimum requirements for eligibility as follows:

- Eligible households are individuals and/or families, with or without children, who have shelter arrears (rent or mortgage arrears) and require assistance to retain permanent housing;
- Ongoing PA recipient households must first apply for shelter arrears assistance under PA and if found ineligible they must receive a denial notice, which must be documented in the case record. The household should then be assessed for SAEF program eligibility;
- Non-PA recipient households must first apply for shelter arrears assistance under EAF or ESNA and if they are found ineligible through both programs, they must receive a denial notice, which must be documented in the case record. The household should then be assessed for SAEF program eligibility. Districts are reminded that a Supplemental Security Income (SSI) household may be found ineligible for Emergency Assistance for Adults (EAA), then evaluated under EAF and/or ESNA and still found ineligible. Such households may be considered for the SAEF program;

- One or more household members must meet the PA (Family Assistance (FA), Safety Net Assistance (SNA), EAF, ESNA) citizenship/non-citizen status eligibility requirements;
- Non-PA recipient households must meet the EAF or ESNA income eligibility requirements. Districts are reminded that the income of all the individuals that reside in the household, including those that may not have a non-citizen category/status that is satisfactory for PA benefit eligibility, must be counted in accordance with the EAF or ESNA income eligibility standards. OTDA issues guidance annually regarding updates to the EAF and ESNA federal poverty guidelines and the current charts are included below.

2026-2027 Income Guidelines for EAF and ESNA

Financial eligibility for EAF is determined by the gross (total) income immediately available to the household on the date of application. The household is financially eligible for EAF if the available income is at or below 200% of the Federal Poverty Level Guidelines for the household size. The below guidelines for EAF are effective April 1, 2026, through March 31, 2027.

200% of Federal Poverty Level Guidelines
EAF Gross Available Test
By Family Size (Adjusted Annually)

Household Size	Annual	Monthly
1	$31,920	$2,660
2	$43,280	$3,607
3	$54,640	$4,553
4	$66,000	$5,500
5	$77,360	$6,447
6	$88,720	$7,393
7	$100,080	$8,340
8	$111,440	$9,287
Each Additional Member	$11,360	$947

Financial eligibility for ESNA is determined by the gross income of the applying household. The household's gross income at the time of application must not exceed 125% of the Federal Poverty Level Guidelines for the household size. The below income guidelines for ESNA are effective April 1, 2026, through March 31, 2027.

ESNA 125% of Federal Income Poverty Level Guidelines (Adjusted Annually)

Household Size	Annual	Monthly
1	$19,950	$1,663
2	$27,050	$2,254
3	$34,150	$2,846
4	$41,250	$3,438
5	$48,350	$4,029
6	$55,450	$4,621
7	$62,550	$5,213
8	$69,650	$5,804
Each Additional Member	$7,100	$592

Households that are determined income eligible for the SAEF program as described above are not required to meet certain other PA eligibility requirements for shelter arrears payments. Unlike traditional PA shelter arrears requirements, households eligible for the SAEF program:

- May have foreseen the occurrence or situation giving rise to the need for shelter arrears assistance;
- May be unable to reasonably demonstrate an ability to pay future shelter expenses, including any amounts in excess of the appropriate agency maximum monthly shelter allowance;
- May have already received a shelter arrears payment within the prior five years; and/or
- May not be current on a shelter repayment agreement from a prior shelter arrears payment.

Households that qualify for the SAEF program under the ESNA income eligibility requirement are not subject to a repayment agreement. In addition, while PA recipient households may be eligible for assistance under the SAEF program, receipt of PA is not a requirement for determining eligibility for the SAEF program.

Districts must make sure they have policies and procedures in place to:

- Establish that the SAEF program recipient is the primary tenant/homeowner, or resides in the residence and is primarily responsible for the rent and financial upkeep of the home (e.g., require a lease or other documentation evidencing financial payments);
- Establish the shelter arrears amount due for the SAEF program household;
- Ensure that the SAEF program payment will be accepted to prevent eviction for a specified timeframe (in accordance with 24-LCM-19 Attachment 4, Q&A 11; this is an area of local discretion and districts should work with landlords to determine a reasonable timeframe);
- Take reasonable steps to prevent the duplication of benefits;
- Issue a determination letter stating the amount approved or the reason for denial;

- Establish a process for handling fraudulent applications, including a procedure for recovering funds, if necessary; and
- Establish a process for reviewing and considering appeals of applications that are denied.

As a reminder, a formal eviction threat is not a requirement of the SAEF program but may be a requirement if the district's plan defines it as such. If households present documentation of a formal eviction, districts must evaluate and document it when making a SAEF program eligibility determination. Please see 24-LCM-19 (Attachment 4 Q&A 10) for further information.

Per 24-LCM-19, districts are reminded that a separate SAEF program application is not a requirement for SAEF program eligibility determinations. Although not considered SAEF program applications, districts may utilize information included on completed LDSS-2921 or LDSS-3815 forms when evaluating eligible households for SAEF program eligibility. Districts may evaluate eligibility under the SAEF program on a first-come, first-serve basis according to the eligibility parameters above and set forth at the local level, or they may choose to prioritize households in specific circumstances within the parameters of their SAEF program plans.

While districts have flexibility in determining the overall design of their local SAEF program, they are encouraged to make extra efforts to ensure prioritization of certain households, such as those with children, households with a history of housing instability, veterans, individuals and families experiencing domestic violence (DV) and/or other forms of violence, and individuals and families in receipt of SSI and/or Social Security Disability Income (SSDI). It is each district's responsibility to ensure households are aware of the SAEF program and are evaluated for assistance, as appropriate. Districts are also encouraged to refer SAEF program applicants to apply for applicable benefit programs, such as PA, HEAP, SNAP, SSI and/or SSDI.

SAEF program payments must not be issued through the Welfare Management System (WMS), as the funding source for the SAEF program is not PA funds. SAEF program payments must be made directly to the landlord, property owner, and/or property manager on behalf of the tenant. Tenants, landlords, property owners, and/or property managers must be notified of SAEF program assistance provided on behalf of any SAEF program recipient.

Households must be notified of their SAEF program eligibility determination via a manual notice. The notice must include language advising households of their right to appeal the decision. As noted above, districts must establish their own appeals process for SAEF program funds. SAEF program households do not have fair hearing rights on SAEF program eligibility. However, a potential SAEF program household may seek a fair hearing for their shelter arrears assistance denial that they received as an ongoing PA recipient household, or under EAF or ESNA.

Districts must document all information pertaining to SAEF program eligibility determinations in the case record. All information, including notifications regarding eligibility determinations (e.g., approvals and denials) must be maintained in the case record for a

minimum of six years following submission of the program summation report. Further information on the report can be found under section D, below.

SAEF program files may be stored with the PA case record in the Imaging and Enterprise Document Repository (I/EDR), or another local imaging system utilized by the district. This applies only to those districts who handle their own SAEF programs. For districts who contract out their program, SAEF program files must be kept separate from the PA case record.

26-LCM-01 included a SAEF Program Application Template and a SAEF Program Notice of Determination Template. For the 2026-2027 program year, districts should replace these old templates. Updated templates from OTDA are available upon request at: pabureauhousingprograms@otda.ny.gov. Districts are reminded that these templates may be used to guide implementation of the program and alleviate administrative concerns. These templates are optional, and districts may alter them to fit their program design.

C. Allocations

A total of $10 million is available to support the SAEF program from October 1, 2026, through September 30, 2027. The 2026-2027 SAEF program allocations are listed in Attachment 1 and have been determined based on rest of state (ROS) 2025 eviction rates as reported by the New York State Unified Court System. Districts have the option to accept their 2026-2027 allocation, operate at a lesser funding level or opt out of SAEF program participation. OTDA may consider opportunities to reallocate unused funds from districts that opt out or accept a lower allocation amount than the one provided.

Districts are responsible for ensuring that allocations are not exceeded. For any districts that exhaust their allocation, OTDA requests that those districts track and report the number of households that may have qualified for assistance under the SAEF program to OTDA using Attachment 3. Further guidance regarding Attachment 3 is included under section D below.

D. Reporting Requirements

As part of their participation in the SAEF program, districts must keep data about each household that participates in the program. Household payment records, to be made available on audit, must include at a minimum:

- Landlord Employer Identification Number (EIN) or other identifying information
- Landlord name or business name
- Landlord address
- Primary tenant name
- Primary tenant date of birth (DOB)
- Primary tenant race/ethnicity
- Tenant address
- Date of SAEF program payment
- Months with arrears covered by SAEF program payment

- Total SAEF program payment
- Primary tenant has an open PA case at time of payment (yes/no)
- Number of children in household at time of payment (0-N)
- Number of adults in household at time of payment (1-N)

Households whose landlords receive multiple payments on their behalf covering more than one period will have multiple records, one for each household/payment.

The SAEF program summation report for the period from October 1, 2025 through September 30, 2026, must be transmitted to the OTDA PA Bureau by November 30, 2026, via email at: pabureauhousingprograms@otda.ny.gov, using the template provided in 26-LCM-01. The SAEF program summation report (Attachment 3) for the period from October 1, 2026 through September 30, 2027 must be sent to the OTDA PA Bureau by November 30, 2027 via email at: pabureauhousingprograms@otda.ny.gov.

Districts are encouraged to track and report the optional characteristics of landlords and tenants using Attachment 3.

The goal of reporting is to ensure that the terms of the SAEF program are met in accordance with state legislation and to assess districts' emergency shelter arrears needs moving forward. It is the responsibility of the district to monitor any subcontracts. Districts must ensure the confidentiality of records concerning all SAEF program participants.

E. Claiming Instructions

Expenditures for the SAEF program should be claimed through the RF-17 claim package for special project claiming for the month(s) that the expenditures were made. These costs are first identified on the RF-2A claim package as F17 functional costs and reported in the F17 column on the LDSS-923 "Cost Allocation Schedule of Payments Administrative Expenses Other Than Salaries" and the LDSS-2347 "Schedule D DSS Administrative Expenses Allocation and Distribution by Function and Program." After final accepting the RF-2A, the individual project costs are then reported under the project label "SAEF Program SFY2027" on the RF-17.

Salaries, fringe benefits, staff counts, and central services costs are directly entered on the LDSS-4975A "RF-17 Worksheet, Distribution of Allocated Costs to Other Reimbursable Programs" while overhead costs are automatically brought over from the RF-2A, Schedule D and distributed based upon the proportion of the number of staff assigned to this project. Employees not working all their time for the SAEF program must maintain time studies to support the salary and fringe benefit costs allocated to the program.

Non-salary administrative costs are reported with the appropriate object of expense code(s) on page 1 of the LDSS-923B "Summary - Administrative Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs."

Program costs should be reported as object of expense code 37 – Special Project Program Expense on page 2 of the LDSS-923B "Summary - Program Schedule of Payments for

Expenses Other Than Salaries for Other Reimbursable Programs."

Total project costs should be reported on the LDSS-4975 "Monthly Statement of Special Project Claims Federal and State Aid (RF-17)" as 100% state share excluding central services costs which are local share. Actual reimbursement will be based upon each district's allocation.

The SAEF program period is from October 1, 2026, through September 30, 2027. Shelter arrears payments must be made by November 30, 2027, and cannot be made for arrears and associated administrative costs provided beyond September 30, 2027.

To receive reimbursement, claims for the period of October 1, 2026, through November 30, 2027, must be final accepted in the Automated Claiming System (ACS) by December 31, 2027. Districts must submit claims to OTDA in a timely manner.

Further instructions for completing time studies; the LDSS-923, LDSS-923B and Schedule D; and the RF-17 claim package are found in Chapters 4, 7, and 18, respectively, of the Fiscal Reference Manual (FRM) Volume 3. The FRMs are available online at: https://otda.ny.gov/resources/fiscal-reference/.

Any claiming questions should be directed to: Justin Gross at 518-474-7549 or otda.sm.field_ops.i-iv@otda.ny.gov.

IV. Reimbursement Structure and Allowable Costs

District allocations will be paid as claims are submitted to substantiate payment. SAEF program funding is made available for districts to provide vital shelter arrears assistance to eligible households and as such, it is expected that a minimum of 85% of the funds will be used toward shelter arrears assistance in accordance with the guidelines outlined herein.

OTDA has set a 15% spending limitation on administrative costs, which includes any additional staffing needs related to determining SAEF program eligibility and issuing arrears payments. Districts should limit the amount of administrative costs necessary to operate the SAEF program to maximize both the amount of funds available to pay shelter arrears and the number of households enrolled. The use of SAEF program funds for administrative purposes must be directly related to the provision of shelter arrears to eligible households. For districts opting to assign all or a portion of their SAEF program allocation to another public agency, contractor or local nonprofit organization, districts will be held liable for assigned funds not used in a manner consistent with the purpose of the SAEF program allocation.
Districts are required to submit all claims for reimbursement through the ACS regardless of whether they elect to operate the program in-house or transfer the administration to another entity. SAEF program claims must be for shelter arrears and associated administrative costs for the period beginning October 1, 2026, through September 30, 2027, and must be claimed by December 31, 2027, as per the instructions above.

V. Necessary Action

Each ROS district must complete the 2026-2027 NYS SAEF Program District Participation Form (Attachment 2) to either accept their 2026-2027 allocation, accept a lower allocation amount than the one provided, or decline their allocation. The SAEF Program Participation Form must be submitted by September 30, 2026, via email to the PA Bureau at: pabureauhousingprograms@otda.ny.gov.

Issued By:

Name: Paula Cook
Title: Deputy Commissioner
Division/Office: Employment and Income Support Programs/Office of Temporary and Disability Assistance

Attachment 1

District	2026-2027 Shelter Arrears Eviction Forestallment Program Allocations
Albany	$507,945
Allegany	$15,000
Broome	$222,870
Cattaraugus	$40,922
Cayuga	$63,167
Chautauqua	$61,245
Chemung	$96,261
Chenango	$20,461
Clinton	$57,125
Columbia	$26,366
Cortland	$38,725
Delaware	$15,000
Dutchess	$237,014
Erie	$1,386,926
Essex	$15,000
Franklin	$15,000
Fulton	$58,224
Genesee	$40,922
Greene	$20,736
Hamilton	$15,000
Herkimer	$41,746
Jefferson	$121,116
Lewis	$15,000
Livingston	$23,619
Madison	$24,169
Monroe	$1,196,851
Montgomery	$49,985
Nassau	$571,798
Niagara	$245,527
Oneida	$255,002
Onondaga	$542,549
Ontario	$79,234
Orange	$261,868
Orleans	$15,000
Oswego	$87,610
Otsego	$22,384
Putnam	$16,891
Rensselaer	$254,453
Rockland	$161,625
Saratoga	$187,304
Schenectady	$251,158
Schoharie	$15,000
Schuyler	$15,000
Seneca	$21,697
St. Lawrence	$45,865
Steuben	$56,851
Suffolk	$937,891
Sullivan	$88,160
Tioga	$15,655
Tompkins	$54,654
Ulster	$112,740
Warren	$43,256
Washington	$29,524
Wayne	$54,104
Westchester	$1,108,305
Wyoming	$7,500
Yates	$15,000

Attachment 2

2026-2027 New York State Shelter Arrears Eviction Forestallment Program
District Participation Form

On behalf of the _____ County Department of Social Services, I, _____ as Commissioner of the _____ Department of Social Services, confirm that I have received the 2026-2027 New York State Shelter Arrears Eviction Forestallment (SAEF) Program Guidance and Allocations Local Commissioners Memorandum (LCM). In accordance with the instructions included in the LCM, I am electing to:

☐ Participate in the SAEF program and use the 2026-2027 allocation. I accept my district's allocation amount of _____

OR

☐ Participate in the SAEF program and use a lower amount than the 2026-2027 allocation amount provided. I accept an allocation amount of _____

OR

☐ Not participate in the 2026-2027 SAEF program.

Completed by: _____ Date: _____
Commissioner's Signature

Shelter Arrears Eviction Forestallment (SAEF) Program Summation Report Template

Date:			
District:		Contact:	
Program Operator:		Phone #:	
Report Period:		E-mail:	

SAEF Program Application/Enrollment Information

Total # of Applications Received	Total # of Households Approved	Average # of Months of Arrears Payments Issued Per Household (1-6 Months)	Average Arrears Amount Paid Per Household	Total Value of Arrears Issued for All Households	Total # of Payments Issued to Landlords

of Households that Received SAEF Program Payments Totaling:

$1-$1500	$1,501-$3,000	$3,001-$5,500	$5,501-$10,000	$10,001-15,000	$15,001+

Household Demographics for Approved Households (Households may fit into more than one category)

# of Households with Children (Families)	# of Households without Children (Childless Couples)	# of Single Individual Households	# of Households with Open PA Case	# of Households without Open PA Case		
# of Primary Tenants <24 Years Old	# of Primary Tenants 25-35 Years Old	# of Primary Tenants 36-49 Years Old	# of Primary Tenants 50-64 Years Old	# of Primary Tenants 65+ Years Old		
# of households that had foreseen the occurrence or situation giving rise to the need for arrears assistance	# of households unable to reasonably demonstrate an ability to pay future shelter expenses	# of households that had already received a shelter arrears payment within the prior five years	# of households not current on a shelter repayment agreement from a prior shelter arrears payment			

of Households Denied SAEF Program Payments for the Following Reasons:

Local Eligibility Standards/Other Reasons	Exceeding Income Eligibility Standard	Already Received 6 Months Arrears Assistance Under SAEF Program	SAEF Program Funding No Longer Available	SAEF Program Payment Will Not Forestall Eviction	Did Not Meet PA Citizenship/ Non-Citizen Requirements	

Optional Section

Priority Group Identification for Approved Households

# of Households with History of Housing Instability	# of Veterans	# of Individuals and Families Experiencing Domestic Violence or Other Forms of Violence	# of Individuals and Families in Receipt of SSI or SSDI

Landlord Information

# of Landlords that Received at Least 1 Payment	# of Landlords that were LLCs	# of Landlords with an Address in-District	# of Landlords with an Address out of State

Race/Ethnicity by Household

# of Hispanic or Latino	# of American Indian/ Alaskan Native	# of Asian
# of Black or African American	# of Hawaiian Native or Pacific Islander	# of White

Health-Dec
Audit-Nov
Full-Dec

Reso
cc:

#15.

ALEXANDRA GORDON
Acting Commissioner of Finance

JOSEPH VITA
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

October 27, 2026

2026 NOV -2 PM 1:10
PUTNAM COUNTY
LEGISLATURE
CARMEL, NY

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

Dear Ms. Trabulsy,

Pursuant to Code Section 5-1, B dated February 14, 2010, I am advising you of the following request to amend the Putnam County Department of Social Services 2026 budget:

Increase Estimated Revenues:

10431000 434983 10206	**MH LGU / OASAS ABATEMENT FUNDS /OASAS ABTMNT**	**$ 19,200**

Increase Appropriations:

10431000 54410 10206	**MH LGU / SUPPLIES & MATERIALS**	**$ 250**
10431000 54640 10206	**MH LGU / EDUACATION & TRAINING**	**$ 17,800**
10431000 54783 10206	**MH LGU /LICENSING & ACCESSORIES / OASAS ABTMNT**	**$ 900**
10431000 54989 10206	**MH LGU / MISCELLANEOUS / OASAS ABATMENT**	**$ 250**
		$ 19,200

2026 Fiscal Impact - 0
2027 Fiscal Impact – 0

Your approval is requested to amend the 2026 Department of Mental Health budget to include the Co-Occurring System of Care (COSOC) operating budget. The budget encompasses training, educational materials, and credentials related to ten funded opportunities for certified peer recover advocates. These opportunities will increase our capacity and workforce to meet the needs of individuals with substance use and mental health needs. Also included are both youth and adult mental health first aid training.

Please forward to the appropriate committee.

AUTHORIZATION:

Date _____ Commissioner 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 **26A085**

Date _____ Audit & Administration Committee: $10,000.01 - $25,000.00

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner

DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

October 21, 2026

TO: Alexandra Gordon, Acting Commissioner of Finance

FROM: KW Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau

SUBJECT: MH 2026 Budgetary Amendment

Your approval is requested to amend the 2026 Department of Mental Health budget to include the Co-Occurring System of Care (COSOC) operating budget. The budget encompasses training, educational materials, and credentials related to ten funded opportunities for certified peer recovery advocates. These opportunities will increase our capacity and workforce to meet the needs of individuals with substance use and mental health needs. Also included are both youth and adult mental health first aid training.

Increase Estimated Revenue:

10431000		MH LGU	
434983		OASAS ABATEMENT FUNDS	$19,200
	10206	OASAS ABATEMENT	
		Total Estimated Revenues	$19,200

Increase Appropriations:

10431000		MH LGU	
54410		SUPPLIES AND MAT	$250
54640		EDUCATION AND TRAINING	$17,800
54783		LICENSING AND ACCESSORIES	$900
54989		MISCELLANEOUS	$250
	10206	OASAS ABATEMENT	
		Total Appropriations	$19,200
		Fiscal Impact (26)	- 0 -
		Fiscal Impact (27)	- 0 -

Thank you for your time and consideration of this request.

cc: Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau
Paul Tang, Director of Department of Mental Health

DONALD B. SMITH COUNTY GOVERNMENT CAMPUS ~ BLDG. #2
110 OLD ROUTE SIX ~ CARMEL, NEW YORK 10512 (845) 808-1500 *FAX* (845) 225-8635
MEDICAID UNIT *FAX* (845) 225-0947
YOUTH BUREAU (845) 808-1600

CC: Health - Nov
Audit - Nov. R 30
Full - Dec
#16.

ALEXANDRA GORDON.
Acting Commissioner of Finance

JOSEPH VITA
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

2026 NOV -4 AM 9:17
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

October 27, 2026

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

Dear Ms. Trabulsy,

Pursuant to Code Section 5-1, B dated February 14, 2010, I am advising you of the following request to amend the Putnam County Department of Social Services 2026 budget:

Increase Estimated Revenues:

10431000 434981 10115	MH LGU / MH ST AID /CIT TRAINING	$ 545
10431000 434981 10120	MH LGU / MH ST AID / RESPITE SERVICES	$ 593
10034000 434903	MH SUPPORTED HOUSING/ MH ST AID SUPP. HSNG.	$ 167,662
10036000 434951	MH CSS SUB CNTRCT / CSS SUB CNTRCT	$ 2,308
10037000 434946	MH INTV CASE MGMT/ MH ST AID ADULT CASE MGMT	$ 1,479
10038000 434944	MH ST AID ENHANCEMENTS COLA/ MH ST AID ENH COLA	$ 1,726
10039000 434947	MH CHILDRENS CASE MGMT/ MH ST AID CF CASE MG	$ 1,168
10040000 434981	MH REINVESTMENT/ MH ST AID	$ 16,931
10041000 434981	CMHS COMM PERFORMANCE / MH ST AID	$ 588
10042000 434981	CMHS C&F FAMILY SUPPORT SVCS/ MH ST AID	$ 6,899
10043000 434981	CMHS MNHL / MH ST AID	$ 5,359
10044000 434981	CMHS ONGOING INTEGRAED EMPLM / MH ST AID	$ 1,118
10046000 434981	CMHS KENDRAS LAW/ MH ST AID	$ 165
10030001 434981	ADULT NON-MEDICAID CASE MGMT MH ST AID	$ 6,875
	TOTAL REVENUE	$ 213,416

Increase Appropriations:

10431000 55646 10115	MH LGU / CHARGEBACK CONTRACTS/ CIT TRAINING	$ 545
10431000 54646 10120	MH LGU / CONTRACTS / RESPITE SERVICE	$ 593
10034000 54647	MH SUPPORTED HOUSING / SUB-CONTRACTORS	$ 167,662
10036000 54647	MH CSS SUB-CONTRACTORS	$ 2,308
10037000 54647	MH INTV CASE MGMT / SUB-CONTRACTORS	$ 1,479
10038000 54647	MH ST AID ENHANCEMENTS COLA/ SUB-CONTRACTORS	$ 1,726
10039000 54647	MH CHILDRENS CASE MGMT / SUB-CONTRACTORS	$ 1,168
10040000 54647	MH REINVESTMENT / SUB-CONTRACTORS	$ 16,931
10041000 54647	CMHS COMM PERFORMANCE/ SUB-CONTRACTORS	$ 588
10042000 54647	CMHS C&F FAMILY SUPPORT SVCS / SUB-CONTRACTORS	$ 6.899
10043000 54647	CMHS MNHL / SUB-CONTRACTORS	$ 5,359
10044000 54647	CMHS ONGOING INTEGRATED EMPLM/ SUB-CONTRATORS	$ 1,118
10046000 54647	CMHS KENDRAS LAW / SUB-CONTRACTORS	$ 165
10030001 54647	ADULT NON-MEDICAID CASE MGMT/ SUB-CONTRACTORS	$ 6,875
	TOTAL APPROPRIATIONS	$ 213,416

2026 Fiscal Impact - 0
2027 Fiscal Impact – 0

Your approval is requested to amend the 2026 Mental Health budget to reflect adjusted State Aid levels to be passed through to provider agencies in accordance with the most recent State Aid authorizations from the NYS Office of Mental Health (OMH) dated 9/11/2026 & 10/23/2026. Supporting documentation attached. Please forward to the appropriate committee.

AUTHORIZATION:

Date	Commissioner 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

26A086

ATTACHMENTS:

SUMMARY OF COUNTY BUDGET ACCOUNTS -OMH / OASAS
OMH ATTACHMENT A – FUNDING SOURCE ALLOCATION TABLE – 2026 AMENDMENT 5
OMH ATTACHMENT A – FUNDING SOURCE ALLOCATION TABLE – 2026 AMENDMENT 6

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner

DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

October 27, 2026

TO: Alexandra Gordon, Acting Commissioner of Finance

FROM: KW Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau

SUBJECT: Mental Health 2026 Budgetary Amendment

Your approval is requested to amend the 2026 Mental Health budget to reflect adjusted State Aid levels to be passed through to provider agencies in accordance with the most recent State Aid authorizations from the NYS Office of Mental Health (OMH) dated 9/11/2026 & 10/23/2026. Supporting documentation attached.

Increase Estimated Revenues:

10431000	MH LGU MENTAL HEALTH LOCAL GOVERNMENT UNIT	
434981	MH ST AID STATE AID	$545
10115	CIT TRAINING CRISIS INTERVENTION TRAINING	
10431000	MH LGU	
434981	MH ST AID	$593
10120	RESPITE SERVICES	
10034000	MH SUPPORTED HOUSING	
434903	MH ST AID SUPPORTED HOUSING	$167,662
10036000	MH CSS SUB-CONTRACT COMMUNITY SUPPORT SERVICES	
434951	CSS SUB CONTRACT	$2,308
10037000	MH INTV CASE MGMT INTENSIVE CASE MANAGEMENT	
434946	MH SYT AID ADULT CASE MG	$1,479
10038000	MH STATE AID ENHANCEMENTS / COLA	
434944	MH ST AID ENHANCE COLA	$1,726
10039000	MH CHILDRENS CASE MGMT	
434947	MH ST AID CF CASE MG	$1,168
10040000	MH REINVESTMENT	

DONALD B. SMITH COUNTY GOVERNMENT CAMPUS ~ BLDG. #2
110 OLD ROUTE SIX ~ CARMEL, NEW YORK 10512 (845) 808-1500 *FAX* (845) 225-8635
MEDICAID UNIT *FAX* (845) 225-0947
YOUTH BUREAU (845) 808-1600

434981	MH ST AID	$16,931
	COMMUNITY MENTAL HEALTH SERVICES COMMISSIONERS PERFORMANCE	
10041000	CMHS COMM PERFORMANCE	
434981	MH ST AID	$588
	COMMUNITY MENTAL HEALTH CHILDREN & FAMILY FAMILY SUPPORT SERVICES	
10042000	CMHS C&F FAMILY SUPPORT SVCS	
434981	MH ST AID	$6,899
10043000	CMHS MNHL COMMUNITY MENTAL HEALTH SERVICES MENTAL HEALTH	
434981	MH ST AID	$5,359
10044000	CMHS ONGOING INTEGRATED EMPLM	
434981	MH ST AID	$1,118
10046000	CMHS KENDRAS LAW	
434981	MH ST AID	$165
10030001	ADULT NON-MEDICAID CASE MGMT	
434981	MH ST AID	$6,875
	Total Revenue	**$213,416**

Increase Appropriations:

10431000	MH LGU	
55646	CHRGBK CONTRACTS	$545
10115	CIT TRAINING	
10431000	MH LGU	
54646	CONTRACTS	$593
10120	RESPITE SERVICES	
10034000	MH SUPPORTED HOUSING	
54647	SUB CONTRACTORS	$167,662
10036000	MH CSS SUB-CONTRACT	
54647	SUB CONTRACTORS	$2,308
10037000	MH INTV CASE MGMT	
54647	SUB CONTRACTORS	$1,479
10038000	MH STATE AID ENHANCEMENTS / COLA	
54647	SUB CONTRACTORS	$1,726
10039000	MH CHILDRENS CASE MGMT	
54647	SUB CONTRACTORS	$1,168
10040000	MH REINVESTMENT	
54647	SUB CONTRACTORS	$16,931
10041000	CMHS COMM PERFORMANCE	
54647	SUB CONTRACTORS	$588

10042000	CMHS C&F FAMILY SUPPORT SVCS	
54647	SUB CONTRACTORS	$6,899
10043000	CMHS MNHL	
54647	SUB CONTRACTORS	$5,359
10044000	CMHS ONGOING INTEGRATED EMPLM	
54647	SUB CONTRACTORS	$1,118
10046000	CMHS KENDRAS LAW	
54647	SUB CONTRACTORS	$165
10030001	ADULT NON-MEDICAID CASE MGMT	
54647	SUB CONTRACTORS	$6,875
	Total Appropriations	**$213,416**
	Fiscal Impact (26)	- 0 -
	Fiscal Impact (27)	- 0 -

Thank you for your time and consideration of this request.

Attachments:

SUMMARY OF COUNTY BUDGET ACCOUNTS – OMH / OASAS
OMH Attachment A – Funding Source Allocation Table – 2026 Amendment 5
OMH Attachment A – Funding Source Allocation Table – 2026 Amendment 6

cc: Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau
Paul Tang, Director of Department of Mental Health

SUMMARY OF COUNTY BUDGET - OMH / OASAS

		OASAS						OMH															
FUNDING CODE	**TOTAL**	**013S**	**013W**	**013S**	**013S**	**013S**	**013S**	**142A**	**175A**	**164**	**176A**	**078**	**014**	**034J / 570**	**965 / 9655**	**034K / 570K**	**200**	**400**	**046L**	**142A**	**037**	**170S**	**037P**	**034A**	**164**
ORG		10431000	10431000	10423000	10028000	10030000	10030000	10431000	10431000	10431000	10431000	10034000	10036000	10037000	10038000	10039000	10040000	10041000	10042000	10043000	10044000	10046000	10052000	10030001	10051460
OBJECT		55646	55646	54647	54647	54647	54647	55646	54646	VARIOUS	VARIOUS	54647	54647	54647	54647	54647	54647	54647	54647	54647	54647	54647	54647	54647	54647
PROJECT		10151	10234				10237	10115	10120	10256	10257														
LGU (RESPITE / CIT)	57,329							27,468	29,861																
LGU (RSUICIDE / AOT)	377,305									36,000	341,305														
PC SHERIFF	136,401	126,382	10,019																						
PREVENTION COUNCIL	169,850				169,850																				
PFCS COVECARE	1,895,653			344,006		365,835	89,252						17,607				235,622	12,053	307,700			8,289	180,400	334,889	
FAMILY SUPP NAV	127,785					127,785																			
HEALTH HOME	133,395													74,515		58,880									
ARC MIDHUDSON	90,202												64,576		6,129						19,497				
CAREERS	15,510																				15,510				
GREATER MH OF NY	35,100											35,100													-
GREEN CHIMNEYS	12,711																		12,711						
MHA PUTNAM	230,281												34,111		18,236		139,228		27,210					11,496	
PEOPLE	634,561											105,299			61,661		197,613			269,988					-
PUTNAM HOSPITAL	270,041																270,041								
SEARCH FOR CHANGE	2,630,146											2,597,368			916		10,535				21,327				
TBD	17,576																	17,576							
TOTAL	**6,833,846**	126,382	10,019	344,006	169,850	493,620	89,252	27,468	29,861	36,000	341,305	2,737,767	116,294	74,515	86,942	58,880	853,039	29,629	347,621	269,988	56,334	8,289	180,400	346,385	-
ADOPTED / REVISED		126,382	10,019	344,006	169,850	493,620	89,252	28,923	29,268	36,000	211,700	2,570,105	113,986	73,036	85,216	57,712	836,198	29,041	340,722	264,629	55,216	8,124	180,400	339,510	-
VARIANCE		-	-	-	-	-	-	(545)	(593)	-	(129,605)	(167,662)	(2,308)	(1,479)	(1,726)	(1,168)	(16,931)	(588)	(6,899)	(5,359)	(1,118)	(165)	-	(6,875)	-

LGU PENDING SPEND PLAN

NEW YORK STATE | Office of Mental Health

Aid to Localities Financial System

Attachment A

Funding Source Allocation Table

County Code: 40 County Name: Putnam

Year: 2026 Amendment: 5 - 9/11/2026 3:24:01 PM

Print Date : 10/26/2026 01:14 PM
Printed By : L6884KNW

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Local Assistance	001A	GS	$63,820	$1,292	$65,112	$63,820	$1,723	$65,543	

Remarks

An increase of $1,723 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $1,292.

Community Support Services	014	GS	$117,720	$2,383	$120,103	$117,720	$3,178	$120,898	

Remarks

Effective 4/1/26, the 2.7% TII update has increased total funding by FAV $3,178 to a total of FAV $120,898. An increase of $2,383 represents 3 quarters of the TII increase (4/1/26 through 12/31/26).

Adult Non-Medicaid Case Management	034A	GS	$339,510	$6,875	$346,385	$339,511	$9,166	$348,677	

Remarks

An increase of $9,167 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $6,875.

Effective 1/1/2026, Putnam County's PC: 2720 funding has been transferred from FSC 034J to FSC 034A. The full annual value of the funding transferred to Putnam County's 034 A SAL is $339,510.

Adult ACT State Aid	034J	GS	$0	$0	$0	$0	$0	$0	

Remarks

Effective 1/1/2026, Putnam County's PC: 2720 funding has been reduced from FSC 034J and transferred to FSC 034A. The full annual value of the funding transferred from Putnam county's 034J SAL to 034A SAL is $339,510.

Integrated Supp Emp	037	GS	$55,216	$1,118	$56,334	$55,216	$1,491	$56,707	

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Remarks									
An increase of $1,491 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $1,118.									
PROS State Aid	037P	GS	$180,400	$0	$180,400	$180,400	$0	$180,400	
Remarks									
Effective 1/1/26, the PROS Funding is being Rebased. The Total Annual Funding is $180400. Please report the funding to the Program Codes as follows: $74800 under program code 6340, $0 under program code 7340, $82500 under program code 8350, and $23100 under program code 7330. For more information regarding individual provider funding, please contact your field office representative.									
Dwyer Veteran P2P	038F	GS	$203,008	$4,111	$207,119	$203,008	$5,481	$208,489	
Remarks									
An increase of $5,481 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $4,111.									
Clinical Infrastructure-Adult	039P	GS	$66,008	$1,337	$67,345	$66,008	$1,781	$67,789	
Remarks									
An increase of $1,782 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $1,337.									
CMHS Kids COVID Relief Funds	044C	F	$0	$0	$0	$0	$0	$0	
Clinical Infrastructure-C&F	046A	GS	$82,212	$1,665	$83,877	$82,212	$2,220	$84,432	
Remarks									
An increase of $2,220 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $1,665.									
Community Support Programs-C&F	046L	GS	$340,722	$6,899	$347,621	$340,723	$9,197	$349,920	

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Remarks									
An increase of $9,199 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $6,899.									
Supported Housing	078	GS	$2,570,105	$165,673	$2,735,778	$2,570,108	$220,893	$2,791,001	78
Remarks									
An increase of $165 per bed is being applied to 78 Standard SH beds in Putnam county and represents a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of this increase is $9,653. The full annual value of this increase is $12,870.									
C-SPOA	109C	GS	$109,944	$0	$109,944	$146,592	$0	$146,592	
Remarks									
Allocation on 07/03/2026 totaling $36,648 represents retro C-SPOA money for 4/1/26 to 6/30/26. Please report on Program Code 1400.									
Effective 07/01/2026, the New C-SPOA funding FAV is $146,594 Please report under Program Code 1400.									
Expanded Community Support Adult	142A	GS	$291,552	$5,904	$297,456	$291,552	$7,872	$299,424	
Remarks									
An increase of $7,872 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $5,904.									
Suicide Prevention & Crisis Services	164	GS	$36,000	$0	$36,000	$48,000	$0	$48,000	
Remarks									
Effective 7/1/2026, $36,000 for 2026 is being allocated for Rural Suicide Prevention. Program code 0690 should be used on all OMH financial reporting documents.									
AOT/EVA Infrastructure	170A	GS	$337,499	$3,806	$341,305	$187,932	$5,073	$193,005	

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Remarks									
An increase of $5,074 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $3,806.									
Allocation of $140948 covers expenses retroactively to 4/1/25 for AOT/EVA Infrastructure. Please report under Program Code 2310.									
Effective 01/01/2026, allocation of $8620 supports the one-time start up for the Enhanced Coordination for Assisted Outpatient Treatment/Enhanced Voluntary Agreements.									
Effective 01/01/2026, the annual funding of $187,931 supporting the Enhanced Coordination for Assisted Outpatient Treatment/Enhanced Voluntary Agreements is being allocated to FSC 170A. Please report under Program Code 2310.									
Trans. Mgmt. Kendra's	170B	GS	$8,124	$165	$8,289	$8,124	$218	$8,342	
Remarks									
An increase of $219 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $164.									
MGP Admin Kendra's	170C	GS	$2,672	$54	$2,726	$2,672	$72	$2,744	
Remarks									
An increase of $72 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $54.									
Article 28&31 Closure Re-Invest. (Adult)	175A	GS	$29,268	$593	$29,861	$29,268	$790	$30,058	
Remarks									
An increase of $790 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $593.									
Com. Reinvestment	200	GS	$838,215	$16,974	$855,189	$838,216	$22,631	$860,847	
Remarks									
An increase of $22,632 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $16,974.									

NEW YORK STATE | Office of Mental Health

Aid to Localities Financial System

Attachment A
Funding Source Allocation Table
County Code: 40 County Name: Putnam
Year: 2026 Amendment: 5 - 9/11/2026 3:24:01 PM

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Commissioner's Perf.	400	GS	$29,041	$588	$29,629	$29,005	$820	$29,825	

Remarks

An increase of $784 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $588.

Health Home	570	GS	$73,036	$1,479	$74,515	$73,036	$1,972	$75,008	

Remarks

An increase of $1,972 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $1,479.

Kids Health Home Care Management	570K	GS	$57,712	$1,168	$58,880	$57,712	$1,560	$59,272	

Remarks

An increase of $1,558 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $1,169.

Personnel Services Enhancements	965S	GS	$85,216	$1,726	$86,942	$85,216	$2,302	$87,518	

Remarks

An increase of $2,301 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $1,726.

Effective 1/1/26, annual funding increase of $524 supports the 1/1/26 minimum wage increase for Putnam county. More information to come from your local field office.

Grand Total:			**$5,917,000**	**$223,810**	**$6,140,810**	**$5,816,051**	**$298,440**	**$6,114,491**	

NEW YORK STATE | Office of Mental Health

Aid to Localities Financial System

Attachment A

Funding Source Allocation Table

County Code: 40 County Name: Putnam

Year: 2026 Amendment: 6 - 10/23/2026 3:57:19 PM

Print Date : 10/26/2026 01:17 PM
Printed By : L6884KNW

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Local Assistance	001A	GS	$65,112	$0	$65,112	$65,543	$0	$65,543	

Remarks

An increase of $1,723 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $1,292.

Community Support Services	014	GS	$120,103	$0	$120,103	$120,898	$0	$120,898	

Remarks

Effective 4/1/26, the 2.7% TII update has increased total funding by FAV $3,178 to a total of FAV $120,898. An increase of $2,383 represents 3 quarters of the TII increase (4/1/26 through 12/31/26).

Adult Non-Medicaid Case Management	034A	GS	$346,385	$0	$346,385	$348,677	$0	$348,677	

Remarks

An increase of $9,167 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $6,875.

Effective 1/1/2026, Putnam County's PC: 2720 funding has been transferred from FSC 034J to FSC 034A. The full annual value of the funding transferred to Putnam County's 034 A SAL is $339,510.

Adult ACT State Aid	034J	GS	$0	$0	$0	$0	$0	$0	

Remarks

Effective 1/1/2026, Putnam County's PC: 2720 funding has been reduced from FSC 034J and transferred to FSC 034A. The full annual value of the funding transferred from Putnam county's 034J SAL to 034A SAL is $339,510.

Integrated Supp Emp	037	GS	$56,334	$0	$56,334	$56,707	$0	$56,707	

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Remarks									
An increase of $1,491 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $1,118.									
PROS State Aid	037P	GS	$180,400	$0	$180,400	$180,400	$0	$180,400	
Remarks									
Effective 1/1/26, the PROS Funding is being Rebased. The Total Annual Funding is $180400. Please report the funding to the Program Codes as follows: $74800 under program code 6340, $0 under program code 7340, $82500 under program code 8350, and $23100 under program code 7330. For more information regarding individual provider funding, please contact your field office representative.									
Dwyer Veteran P2P	038F	GS	$207,119	$0	$207,119	$208,489	$0	$208,489	
Remarks									
An increase of $5,481 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $4,111.									
Clinical Infrastructure-Adult	039P	GS	$67,345	$0	$67,345	$67,789	$0	$67,789	
Remarks									
An increase of $1,782 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $1,337.									
CMHS Kids COVID Relief Funds	044C	F	$0	$0	$0	$0	$0	$0	
Clinical Infrastructure C&F	046A	GS	$83,877	$0	$83,877	$84,432	$0	$84,432	
Remarks									
An increase of $2,220 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $1,665.									
Community Support Programs-C&F	046L	GS	$347,621	$0	$347,621	$349,920	$0	$349,920	

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Remarks									
An increase of $9,199 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $6,899.									
Supported Housing	078	GS	$2,735,778	$1,989	$2,737,767	$2,791,001	$2,652	$2,793,653	78
Remarks									
An increase of $2,701 per bed is being applied to 78 Standard SH beds in Putnam county and represents a stipend increase, effective 4/1/26. The 4/1/26 - 12/31/26 value of this increase is $158,009. The full annual value of this increase is $210,678.									
An increase of $165 per bed is being applied to 78 Standard SH beds in Putnam county and represents a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of this increase is $9,653. The full annual value of this increase is $12,870.									
C-SPOA	109C	GS	$109,944	$0	$109,944	$146,592	$0	$146,592	
Remarks									
Allocation on 07/03/2026 totaling $36,648 represents retro C-SPOA money for 4/1/26 to 6/30/26. Please report on Program Code 1400.									
Effective 07/01/2026, the New C-SPOA funding FAV is $146,594 Please report under Program Code 1400.									
Expanded Community Support Adult	142A	GS	$297,456	$0	$297,456	$299,424	$0	$299,424	
Remarks									
An increase of $7,872 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $5,904.									
Suicide Prevention & Crisis Services	164	GS	$36,000	$0	$36,000	$48,000	$0	$48,000	
Remarks									
Effective 7/1/2026, $36,000 for 2026 is being allocated for Rural Suicide Prevention. Program code 0690 should be used on all OMH financial reporting documents.									
AOT/EVA Infrastructure	170A	GS	$341,305	$0	$341,305	$193,005	$0	$193,005	

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds

Remarks

An increase of $5,074 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $3,806.

Allocation of $140948 covers expenses retroactively to 4/1/25 for AOT/EVA Infrastructure. Please report under Program Code 2310.

Effective 01/01/2026, allocation of $8620 supports the one-time start up for the Enhanced Coordination for Assisted Outpatient Treatment/Enhanced Voluntary Agreements.

Effective 01/01/2026, the annual funding of $187,931 supporting the Enhanced Coordination for Assisted Outpatient Treatment/Enhanced Voluntary Agreements is being allocated to FSC 170A. Please report under Program Code 2310.

Trans. Mgmt. Kendra's	170B	GS	$8,289	$0	$8,289	$8,342	$0	$8,342

Remarks

An increase of $219 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $164.

MGP Admin Kendra's	170C	GS	$2,726	$0	$2,726	$2,744	$0	$2,744

Remarks

An increase of $72 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $54.

Article 28&31 Closure Re-Invest. (Adult)	175A	GS	$29,861	$0	$29,861	$30,058	$0	$30,058

Remarks

An increase of $790 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $593.

Com. Reinvestment	200	GS	$855,189	$0	$855,189	$860,847	$0	$860,847

Remarks

An increase of $22,632 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $16,974.

NEW YORK STATE | Office of Mental Health

Aid to Localities Financial System

Attachment A
Funding Source Allocation Table
County Code: 40 County Name: Putnam
Year: 2026 Amendment: 6 - 10/23/2026 3:57:19 PM

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Commissioner's Perf.	400	GS	$29,629	$0	$29,629	$29,825	$0	$29,825	

Remarks

An increase of $784 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $588.

Health Home	570	GS	$74,515	$0	$74,515	$75,008	$0	$75,008	

Remarks

An increase of $1,972 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $1,479.

Kids Health Home Care Management	570K	GS	$58,880	$0	$58,880	$59,272	$0	$59,272	

Remarks

An increase of $1,558 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $1,169.

Personnel Services Enhancements	965S	GS	$86,942	$0	$86,942	$87,518	$0	$87,518	

Remarks

An increase of $2,301 represents the full annual value of a 2.7% TII, effective 4/1/26. The 4/1/26 - 12/31/26 value of the TII is $1,726.

Effective 1/1/26, annual funding increase of $524 supports the 1/1/26 minimum wage increase for Putnam county. More information to come from your local field office.

Grand Total:			**$6,140,810**	**$1,989**	**$6,142,799**	**$6,114,491**	**$2,652**	**$6,117,143**	

Health - Nov
Fall - Dec Reso

#17.

ALEXANDRA GORDON
Acting Commissioner of Finance

JOSEPH VITA
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

November 3, 2026

2026 NOV -5 PM 4:04
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

Dear Ms. Trabulsy,

Pursuant to Putnam County Code Section 5-1, B dated February 14, 2010, I am advising you of the following request to amend the Putnam County Department of Social Services and Mental Health 2026 budget:

Increase Estimated Revenues:

10431000 427350 10214	MH LGU/ OPIOID STTLMNT MONIES /OPIOID -ST CHRISTOPHERS INN	$ 75,000
10431000 427350 10215	MH LGU/ OPIOID STTLMNT MONIES /OPIOID-GREEN CHIMNEY'S	$ 49,900
10431000 427350 10216	MH LGU/ OPIOID STTLMNT MONIES /OPIOID-PREVENTION	$ 81,237
10431000 427350 10230	MH LGU/ OPIOID STTLMNT MONIES /OPIOID-MENTAL HEALTH ASSOC	$ 60,062
10431000 427350 10261	MH LGU/ OPIOID STTLMNT MONIES /OPIOID-NAMI	$ 60,436
10431000 427350 10262	MH LGU/ OPIOID STTLMNT MONIES /OPIOID-INDEPENDENT LIVING	$ 94,964
	TOTAL ESTIMATED REVENUES	**$421,599**

Increase Expenses:

10431000 54646 10214	MH LGU/ OPIOID STTLMNT MONIES /OPIOID -ST CHRISTOPHERS INN	$ 75,000
10431000 54646 10215	MH LGU/ OPIOID STTLMNT MONIES /OPIOID-GREEN CHIMNEY'S	$ 49,900
10431000 54646 10216	MH LGU/ OPIOID STTLMNT MONIES /OPIOID-PREVENTION	$ 81,237
10431000 54646 10230	MH LGU/ OPIOID STTLMNT MONIES /OPIOID-MENTAL HEALTH ASSOC	$ 60,062
10431000 54646 10261	MH LGU/ OPIOID STTLMNT MONIES /OPIOID-NAMI	$ 60,436
10431000 54646 10262	MH LGU/ OPIOID STTLMNT MONIES /OPIOID-INDEPENDENT LIVING	$ 94,964
	TOTAL ESTIMATED REVENUES	**$421,599**

Approval is requested to amend the Department of Mental Health's 2026 budget to authorize the appropriate allocation of agency awards pursuant to Contract Award RFP-05-2026, utilizing up to $421,599 from the Opioid Settlement Fund. These funds will be carried forward into 2027, and the awards will take effect on January 1, 2027.
Please forward to the appropriate committee.

2026 Fiscal Impact – 0
2027 Fiscal Impact – 0

Date	Commissioner of Finance/Designee: Initiation by $0 - $5,000.00	**26A089**
Date	County Executive/Designee: Authorized for Legislative Consideration $5,000.00 - $10,000.00	
Date	Chairperson Audit/Designee: $0 - $10,000.00	
Date	Audit & Administration Committee: $10,000.00 - $25,000.00	

Attachments:
Contract Award Notification RFP-05-2026 Memorandum
Purchasing Correspondence

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner

DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

November 2, 2026

TO: Alexandra Gordon, Acting Commissioner of Finance

FROM: KW Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau

SUBJECT: Mental Health 2026 Budgetary Amendment

Your approval is requested to amend the 2026 Department of Mental Health budget to properly allocate agency awards pursuant to RFP-05-2026 utilizing up to $421,599 of the Opioid Settlement Trust Funds. Funds will be rolled over into 2027 and awards will be effective January 1, 2027.

Increase Estimated Revenues:

10431000		MH LGU	
	427350	OPIOID SETTLEMENT MONIES	
	10214	OPIOID - ST CHRISTOPHER'S INN	$75,000
10431000		MH LGU	
	427350	OPIOID SETTLEMENT MONIES	
	10215	OPIOID – GREEN CHIMNEYS	$49,900
10431000		MH LGU	
	427350	OPIOID SETTLEMENT MONIES	
	10216	OPIOID – PREVENTION	$81,237
10431000		MH LGU	
	427350	OPIOID SETTLEMENT MONIES	
	10230	OPIOID – MENTAL HEALTH ASSOCIATION	$60,062
10431000		MH LGU	
	427350	OPIOID SETTLEMENT MONIES	
	10261	OPIOID NAMI	$60,436
10431000		MH LGU	
	427350	OPIOID SETTLEMENT MONIES	
	10262	OPIOID INDEPENDENT LIVING	$94,964

		Total Estimated Revenues	**$421,599**

Increase Appropriations:

10431000		MH LGU	
54646		CONTRACTS	
	10214	OPIOID - ST CHRISTOPHER'S INN	$75,000
10431000		MH LGU	
54646		CONTRACTS	
	10215	OPIOID – GREEN CHIMNEYS	$49,900
10431000		MH LGU	
54646		CONTRACTS	
	10216	OPIOID – PREVENTION	$81,237
10431000		MH LGU	
54646		CONTRACTS	
	10230	OPIOID – MENTAL HEALTH ASSOCIATION	$60,062
10431000		MH LGU	
54646		CONTRACTS	
	10261	OPIOID NAMI	$60,436
10431000		MH LGU	
54646		CONTRACTS	
	10262	OPIOID INDEPENDENT LIVING	$94,964
		Total Appropriations	**$421,599**

Fiscal Impact (26)	- 0 -
Fiscal Impact (27)	- 0 -

Thank you for your time and consideration of this request.

cc: Sara Servadio, Commissioner of Department of Mental
Paul Tang, Director of Department of Mental Health

PURCHASING DEPARTMENT

CONTRACT AWARD NOTIFICATION

Bid # and Title: RFP-05-2026 – Integrated Co-Occurring Substance Misuse and Mental Health Treatment Services

Contract Period: 1/1/27 – 12/31/27

RFP Opening Date: September 30, 2026

Authorized User: Putnam County

Description: Integrated Co-Occurring Substance Misuse and Mental Health Treatment Services

Vendor Information:

Independent Living, Inc.
5 Washington Terrace
Newburgh, NY 12550

Green Chimneys Children's Services
400 Doansburg Rd; Box 719
Brewster, NY 10509

NAMI Putnam County
PO Box 552
Mahopac, NY 10541

The Mental Health Assoc. In Putnam County, Inc.
1822 Route 6
Carmel, NY 10512

The Prevention Council of Putnam
67 Gleneida Avenue
Carmel, NY 10512

St. Christopher's Inn, Inc.
21 Fransiscan Way
Garrison, NY 10524

PURCHASING AGENT: _____ DATE: 10/29/26

DEPARTMENT HEAD: Sara Servadio DATE: 10/29/26

COUNTY EXECUTIVE: _____ DATE: 10/29/26

JOHN TULLY
Director

KEVIN M. BYRNE
County Executive

PURCHASING

October 22, 2026

VIA EMAIL TO: awarn@atonementfriars.org
Audrey Warn, Director of Annual Giving and Grants
St. Christopher's Inn, Inc.
21 Franciscan Way
Garrison, NY 10524

Re: RFP-05-2026 – NOTICE OF INTENT TO AWARD

Ms. Warn:

This is to inform you Putnam County intends to award your agency funding under the above RFP, pending Legislative approval.

After a complete technical and budgetary review of your submission, the evaluation committee has recommended that funding in the amount of $75,000.00 would be consistent with the County's overall intent for this funding source for 2027.

The following items were approved and funded as follows:

Psychotherapist (0.4 FTE):	$50,000.00
Vocational Services:	$20,000.00
Indirect Costs:	$5,000.00

Proposed expenses that were not deemed to be in line with your overall proposed goals or with Putnam County's goals were omitted. Transportation costs were not deemed sustainable under this budget and could not be prioritized at this time.

Should you take exception to the above and wish to provide a response regarding the committee's recommended funding allocation and their reasonings therefore, please do so in writing to my attention no later than Monday, October 26, 2026.

Thank you.

Sincerely,

John Tully
Director

cc: Sara Servadio, MA, Commissioner, Dept of Mental Health, Social Services & Youth Bureau

JOHN TULLY
Director

KEVIN M. BYRNE
County Executive

PURCHASING

October 22, 2026

VIA EMAIL TO: cgrubman@greenchimneys.org
Ms. Carol Grubman, Manager of Foundation & Corporate Relations
Green Chimneys Children's Services
400 Doansburg Road, Box 719
Brewster, NY 10509

Re: RFP-05-2026 – NOTICE OF INTENT TO AWARD

Ms. Grubman:

This is to inform you that Putnam County intends to award your agency its full funding ask of $49,900.00 under the above RFP, pending Legislative approval.

We will be in touch upcoming to discuss next steps.

Should you have any questions, please feel free to contact me.

Thank you.

Sincerely,

John Tully
Commissioner

cc: Sara Servadio, MA, Commissioner, Dept of Mental Health, Social Services & Youth Bureau

JOHN TULLY
Director



KEVIN M. BYRNE
County Executive

PURCHASING

October 22, 2026

VIA EMAIL TO: info@preventioncouncilputnam.org
Kristin McConnell, M.S., Executive Director
The Prevention Council of Putnam
67 Gleneida Avenue
Carmel, NY 10512

RE: RFP-05-2026 – NOTICE OF INTENT TO AWARD

Ms. McConnell:

This is to inform you that Putnam County intends to award your agency its full funding ask of $81,237.00 under the above RFP, pending Legislative approval.

We will be in touch upcoming to discuss next steps.

Should you have any questions, please feel free to contact me.

Thank you.

Sincerely,

John Tully
Commissioner

cc: Sara Servadio, Commissioner, Department of Mental Health, Social Services & Youth Bureau

JOHN TULLY
Director

KEVIN M. BYRNE
County Executive

PURCHASING

October 22, 2026

VIA EMAIL TO: aherde@mhaputnam.org
Ms. Alice Herde, Director
The Mental Health Association in Putnam County, Inc.
1822 Route 6
Carmel, NY 10512

Re: RFP-05-2026 – NOTICE OF INTENT TO AWARD

Ms. Herde:

This is to inform you that Putnam County intends to award your agency its full funding ask of $60,062.00 under the above RFP, pending Legislative approval.

We will be in touch upcoming to discuss next steps.

Should you have any questions, please feel free to contact me.

Thank you.

Sincerely,

John Tully
Commissioner

cc: Sara Servadio, MA, Commissioner, Dept of Mental Health, Social Services & Youth Bureau

JOHN TULLY
Director

KEVIN M. BYRNE
County Executive

PURCHASING

October 22, 2026

VIA EMAIL TO: chrisgaur@gmail.com
Christopher Gaur, EMBA, EMT-B
Board President, Volunteer Presenter / Youth Director
NAMI Putnam County
PO Box 552
Mahopac, NY 10541

RE: RFP-05-2026 – NOTICE OF INTENT TO AWARD

Mr. Gaur:

This is to inform you Putnam County intends to award your agency funding under the above RFP, pending Legislative approval.

After a complete technical and budgetary review of your submission, the evaluation committee has recommended that funding in the amount of $60,436.00 would be consistent with the County's overall intent for this funding source for 2027.

The following items were approved and funded as follows:

Program Coordinator (0.625 FTE):	$41,600.00
Bilingual Family Outreach Coordinator (0.2 FTE):	$11,648.00
Fringe:	$7,188.00

Proposed expenses that were not deemed to be in line with your overall proposed goals or with Putnam County's goals were omitted. Other proposed OTPS was not deemed sustainable and could not be prioritized at this time.

Should you take exception to the above and wish to provide a response regarding the committee's recommended funding allocation and their reasonings therefore, please do so in writing to my attention no later than Monday, October 26, 2026.

Thank you.

Sincerely,

John Tully
Director

cc: Sara Servadio, Commissioner, Department of Mental Health, Social Services & Youth Bureau

JOHN TULLY
Director

KEVIN M. BYRNE
County Executive

PURCHASING

October 27, 2026

VIA EMAIL TO: dyatsko@myindependentliving.com
Dory Yatsko, Development Manager
Independent Living, Inc.
5 Washington Terrace
Newburgh, NY 12550

RE: RFP-05-2026 – NOTICE OF INTENT TO AWARD – REVISED FOR CORRECTION/CLARIFICATION

Ms. Yatsko:

This revised notice of intent to award letter is to correct and clarify your awarded Administrative Costs allocation as indicated in the October 22, 2026 NOIA letter you were provided. This letter supersedes the October 22, 2026 letter.

Putnam County intends to award your agency funding under the above RFP, pending Legislative approval.

After a complete technical and budgetary review of your submission, the evaluation committee has recommended that funding in the amount of $94,964.00 would be consistent with the County's overall intent for this funding source for 2027.

The following items were approved and funded as follows:

Peer Recovery Specialist:	$55,120.00
Supervisor (0.1 FTE):	$7,475.00
Fringe:	$17,520.00
Multi-Site Travel:	$4,560.00
Background Checks:	$900.00
Admin (NTE $9,389):	$9,389.00

Proposed expenses that were not deemed to be in line with your overall proposed goals or with Putnam County's goals were omitted. A second peer specialist was not deemed sustainable and was considered duplicative to services provided by other settlement recipients and Putnam County based CBOs. Other proposed OTPS could not be prioritized at this time.

Should you take exception to the above and wish to provide a response regarding the committee's recommended funding allocation and their reasonings therefore, please do so in writing to my attention no later than 12 pm on Tuesday, October 28, 2026.

Thank you.

Sincerely,

John Tully
Director

cc: Sara Servadio, Commissioner, Department of Mental Health, Social Services & Youth Bureau

JOHN TULLY
Director

KEVIN M. BYRNE
County Executive

PURCHASING

October 22, 2026

VIA EMAIL TO: dyatsko@myindependentliving.com
Dory Yatsko, Development Manager
Independent Living, Inc.
5 Washington Terrace
Newburgh, NY 12550

RE: RFP-05-2026 – NOTICE OF INTENT TO AWARD

Ms. Yatsko:

This is to inform you Putnam County intends to award your agency funding under the above RFP, pending Legislative approval.

After a complete technical and budgetary review of your submission, the evaluation committee has recommended that funding in the amount of $94,964.00 would be consistent with the County's overall intent for this funding source for 2027.

The following items were approved and funded as follows:

Peer Recovery Specialist:	$55,120.00
Supervisor (0.1 FTE):	$7,475.00
Fringe:	$17,520.00
Multi-Site Travel:	$4,560.00
Background Checks:	$900.00
Admin (0.15% of SF):	$9,389.00

Proposed expenses that were not deemed to be in line with your overall proposed goals or with Putnam County's goals were omitted. A second peer specialist was not deemed sustainable and was considered duplicative to services provided by other settlement recipients and Putnam County based CBOs. Other proposed OTPS could not be prioritized at this time.

Should you take exception to the above and wish to provide a response regarding the committee's recommended funding allocation and their reasonings therefore, please do so in writing to my attention no later than Monday, October 26, 2026.

Thank you.

Sincerely,

John Tully
Director

cc: Sara Servadio, Commissioner, Department of Mental Health, Social Services & Youth Bureau

Health FYI sign
Audit sign
Cc: All

#18.

COUNTY OF PUTNAM

FUND TRANSFER REQUEST

2026

TO: Commissioner of Finance

FROM: Kristen Wunner

DEPT: Department of Mental Health & Social Services

DATE: 10/23/26

2026 NOV -2 PM 1:18
PUTNAM COUNTY LEGISLATURE
CARMEL, NY

I hereby request approval for the following transfer of funds:

FROM: ACCOUNT #/NAME	TO: ACCOUNT #/NAME	AMOUNT	PURPOSE
10431000.54640.10256 MH.Training/Ed.Rural Suicide Prevention	10431000.54646.10256 MH.Contracts.Rural Suicide Prevention	$4,150.00	Rural Suicide Prevention Project
10431000.54989.10256 MH.Misc.Rural Suicide Prevention	10431000.54646.10256 MH.Contracts.Rural Suicide Prevention	$250.00	Rural Suicide Prevention Project

TOTAL: **$4,400.00**

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2026 Fiscal Impact $__0__
2027 Fiscal Impact $__0__

kwunner — 10/26/26
Department Head Signature/Designee **Date**

AUTHORIZATION:

Date	**Commissioner of Finance/Designee: Initiation and $0-$5,000.00**
Date	**County Executive/Designee: $5,000.01 - $10,000.00**
Date	**Chairperson Audit/Designee: $0-$10,000.00**
Date	**Audit & Administration Committee: $10,000.01 - $25,000.00**

26T313

Bandehas, Sandra (DFA)

From: Wunner, Kristen (DFA)
Sent: Friday, October 23, 2026 2:30 PM
To: Bandehas, Sandra (DFA)
Subject: MH Budgetary Transfer

Hi,

Can you please put together the below budgetary transfer related to the marketing firm's multi-faceted prevention strategy contract related to **Rural Suicide Prevention**?

Increase 10431000-54646-10256 $4,400
Decrease 10431000-54640-10256 $4,150
Decrease 10431000-54989-10256 $250

Thank you,
Kristen

Kristen Wunner
FISCAL MANAGER • Mental Health, Social Services & Youth Bureau
PHONE | 845.808.1500, ext 45210 • WEBSITE | PUTNAMCOUNTYNY.COM
PUTNAM COUNTY GOVERNMENT NEW YORK

26T313

Nov - Health - FYI
Audit - Sign

Sign

#19.

COUNTY OF PUTNAM

FUND TRANSFER REQUEST

2026

TO: Commissioner of Finance

FROM: Kristen Wunner

DEPT: Department of Mental Health & Social Services

DATE: 11/03/26

2026 NOV 10 PM 2:24
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

I hereby request approval for the following transfer of funds:

FROM: ACCOUNT #/NAME	TO: ACCOUNT #/NAME	AMOUNT	PURPOSE
22070000.52170 Kitchen Equipment	22070000.54310 Office Supplies	$200.00	To cover remaining 2026 expenses for CAC Grant
22070000.52170 Kitchen Equipment	22070000.54329 Promotional Materials	$1,000.00	To cover remaining 2026 expenses for CAC Grant
22070000.52170 Kitchen Equipment	22070000-54640 Education & Training	$800.00	To cover remaining 2026 expenses for CAC Grant
	TOTAL:	**$2,000.00**	

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2026 Fiscal Impact $__0__
2027 Fiscal Impact $__0__

kwunner 11/4/26
Department Head Signature/Designee **Date**

AUTHORIZATION:

Date	**Commissioner of Finance/Designee: Initiation and $0-$5,000.00**
Date	**County Executive/Designee: $5,000.01 - $10,000.00**
Date	**Chairperson Audit/Designee: $0-$10,000.00**
Date	**Audit & Administration Committee: $10,000.01 - $25,000.00**

26T329

Wunner, Kristen (DFA)

From: Wunner, Kristen (DFA)
Sent: Tuesday, November 3, 2026 4:15 PM
To: Bowen, Andy (DFA); Ascone, Diana M (DFA)
Subject: OCFS Budget Transfer

Hi,

Can you please put together the below budgetary transfer for the remaining 2026 expenses related to the 2026-2027 OCFS grant period? The remainder of the grant period will be expensed in 2027.

Decrease 22070000-52170 $2,000
Increase 22070000-54310 $200
Increase 22070000-54329 $1,000
Increase 22070000-54640 $800

Thank you,
Kristen

Kristen Wunner
FISCAL MANAGER • Mental Health, Social Services & Youth Bureau
PHONE | 845.808.1500, ext 45210 • WEBSITE | PUTNAMCOUNTYNY.COM
PUTNAM COUNTY GOVERNMENT NEW YORK

26T329

#20.

Mary Dechiaro

From: Daniel Birmingham
Sent: Tuesday, October 6, 2026 12:34 PM
To: Edward Gordon; Amy Sayegh; Diane Trabulsy; Elizabeth Robinson; Erin Crowley; Heather Abissi; Jacob D'Angelo; Laura Russo; Mary Dechiaro; Michele Alfano-Sharkey; Nancy Montgomery; Thomas Regan; Toni Addonizio; William Gouldman (Personal)
Subject: Re: From County Executive Byrne To Chairman Birmingham - Letter of Necessity - Allocation of $2.1 Million Assigned to Mental Health

Dear Colleagues--

I believe that this matter requires more discussion and input. Therefor, I am deferring action on this Letter of Necessity and am referring this matter to the Health, Social, Educational & Environmental Committee to be held at its November 2026 meeting, or earlier at the call of the committee chair.

Best,

Dan

From: Edward Gordon <Edward.Gordon@putnamcountyny.gov>
Sent: Tuesday, October 6, 2026 12:02 PM
To: Amy Sayegh <Amy.Sayegh@putnamcountyny.gov>; Daniel Birmingham <Daniel.Birmingham@putnamcountyny.gov>; Diane Trabulsy <Diane.Trabulsy@putnamcountyny.gov>; Elizabeth Robinson <Elizabeth.Robinson@putnamcountyny.gov>; Erin Crowley <Erin.Crowley@putnamcountyny.gov>; Heather Abissi <Heather.Abissi@putnamcountyny.gov>; Jacob D'Angelo <Jacob.DiAngelo@putnamcountyny.gov>; Laura Russo <Laura.Russo@putnamcountyny.gov>; Mary Dechiaro <Mary.Dechiaro@putnamcountyny.gov>; Michele Alfano-Sharkey <Michele.Alfano-Sharkey@putnamcountyny.gov>; Nancy Montgomery <Nancy.Montgomery@putnamcountyny.gov>; Thomas Regan <Thomas.Regan@putnamcountyny.gov>; Toni Addonizio <Toni.Addonizio@putnamcountyny.gov>; William Gouldman (Personal) <wjgouldman@gmail.com>
Subject: From County Executive Byrne To Chairman Birmingham - Letter of Necessity - Allocation of $2.1 Million Assigned to Mental Health

Please see the attached document.

Ed Gordon
Deputy Clerk
Putnam County Legislature
Phone: (845) 808-1020 Ex: 49386
Fax (845) 808-1933

Submitted with Budget Presentation

PUTNAM COUNTY EXECUTIVE
KEVIN M. BYRNE

MEMORANDUM

TO: Daniel G. Birmingham, Chair
Budget & Finance Committee and Putnam County Legislature

CC: Diane Trabulsy, Clerk
Putnam County Legislature

Putnam County Legislature

Alexandra Gordon,
Acting Commissioner of Finance

FROM: Kevin M. Byrne
County Executive

DATE: October 5, 2026

RE: Letter of Necessity -Allocation of $2.1 Million Assigned to Mental Health

ENCL: Department of Mental Health Report to County Executive: Recommendations for Investment of County Mental Health Funding

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Earlier this year, in response to my request, the Commission of Finance assigned $2.1 Million from the unassigned fund balance to Mental Health.

This was done in accordance with the authority granted to the Commissioner of Finance at the time by the Legislature pursuant to Resolution No. 135 of 2012.

Unfortunately, despite the County's continued efforts to assist the contractor and provide the support necessary to move the Stabilization Center project forward, the project could not be completed within the required timeframe. It became necessary to reallocate the designated federal ARPA funds to another federal, ARPA-eligible project to preserve the funding. This then freed up the same amount of County funding to honor our commitment to mental health services. Understanding the challenges that we face and the pressing needs that exist, we cannot be married to just one response to this nation-wide crisis.

That's why I shared that we would work to identify and support other new ways to respond to the growing mental health needs in the region.

Please see the attached report received from the Department of Mental Health prepared after consulting with the Community Services Board. The report outlines various mental health initiatives, including cost estimates as a comprehensive plan for $672,040 of the $2.1 Million assigned to Mental Health. This plan includes, but is not limited to, an expansion of the County's Mobile Crisis Team to better serve County residents, a plan for mental health for first responders, known as the Putnam County Wellness Coalition, implementation of a mental health program for County schools ("Ending the Silence") and an enhancement of the Employee Assistance Plan to include improved mental health service for County employees for the first year.

As we meet tonight to discuss the proposed Budget, I respectfully request that the attached draft resolution adopting the attached plan allocating $672,040 immediately for these programs be considered for approval so that these funds can be committed and put to work this year.

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner

DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

Report to the County Executive

Recommendations for Investment of County Mental Health Funding

Executive Summary $672,040 available immediately from the $2.1M assigned MH funding

The County has been allocated funding to strengthen behavioral health services and improve access to mental health care for residents. Following discussions with the Community Services Board (CSB), several priority initiatives were identified that address prevention, crisis intervention, workforce wellness, and expanded access to treatment.

These recommendations represent a balanced approach that invests in early intervention, supports employees, expands crisis response capabilities, and increase the availability of community based mental health services. Together, these initiatives are intended to reduce barriers to care, decrease unnecessary emergency department utilization and law enforcement involvement, and improve overall behavioral health outcomes throughout the County.

Recommended Funding Priorities

1. Implement NAMI "Ending the Silence" Mental Health Education Program

Recommendation

Provide funding to implement the National Alliance on Mental Illness (NAMI) Ending the Silence program within local schools and community settings.

Purpose

Ending the Silence is an evidence based mental health awareness presentation designed for middle and high school students, school personnel, and families. The program increases understanding of mental illness, reduces stigma, and encourages early intervention.

Benefits

- Evidence based, peer driven curriculum, already active in schools, locally driven.
- Supports suicide prevention and overall wellness efforts.

Expected Outcomes

- Increased community awareness of mental health.
- Earlier referrals for behavioral health services.
- Stronger partnerships between schools, families, and community providers.
- **Annual Cost**
  $33,494 to NAMI Putnam. Additional funding provided by the Opiate Settlement Fund RFP process.

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2. Enhance the Employee Assistance Program (EAP)

Enhance the Employee Assistance Program to offer comprehensive, accessible, and responsive support to employees. A strong EAP is important because it can help employees navigate personal and work-related challenges, support overall well-being, and contribute to a healthier and more productive workplace. We are in the process of evaluating criteria to select a vendor based on services offered, employee needs, accessibility, confidentiality, cost, and overall value.

Annual Cost
$28,600

3. Expand the Mobile Crisis Team

Recommendation

Provide additional funding to expand the current Mobile Crisis Team (People USA) by increasing staffing, service hours, and clinical capacity.

Proposed Enhancements

- Extend daily operating hours into evening and weekends.
- Add additional licensed clinicians.
- Add psychiatric prescriber support for short term or emergency medication needs.
- Increase case management and follow-up services.

Purpose

Mental health crises occur outside of traditional business hours. Expanding the Mobile Crisis Team will improve access to timely intervention while reducing reliance on emergency departments and law enforcement. Adding psychiatric prescribing capacity will allow individuals to receive more comprehensive treatment during and following crisis intervention.

Benefits

- Improved response times.
- Expanded coverage.
- Better continuity of care.
- Greater support for individuals experiencing behavioral health crises.

Expected Outcomes

- Increased number of individuals served.
- Reduced repeat crisis encounters.
- Better long-term recovery outcomes.

Annual Cost The plan was submitted for $380,152 additional funding needed annually. However, the program is reimbursable and funding for year two would likely depend on success of model.

4. Implement the Law Enforcement Addiction and Mental Health Referral System (LEAMHRS)

Recommendation

Implement the Law Enforcement Addiction and Mental Health Referral System (LEAMHRS) to facilitate timely referrals from law enforcement to the County's behavioral health system. This program will be received and administered by the Mental Health Department at no fiscal impact to the County's mental health allocation.

Purpose

Law enforcement officers frequently encounter individuals experiencing mental illness, substance use disorders or co-occurring behavioral health conditions who would benefit from treatment and supportive services rather than repeated involvement with the criminal justice or emergency response systems. LEAMHRS provides a structured referral process that enables officers to connect these individuals directly with behavioral health professionals for assessment, outreach, and ongoing support. By strengthening collaboration between law enforcement and behavioral health providers, the County can improve access to care while reducing contacts with emergency services.

Benefits

- Expands access to behavioral health services for individuals identified through law enforcement interactions.
- Reduces repeat law enforcement contacts involving behavioral health concerns.
- Improves continuity of care through coordinated follow-up and case management.
- Supports safe outcomes for individuals, officers, and the community.

Expected Outcomes

- Increased engagement and referrals to behavioral health treatment.
- Enhanced collaboration among law enforcement and behavioral health.
- Improved long-term outcomes through earlier intervention and coordinated care.

Annual Cost

$0

5. Putnam County Wellness Coalition

Recommendation

Establish and sustain a law enforcement and first responder peer-led support program. The program would provide confidential, accessible, and culturally responsive peer support to law enforcement and first responder personnel who may experience stress, trauma, critical incidents, burnout, or other behavioral health challenges associated with their work.

Purpose

The initiative is intended to reduce barriers to seeking support by providing assistance from individuals who understand the unique experiences and demands of the work. It will also facilitate connections to professional behavioral health services and other community resources when additional support is needed. This funding will equip a Wellness Facility at the Sheriff's Office, including strength and cardio equipment. It will create a Wellness and Respite Room at each of four locations – the Sheriff's Office, the Putnam County 911 Center, the Carmel Police Department, and the Kent Police Department - to provide staff a quiet, private space to decompress, reset, and temporarily step away from the physical and mental demands of the environment. It will also fund the Annual Putnam County First Responder Wellness Conference; an established conference held at the 911 Center, and provide overtime/backfill funding for members to participate in training.

Annual Cost

$179,794 first year, $20,648 annual to be included in the county budget plan.

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6. 911 Diversion Training

Recommendation

The 911 Diversion Training is an eight-hour course designed specifically for 911 dispatchers, call takers, and other public safety communications personnel who serve as the first point of contact for individuals experiencing a behavioral health crisis. The training recognizes the critical role dispatch personnel play in identifying behavioral health needs, gathering information, assessing risk, communicating effectively with callers in crisis, and connecting individuals to the most appropriate response. Recognizing the significant demands placed on emergency communications personnel, the course also addresses trauma and dispatcher wellness, including practical mindfulness strategies that can be used to manage stress and support resilience.

Purpose

The purpose of 911 diversion training is to equip 911 dispatchers with the knowledge and skills necessary to recognize behavioral health related calls and identify opportunities for diversion to appropriate crisis, behavioral health, or community-based services when clinically and operationally appropriate. This initiative will also support consistent decision making, improve access to behavioral health resources, and help ensure that emergency systems are used appropriately while maintaining public safety and ensuring that individuals in crisis receive timely access to appropriate care.

Annual Cost

Approximately $50,000 to cover backfill/overtime.

Overall Community Impact

Collectively, these recommendations create a comprehensive continuum of behavioral health services by investing in:

- Prevention through community education.
- Early intervention for youth and families.
- Employee wellness and workforce resilience.
- Expanded mobile crisis response.
- Improved psychiatric access.
- Increased coordination among healthcare providers, first responders, schools, and community organizations.

These investments align with best practices emphasizing treatment in the least restrictive setting, reducing unnecessary trauma, and expanding access to timely, community based behavioral health services.

Conclusion

The County Mental Health Department and Community Services Board recommend that the County prioritize investments that strengthen behavioral health infrastructure across the continuum of care. These initiatives will improve access to services, enhance crisis response capabilities, support County employees, promote mental health education, and provide sustainable, community-centered solutions that benefit residents of all ages. By investing strategically in prevention, intervention and crisis stabilization, the County can improve behavioral health outcomes while reducing long-term costs associated with emergency services, hospitalization, and justice system involvement. These recommendations position the County to build a more responsive, resilient, and accessible behavioral health system that meets both current and future community needs.

APPROVAL/ALLOCATION OF $2.1 MILLION ASSIGNED TO MENTAL HEALTH TO MENTAL HEALTH PLAN

WHEREAS, in conjunction with the annual audit, the Commissioner of Finance assigned $2.1 Million from the unassigned fund balance to Mental Health initiatives in Putnam County ("Assigned Mental Health Funding"); and

WHEREAS, in consultation with the Community Services Board, the Department of Mental Health has presented a recommended plan to the County Executive for use of the Assigned Mental Health Funding (the "Plan"); and

WHEREAS, the Plan provides for expanded crisis services for community members, mental health awareness targeting our County's youth, a program specifically for first responders, and expanded mental health offerings for County employees; and

WHEREAS, the Plan, which is attached hereto and made a part hereof as Schedule "A;" and

WHEREAS, the Plan is for expenditure of the Assigned Mental Health Funding over a four (4) year period; and

WHEREAS, the first year will require $672,040 to support the mental health programs contained within the Plan beginning this year; and

WHEREAS, Putnam County recognizes the profound need to expand mental health services in the County; and now therefore be it

RESOLVED, that the County will allocate the Assigned Mental Health Funding to the initiatives as set forth in the attached Plan which is attached hereto and made a part hereof as Schedule "A;" and

RESOLVED, that $672,040 shall be allocated immediately with the remaining funds to be appropriated thereafter; and

RESOLVED, that this Resolution shall take effect immediately.

Health- Nov. 18

Michele Alfano- Sharkey
County Auditor

Francine Romeo
Deputy County Auditor

COUNTY AUDITOR

Putnam County Audit
40 Gleneida Avenue
Carmel, N.Y. 10512
Main (845) 808-1040
Fax (845) 808-1900

DATE: November 10, 2026

TO: Nancy Montgomery
Chair, Health, Social, Educational & Environmental Committee

CC: Daniel G. Birmingham
Chairman, Putnam County Legislature

Alexandra Gordon
Acting Commissioner of Finance

Sara Servadio
Commissioner, Social Services

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY
2026 NOV 13 PM 1:42

FROM: Michele Alfano-Sharkey
County Auditor MAS

RE: Preservation of $2.1 Million Designated for Mental Health Initiatives Beyond Fiscal year 2026

I am in receipt of your memo dated September 10, 2026, regarding the preservation of $2.1 Million designated for Mental Health initiatives beyond fiscal year 2026.

I will respond to your questions as listed.

1. How and where the $2.1 million is presently accounted for, including whether it is currently maintained as assigned fund balance, a 2026 appropriation, or through another accounting mechanism. $2.1 million was in the assigned fund balance.

   The current balance is $1,719,848 after the appropriation of $380,152 to People USA.

2. Whether any portion of the funding would lapse or otherwise revert at the conclusion of the 2026 fiscal year if it remains unspent.

Michele Alfano- Sharkey
County Auditor

Francine Romeo
Deputy County Auditor

COUNTY AUDITOR

Putnam County Audit
40 Gleneida Avenue
Carmel, N.Y. 10512
Main (845) 808-1040
Fax (845) 808-1900

A contract with People USA in the amount $380,152 is in process. The funds will be encumbered upon execution of the contract. I believe the funds will be intact since an obligation and encumbrance will be made. The funds will not lapse.

3. What accounting or budgetary action is necessary to preserve the full remaining balance for mental health initiatives beyond December 31, 2026, whether through encumbrance, continued assignment, reappropriation, or another appropriate mechanism; and
4. Whether legislative action is required before year- end, and, if so, whether a resolution should be presented for consideration in November.

The remaining funds will stay in the assigned fund balance until a plan for their use is approved. Because the Legislature assigns fund balance, a resolution and budget amendment are required to appropriate any portion of it. Please note, the Commissioner of Finance will need to prepare said budgetary amendment.

attachments

Michele Alfano-Sharkey

From: Alexandra Gordon
Sent: Tuesday, November 10, 2026 9:26 AM
To: Michele Alfano-Sharkey
Subject: MH Reserve from Audited Financials
Attachments: 2025 Fund Balance.pdf

Hi Michele,

Please see attached Fund Balance Sheet from the 2025 Audited Financials. I have highlighted the Mental Health Reserve to show the funds have been assigned. Please keep in mind that we have to less the funds spent, in 2026, for mobile crisis unit program through People USA.

Please let me know if anything further is needed on my end.

Thank you!

Alex

Alexandra Gordon
Acting Commissioner • Department of Finance
PHONE | 845.808.1075 • X-49328 | WEBSITE | PUTNAMCOUNTYNY.COM
PUTNAM COUNTY GOVERNMENT NEW YORK
"Empowering Putnam County through dedicated service."

Note 3 - Detailed Notes on All Funds (Continued)

K. Fund Balances

	2025				2024			
	General Fund	Capital Projects Fund	Non-Major Governmental	Total	General Fund	Capital Projects Fund	Non-Major Governmental	Total
Nonspendable								
Prepaid expenditures	$ 2,563,254	$ -	$ 122,559	$ 2,685,813	$ 2,180,632	$ -	$ 97,410	$ 2,278,042
Long-term receivables	4,000,000	-	-	4,000,000	4,000,000	-	-	4,000,000
Total Nonspendable	6,563,254	-	122,559	6,685,813	6,180,632	-	97,410	6,278,042
Restricted								
Law enforcement	1,459,903	-	-	1,459,903	1,980,654	-	-	1,980,654
Health	14,321	-	-	14,321	14,321	-	-	14,321
Driving while intoxicated program	301,495	-	-	301,495	170,423	-	-	170,423
Opioid	1,817,433	-	-	1,817,433	1,844,936	-	-	1,844,936
Juul	192,726	-	-	192,726	-	-	-	-
Grants and obligations	1,866,264	-	-	1,866,264	1,041,402	-	-	1,041,402
Capital projects	-	13,186,938	-	13,186,938	-	16,225,950	-	16,225,950
Debt service	-	-	55,395	55,395	-	-	30,841	30,841
Debt service for subsequent year's expenditures	-	-	-	-	-	-	125,000	125,000
Trusts	-	-	240,422	240,422	-	-	237,922	237,922
Total Restricted	5,652,142	13,186,938	295,817	19,134,897	5,051,736	16,225,950	393,763	21,671,449
Assigned								
Purchases on order								
General government support	602,858	-	-	602,858	770,363	-	-	770,363
Education	790	-	-	790	221	-	-	221
Public safety	564,181	-	7,605	571,786	81,541	-	9	81,550
Health	26,393	-	-	26,393	13,596	-	-	13,596
Transportation	95,993	-	262,468	358,461	47,109	-	195,573	242,682
Economic opportunity	60,726	-	-	60,726	215,309	-	-	215,309
Culture and recreation	166,546	-	-	166,546	26,003	-	-	26,003
Home and community services	191	-	-	191	62,064	-	-	62,064
	1,517,678	-	270,073	1,787,751	1,216,206	-	195,582	1,411,788
For subsequent year's expenditures								
General Fund	13,213,491	-	-	13,213,491	1,878,023	-	-	1,878,023
Retirement	1,500,000	-	-	1,500,000	500,000	-	-	500,000
Future Capital projects	5,545,000	-	-	5,545,000	6,180,000	-	-	6,180,000
Insurance	350,000	-	-	350,000	-	-	-	-
Retirement	9,000,000	-	-	9,000,000	5,500,000	-	-	5,500,000
Future Capital projects	25,135,685	-	-	25,135,685	17,820,000	-	-	17,820,000
Tax stabilization	12,500,000	-	-	12,500,000	10,000,000	-	-	10,000,000
Insurance	5,450,000	-	-	5,450,000	5,800,000	-	-	5,800,000
Post Employment	8,000,000	-	-	8,000,000	6,000,000	-	-	6,000,000
State Aid	6,000,000	-	-	6,000,000	6,000,000	-	-	6,000,000
Mental health	2,100,000	-	-	2,100,000	-	-	-	-
Tax Rebate Program	6,500,000	-	-	6,500,000	-	-	-	-
Callable Bond	-	-	-	-	4,725,000	-	-	4,725,000
Disaster Recovery	2,000,000	-	-	2,000,000	2,000,000	-	-	2,000,000
Judgements and Settlements	3,400,000	-	-	3,400,000	5,000,000	-	-	5,000,000
County Road Fund	-	-	2,518,551	2,518,551	-	-	3,993,142	3,993,142
Road Machinery Fund	-	-	529,848	529,848	-	-	975,361	975,361
Transportation Fund	-	-	7,679,873	7,679,873	-	-	6,926,205	6,926,205
Total Assigned	102,211,854	-	10,998,345	113,210,199	72,619,229	-	12,090,290	84,709,519
Unassigned	61,848,473	-	-	61,848,473	78,325,913	-	-	78,325,913
Total Fund Balances	$ 176,275,723	$ 13,186,938	$ 11,416,721	$ 200,879,382	$ 162,177,510	$ 16,225,950	$ 12,581,463	$ 190,984,923

THE PUTNAM COUNTY LEGISLATURE
40 Gleneida Avenue
Carmel, New York 10512
Phone (845) 808-1020 • Fax (845) 808-1933
putcoleg@putnamcountyny.gov

Daniel G. Birmingham *Chairman*
William Gouldman *Deputy Chair*
Diane Trabulsy *Clerk*

Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Laura E. Russo	Dist. 4
Jake D'Angelo	Dist. 5
Thomas Regan, Jr.	Dist. 6
Daniel G. Birmingham	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

MEMORANDUM

DATE: September 10, 2026

TO: Michele Sharkey
County Auditor

CC: Daniel Birmingham
Chairman, Putnam County Legislature

Alexandra Gordon
Acting Commissioner of Finance

Sara Servadio
Commissioner, Social Services

FROM: Nancy Montgomery
Chair, Health, Social, Educational & Environmental Committee

RE: Preservation of $2.1 Million Designated for Mental Health Initiatives Beyond Fiscal Year 2026

At the September 9, 2026 meeting of the Health, Social, Educational & Environmental Committee, Chairman Birmingham raised an important year-end accounting issue concerning the $2.1 million in County funds designated for mental health initiatives following the reallocation of ARPA funding previously associated with the Crisis Stabilization Center.

As discussed at the meeting, the Department is currently developing recommendations for the use of these funds, with a more substantive report anticipated in November. Given that timeline, it is likely that some or all of the funding will remain unspent at the close of the 2026 fiscal year.

The Committee wants to ensure that the passage of the fiscal year does not result in these funds inadvertently lapsing or otherwise becoming unavailable for their intended mental health purpose.

Given the questions and differing understandings that arose this year concerning the status of previously appropriated food insecurity funding, I believe it is important that the accounting status

and year-end treatment of these mental health funds be clearly established in advance. Doing so will avoid similar uncertainty and ensure that the Legislature, Administration and public have a common understanding of the funds available and their intended purpose.

Accordingly, I respectfully request that your office review the current status of the $2.1 million and advise the Legislature as to:

1. How and where the $2.1 million is presently accounted for, including whether it is currently maintained as assigned fund balance, a 2026 appropriation, or through another accounting mechanism;
2. Whether any portion of the funding would lapse or otherwise revert at the conclusion of the 2026 fiscal year if it remains unspent;
3. What accounting or budgetary action is necessary to preserve the full remaining balance for mental health initiatives beyond December 31, 2026, whether through encumbrance, continued assignment, reappropriation, or another appropriate mechanism; and
4. Whether legislative action is required before year-end, and, if so, whether a resolution should be presented for consideration in November.

The Committee's intent is not to commit these funds prematurely to any particular program or expenditure. Rather, we want to ensure that the Department has sufficient time to complete its planning and present thoughtful recommendations without creating an artificial December 31 spending deadline or risking the loss of funding solely because of the fiscal calendar.

Please coordinate with the Commissioner of Finance as necessary and advise the Legislature sufficiently in advance of the November meetings so that any required legislative action can be taken before year-end.

Thank you for your assistance.