



20
22

Annual Report

County of Sullivan, NY

Sullivan County Manager
Joshua A. Potosek, MBA

Prepared by
the Office of
the County
Manager

A bright future

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FROM THE COUNTY MANAGER

Uncertainty Gave Way to Prosperity

Despite all our fears, 2022 proved to be a record-setting year for Sullivan County. We led the State in job growth, collected more sales and room taxes than ever before, provided public transportation on a heretofore-unseen scale, and offered residents and visitors of every age an unprecedented array of valuable services, attractions and activities.

Journeying Out of a Pandemic

COVID-19 did not disappear but did retreat from the dreaded days of lockdowns, disruption and death, and other contagious diseases (like monkeypox) were effectively dealt with by local, State and national authorities. We survived by relying on our training, funding and sense of community.

A Year of Progress

Every unit of County government spent 2022 recovering from and reorganizing after the chaotic years of 2020 and 2021. Every unit also spent that time evaluating and expanding its mission to serve the people of this County in the best, most efficient and useful ways possible.

What's Next on the Horizon?

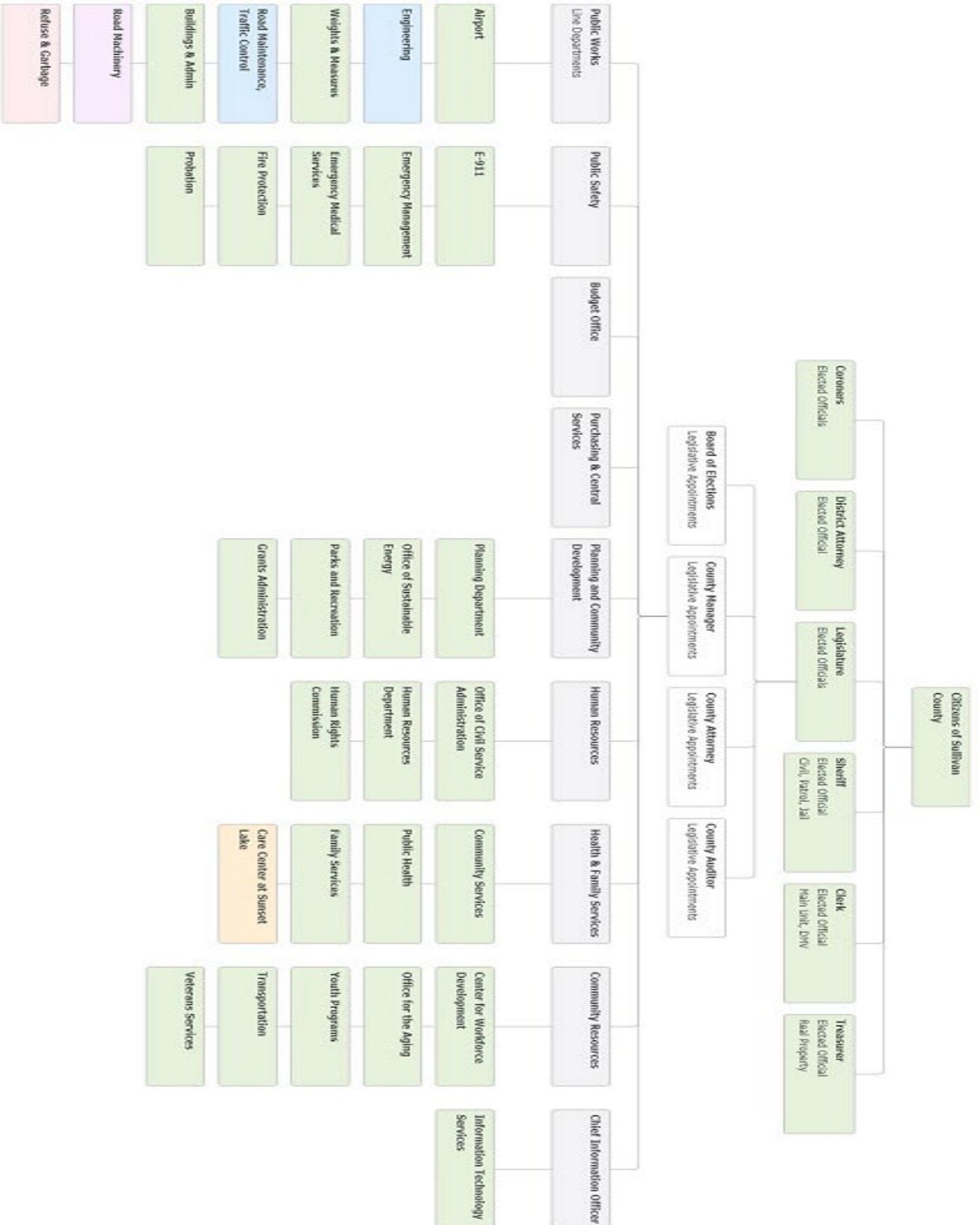
Sullivan County is poised to realize even greater accomplishments in the year ahead, starting with our long-underutilized County Airport, where a number of major projects will result in an essentially brand new facility - with tenants who will attract other businesses and developers, realizing the original dream of County leaders when the Airport was built more than 50 years ago. We'll also inject energy and funds into our community assistance programs, from the Sullivan Promise scholarship program (expanding to two years' paid tuition at SUNY Sullivan) to adult education in the construction trades at BOCES. The goal of all of this will be to make Sullivan County a vibrant, attractive destination to live and work, not just visit.



Joshua A. Potosek, MBA
Sullivan County Manager

February 2023

ORGANIZATIONAL CHART



DIVISION, DEPARTMENT AND UNIT REPORTS

Note that the following reports are presented as submitted to the County Manager's Office. They have been modified only where page formatting requires it.

Unless otherwise noted, statistics and accomplishments relate solely to calendar year 2022. Listed goals represent those goals set for calendar year 2022 and may or may not reflect whether the goals were achieved or remain to be accomplished.

The 2022 Annual Report is available in its entirety at www.sullivanyny.us. If a printed copy is desired, contact Director of Communications Dan Hust at 845-807-0450 or dan.hust@sullivanyny.us.

Note: Any department not appearing in this report did not submit data in time to be included. Those offices should be contacted directly if a report is sought.

Acknowledgments

The County Manager thanks each office, department and division for submitting data to be included in this Annual Report, which was compiled and created by the Office of Communications.

COUNTY MANAGER

Joshua Potosek

Accomplishments

- Proposed (and Legislature adopted) a 2023 County Budget that kept property taxes flat, eliminated the Solid Waste User Fee, expanded programs and services and continued reducing debt load
- Finalized all remaining Collective Bargaining Agreements, the first time in this office's history that all seven union contracts have been settled concurrently
- Instituted, with legislative support, innovative Sullivan Promise scholarship program to provide a full two years of tuition to local high school graduates who attend SUNY Sullivan
- Guided County out of COVID-19 pandemic, including operational and fiscal response
- Site of aborted landfill expansion behind Apollo Mall sold to developer for use as a shovel-ready industrial park
- Nurtured transformative project to expand wireless broadband to all of County, now including significant partnership with private company
- Created recruitment/retention initiatives such as an education/certification policy, management salary schedule, and telework policy

Communications

Dan Hust, Director

Accomplishments

The Office of Communications continued to provide critical services to virtually every County department and office in 2022. Highlights included:

- Hundreds of mentions and full stories about County government in local, regional, online and national news outlets - newspapers, radio, TV, online-only
- Coordinated multiple public relations campaigns to increase awareness of County services and personnel
- More than 150 press releases issued to approximately 40 media outlets, State and Federal officials, and interested individuals
- Reached over 234,000 unique viewers on main Facebook page, a 21% increase over 2021
- Averaged 10,000 viewers per day on main Facebook page
- Added over 1,000 new Facebook followers and more than 300 new Instagram followers
- Administered/oversaw 16 social media channels (9 Facebook, 4 Instagram, 1 Twitter, 1 LinkedIn and 1 YouTube)
- Over 310 YouTube subscribers viewed videos more than 42,000 times, nearly double the views in 2021
- At present, nearly 10,000 Facebook followers, 2,375 Instagram followers, 1,016 Twitter followers, 343 LinkedIn followers - all at least triple-digit increases over 2021
- Filmed “Let’s Talk Sullivan” podcasts, including on site at County Airport
- Maintained primary content oversight of and creation on County website
- Continued to serve as Public Information Officer for COVID, Monkeypox, Flu and Rabies updates
- Upgraded audio equipment used in audiovisual recording studio next to Communications Office
- Maintained daily contact with press, public and outside politicians to ensure County’s message is emphasized and well-understood
- Facilitated increased internal communications, particularly with County Manager’s staff newsletter

- Revamped and relaunched County Manager’s external newsletter, “Inside Insights,” published every other month
- Led team effort to integrate Google chatbot service into the County website, which garnered 400 queries in first month of operation and reduced call volume in Clerk’s Office by an estimated 50%
- Launched first paid media campaign, with billboards, radio spots and newspaper ads across the County, promoting DMV, Veterans Service Agency, County Clerk’s Office, Move Sullivan and Elections
- Served as Communications Champion and lead for social media awareness campaign regarding opioid abuse, part of HEALing Communities Study grant in association with Public Health and Columbia University

Goals Yet to Be Realized

- Full utilization of audiovisual studio and video editing capabilities
- Revamp of County website (long-term)

Compliance

Michelle Huck, Corporate Compliance Officer

Key Accomplishments and Initiatives

Corporate Compliance Committee reinstated. The County Manager appointed nine County of Sullivan employees to the Corporate Compliance Committee. The Committee met twice in 2022 and is working on developing the Corporate Compliance Plan to ensure we are adhering to the guidelines in NYSCRR Title 18 Part 521.

Whistleblower Resolution amended and Whistleblower Policy updated. The original resolution and policy date back to 2009 and were updated to promote consistency across the entire Corporate Compliance Program.

On October 20, 2022 the Legislature adopted those changes and the policy now includes:

- A whistleblower definition;
- The Confidential Compliance Hotline and a written reporting mechanism;
- Corporate Compliance Officer and Commissioner of Human Resources reporting only;
- Language that states individuals who report will be contacted within two business days; and
- The Corporate Compliance Officer will report to the Legislature January 1st and July 1st each year.

Corporate Compliance Branding and Marketing. A logo and the slogan “You’re never wrong to do the right thing. Help us set the tone” were created and are included on compliance resources.

Confidential Compliance Hotline Stickers, a Compliance Fact Sheet, and Confidential Compliance Hotline flyers have been created and distributed County-wide.

Compliance Program Webpage and Email Development. The Compliance Program webpage is up to date with current compliance policies, the contact information for the Corporate Compliance Officer and the Compliance Program Coordinator, how to report compliance issues, and more. A compliance email account was created by our ITS department

Corporate Compliance Education and Training. In November, the Corporate Compliance Officer and the Compliance Program Coordinator began in-person compliance education efforts. By the end of the year, nearly 500 employees received in-person training on the County’s Corporate Compliance Program. Our remaining staff will be trained virtually through our learning management system provider and all staff will receive training annually.

Compliance Investigations. Eight investigations were opened by the Corporate Compliance Officer with assistance from the County Attorney, the Human Resources Commissioner and the Compliance Program Coordinator.

Goals

Met:

- **Hire a Compliance Program Coordinator**
- **Reinstate the Corporate Compliance Committee**
- **Brand and market the Corporate Compliance Program**
- **Amend the Whistleblower Resolution and update the Whistleblower Policy**
- **Update the Compliance Program webpage to include compliance policies and procedures**
- **Provide compliance education and training to staff**

Continuing:

- **Train remaining staff on our Compliance Program and provide annual compliance training**
- **Continue to develop the County's Corporate Compliance Program in accordance with NYSCRR SubPart 521-1 and SubPart 521-2**

Wellness

Christine Panos, Wellness Coordinator

Year At a Glance

The Wellness Committee brought an exciting array of events to staff in 2022. We hosted two health fairs, participated in the Monster 5K and 10K and the Delaware Youth Center River Run, collaborated with the Sullivan County Youth Bureau on a food drive and a winter accessory drive, held two blood drives, and teamed up with Sullivan County Parks and Recreation and the Office of Sustainable Energy to do a litter pluck. We shared health and health-related resources weekly with staff, received an award from Sullivan 180, worked with Sullivan County Cornell Cooperative Extension on implementing Food Service Guidelines and Physical Activity Access.

Key Accomplishments and Initiatives

- We hosted two health fairs for staff in Liberty and Monticello where a variety of local agencies tabled to promote their resources and services. We also had a mindfulness meditation offering at each fair with help from Independent Living and blood pressure screenings by SunRiver Health at our Monticello fair.
- More than thirty staff and their loved ones participated in the 44th Annual Monster 5K/10K Challenge thanks to the Monticello Rotary Club and Sullivan County Veterans Coalition.
- Several staff and their loved ones also participated in the 24th Annual Delaware Youth Center River Run in July by racing for “Team Sullivan.”
- We joined forces with the Sullivan County Youth Bureau and held a food drive and a winter accessory drive. With help from staff and the community, we collected over twenty pounds of food and hats, gloves, scarves, and socks for over fifty people in need. Special thanks to Sullivan County BOCES and Sullivan County Transportation for helping us distribute all of our drive items to those in need.
- Our blood drives were held on our Liberty campus and in the Government Center in Monticello. We helped the New York Blood Center collect over 50 pints of blood and save over 100 lives.
- Several staff in Liberty and Monticello participated in a litter pluck for Earth Day through collaborative efforts with Sullivan County Parks and Recreation and the Office of Sustainable Energy.

- We created and distributed New York State Smoker's Quitline signs throughout the grounds of all County buildings, helping staff and visitors access smoking cessation resources including patches, gum and counseling.
- We received an award from Sullivan 180 on behalf of our healthy vending initiative with Sullivan County Cooperative Extension. We surveyed staff to gather feedback on our current vending machine options and about healthy additions staff would like to see.
- Our Legislature passed a Memorandum of Understanding between the County and Sullivan County Cornell Cooperative Extension that goes through 2026 to implement activities and deliverables related to the latest Food Service Guidelines and Physical Activity Access.

Goals

Met:

- o Host health fairs for staff
- o Create teams in at least two local walks/races
- o Promote smoking cessation
- o Share resources to improve mental and physical health
- o Find ways to give back to the community (litter pluck, food drive, blood drives, winter accessory drive)
- o Update our Wellness Committee webpage regularly with events and resources

Continuing:

- o Bring back the Know Your Numbers program
- o Improve water access for staff
- o Implement healthy options in our vending machines
- o Host a wellness challenge

HISTORIAN

John Conway, County Historian

This report is submitted in accordance with the New York State “Historians’ Law” as originally passed in 1919 and amended in 1921 and 1933, which requires the County Historian to keep the governing body of the jurisdiction advised of local historical activities by filing an annual report.

The Historian completed his 30th year in office in 2022, and in terms of the number of hours spent in connection with his job, it was the busiest year ever.

As usual, in addition to fairly regular collaborations with local media, including broadcast and print, the Historian was consulted by numerous other media outlets, most notably the New York Times and the History Channel, for whom he consulted on a number of projects. The Historian also worked on and off over a period of several months with the United Kingdom-based Like a Shot Productions, which is preparing a segment for the television series, Abandoned Places, which is scheduled to air in the U.S in the spring of 2023.

The Historian completed 48 speaking engagements and interviews, a full listing of which is provided at the end of this report. These programs were conducted at three local libraries, three museums, and various other venues, both in-person and via ZOOM.

There was still some uncertainty about the lingering impact of the pandemic, so the six-week long History of Sullivan County courses the Historian has been offering in April and September the past few years were once again cancelled in 2022. The annual Historical-Architectural Bus Tour the Historian had narrated for 24 years immediately prior to the pandemic was also cancelled.

The Historian has spent a good deal of the nearly 30 years he has served trying to demonstrate that a municipal historian should not be looked upon simply as the old guy who walks around talking about how things used to be. A municipal historian should be much more than a compiler of facts and figures and dates. An effective historian is a useful marketing tool who can serve as a powerful and persuasive communicator to prospective tourists, as well as businesses considering relocating here. Yesterday’s accomplishments and lessons, the events that define a region, the moments of motivation, inspiration, and perseverance, can provide a competitive advantage for the county, today and in the future.

Through the construction of historical models and timelines, a historian can demonstrate strategies that have worked and failed in the past, and project the likely effectiveness of those strategies for the future. This is the legacy the current Sullivan County Historian has tried to build for himself. As in past years, much of his activity during 2022 was motivated by this approach. Under the Historian’s leadership, The Delaware Company, the non-profit history education group he helped form in 2012, has worked to increase attendance and visitation to the Upper Delaware’s tourism businesses, to create and promote the Upper Delaware’s brand image to tourists and residents, has solicited funding for new and innovative marketing initiatives, and helped to extend limited public and private sector resources by encouraging partnerships, focusing public and private sector marketing efforts through shared objectives and strategies, and leveraged tourism as a contributor to the economic development of the Upper Delaware and beyond.

Toward furthering that end, the Historian was instrumental in helping The Delaware Company procure a registered trademark for their unique concept of heritage tourism termed Revolution to Revolution™

which is designed to market the County’s role in the American Revolution as told at Fort Delaware and the Minisink Battleground and juxtapose that with its role in the cultural revolution of the 1960s, as told at the Museum at Bethel Woods.

The Historian worked closely with Sullivan County’s O&W Railway Alliance to promote the rail trail, and scheduled three narrated hikes during the year along sections of the trail. The Historian also narrated three hikes at the Minisink Battleground, one April, one in November to commemorate Veterans Day and one in June for nearly 200 students, parents, and teachers from the Delaware Valley school district in Pennsylvania. The Historian also provided a well-received program for Leadership Sullivan at Roebling’s Delaware Aqueduct in Minisink Ford in November

The Historian continued to work with The Delaware Company to provide historical programming at Fort Delaware Museum of Colonial History in Narrowsburg and at the Minisink Battleground.

In February of 2023, the Historian will celebrate his 30th anniversary in his position. The highlight of the new year is expected to be the initial planning of events to commemorate the Semiquincentennial of the American Revolution. The Historian and his wife, Debra, the Executive Director of The Delaware Company, were appointed co-chairs of Sullivan County’s Rev War 250 Commission by the Sullivan County Legislature. The commemoration is expected to take place nationwide, and be ongoing from 2025 through 2033.

In 2022, the Historian actually spent more hours on the job– 907–than he ever has before. He travelled 3685 miles in performance of his duties, the most since 2018. A table showing these totals follows:

Year	Speaking Engagements	Hours	Mileage
2022	48	907	3685
2021	50	760	1845
2020	17	620	1305
2019	58	663	3298
2018	50	724	4336
2017	50	649	3682
2016	51	721	4177
2015	39	719	5313
2014	28	610	4601
2013	28	566	4294
2012	22	423	3764
2011	22	479	3675

2022 SPEAKING ENGAGEMENTS (48)

Monday, January 17, 2022, WJFF Radio, Jeffersonville, NY - 6:30 p.m. (Interview w/ Leif Johansen), *The Economic Impact of Railroads on S.C.*

Wednesday January 19, 2022, Sullivan Renaissance, ZOOM - 5:30 p.m., *The O&W Railway in Sullivan County*

Tuesday, February 1, 2022, Monticello Rotary, Albella's Restaurant, Monticello, NY 6:15 p.m., *Al Capone Never Owned Lake Louise Marie, and Other Bad History*

Monday, February 14, 2022, Thunder Country Radio, Paul Ciliberto in the Morning - 7 a.m. (ZOOM), *Sullivan County History*

Wednesday, February 18, 2022, WSUL-WVOS Radio, Monticello, NY - (Telephone w/ Mike Sakell), *African Americans in Sullivan County*

Thursday, March 17, 2022, WSUL-WVOS Radio, Monticello, NY - (Telephone Interview w/ Mike Sakell), *Fort Delaware*

Saturday, March 26, 2022, Hurleyville General Store, Hurleyville, NY - 2 p.m., *To The Mountains by Rail (program, book signing)*

Tuesday, March 29, 2022, WJFF Radio, Jeffersonville, NY (Telephone interview w/ Patricio Robayo), *The Kate Project and the D&H Canal*

Thursday, March 31, 2022, E.B. Crawford Public Library, Monticello, NY - 6 p.m. (via ZOOM), *The Kate Project*

Sunday, April 3, 2022, Time & The Valleys Museum, Grahamsville, NY - 2 p.m. (via ZOOM), *The Lenape: Their Language, Their Culture, Their Legacy*

Monday, April 11, 2022, New York Times (telephone interview w/ Laura Van Straaten), *Monticello's History (story on new art museum)*

Sunday, April 24, 2022, Minisink Battleground, Minisink Ford, NY - 2 p.m., *Narrated History Hike*

Friday, May 13, 2022, National Park Service, Minisink Battleground, Minisink Ford, NY - 2 p.m., *Cushetunk and the Battle of Minisink (Training for summer park rangers)*

Sunday, May 22, 2022, Fort Delaware Museum of Colonial History, Narrowsburg, NY - 1 p.m., *The Other Fort Delaware Story: James W. Burbank's Roadside Attraction*

Sunday, May 22, 2022, Seminary Hill Orchard and Cidery, Callicoon, NY - 2 p.m. (Live), *St. Joseph's Seraphic Seminary*

Sunday, May 22, 2022, Festival of the Founding Fish: Upper Delaware Shadfest 2022, Tusten Theatre, Narrowsburg, NY - 8 p.m., *Announce Raffle Prize Winners*

Thursday, May 26, 2022, The History Channel, Video interview w/Julia Press, *Grossinger's*

Monday, June 6, 2022, Catskill Classic Car Club, Liberty, NY - 6 p.m., *The Liberty Highway and Its Impact on S.C.*

Wednesday, June 22, 2022, The History Channel, Podcast - 9:30 a.m., *Grossinger's and Sullivan County's Hotels*

Friday, July 1, 2022, WJFF Radio, Jeffersonville, NY - (Telephone Interview w/ Patricio Robayo) *Patriots and Loyalists Weekend at Fort Delaware*

Saturday, July 2, 2022, Barryville Farmers Market, Barryville, NY (A Day in the Garden Program -11 a.m.), *The Colonial History of the Upper Delaware*

Saturday, July 9, 2022, Fort Delaware Museum of Colonial History, Narrowsburg, NY (Patriots and Loyalists Weekend), *The Declaration of Independence*

Thursday, July 21, 2022, Sullivan County Legislature, Monticello, NY (Videotape w/ Michael Brooks, Rob Doherty), *The County Historian*

Thursday, July 21, 2022, Liberty Public Library, Liberty, NY, *Doctors Say, "Go To the Mountains!"*

Saturday, July 23, 2022, Minisink Battleground, Minisink Ford, NY (Keynote Address at Annual Commemoration), *Criticism*

Sunday, July 24, 2022, Sullivan County Historical Society, Hurleyville, NY, *The Hackledam Project*

Monday, July 25, 2022, WJFF Radio, Jeffersonville, NY - 6 p.m. (Telephone interview w/Jason Dole), *Sullivan County's Silver Age*

Tuesday, July 26, 2022, Western Sullivan Public Library, Jeffersonville, NY - 6:30 p.m. (Live), *Sullivan County's Silver Age*

Saturday, August 6, 2022, Smallwood Club, Smallwood, NY - 8 p.m. (Live), *Murder, Inc.*

Saturday, September 3, 2022, Fort Delaware Museum of Colonial History, Narrowsburg, NY - 1 p.m. (Live), *The Cushetunk Spy: The Enigma of Robert Land*

Monday, September 5, 2022, Like A Shot Productions (For TV Series, Abandoned Spaces) Telephone Interview w/ Bidy Kalinsky, *White Lake Mansion House*

Friday, September 9, 2022, Forestburgh Playhouse, Forestburgh, NY - 3 p.m., *Entertainment in the Catskills, Part II*

Monday, September 12, 2022, Sullivan County Retired Seniors Volunteer Program, Villa Roma Resort, Callicoon, NY (Annual Luncheon), *History of Volunteerism in Sullivan County*

Saturday, September 17, 2022, Fort Delaware Museum of Colonial History, Narrowsburg, NY - 2 p.m., (Constitution Day Celebration), *Publius vs. Cato: The Philosophical Battle Over the U.S. Constitution*

Thursday, September 29, 2022, Sullivan County Historical Society, Hurleyville, NY - 4 p.m., *75th Anniversary of WVOS Radio*

Friday, October 7, 2022, Like A Shot Productions, ZOOM Interview for Abandoned Places television series, *The White Lake Mansion House*

Saturday, October 8, 2022, Fort Delaware Museum of Colonial History, Narrowsburg, NY - 6 p.m. (Live), *Haunted History Lantern Tour*

Thursday, October 13, 2022, E.B. Crawford Public Library, Monticello, NY - 6:30 p.m. (Live), *After the Fall*

Thursday, October 20, 2022, Livingston Manor Senior Citizens, Livingston Manor, NY - 1 p.m., *Overview of Sullivan County History*

Saturday, October 22, 2022, Minisink Battleground, Barryville, NY - 2 p.m. (Videotape interview w/WallyLife), *Cushtunk and the Colonial History of the Upper Delaware*

Sunday, October 23, 2022, Sullivan County Historical Society, Rockland House, Roscoe, NY (Annual Dinner), *Accept History Preserver Award for The Delaware Company*

Saturday, October 29, 2022, Sullivan 180 and Sullivan County Rail Trail Alliance, Hurleyville, NY - 5:30 p.m. (Live), *Haunted History Hike*

Saturday, November 5, 2022, Like A Shot Productions (Video Shoot or TV series Abandoned Places) White Lake, NY - 10 a.m. (Live), *The White Lake Mansion House*

Tuesday, November 8, 2022, Leadership Sullivan, Roebling Bridge, Minisink Ford, NY, *The D&H Canal's Impact on Sullivan County*

Saturday, November 12, 2022, Minisink Battleground, Minisink Ford, NY - 2 p.m., *Veteran's Day Highland History Hike*

Wednesday, November 16, 2022, Foster Supply Hospitality, Staff Training via ZOOM - 12:30 p.m., *The Lenape: Their Language, Their Culture, Their Legacy*

Saturday, December 3, 2022, Holiday in Hurleyville, Hurleyville, NY - 1 p.m., *Hurleyville History Hike*

Wednesday, December 7, 2022, New American, ZOOM Interview w/Hana Schank, *Sullivan County Hotel History*

OFFICE OF PUBLIC DEFENSE

Lynda Levine, Administrator of Assigned Counsel

OVERVIEW

Pursuant to State and Federal Constitutions and laws, county government is tasked with providing quality free legal services to indigent individuals accused of a crime and/or to indigent adults in specified family court proceedings. The County of Sullivan fulfills this obligation by contracting with two providers, the Sullivan Legal Aid Panel, Inc. and the Sullivan County Conflict Legal Aid, Inc. and coordinating an 18B panel of private attorneys who are willing to take on court assignments in the event that both providers are unable to represent an individual as a result of a conflict of interest.

Furthermore, the US Supreme Court found that the right to counsel attaches at the first appearance before a judge at which a defendant is told of the formal accusations against him/her and restrictions could be imposed on his/her liberty, otherwise known as arraignment. As a result, the County has created a Counsel at First Appearance Program which consists of a number of private attorneys who are contracted to be scheduled “on-call” for arraignments that could be held at any one of the 15 town/village courts at any time of day or night.

Assigned Counsel Program

Sullivan County maintains a list of private attorneys who are willing to accept court assignments for pursuant to article 18B of the New York State Court Law. At this point, the compensation is \$75/hour for felony and family court matters and \$60/hour for misdemeanor cases. There has been much discussion and litigation to increase the hourly rate for 18B attorneys. Administrator of Assigned Counsel has been monitoring these discussions and litigation for future budgeting.

Daily activities include but are not limited to:

- Monitor and report on 18B Attorney activities

- Review all 18B vouchers submitted to the County

- Prepared lists of 18B attorneys - provided 18b attorney information to courts upon request

- Communicate regularly with 18B attorneys

- Recruit new attorneys and 18B attorneys outside of Sullivan County for specified cases (at Court's request)

- Input attorney activities and expenditure into case management software

The total cost to the County for 18B attorneys in 2022 was \$226,478.01

Counsel at First Appearance (CAFA)

The CAFA Panel Currently consists of 6 panel attorneys. As a result of resignations and limited number of attorneys interested in providing these services, the Administrator of Assigned Counsel has also taken on CAFA responsibilities.

Handled 757 arraignments in 2022 - Panel attorneys are periodically scheduled for on-call coverage 24 hours/7 days. Attorneys can be called out any time of day or night to any of the 15 justice courts throughout Sullivan County. These attorneys provide much needed representation at a critical stage in a criminal proceeding.

This program is fully funded by the New York State Office of Indigent Legal Services under the Statewide Expansion of Hurrell-Harring Settlement Reform funding.

Daily activities include but are not limited to:

- Continuous recruitment for new Panel Attorneys is on going

- Work on strategies to aid in recruitment efforts and alleviate attorney burnout on CAFA panel

- Prepared Memorandum of Agreements for Panel Attorneys

- Prepared, monitored and distributed schedules of Attorneys on-call

- Communicated regularly with court personnel and panel attorneys to ensure 24 hours, 7 days/week coverage

- Entered all CAFA information into Case Management Software for reporting

Grants

This office submitted claims totaling \$1,324,527.20 to the State of New York for reimbursement for services provided in calendar year 2022.

Activities include but are not limited to:

- Prepared and submitted proposals and secured grants for two contracts with the State of New York (Grants total: \$ 485,994 over three years)

- Prepared and submitted resolutions to accept grants and authorize payments to providers

- Prepared Memorandum of Agreements for providers and CAFA Panel attorneys to authorize payments

Negotiated Year 4 Budget for Hurrell-Harring Reform funding (total budget for Year 4 - \$1,290,677.16; County portion \$301,330.00)

Prepared and submitted Proposal for Year 5 Budget for Hurrell-Harring Reform funding (total budget for year 5 - \$1,611,363.97; County portion \$335,843.77)

Prepared and submitted RFP for competitive grant for parental representation in family court (as a result of lack of funding, there were only 5 grants awarded, Sullivan County was not)

Monitored all services provided under State grant funding

Worked with Audit to ensure timely payment to all providers of indigent legal services

Continue to work with the New York State Office of Indigent Legal Services to improve mandated legal services in Sullivan County and reduce the cost, by increased funding for ancillary mandated services such as expert witness costs.

Liaison to providers of mandated services - Maintain weekly contact with principals of both Sullivan Legal Aid Panel, Inc. and Sullivan County Conflict Legal Aid, Inc.

Reports

Tracked all activities performed under 18B and grant funding as required in order to prepare reports for the State

Prepared and timely submitted Annual Expenditure Report to the State

Prepared and timely submitted ILS 195 Report to the State

Prepared and timely submitted biannual Performance Measures Report to the State

Vouchers

Review and approve vouchers for providers of mandated representation

Review and approve vouchers for 18B attorneys

Review and approve vouchers for CAFA Panel Attorneys

Review and approve vouchers for 18B attorney travel stipend

Legal Aid Panel

Tim Havas, Executive Director

2022 Overview

1. Mission Statement

Pursuant to federal and state law, county municipalities are mandated to provide free legal assistance for indigent people who are accused of crimes and for indigent people in specified family court cases including, but not limited to, neglect and custody proceedings. The Sullivan Legal Aid Panel, Inc. is a not-for-profit corporation that has existed since 2003 and has served as the primary indigent defense provider on behalf of Sullivan County in conformity with federal and state mandate.

2. Day-to-Day Operation

- On a daily and nightly basis, our attorneys appear in front of three Superior Court judges in criminal matters, two Superior Court judges in Family Court, and one support magistrate. Additionally, we appear regularly in approximately 25 town courts which meet at different times during business hours and, in many instances, during the evening. Many of these courts meet at the same time and on the same evening requiring sufficient staff to ensure coverage is available pursuant to federal and state mandate. Many of the town courts exist on the outskirts of Sullivan County and some do not convene until 7:30 p.m. and oftentimes conclude in the very late evening.
- In order to provide competent representation, we have a dedicated staff of attorneys all of whom have substantial experience handling complicated litigation in criminal and family court. Tim Havas, the present Executive Director of the Sullivan Legal Aid Panel, Inc., has 35 years of indigent criminal defense experience. Almost all attorneys on staff have at least 15 years of criminal defense experience.
- This agency zealously defends those accused of serious violent felonies, non-violent felony offenses, misdemeanors, and in some instances, violations.
- Our entity has handled in the range of 3,000 cases annually since its inception.
- We are presently handling six homicide cases and have handled a total of 26 homicide cases since 2017.
- We are handling 16 Class A-I felonies at present.
- We handle administrative proceedings in front of parole magistrates at least twice a month.

- We handle parole bail hearings under the “less is more law.”
- Additionally, our agency exists with highly experienced support staff handling secretarial work, state data collection, reception work, intake work, and investigation.
- Our agency participates as a member of the Sullivan County Drug Court Team, which meets for several hours once a week.
- On a daily basis, we provide pre-arrest legal advice to those potentially accused of crimes.
- We handle counsel at first appearance assignments (CAFA) during regular court appearances.
- Our agency participates as a member of the Sullivan County Vettrack Team.
- Our agency participates in the newly formulated DWI Court.

3. Caseloads

- In 2022, the Sullivan Legal Aid Panel, Inc. opened approximately 2,984 files. Of that number 2,598 were criminal cases.
- Of that number, 431 of those cases were felonies.
- Our agency handled 1,557 misdemeanor cases.
- Our agency handled 207 non-criminal offenses.
- Our agency also handled 403 administrative proceedings relating to probation matters, parole matters, proceedings under the Corrections Law, and general advice.
- Our agency handled 386 family court related and civil matters.

4. Budget/Indigent Legal Services/State Grants

- The Sullivan Legal Aid Panel, Inc. has operated under the same county budgetary disbursement without increase for the last 12 years.
- Indigent Legal Services (ILS) is an entity dedicated to the improvement of legal representation for the indigent. ILS is funded by the state and has provided this agency with grant opportunities for purposes of supplementing and enhancing the level of service that is already provided.
- In a collaborative effort between Assigned Counsel Administrator, Lynda Levine, the County Manager’s office, and the Sullivan Legal Aid Panel, Inc., we have been able to obtain state grants from ILS which allow us to continue, supplement, and enhance the level of legal service

in conformity with federal and state guidelines without increased costs to the local taxpaying constituency.

- ILS and the Sullivan Legal Aid Panel, Inc. are united in lobbying for legislation which, if passed, will result in the state taking over the responsibility for the entire expense associated with free legal assistance. If that legislation is passed, the taxpayer responsibility in Sullivan County would be drastically reduced.
- The Executive Director is also a member of the Chief Defenders Association, which is a statewide entity that is united in securing state funds to alleviate taxpayer expenditure.

5. Future Goals

- This agency will continue to strive to provide zealous representation pursuant to state and federal mandate.
- We will continue to work diligently to obtain state grants in order to minimize the County's responsibility for funding as much as possible.
- This agency remains devoted to remain available and ready in conformity with the scheduling criteria of the courts to continue to alleviate backlog that still, in part, exists as a result of the pandemic.

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Conflict Legal Aid

Joel Proyect, President

Salient Accomplishments and Initiatives:

- Providing extraordinary legal services to indigent defendants and parties while overcoming unavoidable and unpredictable turnover in attorneys.
- This was in the context of unexpectedly losing the backbone of our agency to COVID-19 near the end of 2021 and then losing his invaluable successor to career enhancement at the end of 2022.
- We also, within the same budget, expanded the number of attorneys representing defendants accused of committing felonies.
- We have expanded the types of services we are providing by including extra-contractual representation to defendants accused of violating conditions of probation and acting as legal advisers to defendants choosing to defend themselves *pro se*.
- Utilizing experts in serious felony cases that resulted in successful results for our clients.
- Complied with difficult and complicated New York State grant requirements, thereby enabling our agency to provide these expanded services consistent with the funds we receive under the County of Sullivan budget.
- Purchased upgraded technological resources and trained personnel in the use thereof, thereby enabling our agency to promptly report required statistics to the State of New York and the County of Sullivan.
- Worked with the Sullivan County Sheriff's Office to provide copies of evidence in digital form to our clients who are incarcerated at the Sullivan County Jail.

Data Relevant to 2022:

- Representation to approximately 350 defendants accused of serious crimes and some 100 petitioners and respondents in Family Court.
- Includes no less than five murder cases and seven A-1 felonies.

COUNTY CLERK

SULLIVAN COUNTY CLERK

The background of the central section is a large, faint, circular seal of Sullivan County, New York. The seal features a central figure holding a staff, surrounded by a sunburst. The words "SULLIVAN COUNTY SEAT" are written around the top inner edge, and "N.Y." is at the bottom. The seal is rendered in a light red or pinkish hue.

Russell H. Reeves

County Clerk

*Here to Serve and Protect the
public's trust in their records*

Doreen Huebner, Deputy County Clerk

Tina Millis, DMV Administrator

www.sullivanny.us

January—December 2022 Annual Report

To the Citizens of Sullivan County,

It has been another eventful and busy year in the county clerk's office. We are always striving to improve the quality of service provided to our customers and protecting the public's trust in their records.



We continuously update and improve our website (www.sullivan.us/Departments/clerk) to provide information associated with Deeds, Divorces, Passports, Public Records, Pistol Permits, DMV and other areas in the Clerk's Office.

I want to thank you again for the opportunity to serve as the Sullivan County Clerk in one of the most publicly used offices, serving thousands of people every month.

Sincerely,

Russell H. Reeves

Clerk of Sullivan County, New York

Highlights and Initiatives

- > **Mobile DMV vehicle:** The County Clerk's office has run a very successful Mobile DMV vehicle. We were able to increase our mobile unit presence throughout the county by adding two additional locations, bringing the total to eight different towns; Bloomingburg, Liberty, Narrowsburg, Hortonville, Livingston Manor, Grahamsville, Mamakating, and Jeffersonville, on a rotating basis throughout the year.
We are now offering license transactions at four locations.
The unit brings convenience directly to residents and reduces congestion at the DMV's main office.
- > **DMV appointments:** The DMV continues to be by appointment which has lessened wait times for the public. We added an additional permit testing station, as well as, another cashier station to accommodate the increasing need.
- > **Access to County Land Records:** The County Clerk's office completed a Shared Services Grant with the Town of Thompson. The Clerk's office was awarded an individual grant for \$67,000 to be completed in 2023. The grant will allow for the digital imaging of maps to be more easily accessible to searchers and the public via the internet.
- > **Pistol Permits:** In July 2022, Governor Hochul signed landmark legislation expanding restrictions on access to guns in the state. With little notice we had to incorporate all the changes from software right down to changing all forms. The office continues to adjust to law interpretations but , as always, we will continue to direct and advise constituents throughout the process.
- > Plans have been submitted to make changes in the Civil and Main office to consolidate worker locations to facilitate ease of workflow within the office.

Services provided by the Office of the County Clerk

Land Records

- > Recording land records, including deeds, mortgages, assignments, and satisfactions.
- > Collection and processing of New York State mortgage and transfer taxes
- > Filing of maps, UCC statements, tax liens

Legal

- > Fee collection and filing of court records for Supreme and Sullivan County courts
- > Administration of Notary Public licenses
- > Host Notary Public testing
- > Filing of Veterans Military Discharge papers
- > Recording matrimonial court records
- > Filing of DBA Business Certificates
- > Filing Judgements

Licensing

- > Processing of United States Passport applications
- > Administration of Pistol Licenses and amendments
- > Host and Administration of Oath of Allegiance to newly naturalized United States citizens
- > Process Precious Metal & Gems forms

DMV

- > Processing vehicle registrations
- > Issue Driver's Licenses and ID cards
- > Driver certification
- > Adjudicating traffic violations
- > Process CDL Licenses
- > Maintain driving and vehicle records
- > Enhanced, Real ID & Greenlight licenses

Administration

- > Financial reporting to partners in federal, state and county government
- > Administering and filing of Oaths of Office
- > Provision of certified copies of all recordings and filings
- > Administer Veterans FAVOR cards

CLERKS REPORT TO THE LEGISLATURE OF THE COUNTY

In accordance with Section 406 of the County Law,
I herewith transmit statement of all monies received by this office during the fiscal year ending December 31, 2022.

2022	State Revenue	County Revenue	Town Revenue
MORTGAGE TAX			
Mortgages Recorded-2329			
Town Mortgage Tax			\$3,778,980.04
County Mortgage tax		\$1,892,122.89	
SONYMA Mortgage Tax	\$1,806,723.37		
Total	\$1,806,723.37	\$1,892,122.89	\$3,778,980.04
CLERK FFES			
Documents Recorded-10754			
Clerks Fees		\$1,130,949.66	
Passports		\$18,285.00	
Pistol Permits		\$25,569.00	
County Court Fines		\$2,745.79	
County Court Stop DWI Fines		\$17,025.00	
Total		\$1,194,574.45	
STATE TAXES/FEES			
Deeds Recorded-4566			
NYSDTF-Real Estate Transfer Tax Unit	\$4,164,524.50		
NYS Unified Court System	\$568,352.60		
NYS Education Dept.	\$283,415.00		
NYSDTF-Office of Real Property Tax Services	\$751,775.00		
NYS Department of State (Notary fees)	\$13,480.00		
Total	\$5,776,547.10		
Grand Total \$14,448,947.90	\$7,583,270.47	\$3,086,697.34	\$3,778,980.04

Clerk's Revenue \$3,086,697.34

I, Russell H. Reeves, being duly sworn, says that I am the Clerk of Sullivan County:

That the foregoing statement is in all respects a full and true statement of all monies received by him as Clerk to the best of his knowledge and belief.

Dated: January 28, 2023

State of New York

DMV REPORT TO THE COUNTY LEGISLATURE

2022		
REVENUE		
County Bad Check Fees	\$420.00	
Voluntary Surrenders	\$8,917.00	
Sales Tax	\$2,900,016.10	
EZ-Pass	\$7,075.00	
Terminal Issuance	\$4,238,356.00	
Total Revenue	\$7,154,784.10	
DISBURSEMENTS		
NYS DMV COMMISSIONER		3,728,222.54
COUNTY CLERK		526,493.31
CASHIER OVERAGE		52.15
TAX/FIN PAID COUNTY CLERK		7,079.00
NYS TAX/FINANCE		2,892,937.10
		7,154,784.10
COUNTY REVENUE SHARE		
ONLINE/PARTNER REVENUE SHARING	\$46,680.47	
DMV FEES	\$533,572.31	
Sales Tax	\$508,346.19	
Total County Revenue	\$1,088,598.97	
DMV Revenue Total \$1,088,598.97		

I, Russell H. Reeves, being duly sworn, says that I am the Clerk of Sullivan County:

That the foregoing statement is in all respects a full and true statement of all monies received by him as Clerk to the best of his knowledge and belief.

Dated: January 24, 2023

State of New York

DEPT. OF MOTOR VEHICLES

2022 HIGHLIGHTS

REAL ID License—Extended to
May 7, 2025

REAL ID LICENSE, PERMIT, & ID

Do You Have the Right Documents?

Social Security Card & 2 Proofs of NYS Residency &

OR

- Valid U.S. Passport
- U.S. Birth Certificate & 4 Additional Documents: Utility Bill, Credit / Debit Card, Pay Stub, Marriage Certificate, etc.
- Valid Foreign Passport or Green Card & 1 Additional Document

OR

Valid Foreign Passport or Green Card & 1 Additional Document

> Learn more at DMV.NY.GOV/REALID

ALL DOCUMENTS MUST BE **ORIGINAL**. PHOTOCOPIES ARE **NOT** ACCEPTABLE.

Flight in your Future?

You'll need one of these.

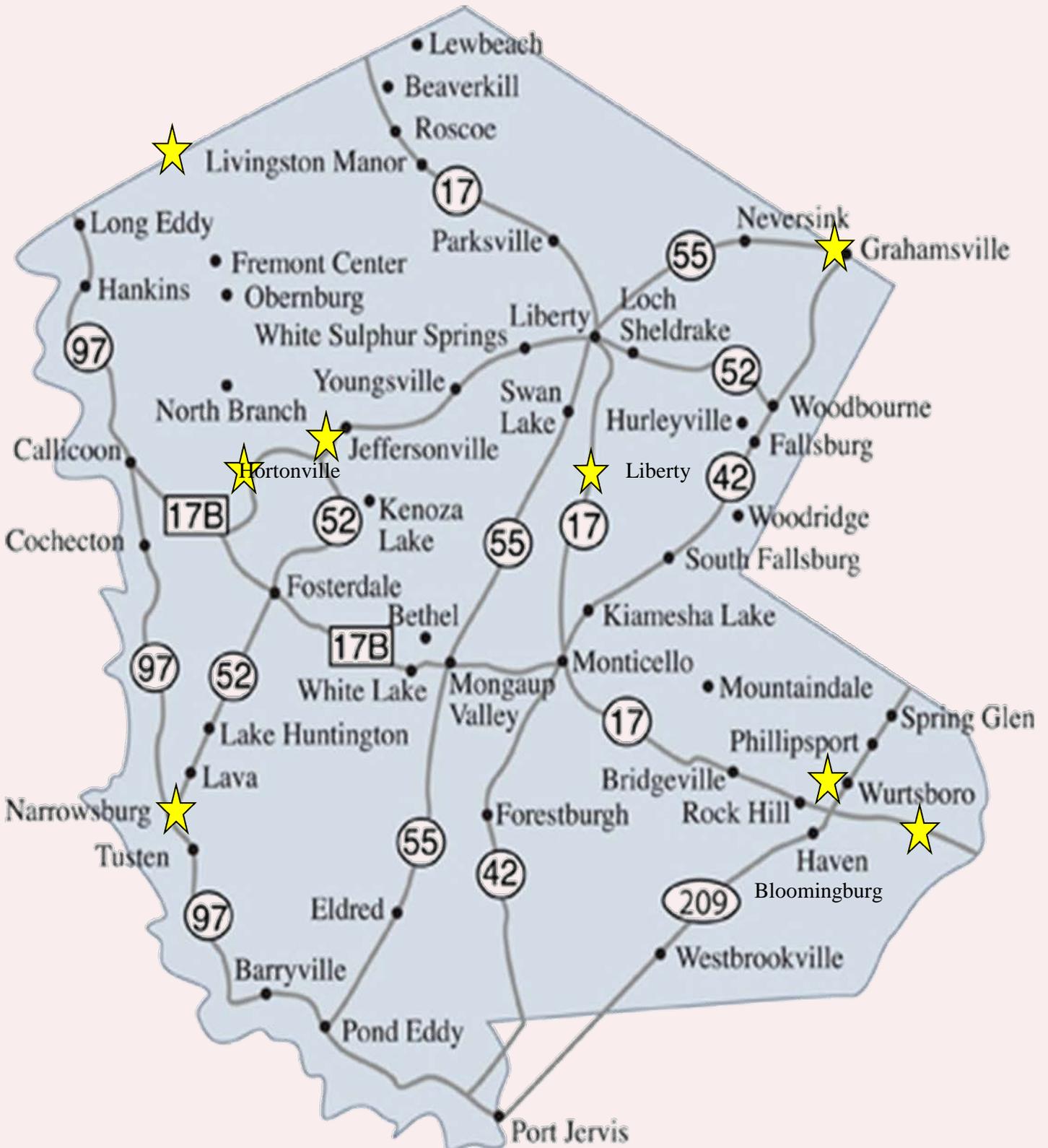
REAL ID LICENSE OR NON-DRIVER ID

ENHANCED DRIVER LICENSE LICENSE OR NON-DRIVER ID

DMV.NY.GOV/REALID

Document Type	Enhanced (EDL)	Federal REAL ID	Standard
Displayed on document			NOT FOR FEDERAL PURPOSES
Boarding a domestic (U.S.) flight (starting October 2020)	X	X	
Entry into a Military Base	X	X	
U.S. Border Crossing into Canada, Mexico, some Caribbean countries	X		

2022 DMV Mobile Office Visits



COUNTY TREASURER

Nancy Buck, Treasurer

Kathleen Lara, Deputy Treasurer

The Sullivan County Treasurer is the Chief Financial Officer of the County. As such, the powers and duties of the County Treasurer include, but are not limited to, the following:

- Collect, receive, have custody of, deposit and disburse all fees, revenues and other funds of the county.
- Perform all aspects relating to the collection of taxes.
- Borrow money in the name of the County as authorized by the County Legislature.
- Act as an escrow depository for court funds and funds and personal belongings of deceased persons from the Sullivan County Coroners.
- Maintain complete accounting records of all receipts and disbursements of the county and procure and reconcile all bank accounts with county funds.
- Have all other duties conferred or imposed by law on a County Treasurer including, without limitation, acting as a Public Administrator.
- Collaborate with the County Manager and the Commissioner of Management and Budget regarding the annual estimate of revenues available in developing the succeeding fiscal year budget.

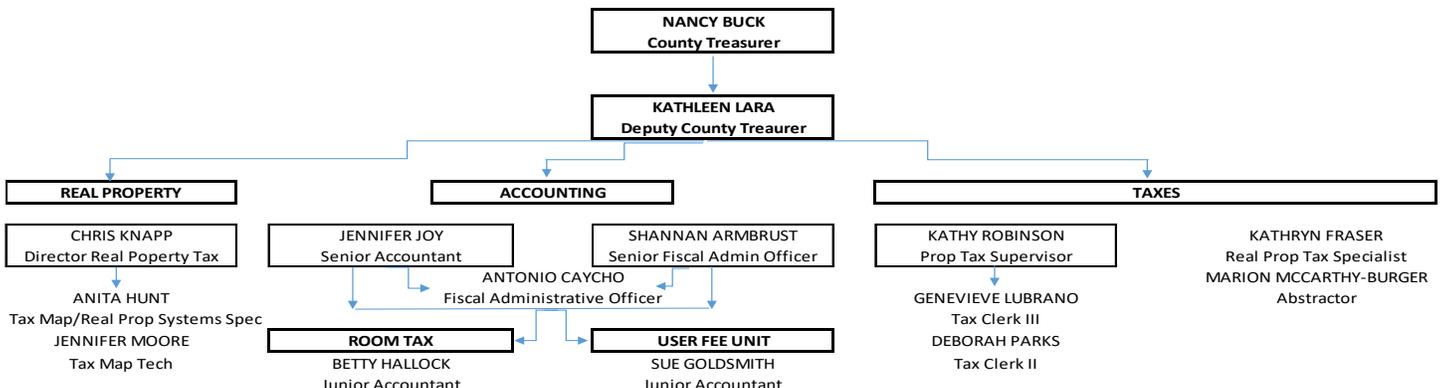
Over the past three decades, the County Treasurer's Office has evolved and adapted to the ever-changing times. The Office is currently made up of five different divisions, with Real Property Tax Map Services being the newest addition to our organizational chart in late 2020:

- Accounting
- Room Tax Collection
- Property Tax Collection
- User Fee Unit
- Real Property Tax Map Services



Sullivan County Treasurer
100 NORTH STREET
MONTICELLO, NY 12701

County Treasurer Organizational Chart



Accounting

Goals: The Accounting Department is responsible for the accounting of all of the County Departments. Our goal every year is to compile and complete all of the County's fiscal transactions in order to file all required State/Federal Reports in a timely manner. Some of the major filings and their dates are listed below:

Constitutional Tax Limit – Filed 1/10/22

Annual Update Document – Filed 4/30/22

Comprehensive Annual Financial Report – Filed 6/30/22

Federal Single Audit – Filed 9/30/22

DOT Audit – Filed 9/30/22

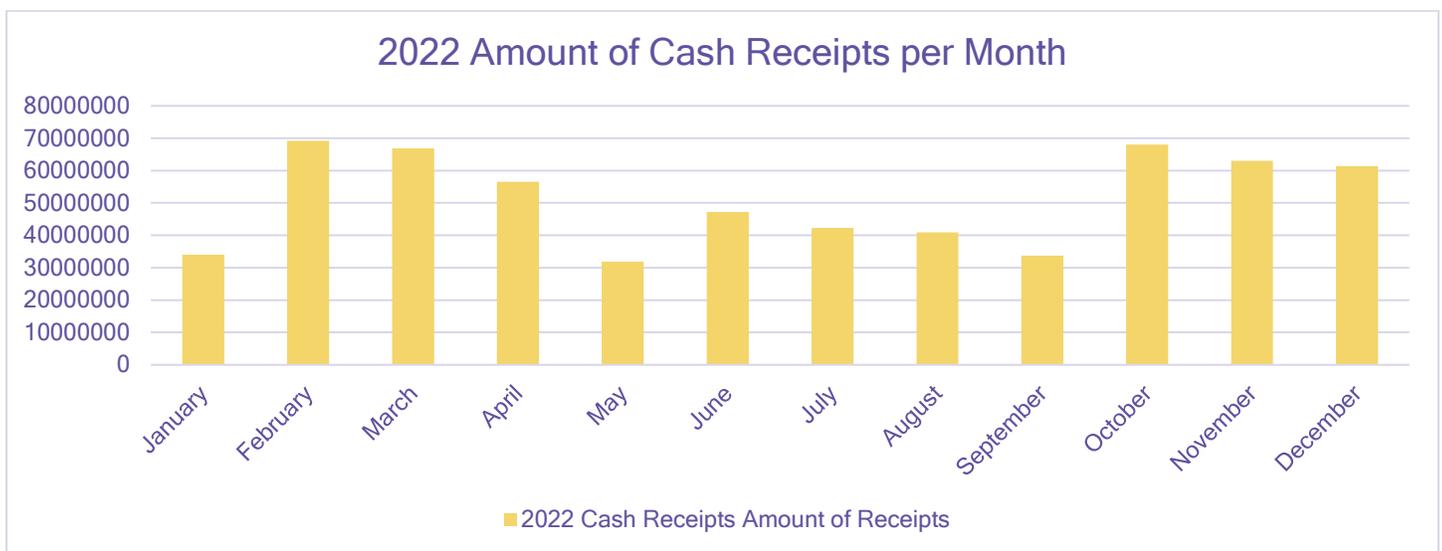
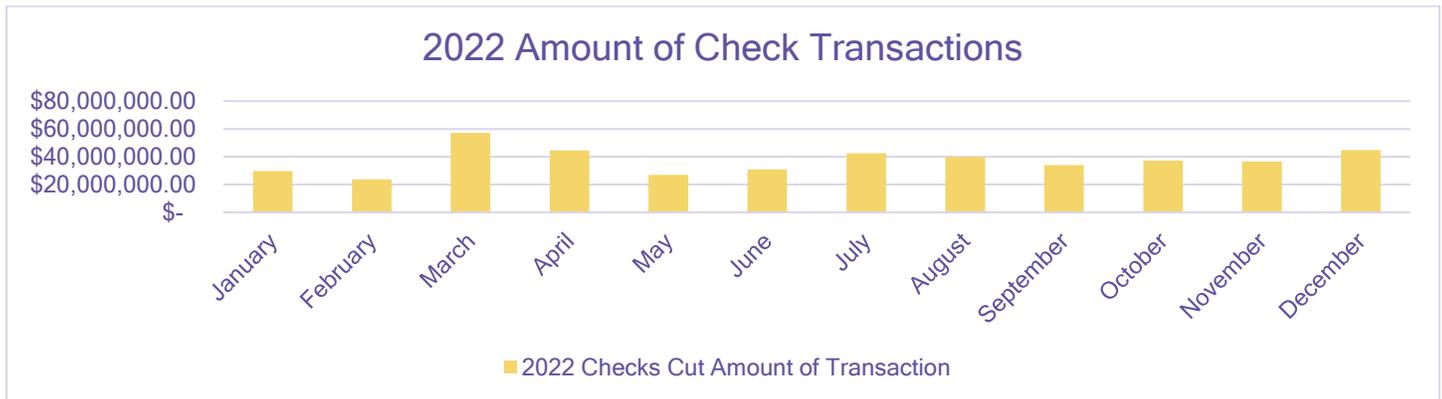
Timely, transparent, accurate filings of the County's financials assist in the County being awarded and maintaining Federal and State funding, grants, and excellent credit ratings for lower interest rates. This, in turn, allows for the County to continue providing services and completing needed capital projects throughout the County.

For the 31st consecutive year, the Sullivan County Treasurer's Office has been awarded the Certificate of Achievement for Excellence in Financial Reporting from the GFOA. This prestigious award is a testament to the Treasurer's Accounting Office's dedication to assist other Departments within the County as well as preparation and fair presentation of accurate financial statements using generally accepted accounting principles (GAAP). This includes the design, implementation and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error

The Accounting Department continues to significantly reduce the amount of paper being used. We now store all backup to transactions within our financial software, making it paperless and much more efficient to find information. We continue to find new ways to reduce waste.

Our main goal is to always provide excellent support to all County Departments. We have an open door policy and love to help any department that needs assistance. We are available to help with New World support, Project Accounting, Budget questions, accounting principles and policies, banking, and department procedures regarding any financial transactions. In 2022 we successfully rolled out Miscellaneous Billing for the Sullivan County International Airport to track and maintain all of their hangar rentals.

Accounting Statistics:



Room Tax Collection

Room Tax Statistics:

The Treasurer's Office is responsible for the administration, collection and enforcement of operators who collect Room Tax on behalf of the County of Sullivan. We currently have 399 active registered rental properties. In 2022 we registered an additional 90 rental properties. As of 12/31/2022, we have collected \$3.6M in Room Tax Revenue. This is not the final figure for 2022, as the quarterly return which includes December 2022 is not due to be filed by operators until February 2023. However, we estimate that the total collection for 2022 should reach approximately \$3.7 Million.

Goals:

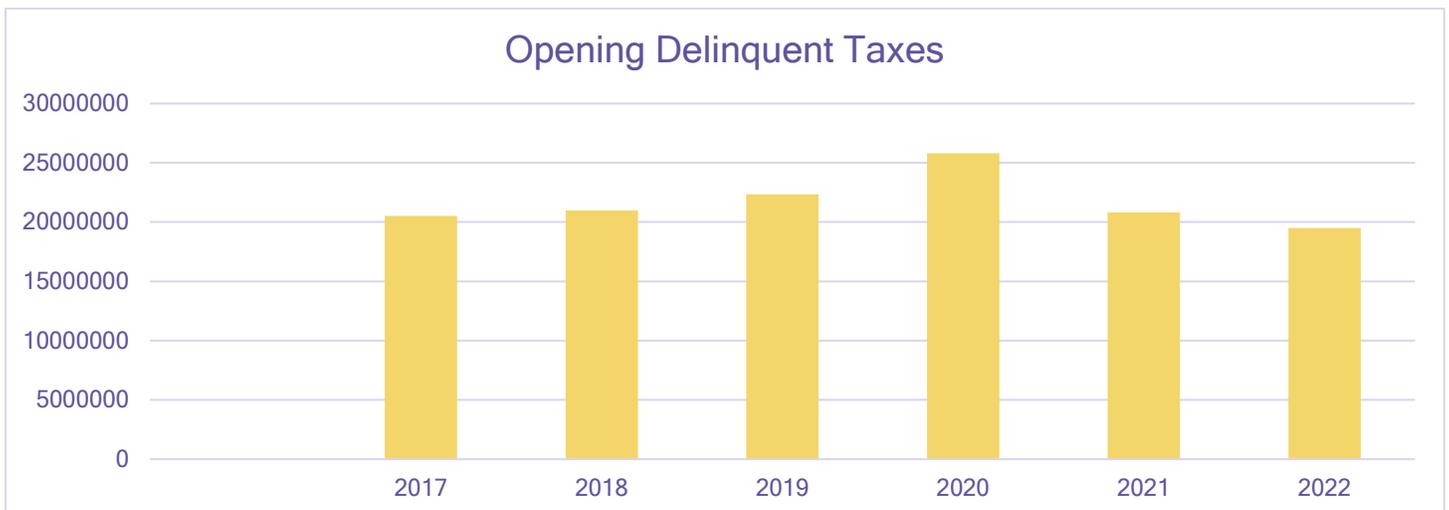
The Treasurer’s Office worked with the Sullivan County Attorney’s Office to amend the Room Tax law to fix loopholes and ensure that many short-term rentals which were previously excluded in the law are now required to collect Room Tax on behalf of the County of Sullivan. The amendments to the Room Tax Law were passed on March 18, 2021.

Sullivan County was the first municipality in the State to contract with AirBnB to voluntarily pay Room Tax on behalf of their clients. This led to this office working with the County Attorney’s Office to seek out additional short-term rental platforms to voluntarily collect Room Tax. Due to these efforts, the County was able to enter into a Contract with VRBO/HomeAway in June 2021 and HIPCAMP Inc. in 2022. The HIPCAMP Inc. collections will commence in May 2023. We are actively seeking to contract with other platforms.

Property Tax Collection/Real Property

Property Tax Statistics and Goals:

In April of each year, each of the fifteen Town Tax Collectors turn over their unpaid property taxes to our office, which average over \$21.6 million each year. Our office first reconciles their amounts for accuracy and thereafter begins processing payments on those unpaid taxes. Our office then sends two letters to taxpayers with the current year’s delinquent taxes in May and September to make sure they are aware of the process. In 2022 our office collected \$10,717,602 in 2022 taxes alone and collected a total of \$21,905,268 in taxes which included the years 2010 through 2022.



The Sullivan County Treasurer, as the Enforcing Officer for the County of Sullivan, has the authority to prepare and execute agreements with eligible owners for the payment of eligible delinquent taxes over an extended period (24 months) in accordance with §1184 of the Real Property Tax Law and Local Law No. 3-2005 of the County of Sullivan.

In the year 2022, our office collected \$4,415,000 in monthly tax installment payments.

The Treasurer's Office took great efforts to ensure that addresses for taxpayers were updated and that statements forwarded to those taxpayers with delinquent taxes. Our office worked with all Town Assessors to request that we be provided with updated address information as their office receives the same. In addition, extensive research is done for taxpayers whose mail is continually returned by the Post Office. This has reduced costs, including copying and postage. In addition, our efforts have provided many taxpayers whose mail was continually returned by USPS with an opportunity to pay their delinquent taxes prior to being served in our foreclosure proceedings.

Solid Waste User Fee Unit

User Fee Unit Statistics:

It is the responsibility of the User Fee Unit to track all deposit, reconcile all deposits to the Waste Works System and to maintain all bank reconciliations for the Landfill and the five related Transfer Stations.

Currently, the County of Sullivan has 117 active Hauler Accounts which permits a Hauler to access the Landfill quickly and efficiently. The User Fee Unit is responsible for administering all of the applications (which are renewed annually) which includes the review of the Applications and proof of insurance as well as communication with Haulers. The User Fee Unit is responsible for the issuance of numbers for each vehicle owned by the Hauler. In addition, the User Fee Unit is responsible for the administration of 63 charge accounts, which include the application by the Hauler as well as the issuance of a security bond naming the County of Sullivan as the obligee. The User Fee Unit assists Haulers with questions concerning daily landfill tickets and other financial matters.

The User Fee Unit recorded \$12.3M in revenue for 2022. The User Fee Unit processed 125 Hauler Account Applications, which included 12 new Applications for 2022.

Goals:

In 2022 we consolidated accounts in our financial software to make revenue tracking more seamless and less cumbersome. We have also been cross-training employees on the weekly revenue recording, bank statements and Waste Works software.

Real Property Tax Department

Christopher Knapp, Director

The Sullivan County Department of Real Property Tax Services functions in conformance with the New York State Real Property Tax Law and the Rules and Regulations of the New York State Department of Taxation and Finance, Office of Real Property Tax Services.

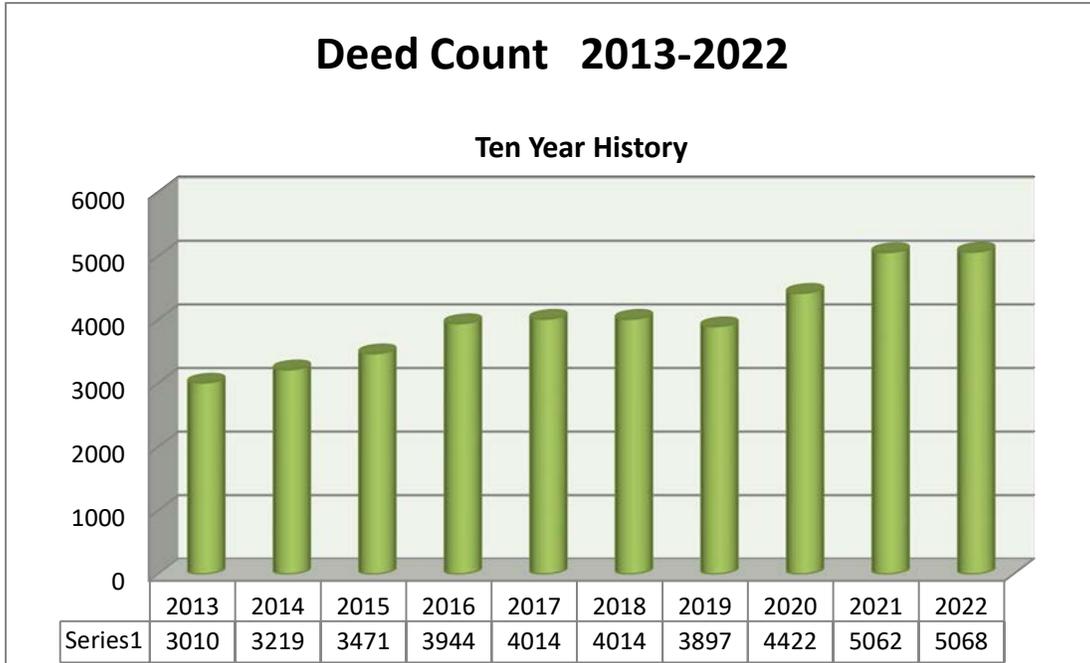
This Department maintains a close working relationship with the county's 15 assessing units, local title companies, surveyors, attorneys, and other local governments to ensure that our real property records and tax maps are accurate and up to date.

2022 Statistics:

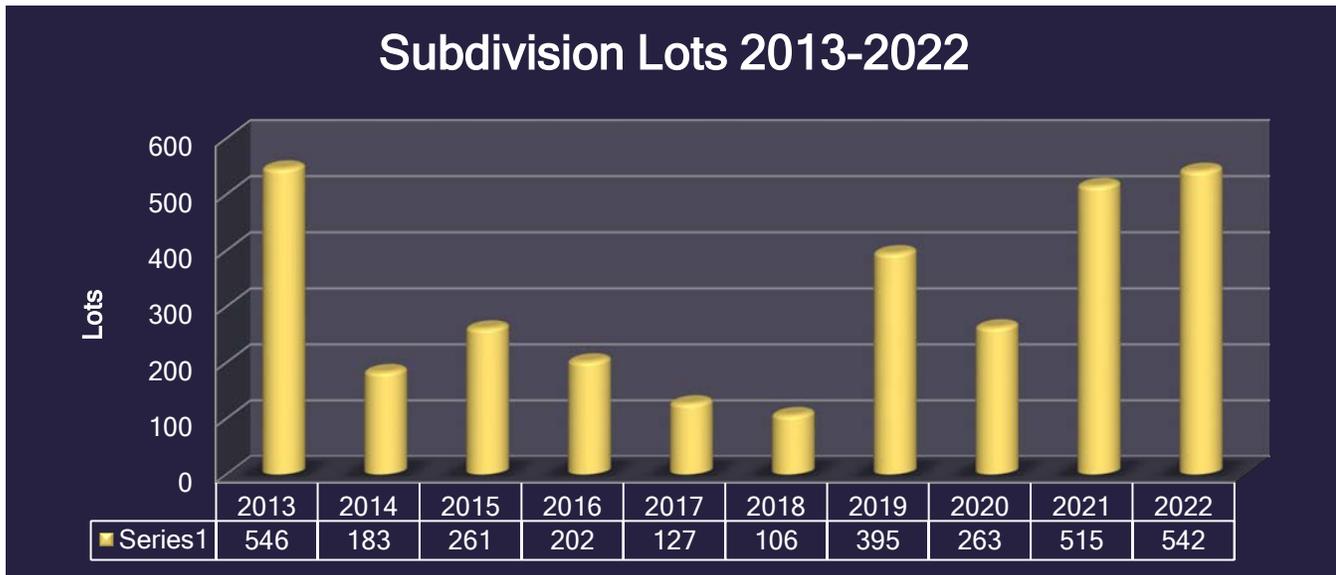
Sullivan County parcels: 67,000 +/-

- **Deeds:** 5068
- **Subdivisions:** 69
- **Parcels conveyed:** 6321
- **Subdivision Lots created:** 542
- **Parcel combinations:** 274 parcels combined

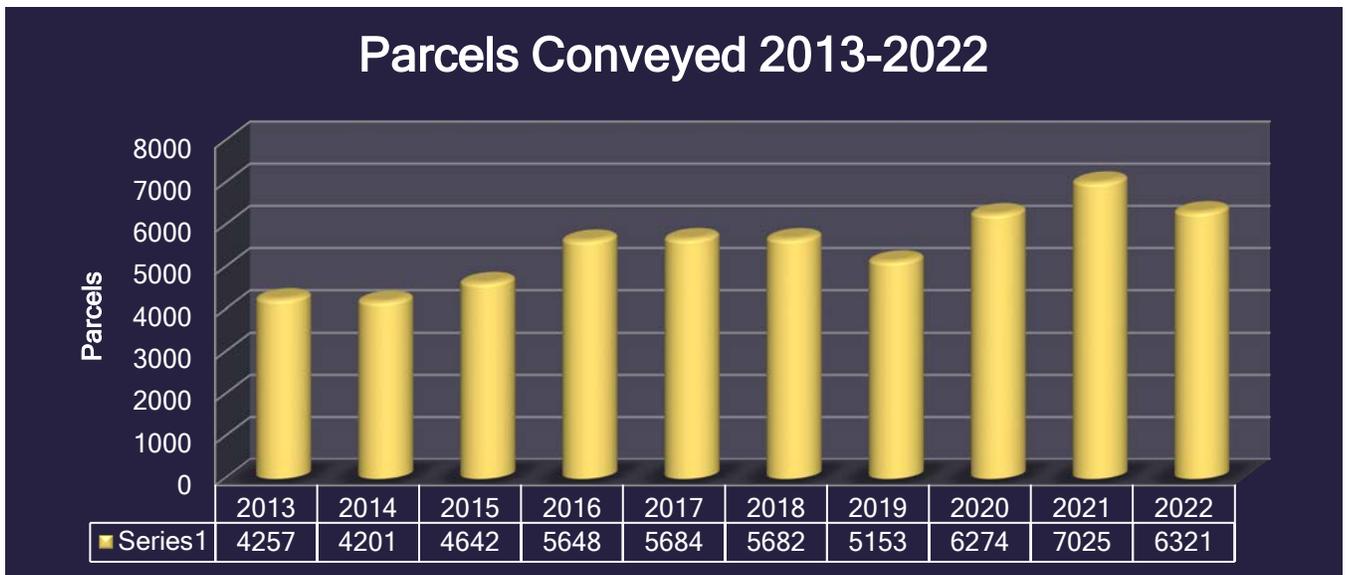
The ten-year history as depicted below reveals that the amount of deeds recorded for processing in our office has been steadily increasing over the past few years. We've seen the greatest amount of deeds this year than any in the last ten years. However, with that being said, the number of deeds recorded in 2022 was nearly equal to the amount recorded in 2021.



The following chart depicts the number of subdivision lots created over the past ten years.



The chart below depicts the number of parcels conveyed over the past ten years.



Additional Duties – 911 Addressing Program

The office maintains the 911 addressing database and provides addressing services as part of the 911 Addressing Program. The 911 addressing program is co-administered with the help of the GIS Coordinator who is housed in the ITS department. The GIS Coordinator assists with addressing larger developments along with providing technical assistance and database updates to the E-911 center.

The office also maintains zoning maps for some of the towns and villages in the county. This responsibility is currently handled by the Director.

For 2022, the Director assisted the County Legislature, County Manager and Board of Elections concerning a county legislative redistricting project. The final steps of the project are expected to be completed in early 2023.

- ***New Site Address Points added:*** 438
- ***Other issues resolved:*** 151
- ***New Roads created:*** 24

HIGHLIGHTS FOR 2022

New legislation:

- There were three new significant bills signed into law by Governor Hochul in 2022:
 - In August, Real Property Tax Law (RPTL) §467, the Senior Exemption was amended. The amendment to the law allows municipalities and/or school districts to offer a 50% exemption in assessed value for applicants who are 65 years of age or older with incomes of \$50,000 or less. The exemption and income amount is a local option that is set by the municipality and/or school district. Prior to the new legislation, the law only allowed a municipality and/or school district to offer a 50% exemption to applicants who had incomes of \$29,000 or less. To clarify, the municipalities and school districts can now set the maximum income amount to any amount between \$3,000 and \$50,000. The foregoing is only a summary of the change to the statute, for further details please see RPTL §467.
 - In December, RPTL §466-a, the volunteer firefighter/EMS exemption was signed into law. This exemption allows for up to a 10% exemption in assessed value to active volunteer firefighter and EMS personnel with as little as 2 years of service, if allowed by local option. All municipalities, school districts and fire districts have the option to offer this exemption. Sullivan County currently offers a similar exemption, RPTL §466-f, which will be repealed on 12/9/2025. The current exemption, RPTL §466-f, allows for a 10% exemption which is capped at \$3,000 and multiplied by the latest equalization rate for the municipality that the property is in. In conclusion, there are too many local options allowed by this statute to mention in this report, for further details please see RPTL §466-a.
 - In December, RPTL §467 was amended for a second time. The second amendment requires municipalities to send a second notice within 30 days of the application deadline for the RPTL §467 senior exemption to all residential real property owners within the municipality. The notice is meant to be a reminder to taxpayers that the exemption exists.
- New Assessors: The Town of Liberty's appointed assessor resigned in April 2022 and the position was immediately filled with an acting assessor. The Town of Rockland was looking to appoint an assessor but had trouble finding a qualified candidate. The Town of Rockland Assessor's Office was run by an acting assessor for more than three quarters of the year.

GOALS REALIZED

- Maintained tax maps and property ownership records in accordance with Real Property Tax Law.
- Provided new 911 addresses and resolved addressing concerns.

- Upgraded our mapping software from ArcMap to ArcPro with the assistance of ITS. All office staff attended a three day class to learn how to use the new software.

GOALS YET TO BE REALIZED

- Finalize work with the Board of Elections on legislative and election district boundary updates
- Work with and meet with towns regarding zoning maps
- Work with the county's Agricultural Planner on the Agricultural District 4 eight year review

AUDIT AND CONTROL

Angela Chevalier, County Auditor

MISSION

The mission of the Office of Audit and Control is to audit and process all lawful claims or charges against the County or against funds for which the County is responsible. Our office promotes accountability throughout the County government, and serves the public interest by providing the Legislature, County Manager and other County management with reliable information, unbiased analysis and objective recommendations. We will continue to provide services in a timely manner, as we strive to be as efficient as possible.

ACCOUNTS PAYABLE

During 2022, the Office of Audit & Control ("Audit Department") worked diligently to process approximately 44,000 invoices for payment.

In 2022, vouchers totaling just under \$394,000 were removed from processing after having been submitted without a fully executed contract on file. The Department was also able to save the County just over \$468,000 through voucher corrections and the removal of duplicate submissions from processing. We report the duplicate submissions to the County Manager as well as to each Department who submitted a duplicate payment request.

ACCOUNTS PAYABLE - P Card Processing

My office worked closely with the Assistant Director of Purchasing to increase the card usage. We analyzed vendors to assist in selection of vendors who will participate in the program. As a member of the New World Security Group, I provided input to create security settings to streamline this process, protect information and become paperless as it relates to the approval process.

VENDOR CREATION- NEC & MISC 1099 REPORTING REQUIREMENT

The Audit Department continued to process new vendor creation and maintenance in the financial software which included requesting I.R.S. Form W-9 from vendors for proper business entity information.

The Audit Department complied with IRS regulations and issued Form Misc-1099 and NEC-1099 to all applicable County vendors for fiscal year. Each year, regardless of the form, this process has included manual entry of Care Center at Sunset Lake data and importation of State BICS system data to properly issue 1099s Countywide.

CONTRACTS

The Audit Department is the repository for all County contracts. As such, all contracts were analyzed to ensure they were fully and properly executed; i.e., signatures, insurance, legislative authority and attachments/exhibits etc. Once reviewed for completeness, each contract was entered into the

County's contract database, scanned and attached. This information is made available to the public on the County's website.

COUNTY SURPLUS AUCTION

We coordinated the County's Surplus Auction as it related to physically inventorying the items for sale, photographing, authorizing titles (when necessary), ensuring each Bill of Sale was signed as received from buyer, as well as signing on behalf of the County on the Bill of Sale for the buyer. 120 Lots were sold for a total of just under \$122,000.

ASSETS and LEASE REPORTING

On a regular basis, Audit compiled source documents for the recording of and/or tracking of Fixed Assets (including tagging and photographing). At year-end, my office completed the asset reporting in accordance with GASB reporting requirements. My office also worked closely with our external auditors to meet the requirements of GASB 87 for the reporting of leases.

FIXED ASSET INVENTORY

A comprehensive County-wide physical inventory for all Machinery & Equipment recorded in our Fixed Asset records, which began in 2021, was completed in 2022. All grant-funded assets that are recorded in the County's Grant Department have been inventoried by our office in an effort to ensure compliance with individual grant requirements. A final report was submitted to Grants, OMB and the County Manager on June 27th. It is important that Departments provide information on grant funded purchases so this process can continue to insure compliance with each funding source.

CONSULTING for MOVE SULLIVAN

Move Sullivan Consulting Engagement- The main focus was on the reconciliation of cash receipts. We worked closely with the Department as well as the vendor to enhance the accuracy of the reconciliation process. This engagement has now ended with the adoption of Resolution# 307-22.

CONSULTING for COUNTY CLERK'S OFFICE

During the last half of 2022, we worked closely with this office as it relates to Mortgage Tax apportionments. We developed a spreadsheet that should efficiently and accurately calculate the apportionment between towns and villages.

REPRESENTATIVE PAYEE RECONCILIATION

This was a long-term project which originated to assist the Department of Family Services in implementing new software and, for various reasons, grew into a reconciliation agreement. This required completing many years of bank reconciliations and assisting in determining corrections needed to clients' sub-ledgers. This was completed in late 2022. We continue to try to work with the Department as monies must be returned to the proper authority after the individual's death or once the individual is no longer a representative payee.

REVENUE QUESTIONNAIRE-Grants vs. Other Funding

A 25-question survey asked users to detail any federal/state/local revenues, as well as grants from any entity was sent out in the prior year. The survey sought to document all known revenue sources in Sullivan County government. The survey responses we received from

County departments were compiled centrally and presented to the Budget Office for further analysis and utilization. In the first quarter of 2022, the County Auditor met with Deputy Commissioner Brown and provided her with information to assist her in developing a Countywide tracking of grants and other funding.

RISK ASSESSMENT QUESTIONNAIRE

In the prior year, the Office of Audit & Control conducted a risk assessment survey. The purpose of the questionnaire was to help various offices/departments within Sullivan County government self-assess their internal control environment and any associated risk factors. A matrix was created based on those responses and discussed with the County Manager in a meeting on March 8, 2022. My office spent time reviewing each Departments cash handling policy and procedure. Suggested edits were made to Departments to assist them in either enhancing or developing a cash management policy and we requested each Department tailor their individual policy and procedure to incorporate a standard & uniform format.

As a result of this questionnaire, Resolution #252-22 was passed on June 16, 2022 to create an all- inclusive list to authorize and establish petty cash drawers for the purpose of making change and maintain cash drawers for County Departments. In the January 2023 round of Legislative meetings, an amendment to this resolution is being presented.

TAX LEVY

The County Auditor prepared the County and Town Tax Levy and confirmed calculations for the Budget Office. The County utilizes each of the town's budgets, associated information on special districts, equalization rates from NYS Office of Real Property along with Pro-rats/Omits, chargebacks to calculate each corresponding tax rate. Each town's re-levies are also included in this calculation to create each town's tax abstract.

OTHER ACTIVITY (NOT ALL INCLUSIVE)

- Participated in OSC Webinar in February 2022 on claims processing.
- Reviewed and approved loan packets and amortization schedules for Planning.

-Reviewed draft resolutions and/or contracts as well as meetings/phone calls/communications with key departments and personnel regarding daily operations, contract balances and general ledger.

-Staff completed all County required trainings in 2022.

-County Auditor is a hearing officer upon request.

BOARD OF ELECTIONS

Lori Benjamin and Deanna Senyk, Commissioners

2022 Accomplishments

- Implemented several new NYS election laws signed by NYS Governor, most notably:
 - Changes to Absentee voters - once an Absentee ballot is issued, the voter cannot change their mind and cast their vote on the machine
 - Replaced the words councilman or councilmen with the words council member or council members on all ballots
- # of New Registrations Processed between January - December 2022: **3,530**
- Enrollment Statistics as of 11/08/2022: **48,201**
- Administered Primary Election
 - Number of days of Early Voting = 9 (including two weekends)
 - Number of hours of Early Voting = 72
 - Number of voters = 4,435
 - Number of Candidates = 10
- Administered August Primary & Special Elections (a first for Sullivan County, with two elections on one day)
 - Number of days of Early Voting = 9 (including two weekends)
 - Number of hours of Early Voting = 72
 - Number of voters = 17,344
 - Number of Candidates = 6
- Administered General Election
 - Days of Early Voting = 9
 - Number of Hours of Early Voting = 72
 - Number of Voters = 25,032
 - Number of Candidates = 33
 - Statewide Propositions = 1
 - Town Propositions = 2
- Additional Election Statistics
 - Number of polling places on Election Day = 31

- Electronic Poll Books and on demand printers implemented at all poll sites as of the June 2022 Primary
- Miles travelled on General election day 11/8/2022 = 400 miles by all BOE Staff
- Mock Election held for local school
 - A mock election was held at the Sullivan County Board of Elections days before the 2022 General Election
 - 24 girls participated and cast their “Ice Cream Ballot” on an ICE Machine
 - Each participant received an “I Voted” sticker

DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

Freda Eisenberg, Commissioner

Division Reorganization

2022 was the first year that the Planning Division was integrated with the Office of Sustainable Energy, Department of Grants Administration, and the Department of Parks, Recreation and Beautification. The consolidation allowed the departments to support each other during a year when post-COVID employment trends prevented full staffing. Here are key areas to benefit from cross-collaboration:

Grant Management Software

- DGA, with assistance from Planning, OSE, Management and Budget and Information Technology, identified and procured a new software system to facilitate all County grant functions including looking and applying for funding, managing grant awards, and redistributing grant funds to subrecipients.
- A team is currently working with the vendor to customize the software to Sullivan County's needs, and enter initial data. The system will be fully operational in 2023 and utilized across all County departments.

Countywide Plans

- Staff from OSE helped Planning kickstart work on the Countywide Resiliency Plan, bringing on a highly qualified consultant team. Then group is partway through the Plan, about to launch a project website with Town and Village-specific data on future vulnerabilities.
- Staff from OSE help secure a grant from New York State's Climate Smart Communities program to support preparation of a Countywide Alternative Transportation (Bike-Ped) Plan. Work on the new Plan will commence in Spring 2023, after the grant award contracts are executed.

Parks Expansion and Improvements

- Planning secured a \$317,335 grant from the National Fish and Wildlife Foundation to support development of the planned new County Park in Callicoon. This will supplement a \$125,000 grant from the Dormitory Authority of the State of New York (DASNY) that DGA is currently assisting Planning with processing. (See 2022 Parks Accomplishments, below)

- Planning and OSE helped Parks solicit and procure design and engineering firms to work on the new County Park and on improvements and maintenance of existing County Parks. Firms will begin work in Spring of 2023.

Training for Municipal Officials

- OSE supported Planning in expanding its training offering to municipal, planning and zoning board members by bringing speakers from NSERDA and collaborating with Planning staff and Sullivan Renaissance on an event providing information on anticipated changes to the NYS building code.

Planning, Community Development and Environmental Management (Planning)

Recreation, Quality of Life & Tourism-based Economic Development

Sullivan O&W Rail Trail

- Design, engineering and permitting of Neversink Crossing Project 50% complete; project on-track to be bid in summer of 2023.
- Worked with Towns of Liberty and Rockland on 4-part phasing for the section of trail from Parksville to Livingston Manor. Sullivan Renaissance/180 Golden Feather grant to the Town of Liberty is funding work on Phase 1a to take place in 2023.
- Culvert assessments completed for trail crossings within the Neversink Watershed; capital improvements to be implemented in 2023.
- Right-of-Way negotiations for remaining Parksville-Livingston Manor corridor still in process. Open Space Institute expanded ROW pre-acquisition activity to parcels in the Mountain Dale - Summitville gap.
- Launched quarterly newsletter, in the KnO&W, on trail events and build out progress.
- Added new events to complete a seasonal, 4-event annual cycle. New events for 2022 were Bow wOw & W dog walk in the “dog days” of August, and HOwl &W, a guided Halloween-themed walk with County Historian John Conway. Created advertising and promotional materials for the full event cycle in 2023.
- Collaborated with Cornell Cooperative Extension, County Public Health and Catskill Veterinary Services to provide trail amenities including benches, racks, informational signage, tick education signage and dog waste stations.

Trailkeeper Promotion

- Developed and distributed doublesided business card promoting the Trailkeeper.org website on one side and the Sullivan O&W Rail Trail website n the other.

LWRP/Upper Delaware

- Completed bidding process, including four rounds, for river access improvements in the Town of Highland. Construction 75% complete and paused for the winter months. To be completed in 2023.
- Completed acquisition of 40+/- acres in Callicoon for the creation of a new County Park, with assistance from DGA and County Attorney. As noted above, secured nearly half a million dollars in funding for capital improvements to complete site clean-up, to design and build an access drive and parking area, and to create trails. Procured a landscape architecture firm to advance park plans to the bid stage. Work is ongoing, with a Fall 2023 target for opening to the public.

Partnership Efforts

- Supported Friends of the Upper Delaware in launching the Climate Conservation Corps program for youth employment on environmental projects in the river corridor.
- Trout Unlimited completed assessments of more than 1,000 culverts in the Neversink Watershed, as part of the Planning Division's Neversink Watershed Management Plan project.

Community Development & Revitalization

Housing

- Completed Sullivan County Comprehensive Housing Strategy. 2023 County budget includes \$200,000 for implementation of a housing fund.
- Launched \$1,500,000 CDBG grant program to provide subsidies to income eligible households for affordable home ownership, home repairs, and mobile home replacements/upgrades. Received, and processing, 14 applications for program funds. Awards to sub-grantees to be made in 2023.
- Sullivan County Land Bank Corporation (SCLBC) completed the sale of two newly constructed homes in the Villages of Liberty and Monticello, a rehabilitated Monticello home acquired through foreclosure, and a vacant lot to an adjacent owner for expansion of their property. Total 2022 sales: \$474,500.
- SCLBC worked with the County Treasurer to identify 9 foreclosed properties to transfer to the Land Bank. The Land Bank will demolish structures and clean up the sites prior to resale to private owners in 2023.

Downtown Revitalization

- SCLBC sought proposals for the sale and rehabilitation of the historic Yeager mansion at 91 Chestnut Street in Liberty, and is currently assessing responses from interested parties. Disposition anticipated in spring 2023.
- Completed feasibility study to guide theater rehabilitation Broadway Theater in Monticello, funded under Empire State Development Grant.
- SCLBC worked with the Black Library Project to bring the developing new cultural center to the vacant Key Bank building on the corner of Broadway and Bank Street. Library to launch in late spring/summer 2023.

Funding Assistance

- Sponsored \$2 million grant to support new air purification equipment at The Center for Discovery facilities.
- Oversaw 2022 Plans and Progress Small Grants program. Funded 14 projects with a total of \$98,825, leveraging a projected overall investment of \$242,350. Highlights include a new outdoor stage at Backyard Park in Jeffersonville and façade improvements to the new ASSEMBLY Museum for Mexican Arts and Culture in Monticello.
- Assumed responsibility for administration of selected Legislature Discretionary Grants.

Core Planning Activities

Technical Assistance and Training

- Provided technical assistance to Sullivan municipalities, government officials, and the general public on a variety of planning and zoning issues. In addition to providing basic overview training to Planning and Zoning Board members, 2022 programs focused on emerging issues in sustainable energy, including battery storage.
- Organized four training events, with a total attendance of 145 municipal officials; 270 continuing education credits were awarded.

Comprehensive and Strategic Planning

- As noted:
 - Launched Countywide Resiliency Plan
 - Completed Comprehensive Housing Strategy
 - Completed Broadway Theater Feasibility Study

- Tracked municipal adoptions of Multijurisdictional Hazard Mitigation Plan, completed in 2021. Assisted municipalities in utilizing the plan to apply for FEMA funding.
- Secured a \$100,000 grant supporting the preparation of a countywide bicycle and pedestrian plan.

Economic Development

Revolving Loan Fund (RLF)

- Approved three new business loans.
- Program promotion resulted in approximately 15 new inquiries, some of which are progressing to applications.

Planning Goals

2022 Goals Realized

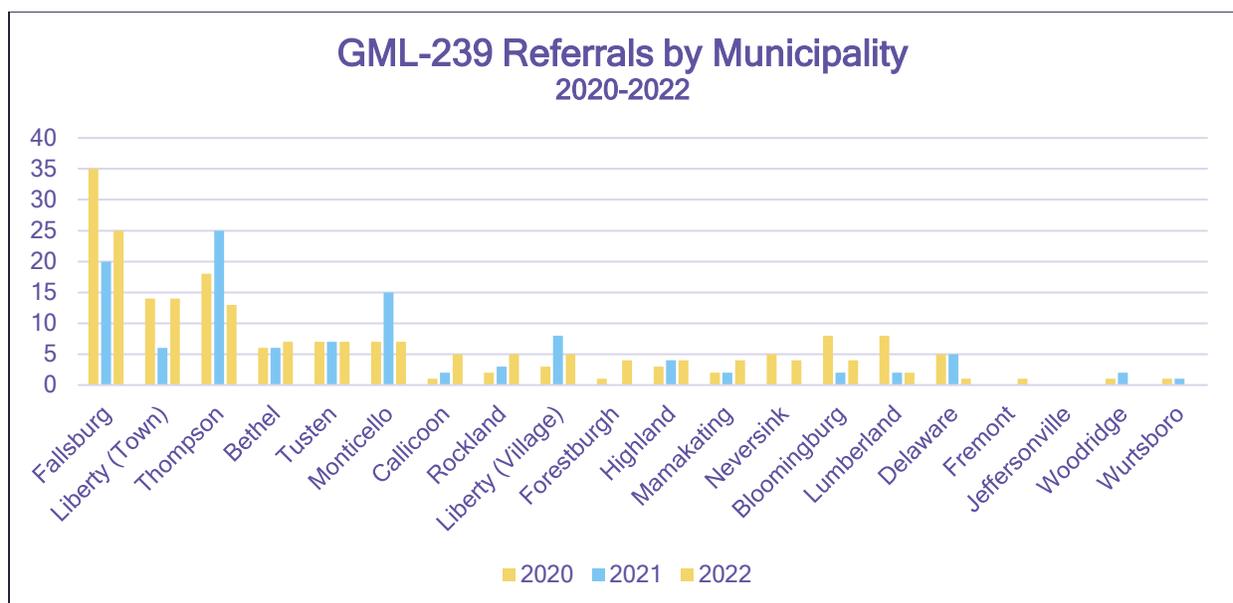
- Substantial advancement of the Sullivan O&W Rail Trail Project:
 - Neversink Crossing project in design; 2023 bid anticipated
 - Advanced work on a new segment, extending the 1.5 mile Parksville trail 7 miles north to Livingston Manor
 - Assisted the Town of Liberty in securing \$350,000 grant
 - Advanced design to schematic stage
 - Expanded marketing and events
- Advanced Countywide Resiliency Plan through procurement, consultant contracting, and inventory phases
- Brought the Upper Delaware River access improvements in the Town of Highland to near completion; worked paused for the winter season; will resume with thaw
- Advanced the new County park project on the Upper Delaware at Callicoon; completed property transfer and DASNY grant close out; secured NFWF grant for park clean up and development; completed procurement of landscape architecture firm to design and engineer access, parking, trails and other improvements
- Advanced downtown revitalization in the Village of Monticello through Land Bank completion of the Broadway Theater Feasibility study and work with RUPCO on the Strong and Key Bank buildings
- Created new program area to focus on housing, with completion of the Housing Plan, progress on CDGB housing grant, and Land Bank activities

Planning Goals yet to be realized; to be carried over to 2023

- Completion of projects launched in 2022, including Resiliency Plan; Neversink Crossing design, engineering and permitting; Highland access improvements; and Callicoon Park improvements
- Implementation of recommendations in the Comprehensive Housing Strategy, particularly the establishment of a housing fund to incentivize the production of new affordable units

Planning Benchmarks

GML 239 Referrals



Newly Awarded Grants in 2022

Grant Program	Funding Source	Amount	Purpose	Notes
Delaware River Watershed Initiative (DRWI)	National Fish and Wildlife Foundation	\$371,000	Clean up of site for new County Park in Callicoon, design and engineering of access improvements, invasive species remediation	Project partners include Friends of the Upper Delaware, Trout Unlimited, Catskills Forestry Association
Consolidated Funding Application (CFA)	Climate Smart Communities	\$100,000	Bicycle Pedestrian Plan	With Office of Sustainable Energy
CDBG Cares	NYS Office of Homes and Community Renewal	\$2,000,000	Purchase air purification equipment for improved indoor air quality, mitigate spread of disease	Funds will be utilized by The Center for Discovery
Land Bank Initiative	NYS Office of Homes and Community Renewal	\$200,000	Preparation of Strategic Plan, administration, operations and maintenance expenses, redevelopment costs	Funds secured by, and for, the Sullivan County Land Bank Corporation
Total				\$2,671,000

Planning & Zoning Board Trainings

Training Session	Credit Hours	Participants	Continuing Education Credits Awarded
NYS DOS Introduction to Planning and Zoning for Board Members	2	57	114
Proposed NY Building Code Updates, with Sullivan Renaissance	1.5	40	60

Overview of the Model Battery Energy Storage Law, with NYSERDA	2	20	40
Clean Energy & Your Comprehensive Plan, with NYSERDA	2	28	56
2022 TOTALS	7.5	145	270
2021 TOTALS	6.5	171	NA

Department Grants Administration (DGA)

Support to County Divisions in Pursuing Discretionary Funding Opportunities

Regular Services

- Provided grant research services to County Government divisions and departments so they may pursue funding for priority projects
- Collaborated with County Government division and department staff in the securing and/or recording of Federal and/or State funds for such as public safety, public works, community planning/ development, sustainable energy, transportation, etc.
- Provided technical assistance services to County Government divisions and departments to coordinate the decision-making process and secure necessary approvals prior to the expenditure of resources
- Provided funding administration assistance for awarded grant applications
- Secured and participated in debriefing session to evaluate declined grant applications with funding source, in order to gain information for improving future submissions
- Worked with local, Congressional and NYS representatives and their staff in the development, securing and administration of funding resources, addressing referrals for requests from not-for-profit organizations, businesses and municipalities
- Assisted with processing reimbursements under the FEMA COVID-19 Public Assistance Program for emergency protective measures in response to the COVID-19 Pandemic

Service Statistics

- Routed 90+ funding opportunity notifications to County Government divisions and departments, County not-for-profit organizations, businesses and County municipalities
- Responded to 20+ requests for assistance from small businesses and / or individuals seeking funding resources to establish a business
- Processed 41 Grant Concept Approval Forms (GCAFs)

Division / Department	2022 Approved GCAFs	Total Amount Sought
Community Resources	1	\$442,000
ITS	1	\$50,000
Parks	1	\$4,410
Planning	4	\$3,792,335
Probation	2	\$196,983
Office of Sustainable Energy	1	\$2,075,314
Public Health Services	13	\$2,840,387
Public Safety	7	\$1,822,336

Public Works /SCIA and SW	5	\$19,226,251
Sheriff Office	2	\$11,758
Office for Aging	1	\$552,249
County Clerk	1	\$67,508
District Attorney Office	2	\$1,573,812
TOTAL	41	\$32,655,345

Key

Accomplishments

- Instrumental in securing a 3-year \$1,299,995 award from the US Department of Justice’s FY2022 Comprehensive Opioid, Stimulant and Substance Abuse Site Based Program, supporting a partnership of the District Attorney Office Hope-Not-Handcuffs and Tri-County Partnership. The award will be used to expand outreach efforts of law enforcement, including training Sullivan County Sheriff deputies in the Hope Not Handcuffs program to refer persons with substance use disorders to that program.
- Worked closely with the County Clerk’s Office staff in developing and securing a \$67,508 NYS Education Department/State Archives - FY22 Local Government Records Management Improvement Fund (LGRMIF) Individual Project Grant to fund a County land records / maps document conversion and access project. Records digitizing will make it easier for public and staff to access these records and maps, will reduce physical wear and tear on the originals, and will free up needed physical space in the County Clerk’s Office.
- In compliance with NYS Executive Order #18 - Preventing and Responding to Domestic Terrorism, DGA worked closely with the County Division of Public Safety staff in in developing and securing a \$172,413 NYS Department of Homeland Security and Emergency Services - SFY 2022 Domestic Terrorism Prevention Grant. The funding will support the planning, training, exercise and organizational costs associated with Threat Assessment Management (TAM) team development and oversight of the TAM and Domestic Terrorism Plan.

Grants Administration Goals

2022 DGA Goals Realized

- Training: DGA staff participated in workshops, webinars, informational sessions on funding programs.
- Grants Administration:
 - Working with the County divisions of Information Technology Services, Planning, Community Development and Environmental Management, and the Office of Management & Budget, DGA identified and acquired a subscription to Amplifund, a cloud-based funding management software service. Amplifund is anticipated to increase the efficiency and effectiveness in which the County seeks and applies for funding opportunities, manages grant awards, distributes funds to subrecipients, and tracks overall grant activity.

- Maintained tracking of funding activity and awards as recorded on the DGA Funding Activity and Award chart; this activity will be superceded by the use of the Amplifund software, when implementation is complete.
- Reviewed and updated the DGA Grants Administration Manual for policy and procedure amendments, for use in Amplifund transition.
- Conducted regular reviews of the DGA grant filing cabinets to determine records eligible for shredding and reduce budget expenditures related to physical file maintenance

DGA Goals yet to be realized; to be carried over to 2023

- Implementation of the acquired Funding Management Software for use by County Government to continue the effective and efficient administration of discretionary and allocated funding secured by the County Government divisions and departments;
- Successful recruitment for the vacant Grant Writer position
- Increase pursuit and securing of discretionary funding for needs identified by other County Government divisions and departments.

Parks, Recreation and Beautification (Parks)

Service Overview

- Operated and maintains the Delaware and Hudson Canal Linear Park and Interpretive Center, Fort Delaware Museum of Colonial History, Lake Superior State Park, Livingston Manor Covered Bridge Park, Minisink Battleground Park, Stone Arch Bridge Historical Park and the Sullivan County Cultural Center for its residents and visitors.
- Through an executed agreement with The Delaware Company, a local nonprofit historical organization, provides operations of Fort Delaware Museum of Colonial History and historical themed programming at Minisink Battleground Park.
- In addition to operating and maintaining Sullivan County's parks and museums, provide a wide variety of recreational and historical opportunities along with beautification programs, such as the annual Roadside and Trail Litter Pluck event.

Parks Goals

2022 Parks Accomplishments

- Callicoon Park: In the Spring of 2022 the County acquired a 38-acre parcel from Trust for Public Land, in the Town of Delaware, located along the Delaware River. This property was formerly operated as a campground which ceased operations after years of repeated flooding events. The County intends to develop this parcel as a passive outdoor recreational asset and incorporate it into the inventory of park facilities. The County is currently in the design phase of the project and hopes to have the site open for public to enjoy in late 2023.
- Roadside and Trail Litter: A successful Countywide Roadside and Public Trail Litter Pluck event was held. An additional fall litter pluck was also implemented. With the help of all of the local municipalities, volunteers and participating organizations, it is

estimated that during the events, over 500 bags of trash were plucked, 150 tires, 3 refrigerators and 1 television set. In addition to the Roadside and Trail Litter Pluck event, the Sullivan County Clean Team, a group of five seasonal staff tasked with removing litter on the sides of County Roads, plucked 118 bags of litter while covering over 60 miles of roadside.

- Hiking Trails: The department has been working with the Palisades Interstate Park Commission, NY State Parks, and the NY/NJ Trail Conference to develop a hiking trail system at Lake Superior State Park. A two-mile hiking loop was developed on the east side of the Lake Superior through the efforts of Sullivan County Workforce for Development Youth group and the department's ground maintenance staff. Environmental reviews are in the process of being completed for a trail system consisting of approximately six miles of trail on the west side of Lake Superior
- Lake Superior Beach: During Lake Superior State Park 2022 beach operating hours, 9,234 patrons visited the park, 490 boat rentals and 256 Season Passes were purchased. Unfortunately, the beach area had to close for a one-week period due to an algae bloom in the swimming area and had to end the season early due to staff shortages.
- Group Picnic Permits: The department administered 41 Group Picnic Permits for the county parks.

2022 Parks Goals Realized

- Park beautification: The parks department worked with the Sullivan County Workforce for Development Youth Groups to complete beautification projects within the County parks. The youth groups, painted and stained a variety of park amenities such as picnic tables and parking lot gates and bollards. The workforce group also teamed up with the park maintenance staff to clear brush and debris at the new Callicoon park property.
- Trail development: This goal is ongoing as the NYS Parks Department is reviewing the environmental impacts on a proposed hiking trail system on the westside of Lake Superior. During 2022 a two-mile hiking trail was developed on the east side of Lake Superior State Park and a walking trail at the Stone Arch Bridge was resurfaced.
- Roadside Litter Pluck program expansion: The department sponsored the annual Roadside and Trail Litter Pluck event from April through June. To help reduce the amount of litter after the summer season, an additional roadside and trail litter pluck event was held during the months of September and October. The County Wellness Committee also sponsored an employee litter pluck day to help clean the roadsides near the Liberty and Monticello campuses. The Litter pluck programs were very successful and supported immensely by the local municipalities, businesses, organizations and countless volunteers.

Office of Sustainable Energy (OSE)

2022 OSE Accomplishments

- The County is finally reaping the benefits of a hydroelectric initiative that began in 2015. On May 31, 2022, the hydroelectric facility (operated on behalf of the County by

Gravity Renewables, Inc.) located on Goodyear Lake received approval for interconnection. In 2022 the facility generated 1,275,690 kWh of electricity, for which the County received monetary credits on our NYSEG bills. The County cost of generated electricity was approximately \$110,000, and the monetary value of credits received was approximately \$127,500 (savings of \$17,500). In addition, the County retains ownership of the Renewable Energy Credits (RECs), which bolsters our portfolio of clean energy resources and reduces overall emissions for County operations.

- The energy improvement project at Sullivan County Community College is nearly complete. Window installation will be completed this summer, after the Spring semester has ended. The project has remained within the original budget of \$9.8 million. Improvements include:
 - Replacement Boilers
 - Replacement Heat Pumps
 - Control Upgrades
 - Energy Recovery Ventilators
 - Lighting Upgrades
 - Building Envelope Improvements (windows)
 - Culinary Exhaust Controls
 - Heat Pump Domestic Hot Water
- Annual benchmarking of 2021 energy use for facilities in excess of 1,000 square feet was completed, as per the County's Benchmarking Policy. The report is attached and will be available on the County OSE website (along with annual benchmarking data beginning in 2016).
- The County re-started the Facilities Master Plan initiative. In partnership with the Division of Public Works (Building Engineer) and Sullivan County OSE, a draft plan was completed by Lothrop Associates in December 2022 for staff comments, with a final draft forthcoming in early 2023.
- OSE staff completed an internal update of the 2014 Climate Action Plan, noting goals from the original plan that have been met or exceeded as well as making note of progress on several initiatives identified in the 2014 plan, such as the Facilities Master Plan.
- Sullivan County OSE reviewed and provided comment on the Draft Scoping Plan issued by the NYS Climate Action Council. Information about the plan was disseminated to local municipal and building officials as it will likely result in a significant number of legislative proposals and action, especially after the plan was finalized in December 2022. Sullivan Renaissance (now Sullivan 180) worked with Planning and hosted a roundtable discussion which featured this information.
- Working with the Planning Department and NYSERDA, Training sessions for integrating clean energy initiatives into comprehensive plans, as well as battery storage model zoning were provided to municipal officials. The trainings were well attended and credits were able to be applied toward annual required training for planning and zoning board members. Trainings included "Clean Energy and the Comprehensive Plan" on April 25 and "Model Battery Energy Storage System Law" on May 24.

- OSE staff took the lead on preparing a successful application to the NYS Climate Smart Communities Grant Program for the development of a Bicycle and Pedestrian Infrastructure Master Plan. The goal of this plan will be to identify projects that will connect residents with places of employment, services, shopping, etc. through non-motorized methods of transportation (thus reducing vehicle miles traveled as well as associated emissions).
- Sullivan County supported a regional study on Electric Vehicle Charging Infrastructure conducted by the Hudson Valley Pattern for Progress. Hudson Valley Pattern for Progress' report examines the adoption of electric vehicles (EV) across our region and strategies to install the public charging infrastructure that will power our transportation in the future. The full report can be found at <https://storymaps.arcgis.com/stories/2bb942f932344cc882a5687150a21481>
- OSE Director/Deputy Planning Commissioner was appointed Chair of the NYS Association of Counties (NYSAC) Standing Committee on Climate Action.
- Outreach was conducted in conjunction with the Sullivan County Human Rights Commission Executive Director to discuss needs of the communities and identify opportunities to draw down resources anticipated from the implementation of the NYS Climate Leadership and Protection Act (CLCPA). A presentation was also provided as part of a plenary session of the New York State Association of County Health Officials' Climate and Health Adaptation Workshop Series. The presentation focused on the opportunities to address public health challenges simultaneously with climate/environmental challenges.

OSE Goals to be realized in 2023

- Monitor and participate in the Public Service Commission's review of an application filed for the Clean Path High Voltage Transmission Line, to be located along the Marcy South right-of-way underground. Establish projects and initiatives that may be eligible for funding available via the "Host Community Benefit Fund" that will be established upon approval of the project.
- Complete outreach and develop a final draft of the Sullivan County Resiliency Plan for adoption in late 2023/early 2024
- Execute necessary award agreements to formally accept funding awarded to the Bicycle and Pedestrian Infrastructure Master Plan, and procure the services of a firm to create the plan. Foster significant community engagement in the process.
- Oversee completion and closeout of ongoing energy efficiency capital improvement project at the SCCC campus; work with Management and Budget to secure any possible rebates or financial assistance that may still be available to offset costs.
- Finalize the Facilities Master Plan and work with Public Works to incorporate projects into the County's Capital Plan.
- Review legislation proposed and passed by the NYS Legislature related to the implementation of CLCPA and the associated final scoping plan. Develop materials to inform communities of potential local impacts.
- Continue to identify areas of interest to offer training on Clean Energy technology and policies to municipal officials; work with the Planning department to provide useful

information about best practices and potential funding sources to Town/Village, Planning, and Zoning Board members throughout the County.

- Support the roll-out of the Hudson Valley Pattern for Progress EV study.
- Continue pursuit of recertification as a Climate Smart Community.

Sullivan County Greenhouse Gas Emissions Benchmarking Report 2021

Benchmarking helps the County measure our progress in improving energy efficiency, deploying renewable energy resources, reducing GHG emissions, and reducing energy costs in County facilities. For 2021, Sullivan County benchmarked 19 County owned or leased buildings that are larger than 1,000 square feet and use energy to heat or cool the occupied space, using the EPA's Portfolio Manager benchmarking software. Unless otherwise noted, the County uses benchmarking data from 2016 as the baseline year against which year-to-year changes in energy use and GHG emissions are measured.

Highlights of the 2021 data on energy use, emissions and fuel use include energy savings related to energy retrofits at the Sullivan County Courthouse and Government Center Annex in Monticello, and the Shared Health Clinic in Liberty. In 2021, the County retired the old 1909 County Jail, which is no longer occupied, conditioned space; the 1909 County Jail has been removed from the County's inventory of benchmarked buildings. For 2021, a full year of data is now available for the Sullivan County District Attorney's office at 26 Hamilton Avenue in Monticello.

Energy costs were significantly affected by the cost of fuel oil, which rose from \$1.59/gallon in January 2021 to \$2.40/gallon in November 2021. Energy use and energy costs were also affected by the number of cooling degree days (CDD) and heating degree days (HDD) compared to 2020.

LED lighting at the SC International Airport and other County facilities

Through a program provided by the New York Power Authority, Sullivan County launched a project to upgrade County-owned streetlights at the Sullivan County International Airport, Health and Human Services Complex, and County Courthouse to energy efficient LED lighting, and aggregated the cost of new fixtures in partnership with three participating towns: Thompson, Tusten and Fallsburg. The County expects to save 60-70% on monthly electric bills attributable to reduced electric consumption as well as reduced maintenance costs. The replacement schedule covers 25 (100% of the County's streetlights). Old lamps that were replaced with LEDs include high pressure sodium, metal halide and mercury vapor lamps. In addition to cost savings, the lighting upgrades provided improved illumination and controls.

While we have only partial data, since the project was completed in 2022, we can project substantial energy cost savings from this initiative. For example, at the SC International Airport, 19 high intensity discharge (HID) fixtures were replaced with LED instruments in 2021. Electric use for streetlighting was reduced from 3,097 kWh in December 2020 to 1,506 kWh in December 2021.

Sullivan County International Airport Streetlight Replacement Details	
	Replaced with
5 250W mercury vapor lights	5 45W LEDs
6 400W mercury vapor lights	6 161W LEDs
1 150W high pressure sodium light	1 38W LED
2 400W high pressure sodium lights	2 108W LEDs
5 250W high pressure sodium lights	5 45W LEDs

Note: Streetlights are not separately metered by the electric utility. Streetlights are equipped with a photo sensor that detects sunrise and sunset to activate and deactivate the lamp, and the timing and length of time the lamp is illuminated changes with the seasons. We use a standard calculation developed by the electric utilities, based upon the rated electric demand for each type of fixture and the seasonally adjusted start/stop timing (hours in use) for our latitude to calculate electricity use for each streetlight.

Many factors influence overall building performance

Benchmarking of County buildings demonstrates that energy and GHG data are complex and mutable. Energy savings may vary year to year due to variations in the number of Heating Degree Days and Cooling Degree Days. There were 110 fewer Cooling Degree Days (CDD) in 2021 compared to 2020, and 40 more Heating Degree Days (HDD). Other factors include changes in building use and the addition or elimination of buildings in the County's portfolio. Aggregated GHG emissions, along with Energy Use Intensity and other indicators can vary in alignment with these factors. Even the timing of fuel deliveries at an individual facility can skew the annual average. For example, in 2020 a large fuel delivery for the backup generator at the County's Public Safety Campus was automatically "booked" in the Portfolio Manager software as consumed in 2020, which made the building's energy and GHG performance appear worse than it was. The 2021 data give a more accurate picture of actual energy consumption and GHG emissions at the Public Safety Campus.

Similarly, cost savings can be uneven year-to-year due to the volatility of fuel prices. As noted earlier in this report, the cost of fuel oil rose from \$1.59/gallon in January 2021 to \$2.40/gallon in November 2021. As a result, buildings that rely on fuel oil may show improved energy performance due to efficiency measures, but higher energy costs due to fuel price volatility. One cost constant is the renewable electricity purchased at a fixed cost through our PPA at the Liberty campus. As we work through the County's building inventory and achieve reductions in electricity demand through energy retrofits, the electricity we purchase through the PPA is distributed to additional buildings, spreading the GHG benefits of our renewable energy purchase.

The 2021 data is shown in 3 tables that compare 2020 and 2021 data:

Table 1: Energy Performance

Table 2: Emissions Performance

Table 3: Fuel Performance

Energy Data Glossary

Btu: A British thermal unit (Btu) is a standard unit of energy, defined as the amount of heat needed to raise the temperature of one pound of water by one degree Fahrenheit. In tracking building energy use, the Btu provides a single unit of measure that allows us to analyze the efficiency of systems that use a variety of fuels.

Energy Star: ENERGY STAR is a U.S. Environmental Protection Agency voluntary program that helps businesses and individuals achieve superior energy efficiency. Energy Star building ratings are based upon 150 separate metrics such as each building's size, location, the number of occupants, number of computers, and other characteristics. 1 being the worst, 100 being the most efficient.

EUI: Energy Use Intensity (EUI) expresses a building's energy use as a function of its size and other characteristics. For most property types in Portfolio Manager, the EUI is expressed as energy per square foot per year. It is calculated by dividing the total energy consumed by the building in one year (measured in thousands of British thermal units or kBtu) by the total gross floor area of the building. In general, a low EUI signifies good energy performance. EUI can be calculated on site energy use or source energy use, as explained in the following glossary entries.

GHG (as measured in MTCO₂e): There are a number of greenhouse gases (GHG), including carbon dioxide, methane, nitrous oxide and ozone. CO₂ equivalent or CO₂e, is a unit of measure that allows us to express the impact of each different GHG in terms of the amount of CO₂ that would create the same amount of warming. CO₂e allows us to express a carbon footprint consisting of different GHGs as a single, consistent number.

Heating and Cooling Degree Days: Degree days measure the amount of heating or cooling necessary at a given property. Degree days are measured relative to a base of 65°F. Above 65°F, it is assumed that the building will need to have cooling, and below 65°F it is assumed that the building will need to have heating. **Heating Degree Days (HDD)** are calculated based upon the number of days a building would have to

be heated by 1 degree to accommodate the heating requirement. For example, on a day on which the temperature is 55°F degrees, that day is worth 10 Heating Degree Days because it is 10 degrees below 65°F. HDD is calculated in this way for each day of the year and summed up to get the total annual HDD. **Cooling Degree Days (CDD)** are calculated based upon the number of days a building would have to be cooled by 1 degree to accommodate the cooling requirement. For example, on a day on which the temperature is 80°F degrees, that day is worth 15 Cooling Degree Days because it is 15 degrees above 65°F. CDD is calculated in this way for each day of the year and summed up to get the total annual CDD.

Site Energy Use: Site Energy Use is the annual amount of all the energy a property consumes onsite, as reported on utility bills.

Site EUI: The Site Energy total for one year, as reflected in the building's energy bills, divided by the total square footage of the building, yields a number that represents Site Energy Use Intensity (Site EUI). Site EUI helps building managers understand how the energy use for an individual building changes over time.

Source Energy Use: Source Energy Use represents the total amount of raw fuel that is required to operate the building. It incorporates all production, transmission, delivery, storage, and transport losses for all fuel types. Source Energy Use is the basis for ENERGY STAR's rating system, which converts the consumption of each type of energy into a single common unit (kBtu) and expresses it as a score of 1-100, so that the energy performance of diverse buildings can be compared equitably.

Source EUI: The source energy use total for one year, divided by the total square footage of the building, yields a Source Energy Use Intensity (Source EUI) that provides the most comprehensive measure of a building's energy performance. By taking all energy use into account, the score provides a complete assessment of energy efficiency in a building.

Weather-normalized: Weather normalized metrics are adjusted to account for the actual weather in a given area, such as a hotter than usual summer or a colder than usual winter.

Table 1: Energy Performance

Number of properties in report: 19
 Comparing Year Ending: 12/2020 with 12/2021

Site EUI and GHG Emissions

Date Downloaded: 07/28/2022 01:37 PM EDT
 Date Generated: 05/12/2022 02:42 PM EDT
 Number of properties in report: 18
 Comparing Year Ending: 12/2020 with 12/2021

Property Name	Cooling Degree Days (CDD) (°F) Change	Heating Degree Day (HDD) (°F) Change	Site EUI (kBtu/ft²) Change	Site Energy Use (kBtu) Change	National Median Site Energy Use (kBtu) Change	National Median Site EUI (kBtu/ft²) Change	Total GHG Emissions (Metric Tons CO2e) Change	Total GHG Emissions Intensity (tCO2e/ft²) Change
Sullivan County Government Center	-111	40	2.9	331353.2	-170337.5	-1.5	13.7	0.1
Emergency Services Training Facility	-111	40	2.1	22407.7	1211.6	0.1	1.1	0.1
Transportation Facility	-111	40	34.5	398632	143333	12.6	26.4	2.3
Sullivan County Courthouse	-111	40	-12.9	-420737.3	-36645.3	-1	-21.2	-0.7
Human Services Complex (liberty)	-111	40	-0.1	-18421.1	183169.4	1	1.4	0.1
Barryville Maintenance Shops	-111	40	-34.8	-925446.4	-154897.2	-5.8	-64.2	-2.4
Callicoon Storm Station RT 97	-111	40	-3.9	-25143.1	45212.1	7	-0.1	0
PAW Maplewood Facility	-111	40	3.6	171211.4	70103.5	1.5	14.3	0.3
Livingston Manor Storm Station	-111	40	14.4	30214.5	-16252.9	-7.7	-0.8	-0.3
Sullivan County International Airport	-111	40	0.4	30478.8	-37843.2	-0.6	1.4	0
Landfill	-111	40	-2.2	-154513.6	-74991.6	-1.1	-9.6	-0.1
Rockland Transfer Station	-111	40	-1.3	-2275.8	0	0	0	0
Ferndale Transfer Station	-111	40	-2.6	-18699	0	0	-0.6	-0.1
Highland Transfer Station	-111	40	-8.8	-33885.2	0	0	-1	-0.2
Memaking Transfer Station	-111	40	-0.4	-1927.4	0	0	-0.1	0
R&H linear Park Museum Interpretive Center	-111	40	-8.8	-2251.6	-64647.7	-25.3	-1.6	-0.7
Hurdleville Cultural Center	-111	40	3.5	57392.9	0	0	1.8	0.1
Sullivan County Public Safety	-111	40	-9	-1387449.6	-939922.9	-6.1	-106	-0.7

Table 2: Emissions Performance

Number of properties in report: 19
 Comparing Year Ending: 12/2020 with 12/2021

GHG Emissions

Date Downloaded: 05/12/2022 01:40 PM EDT

Date Generated: 05/11/2022 03:07 PM EDT

Number of Properties in Report: 19

Comparing Year Ending: 12/2020 with 12/2021

Property Name	Total GHG Emissions (Metric Tons CO2e) Change	Direct GHG Emissions (Metric Tons CO2e) Change	Indirect GHG Emissions (Metric Tons CO2e) Change	Avoided Emissions - Onsite and Off-site Green Power (Metric Tons CO2e) Change	Net Emissions (Metric Tons CO2e) Change
Sullivan County Government Center	13.7	6	7.7	0	13.7
Emergency Services Training Facility	1.1	0.8	0.3	0	1.1
Transportation Facility	26.4	26.9	-0.5	-0.6	26.1
Sullivan County Courthouse	-21.2	-13.9	-7.2	0	-21.2
Human Services Complex (Library)	14	26.1	-12.2	-55.6	72.2
Barryville Maintenance Shop	-64.2	-61.5	-2.8	0	-64.2
Callicoon Storm Station RT 97	-0.1	1.2	-1.3	9.5	-9.6
DPW Maplewood Facility	14.3	15.3	-1	0	14.3
Livingston Manor Storm Station	-0.8	-2.9	2.1	11.4	-12.2
Sullivan County International Airport	1.4	-0.4	1.7	28.4	-27
Landfill	-9.6	-9.2	-0.4	0	-9.6
Rockland Transfer Station	0	0	0	0	0
Fendable Transfer Station	-0.6	0	-0.6	0	-0.6
Highland Transfer Station	-1	0	-1	0	-1
Marketing Transfer Station	-0.1	0	-0.1	0	-0.1
D&H Linear Park Museum Interpretive	-1.6	-1.9	0.2	0	-1.6
Hudersville Cultural Center	1.8	0	1.8	0	1.8
Sullivan County Public Safety	-106	-121.9	15.7	0	-106
Sullivan County District Attorney	-4.3	-5.9	1.6	0	-4.3
	-136.8	-141.3	4	-6.9	-128.2

Table 3: Fuel Performance
 Number of Properties in report: 19
 Comparing Year Ending: 12/2020 with 12/2021

Date Downloaded: 07/27/2022 09:53 AM EDT
 Date Generated: 07/20/2022 04:16 PM EDT
 Number of Properties in report: 19
 Comparing Year Ending: 12/2020 with 12/2021

Property Name	Site Energy Use (kBtu) Change	Energy Cost (\$) Change	Energy cost Intensity (\$/ft ²) Change	Electricity Use - Grid Purchase (MWh) Change	Electricity (Grid Purchase) Cost (\$) Change	Fuel Oil #2 Use (kBtu) Change	Fuel Oil (No. 2) Cost (\$) Change	Propane Use (kBtu) Change	Propane Cost (\$) Change
Sullivan County Government Center	331,353.2	76,861.06	0.23	7,945.34	525,310.1	807,201.1	21,608.05	Not Applicable	Not Applicable
Emergency Services Training Facility	22,407.7	297,313	0.29	2,512	316,06	Not Applicable	Not Applicable	13,836.8	26,570.7
Transportation Facility	39,953.2	11,075.67	0.98	-5,241	540.8	Not Applicable	Not Applicable	41,887.6	10,534.87
Sullivan County Courthouse	-420,737.3	-41,501.83	-0.21	-6,806.25	2,451.22	-1,885,508	603.95	Not Applicable	Not Applicable
Human Services Complex (Liberty)	-1,8421.1	571,631.4	4	-115,194.7	221,431.74	3,303,861.6	211,911.52	17,39	14,007.25
Barnyard Maintenance Shops	-925,446.4	-122,241.22	-0.46	-25,693.6	601,919.93	-769,212.1	67,601.37	-68,567.6	556,08
Callison Storm Station- RT 97	-251,431.1	509,57	0.08	-12,465.2	381,106	17,388	890.63	Not Applicable	Not Applicable
DPW Maplewood Facility	171,211.4	1,847,522	0.38	-9,531.8	370,711	218,730	19,874.1	-14,996.2	87,801.7
Hidingson Manor Storm Station	302,145	-20,25	-0.01	20,882.3	302,97	-393,30	-323,22	Not Applicable	Not Applicable
Sullivan County International Airport	304,788	-555,129	-0.04	1,647.5	Not Applicable	134,964	523,213	-161,184	-298,98
Landfill	-154,513.6	694,97	0.11	-33,568	Not Applicable	Not Applicable	Not Applicable	-14,306.01	78,227.2
Roadland Transfer Station	-227,518	263,05	0.15	6,671	263,05	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Ferndale Transfer Station	-1,8699	360,27	-0.05	-5,880.4	360,27	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Highland Transfer Station	-33,885.2	-93,44	-0.02	-9,931.2	93,44	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Marketing Transfer Station	-1,951	2,900.9	0.5	-5,718	2,900.9	Not Applicable	Not Applicable	Not Applicable	Not Applicable
D&H Linear Park Museum Interpretive Center	-2,2516	-1,221.4	-0.04	1,921.5	Not Applicable	Not Applicable	Not Applicable	-2,907.2	226,89
Hartsville Cultural Center	57,929.9	42,914	0.27	1,820.9	42,914	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Sullivan County Public Safety	-144,406.72	913,36.35	0.59	13,548.1	53,971.27	Not Applicable	Not Applicable	-18,963.04.2	37,355.08
Sullivan County District Attorney	-25,342	1,951.35	0.19	1,603.1	Not Applicable	800.40	101,486	Not Applicable	Not Applicable

-205,630.2 201170.85 6.94 24,085.6 86,628.57 -27,490.4 49,444.96 -187,873.3 811,87.9

DIVISION OF PUBLIC WORKS

Edward McAndrew, Commissioner

2022 Annual Report

PUBLIC WORKS Annual Report 2022

BRIDGES / BUILDINGS & GROUNDS OPERATIONS

- Completed office renovations for the Lexington Health suite at the 26 Hamilton building
- DI, manhole and parking lot repairs at the Liberty Complex, Emergency Services Training Facility and Maplewood shop
- CB 120, and CB 467- downed tree removal and clean up
- CB 147- shoulder stabilization and installed Barricades along damaged guiderail on bridge approach
- Completed Bridge rail repair projects on CB62 and CB63
- Installed a concrete slab for emergency standby generator at the Barryville Shop
- Built replacement gates for the D&H Canal
- Repaired the Barryville salt shed underground service
- Upgraded various lighting to LED fixtures in the Maplewood Shop
- Snow and Ice clean up- parking lots, sidewalks, county cars, radio towers and county facilities
- Made snow equipment repairs and maintenance
- Repaired Traffic light repairs WO-2V and HI-1
- HVAC repairs and Maintenance at various facilities
- Installed replacement refrigeration system in the main Walk-in freezer in the Care Center
- Completed office renovations for the County Clerk's Office
- Commenced office renovations for the Real Property and Veteran's offices
- Completed construction and cabling for the Audio/Video system upgrade to the Legislative Hearing room
- Replaced the HVAC equipment for the basement, lobby and Library in the Court House
- Emergency repairs to CB28 off Dearie Drive in Hortonville
- Repairs and maintenance to the hanger bay doors in Hanger #7 FBO and 5 Bay T-Hangar
- Made repairs and upgrades to the water treatment system at the Human Services Complex and SCIA
- Repaired the Overhead Door at the Export Building of the Landfill
- Installed a replacement conduit across the driveway of the Landfill to aid in the repair of the inbound scale

- Removed the existing radiation detection equipment at the Scale House of the Landfill in preparation for replacement
- Spring HVAC equipment maintenance at the Landfill and Transfer Stations and Radio Tower Maintenance
- Performed Spring Cleanup and Grounds Maintenance at the Veteran's Cemetery and Human Services Complex
- Completed full replacement of CB 228- Lilley Pond Road - Town of Liberty
- Built concrete inlet and outlet structures to widen the road by extending existing bridge, Shoulder repairs - CB206 - Flynn Road Town of Liberty
- Completed full replacement – CB 449 – Waverly Avenue, Town of Thompson
- Removed Sand Bar, installed pile and concrete to correct and prevent further scour under the pier, repaired concrete deck- Bridge repair CB273 – CR117 Town of Delaware
- Compactor repair at the Adult Care Center
- Completed site preparation and layout for the Fuel Farm at the SCIA
- Completed restoration and repairs to the Gift Shop, Cat Walk and Cabins at Fort Delaware
- Office renovation in the basement of Courthouse for the UCS
- Constructed staging in the dome of the courthouse to facilitate the completion of the Fire Alarm replacement project
- Replaced 280 feet of 36” culvert for the drainage system at the Care Center
- Completed installation of a supplemental A/C unit in the Heap Office of Travis
- Completed the floor maintenance and refinishing in the Travis Building Lobby
- Completed mowing of County Facilities for the season
- Began the Electrical portion of the 5 bay Hanger renovation at the SCIA
- Made traffic light repairs to TU-1 in Tusten
- Completed repairs to CB110 – CR121 in Callicoon
- Completed removal of Dam on Meadowlark Lane in Davos and repairs to the Dam at Sunset Lake
- Installed Temporary Traffic Lights to single lane CB273 – CR117 Town of Delaware
- Completed repairs to CB110 – CR121 and CB 23 – CR131 Town of Delaware
- Completed repairs to CB237 – Covered Bridge Town of Rockland
- Removed Debris from CB 420 – CR164 Town of Delaware
- Installed Temporary Timber Bent CB116 – CR123 Town of Rockland
- Installed Road Plates in CB28 – Hortonville Road Town of Delaware
- Completed repairs to CB427 – Krum Road Town of Fallsburg
- Completed Bridge Rail repairs on CB 181—CR146 Town of Rockland
- Completed repairs to CB168 – CR124 Town of Callicoon

- Completed repairs to bridge rail from auto accident - CB 51 – CR 142 Town of Liberty
- Replaced Domestic Water Heater in the CCASL and in GC Annex
- Replaced Well pump at Lake Superior
- Roof repairs to the Water Building of the New Jail
- Delivered and retrieved Voting Machines and supplies for the BOE
- Replaced the HVAC equipment in courtrooms 1&2 in the Sullivan County Courthouse
- Completed installation of additional counter and assisted in the relocation of the Camera set up for the DMV
- Completed installation of Larger format flat screen monitors in the Attorney, Veteran and ITS offices.
- Generator trouble shooting and repairs at Thunder Hill and Tanana Lake 911 Radio Towers
- Parking Lot Lighting Repairs at SCIA
- Began extensive office move for the Department of Family Services

SHOP STAFF

- Performed services and New York State inspections
- Performed repairs on solid waste roll-off trucks and containers
- Made all necessary repairs to DPW and outside agency equipment
- Repaired and repainted body damage on vehicles
- Prepared new vehicles and equipment for service
- Prepared estimates on damaged vehicles
- Sandblasted and refinished County equipment and parts for County Bridges
- Sandblasted and painted frames for winter season
- Managed 120 Enterprise lease vehicle fleet
- Ordered new Gradall and Low Boy Trailer for road maintenance
- Worked on automobile, light and heavy truck bids
- Prepared Specifications for new truck bids for 2022
- Completed surplus Auction on vehicles and equipment

SIGN SHOP

- Fabricated signs for the Division of Public Works and Towns
- Repaired signs on county roads and bridges
- Addressed sign complaints
- Placed Sullivan County decals on new vehicles and equipment
- Performed Sign inventory and data entry
- Removed Detour on CB 261
- Installed new signage for County bridges as needed
- Performed pavement markings

- Provided and Installed construction signage of CB 62
- Winterized striper Equipment

AIRPORT

- Selected and retained new Airport Engineering consultant
- Received the NYS Air Strike permit
- Obtained Federal Migratory Bird permit and Depredation License
- Installed air-band radio in car 54 and Truck 52
- Completed Spring brush clearing inside perimeter
- Replaced the water valve in the ARFF Truck
- Re-keyed H 4-1, -2 ,3, 4
- Created Master Hangar Tenant Spreadsheet
- Initiated and oversaw the 5 Bay Hangar Rehab construction
- Prepared and submitted a Grant Application for the Terminal Apron Rehab and received an award in the amount of \$18.5 million dollars
- Lead in lines repainted for the runway
- Completed Security Camera project
- Provided fuel services to Jet aircraft

BRIDGES

- Completed coordination with NYSDOT for providing responses to one hundred-twenty seven (127) bridge flags and Non-Structural Condition Observations received from NYSDOT.
- Completed hydraulic and structural design calculations, constructions plans, material procurement specifications, and construction inspection/support for Bridge 228 (LIB) replacement project.
- Completed coordination with NYSDEC, NYSEG, Verizon, Spectrum, and property owners for Bridge 228 (LIB) replacement project.
- Continued coordination with the Village of Liberty Water Department with respect to their water main crossing for Bridge 228 replacement project.
- Completed material procurement specifications, construction inspection and engineering support for Bridge 449 (VMONT) replacement project.
- Completed coordination with NYSDEC, NYSEG, Verizon, Spectrum, and property owners for Bridge 449 (VMONT) replacement project.
- Started project management for Bridge 82 (FOR) BridgeNY replacement project with consultant preparation of approval documentation and design work.
- Kicked off the consultant planning and design work for the replacement of Bridge 77 (HIG) work, coordinated the start of topographic survey work and reviewed and approved the conclusions made for the environmental investigations that were completed.
- Completed coordination with NYSDOT, construction inspection and engineering support for Bridge 273 (DEL) scour repair project.
- Completed design calculations, constructions plans, material procurement specifications,

- for Bridge 333 (THO) joint replacement project.
- Completed project management for the Federally funded replacement of water-proofing and wearing surface on 7 bridges.
 - Completed material procurement specifications, coordination with NYSDEC, construction inspection and engineering support for Bridge 110 (DEL) invert rehabilitation project.
 - Prepared the Quarterly reports for the Hamlet of Kohlertown Flood Risk Reduction Project (DEL) for submission to NYSDEC.
 - Prepared reimbursement requests for the Hamlet of Kohlertown Flood Risk Reduction Project (DEL) for submission to NYSDEC.
 - Completed construction plans and specifications for the Hamlet of Kohlertown Flood Risk Reduction Project (DEL).
 - Continued coordination with property owners for the right-of-ways needed for the Kohlertown Flood Risk Reduction Project (DEL).
 - Completed coordination and obtained a highway work permit from NYSDOT for the Hamlet of Kohlertown Flood Risk Reduction Project (DEL).
 - Completed coordinated with NYSDEC for an Amendment to the Hamlet of Kohlertown Flood Risk Reduction Project (DEL) to utilize consultant construction inspection services and reviewed consultant qualifications for recommending a firm to provide services.
 - Continued project management, administration for the Bridge 198 (HIG) replacement project.
 - Prepared reimbursement requests for the Bridge 198 (HIG) replacement project for submission to NYSDOT.
 - Completed assistance to DPW Operations and inspection work for the repairs needed for Bridge 168 (CAL) to install grade control structures to protect County Road 125.
 - Completed assistance to the DPW Permits Unit for the review and approval of overweight permits requested by trucking companies.
 - Completed the annual updating of the Toaspern Dam Emergency Action Plan and coordination of its review by County emergency service providers.
 - Completed work for the annual certification needed for the Toaspern Dam and submittal of certification documents to NYSDEC.
 - Completed the semi-annual inspections needed for the Toaspern Dam and the preparation of inspection reports.
 - Completed semi-annual inspections of the Sunset Lake Dam and preparation of inspection reports.
 - Completed coordination with DPW Operations for maintenance work needed for the Toaspern and Sunset Lake Dams.
 - Completed an annual field inspection of the County's Monticello Transfer Station Materials Receiving Facility's (MRF) concrete floor and submitted the required report to NYSDEC.
 - Completed the annual preparation of documents for updating GASB for County bridges.

- Completed the annual inspection of bridges, the updating of the Bridge Encyclopedia and identification of bridge maintenance needs.
- Updated planning for the procurement of Federal and State funding for bridge maintenance projects.
- Prepared Bridge Unit 2023 budget and multi-year Capital Plan.
- Completed removal of a dam located on County property adjacent to a home in the Davos Development (FAL) and provided engineering assistance to DPW Forces.
- Provided assistance to Planning and Community Development for the review the design and engineering for the Sullivan O&W Rail Trail over the Neversink River
- Prepared plans and coordinated with NYSDEC and property owners for the improvement of Bridge 126 (BET) to prevent road settlement.
- Prepared 2023-2028 Capital Plan.
- Provided assistance to the towns of Callicoon, Fallsburg and Liberty to inspect various town bridges.
- Coordinated with NYSEG for utility work needed for the Bridge 272 (LIB) bridge replacement project.
- Coordinated with DPW Operations for planning work for the repair of Bridge 17 (CAL).
- Provided assistance to a property owner due to flooding near Bridge 307 (MAM).
- Prepared a Level 1 load rating for determining the safe load capacity of the Bridge 374 (THO) timber deck requested by NYSDOT to confirm posting needed.
- Prepared Level 1 load ratings for the Bridge 181 (ROC) steel beams and glu-lam deck to confirm posting needs.
- Completed temporary work needed for the crash damage to Bridge 51 (LIB) bridge railing and completed obtaining reimbursement of the cost of damages from the vehicle owner.
- Coordinated receipt of a stream disturbance permit to remove gravel deposits from the Bridge 99 waterway (CAL).
- Coordinated with Ulster County for repair work needed for inter-county Bridge 67 (MAM).
- Developed alternatives for repairs to the Bridge 116 (ROC) railing system.
- Presented a seminar about bridge maintenance at the Statewide Conference on Local Bridges.
- Coordinated with Orange County for bridge deck repair work and planning and funding of bridge deck replacement needed for Bridge 370 (MAM).
- Coordinated with Orange County for the removal of Bridge 233 (MAM).
- Continued the preparation of the design approval and bid documents for the maintenance project to paint several bridges in the 2023 construction season.

BUILDINGS & ENVIRONMENTAL COMPLIANCE

- Oversaw NYPA project at SCCC from Code Enforcement and Owner standpoints

- Coordinated/Witnessed various Building Code required Inspection, Testing, & Maintenance programs in County Buildings
- Conducted Building Code plan reviews for various proposed projects
- Issued Building Permits as required
- Issued Certificates of Compliance/Occupancy as required
- Participated in mandatory NYSDOS Code Enforcement In-Service Trainings
- Prepared and submitted Annual Code Enforcement Activity Report to NYSDOS
- Conducted annual Building Code Fire Inspections throughout County Buildings
- Prepared plans for several small office renovations in County Buildings
- Worked with Lexington Center for Recovery and DPW Operations to renovate basement space at 26 Hamilton Ave. to become their tenant suite
- Coordinated project kick off, reviewed and approved invoices, and closed out contract for Fire Alarm System Replacement at Court House
- Oversaw sampling and reporting aspects of County owned public water supplies
- Worked with Facility Master Plan consultant throughout the year
- Prepared documents and worked with Office of General Services to let B-22-18 Provide and Install Domestic Hot Water System Retrofit at CCASL (CEC Grant project)
- Prepared documents and worked with Office of General Services to let B-22-19 Provide and Install Storage building at Emergency Services Training Facility
- Prepared documents and worked with Office of General Services to let RFQ-22-22 for Architectural Design Services for Housing Gateway Center for Social Services Department
- Prepared documents and worked with Office of General Services to let RFP-22-23 for Hazardous Materials Sampling and Testing for Various Buildings
- Prepared documents and worked with Office of General Services on Quote for Storage Containers for Sheriff
- Prepared documents and worked with Office of General Services on B-22-50 Purchase of Above Ground Petroleum Bulk Storage Tanks
- Prepared documents and worked with Office of General Services to let RFQ-22-28 Architectural and Engineering Design Services for Aquatic and Recreation Center at Sullivan County Community College
- Prepared documents and worked with Office of General Services to let RFQ-22-29 Engineering Design Services for Redundant Potable Water Storage Tank at the Sullivan County Human Services Complex
- Prepared documents and worked with Office of General Services to let B-22-70 Water Sampling and Analysis at Various County Facilities
- Prepared documents and worked with Office of General Services to let RFQ-22-37 Architectural and Engineering Design Services for Terminal Building Revitalization at Sullivan County International Airport

- Coordinated qualifications-based vendor selection for Architectural and Engineering Services for Airport Terminal Building Revitalization Project
- Prepared resolutions for all Bid and RFP/Q award recommendations and assisted in contract development
- Coordinated and participated in Housing Gateway Center architectural meetings with design team, HONOR EHG, and County Staff
- Coordinated with and accompanied Consultant on Pre-Demolition Building Materials Survey & Testing inspection at SCIA Terminal building
- Prepared annual Buildings Capital Budget request
- Contributed to development of Annual Budget
- Prepared Monthly Reports
- Updated Maintenance-In-Lieu-Of-Rent plans and square footage chart
- Coordinated exploration of Annex and Courthouse Roof Leaks
- Met NYSEG Representatives on site at Human Service Complex about excessive electric bill charges at records retention storage building
- Participated in NYSDEC site visit to SCIA about potential discharge issue and participated in conference call concerning Notice of Violation
- Attended classes for Water Operator Certification
- Participated in County mandated OneGroup trainings
- Provided technical support for County facility operations and maintenance
- Reviewed and submitted payment invoices from vendors as required
- Met with Office of Sustainable Energy on a regular basis to communicate on various County projects and initiatives
- Communicated with Environmental staff concerning ongoing projects and reports
- Coordinated monthly rinse rack outfall sampling event with testing contractor at Maplewood
- Reviewed and reported rinse rack outfall sampling results
- Assisted operations coordinate rinse rack system emptying and cleaning by contractor at Maplewood and Barryville
- Continued work with Engineering Consultant on environmental issue at SCIA
- Coordinated with NYSDEC and operations for install of one (1) new PBS used oil tank at Maplewood
- Coordinated and documented responses to minor petroleum spills
- Reviewed invoicing from spill response contractor for various spill cleanups and waste disposal
- Prepare Specifications (Q-22-12) for new PBS diesel tank at Barryville Shop
- Prepared for and registered for upcoming MS4 webinars on proposed NYSDEC MS4 permit updates
- Reviewed available NYSDEC resources, material, and information on proposed MS4 permit updates

- Completed NYSDEC PBS registration renewals for Barryville, Courthouse, and Human Service Complex Facilities
- Coordinated with operations and NYSDEC for upcoming installs of new waste oil and diesel PBS tanks at Barryville Shop
- Attended webinar on SWPPP preparation and review for NYSDEC MS4 permit
- Coordinated public notice & review of Annual MS4 Report
- Reviewed NYSDEC & USEPA regulations regarding vehicle washing & SPDES permit requirements
- Coordinated with operations and NYSDEC for changes to PBS tank F09 & facility registration at Maplewood Shop
- Performed inspections of Micropool Extended Detention Basins at Maplewood and Transportation Facilities. Coordinated necessary maintenance activities with operations
- Coordinated with operations and NYSDEC for upcoming PBS tank installs & updates/changes at various County facilities
- Completed NYSDEC 5-year PBS registration renewals for five (5) Transfer Station Facilities
- Prepared NYSDEC 5-year SPDES permit renewal documents for Landfill
- Performed MS4 Inspection along regulated areas of County Roads 64 & 65

SOLID WASTE & RECYCLING

2022 ANNUAL REPORT

Month	2020 MSW/CD	2021 MSW/CD	2022MSW/CD
January	4098	4290	4423
February	3630	3401	4256
March	4430	5491	6163
April	4379	7116	5935
May	5398	7259	7392
June	7346	9209	9323
July	9973	12816	12137
August	10004	11507	13021
September	7427	6562	8903
October	6106	6185	6106
November	4848	6039	6046
December	4756	5475	5037
TOTAL	72395	85353	88742

(T) – Total Monticello Transfer Station

- *Education/Outreach*
 - o January-July: DSW continues to offer a successful series of short educational programs at the landfill and advertised thru Facebook on an ongoing basis.

- August: DSW is looking to refill the Recycling Coordinator position and restarting the series of short educational programs at the landfill and advertised thru Facebook on an ongoing basis.
- September-October: DSW has completed interviews and will to refill the Recycling Coordinator position and restart the series of short educational programs at the landfill and advertised thru Facebook on an ongoing basis.
- November-December: DSW has filled the vacant Recycling Coordinator position
- *Accounts*
 - January-December: Continue to address any delinquent accounts so they remain current with payment and provide electronic communication for customers.
- *Annual Reports*
 - January-December: Continue to track data for NYSDEC and EPA reporting.
- *Organics Management*
 - February: Project progressing well working with the Consultant and NYSDEC on the next steps. Have prepared reports / permit modifications and submitted to the NYSDEC continue to work on Monticello Transfer Station permit modification wording with NYSDEC.
 - March-August: Project progressing well working with NYSDEC on the next steps. Have prepared reports / permit modifications and submitted to the NYSDEC continue to work on Monticello Transfer Station permit modification wording with NYSDEC.
- *Composting*
 - February: continue working on start up for an effective (Residential Pilot Phase I) composting program, reviewing recently completed Organics Management Plan, and contacting UCRRA to ascertain feasibility of bringing collected organics to their facility. Preparing documents in conjunction with the NYSDEC.
 - March-September: continue working on start up for an effective (Residential Pilot Phase I) composting program, reviewing recently completed Organics Management Plan, and contacting UCRRA to ascertain feasibility of bringing collected organics to their facility. Preparing documents in conjunction with the NYSDEC. Preparing documents to acquire totes to be used for compost collection.
 - October-December: continue working on start up for an effective (Residential Pilot Phase I) composting program and reviewing recently completed Organics Management Plan. Preparing documents in conjunction with the NYSDEC. 9 Preparing documents to acquire totes to be used for compost collection. Discussed with Cornerstone for inclusion to our Solid Waste Management Plan (SWMP)
- *Misc.*
 - February: Retained Contractor for Leachate Tank cleaning as required by NYSDEC Permit and had Contractor repair piping as needed.
 - July: Have advertised for and are preparing to interview candidates for the vacant position of Recycling Coordinator.

- August: Have interviewed multiple candidates for the vacant position of Recycling Coordinator and anticipate offering the position to a candidate this month.
- September: Held HHW event and 1st County Latex Paint event at Monticello
- October: New Recycling Coordinator started
- Cornerstone:
 - August: Have entered into contract with a consultant to update the Solid Waste Management Plan in accordance with NYSDEC Part 360 regulations
 - September: Have begun to work with Cornerstone a consultant to update the Solid Waste Management Plan in accordance with NYSDEC Part 360 regulations (September)
 - October-November: Had a “kick-off” meeting with Cornerstone a consultant to update the SWMP in accordance with NYSDEC Part 360 regulations
 - December: Cornerstone is proceeding with updating the SWMP in accordance with NYSDEC Part 360 regulations.
- November-December: Had meetings with Hughes Energy to discuss a potential MSW handling project to be located at the Landfill site

SCDPW Engineering - Highway Unit - 2022 Annual Reporting & Statistics

Unit Goals:

- Effectively utilize funding currently available to perform design and oversight of repairs and improvements to the existing highway system (385 miles), to benefit the travelling public
- Provide information and technical assistance to other County departments as well as the general public

PROGRAM	KEY STATISTICS	OUTCOME
Pavement Reconstruction / Rehabilitation (Rehab.): a combination of partial depth repairs, T & L (1.25") and asphalt overlays (3.5") along with replacement of all pavement markings (striping)	County Roads (CR's): 25.7 Mi. (\$ 7.811 M)	Extended the pavement life of; CR's 14, 48, 56, 141, 164, 171 and 176 by 10 to 12 years.
	County Roads (CR's): 5.1 Mi. (\$ 1.240 M) (Repairs Only)	Extended the pavement life of portions of CR's 13, 17 and 161 by 8 years. (Partial Depth Repairs only).
	County Roads (CR's): 1.6 Mi. (\$ 0.117 M) (T & L Repairs)	Extended the pavement life of portions of CR's 141 and 153 by 3 years. (Truing & Levelling for Winter Plowing).
	Sub-Total (Rehab.): 32.4 Miles Contractor: Sullivan County Paving Inc.	
Pavement Preservation (Preserv.): a combination of crack sealing, asphalt shimming and double chip sealing (oil & stone & fog seal) along with replacement of all pavement markings (striping)	County Roads (CR's): 35.7 Mi. (\$ 1.635 M) (Chip Seal & Crack Seal)	Extended the pavement life of portions of; CR's 19, 21, 42, 74, 96, 105, 105A, 105B, 123, 125, 128, 142, 143, 144, 157 and 158 by 3 to 5 years (Double Chip Seal).
	County Roads (CR's): 52.0 Mi. (\$ 0.223 M) (Crack Seal Only) Contractor: Gorman Brothers, Inc.	Extended the pavement life of an additional (52) miles by 1 year (Crack Seal Only).
Pavement Program Management & Oversight (Rehab. & Preserv.): preparation of detailed bid specifications (specs.), provide daily contractor inspection, quantity tracking, materials testing, billing review and CHIP's reimbursements.	Rehab.: 100,143 Tons of Asphalt Placed 22,844 Tons Shldr. Bkup. Placed 41,582 Gals. of Tack Coat Used <ul style="list-style-type: none"> • (102) days of Contractor Inspection Preserv.: 194,676 Gals. of CRS2P Oil Placed 44,032 Gals. of Fog Seal Used 499,565 S.Y. of Aggregate Placed 175.52 Lane Miles of Crack Filling Performed <ul style="list-style-type: none"> • (57) days of Contractor Inspection Bid Specs.: (6-8 weeks) - RSMS (2-3 weeks)	Contractor compliance to County and NYSDOT specifications. Ensure proper construction practices to gain maximum life expectancy of finished product. Effective funding utilization. RSMS: Road Surface Management System – Annual survey of all 385 mi. – Transitioning to Vehicle Mounted Laser Scanning Survey using International Roughness Index (IRI).
Total 2021 Resurfacing Programs	120 Mi. of Co. Rds. Improved (\$ 11.026 M)	(Both Rehabilitation & Preservation)
Traffic Safety: replacement of non-standard guiderail (G/R) systems – review and processing of speed zone (S/Z) requests to DOT – review and coordination of installation of MUTCD road signs with sign shop	G/R Replacement: 1,650 +/- Ln. Ft. S/Z Requests: 12 (9 on Town Highways, 2 on County Roads & 1 on State Highway) Sign Requests: 6 (handled by engineering)	G/R improved roadside safety on County Road 176. S/Z requests on multiple Town and County Roads – NYSDOT performs the speed studies through the Co. Sign requests on various Co. Rds. – Ensure compliance to the MUTCD.
Traffic Safety / Pavement Marking & Striping: Annual re-striping of long lines (yellow centerline and white edge lines) in addition to re-marking of stop bars, symbols and words	County Roads (CR's): 79 Mi. (\$ 0.228 M) <ul style="list-style-type: none"> • (8) days of Contractor Inspection Contractor: K5-Corp.	Refreshed road striping and markings on approximately 79 miles of our higher volume roads – work is completed annually before July 4 th holiday in advance of summer traffic volume increases.

PROGRAM	KEY STATISTICS	OUTCOME
<p>Project Oversight and Consultant Management: Manage Construction Inspection (CI) and Design consultant on federal-aid project – Coordinate weekly with NYSDOT, Stantec Engineering and Argenio Bros.</p>	<p>CR 173 / East Broadway (PIN: 975291): Town of Thompson/Village of Monticello, NY</p> <p>Consultant: Stantec Engineering (Construction Inspection) (0.440 M)</p> <p>Contractor: Argenio Bros., Inc. (\$ 5.816 M)</p>	<p>Construction began August 2022. Drainage, Curbs, Sidewalks and Asphalt (binder levelling course) mostly completed on the County section up to Waverly Avenue. Winter Shut-down in November Re-Start in the Village in early spring. Complete by July 4th.</p>
<p>Survey Support & Design:</p> <ul style="list-style-type: none"> - Detailed topographic (topo.) field surveys and as-built surveys for bridge replacement and repair projects - Base Cadd mapping of all bridge projects - Construction layout services in support of bridge and highway reconstruction projects - Design for drainage improvement projects - Survey, design and layout at County facilities 	<p>County Bridges (CB's): CB's 228 (LIB) & 449 (Vill. Of Mont.); (Finite survey layout of piling, forms, abutments, beams & final road grading as needed); CB's 216 (NEV) and 261 & 272 (LIB); (GPS control, detailed topo. surveys for 2023 bridge program)</p> <p>County Roads (CR's) CR 143 (Cutler Rd. to SR 52 - Phases I-III); (Topo., ROW survey & cadd mapping for drainage design – catch basin staking and grading layout)</p> <p>CR 171 ROW Limits; (ROW and planimetric survey related to old State Highway drainage location/limits)</p> <p>Facilities: SCIA; (fuel farm layout & staking) SCSL; (utility as-built location and scale house pavement widening design & layout) CSS; (new truck building footing and foundation layout) Vet Cem; (plot markers layout)</p>	<p>Provided cost-effective, professional, in-house survey and construction layout and design services.</p> <p>Responsive and timely data collection, design, survey support & layout.</p> <p><i>Sullivan. County International Airport</i> <i>Sullivan. County Sanitary Landfill</i> <i>Callicoon Storm Station</i> <i>Veterans Cemetery</i></p>
<p>Provide record ROW & mapping research services and respond to FOIL requests: deed and right-of-way mapping along with historical county highway construction plans and town highway record data</p> <ul style="list-style-type: none"> - highway boundary determinations 	<p>County & State Road Requests: 70 Town Road Requests: 7 Total No. of Requests: 77 *</p> <p>FOIL Requests: 3 <i>* (mainly by surveyors and engineers in addition to Co. Real Property and other scups personnel and local town officials)</i></p>	<p>SCDPW maintains an extensive record ROW mapping and construction plan set for our Co. Rd. system & old state highways.</p> <p>SCDPW also is the “keeper” of town highway historical records and inventories.</p>
<p>Review of Roadside Development & Highway Work Permitting: site plan and subdivision review, highway access, sight distance (S/D) measurements, drainage inspections and utility work</p> <p>Limit impacts to Co. infrastructure from proposed development</p>	<p>239 Reviews; 55</p> <p>Permits Issued; 43 (D-Dig, M-Misc./Access, O-Oversize & U-Utility)</p> <p>Field Inspections related to Permits & 239's; 113 S/D Measurements; 34</p>	<p>Provided for safe ingress and egress to and from the county highway system for the benefit of the travelling public.</p> <p>Ensured burden is borne by the developer or mitigated during the review process.</p>
<p>Flood / Rain Event Damage Response and Assessment:</p> <p>Damage assessment teams from engineering document extent and severity of road and bridge damage from rain & flood events. Coordinate with regulatory agencies to facilitate repairs</p>	<p>No Significant Rain Events in 2022</p>	<p>Complete records/documentation of damage and repairs allow for possible reimbursement of funds expended, from State and Federal agencies if the event is declared as an emergency at a later date.</p>

PROGRAM	KEY STATISTICS	OUTCOME
<p>Annual Local Highway Inventory: NYSDOT requires annual reporting of all municipalities local roads mileage for certification as part of the Consolidated Local Street and H'way. Improvement Program (CHIP's)</p>	<p>Review and assist all fifteen (15) towns and real property GIS with additions and subtractions to their highway inventories – Review County Highway mileage inventory and submit 2022 certification to NYSDOT – 385.16 Centerline Miles</p>	<p>Accurate and up-to-date mileages are used by NYSDOT to calculate and determine CHIP's funding amounts for each municipality.</p>
<p>Annual Reporting:</p>	<p>Resurfacing Report RSMS Road Network Repair Summaries Network Health / Roughness Indices Lane Mile Year Indices & Graphs GASB Capital Improvements (Highways) County Highway Mileage Certification Snow and Ice Contract Miles & Cadd Maps (6) Yr. Capital Plan</p>	<p>Annual internal county auditing and reporting of capital expenditures are required for good fiscal responsibility.</p> <p>Historical tracking and evaluation of overall road network health.</p>

2022 RESURFACING SUMMARY

I. GENERAL CATEGORIES OF MILEAGE RESURFACED AND MATERIAL QUANTITIES USED

A. CONTRACT PERFORMED CRACK FILLING:	87.76 Miles
1. Material - Crafcoc Road Saver 221	175.52 Ln. Mi.
2. Material - Crafcoc Road Saver 221 (Sealing of Facility Parking Lots) (meets ASTM D6690 - Type II)	328 Gallons
B. CONTRACT PERFORMED SURFACE TREATMENT:	35.65 Miles
1. Bituminous Materials (CRS-2P Polymer Modified)	194,676 Gallons
2. Bituminous Materials (Diluted Tack - Fog Seal)	44,032 Gallons
3. Aggregates - 1ST Crushed Stone	499,565 Sq. Yd.
4. Aggregates - Cover Sand	0 Sq. Yd.
5. Type II - F3 - Micro-Surfacing	0 Tons
C. COUNTY ROADS TRUE AND LEVELED WITH HOT MIX BY COUNTY (WIDENED PAVEMENT TO INCORPORATE DRAINAGE):	
1. County Highways	0.72 Miles
2. Plant Mix Material	890 Tons
D. COUNTY ROADS TRUE AND LEVELED WITH HOT MIX BY CONTRACT (PREP FOR WINTER PLOWING):	
1. County Highways	1.60 Miles
Plant Mix Material	1,127 Tons
2. Bituminous Materials (Diluted Tack Coat)	1,020 Gallons
E. CONTRACT PLACED HOT MIX FOR APPROACHES AND DECKS OF REPAIRED COUNTY BRIDGES:	
1. Plant Mix Material	376 Tons
F. COUNTY FACILITIES RESURFACED WITH HOT MIX BY CONTRACT:	
1. Plant Mix Material	None Tons
2. Bituminous Materials (Diluted Tack Coat)	None Gallons
G. CONTRACT PLACED HOT MIX FOR RESURFACING:	
1. County Highways	37.43 Miles
a. Plant Mix Materials	97,750 Tons
b. Bituminous Materials (Diluted Tack Coat)	40,562 Gallons

II. CRACK FILLING

A. MATERIAL & QUANTITY PLACED BY CONTRACT:

1. Crafco Roadsaver 221
(meets ASTM D6690 - Type II)

175.52 Ln.Mi.

B. COUNTY ROADS CRACK FILLED BY CONTRACT:

C.R.	NAME	TOWN	LEG. DIST.	Lane Miles Completed	MILEAGE COMPLETED	
16	State Route 55	Falls / Liberty / Neversink	3 / 6 / 8	7.82	3.91	Entire Road
19	Claryville Road	Neversink	3	10.58	5.29	Entire Road
21	Yulan-Barryville Road	Highland	1	7.64	3.82	Entire Road
21A	Spur of County Road 21	Highland	1	0.20	0.10	Entire Road
31	County Road No. 31	Lumberland	2	10.58	5.29	Entire Road
33	Eldred - Yulan Road	Highland	1	5.64	2.82	Entire Road
42	Forestburgh Road	Lumberland	2	6.60	3.30	Entire Road
45	Skckett Lake Road	Thompson	1 / 2	5.54	2.77	Gregory Rd. (TH 73) North to St. Rt. 42
45A	Spur of County Road 45	Thompson	1	0.24	0.12	Entire Road
59	Kaufman Road	Thompson	2 / 8	2.16	1.08	Entire Road
63	Camp Bell Road	Mamakating	9	0.94	0.47	Entire Road
64	Spruce Road	Mamakating	9	1.04	0.52	Entire Road
65	Upper Road	Mamakating	9	3.68	1.84	Entire Road
72	Lt. J. G. Brender Highway	Liberty	6	3.78	1.89	Entire Road
74	Stanton Corners Road	Liberty	1 / 6	3.18	1.59	Entire Road
91	Rockland Road	Rockland	3	3.20	1.60	Entire Road
96	Tennanah Lake Road	Fremont	5	4.28	2.14	Entire Road
105	Divine Corners Road	Fallsburg / Neversink	3 / 7 / 8	8.58	4.29	Entire Road
105A	Hasbrouck Road	Neversink	3	1.68	0.84	Entire Road
105B	BWS Road	Neversink	3	0.70	0.35	Entire Road
109	Kiamesha Lake Road	Thompson	8 / 9	2.84	1.42	Entire Road
113	State Route 52	Cochecton	5	1.26	0.63	CR 112 / 116 North to Devils Rd.(TH 9)
116	County Road No. 116	Cochecton	5	1.14	0.57	Mitchell Pond East East to CR 112 / 113
117	State Route 17B	Cochecton / Delaware	5	2.44	1.22	Entire Road
121	CR 121 / No. Br.-Hortonville Rd.	Callicoon / Delaware	5	7.84	3.92	St Rt 17B North to 0.26 Mi South of CR 95 / 122
122	No. Br - Callicoon Center Road	Callicoon	5	7.64	3.82	Entire Road
123	Gulf Road	Callicoon / Rockland	3 / 5	4.78	2.39	Klinger Rd.(TH 37) North to Dutch Hill Rd.(TH 25)
125	Callicoon Center Road	Callicoon	5	6.30	3.15	Entire Road
128	Jeffersonville- No. Br. Road	Callicoon / Delaware	5	6.04	3.02	Entire Road
142	Briscoe Road	Liberty	1 / 6	4.30	2.15	Entire Road
143	Briscoe Road	Liberty	6	4.26	2.13	CR 144 East to CR 141 / 142
144	Briscoe Road	Bethel / Callicoon / Liberty	1 / 6	7.44	3.72	Entire Road
157	Frost Valley Road	Neversink	3	1.84	0.92	Entire Road
158	Dairyland Road	Fallsburg	7	3.62	1.81	Entire Road
166A	K-Line Bridge Road	Mamakating	4 / 7 / 9	0.52	0.26	Entire Road
172	Wurtsboro Mt. Road	Mamakating / Thompson	4 / 7 / 9	10.50	5.25	Entire Road
179	Old Route 17	Rockland	3	11.88	5.94	Entire Road
179A	Old Route 17	Rockland	3	2.82	1.41	Entire Road
		TOTALS		175.52	87.76	

C. COUNTY FACILITY CRACK FILLED BY CONTRACT:

NAME	TOWN	GAL. USED	JUSTIFICATION
Government Center	Vill. of Monticello	328	Water proof cracks in pavement to extend the pavement structures life
	TOTALS	328	

III. SURFACE TREATMENT

A. QUANTITY USED:

1. Bituminous Material
 - a. CRS-2P (Polymer Modified) **194,676** Gallons
Average Application Rate 0.40 Gallons/Square Yard
 - b. Diluted Tack Coat (Fog Seal) **44,032** Gallons
Average Application Rate 0.10 Gallons/Square Yard
2. Aggregates
 - a. Crushed Stone - #1ST **499,565** Sq. Yd.
Average Application Rate 17.0 Lbs./Square Yard
 - b. Cover Sand **0** Sq. Yd.
Average Application Rate 0.0 Lbs./Square Yard
3. Type II, F3 Micro-Surfacing **None**

B. COUNTY ROADS SURFACE TREATED: CHIP SEALING

C.R.	NAME	LEG. DIST.	TOWN	CRS-2P (Gallons)	Fog Seal (Gallons)	1ST's (S.Y.)	C. Sand (S.Y.)	MILEAGE COMPLETED
19	Claryville Road	3	Neversink	28,854	6,267	74,075	0	5.29 Entire Road
21	Yulan-Barryville Road	1	Highland	21,015	4,886	53,950	0	3.82 Entire Road
42	Forestburgh Road	2	Lumberland	18,366	3,846	47,150	0	3.30 Entire Road
74	Stanton Corners Road	1 / 6	Liberty	5,687	1,385	14,600	0	1.01 0.6 Mi. East of CR 14 to CR 72 / 73
96	Tennanah Lake Road	5	Fremont	11,309	2,567	28,998	0	2.14 Entire Road
105	Divine Corners Road	3/7/8	Falls. / Neversink	5,726	1,259	14,700	0	1.10 0.1 Mi. North of Dryer Rd. to SR 55
105A	Hasbrouck Road	3	Neversink	4,703	1,114	12,075	0	0.84 Entire Road
105B	BWS Road	3	Neversink	1,996	436	5,125	0	0.35 Entire Road
123	Gulf Road	3 / 5	Callicoon / Rock.	12,890	2,809	32,967	0	2.39 Klinger Rd. North to Dutch Hill Rd.
125	Callicoon Center Road	5	Callicoon	16,992	3,730	43,625	0	3.15 Entire Road
128	Jeffersonville- No. Br. Road	5	Call. / Delaware	16,516	3,964	42,400	0	3.02 Entire Road
142	Briscoe Road	6	Liberty	3,593	859	9,225	0	0.66 CR 141 / 143 East to Shore Rd.
143	Briscoe Road	6	Liberty	11,577	2,890	29,700	0	2.13 CR 144 East to CR 141 / 142
144	Briscoe Road	1 / 6	Beth. / Call. / Lib.	20,416	4,862	52,375	0	3.72 Entire Road
157	Frost Valley Road	3	Neversink	4,733	862	12,150	0	0.92 Entire Road
158	Dairyland Road	7	Fallsburg	10,303	2,296	26,450	0	1.81 Entire Road
TOTALS				194,676	44,032	499,565	0	35.65

C. COUNTY ROADS SURFACE TREATED: MICRO-SURFACED

None

IV. COUNTY PLACED HOT MIX

A. QUANTITY USED:

- 1. Plant Mix Materials 890 Tons
- 2. Recycled Asphalt Product 9,100 Tons

B. COUNTY ROADS TRUE AND LEVELED WITH HOT MIX: None Tons

C.R.	NAME	TOWN	LEG. DIST.	T&L (Tons)	MILEAGE COMPLETED	
143	White Sulphur Road	Liberty	6	481	0.34	Widened pavement to incorporate subsurface drainage
164	County Road 164	Delaware	5	409	0.38	Widened pavement to incorporate subsurface drainage
TOTALS				890	0.72	

**C. SHOULDER MATERIAL PLACED (Recycled Asphalt / Crusher Run)
(PREP FOR CONTRACT PAVING & REGULAR MAINTENANCE):**

- 1. Recycled Asphalt Product / Crusher Run 9,100 Tons* *Estimated Tonnage

C.R.	NAME	TOWN	LEG. DIST.	Shoulder Backup (Tons)	MILEAGE COMPLETED	
13	State Route 55	Bethel	1	1,280	4.7	Raised shoulders after contract placed repair sections
31	County Road No. 31	Lumberland	2	1,674	8.5	Placed to increase safety & add lateral support to pavement
48	Hartwood Road	Forestburgh	2	620	5.0	Placed prior to paving to reduce tonnage used by Contractor
84	Cooley Road	Lib. / Rock. / Neversink	3	1,206	6.1	Placed to increase safety & add lateral support to pavement
85	Cooley Road	Liberty	3	1,638	7.3	Placed to increase safety & add lateral support to pavement
161	Heiden Road	Fallsburg / Thompson	8 / 9	1,100	8.2	Raised shoulders after contract placed repair sections
173	Bridgeville Road	Thompson	9	160	1.0	Placed to increase safety & add lateral support to pavement
176	Parksville Road	Liberty	3 / 6	1,422	6.5	Placed prior to paving to reduce tonnage used by Contractor
TOTALS				9,100	47.3	

D. COUNTY PLACED HOT MIX FOR APPROACHES AND DECKS OF REPAIRED COUNTY BRIDGES: None Tons

V. CONTRACT PLACED HOT MIX

A. QUANTITY USED:

1. Asphalt Concrete

a. Top Course, 9.5 mm<30 (64-22 Poly. Mod.) S.P.	28,606 Tons	99,253 Tons
b. Top Course, 9.5 mm<30 w / Fiber (64-22 Poly. Mod.) S.P.	4,325 Tons	
c. Top Course, 12.5 mm<30 (64-22 Poly. Mod.) S.P.	0 Tons	
d. True & Level, 9.5 mm< 30 (64-22 Poly. Mod.) S.P.	1,958 Tons	
e. True & Level, 12.5 mm<30 (64-22 Poly. Mod.) S.P.	0 Tons	
f. True & Level, 19.0 mm<30 (64-22 Poly. Mod.) S.P.	43,519 Tons	
g. True & Level, 19.0 mm<30 w / Fiber (64-22 Poly. Mod.) S.P.	5,435 Tons	
h. True & Level, 25.0 mm<30 (64-22 Poly. Mod.) S.P.	110 Tons	
i. True & Level, 37.5 mm<30 (64-22 Poly. Mod.) S.P.	15,300 Tons	

2. Bituminous Materials

a. Diluted Tack Coat	41,582 Gallons
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3. Shoulder Material

a. Recycled Asphalt Shoulder Material	13,744 Tons
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B. COUNTY ROADS TRUE AND LEVELED WITH HOT MIX (PREP FOR WINTER PLOWING): 1,127 Tons

C.R.	NAME	TOWN	LEG. DIST.	T&L (Tons)	Tack Coat	* Fog Seal	MILEAGE COMPLETED	
141	Horseshoe Lake Road	Bethel	1	332	342	0	0.51	Spot Leveled for Winter Plowing
153	Sundown Road	Neversink	3	795	678	0	1.09	Spot Leveled for Winter Plowing
TOTALS				1,127	1,020	0	1.60	

C. COUNTY ROADS RESURFACED WITH HOT MIX:

C.R.	NAME	TOWN	LEG.	T&L	TOP	MILEAGE	
13	State Route 55	Bethel	1	4,352	0	4.06	Entire Length
14-1	State Route 55	Bethel / Liberty	1	5,982	4,600	3.47	450 ft North of CR 141 North to Blanchard (North)
14-2	State Route 55	Bethel / Liberty	1	664	2,642	1.98	From Blanchard (North) North to CR 74
17	Neversink Road	Neversink	3	2,209	0	2.30	Entire Length
48	Hartwood Road	Forestburgh	2	10,127	4,078	3.71	Entire Length
56-1	County Road 56	Mamakating	7	145	1,075	0.94	From CR 172 North to a Point 0.94 Mi North
56-2	County Road 56	Mamakating	7	2,456	1,113	0.94	Point 0.94 Mi North of CR 172 North to Dump Rd.
141	Horseshoe Lake / White Lake	Bethel / Liberty	1 / 6	9,228	7,031	6.35	From Broadway North to CR 142 / 143
161	Heiden Road	Fallsburg / Thompson	8 / 9	4,534	0	4.48	Entire Length
164	County Road No. 164	Delaware	5	7,823	2,923	2.30	From Kratz Road (TH No. 20) East to St. Rt 52
171	Mamakating Road	Mamakating	4	5,573	4,588	2.69	Entire Length
173	East Broadway	Thompson	9	2,705	0	0.95	From Vill. of Monticello Line to Plaza Drive
176-1	Parksville Road	Liberty	3 / 6	9,287	3,470	2.59	From Village of Liberty to a Point 2.59 Mi North
176-2	Parksville Road	Liberty	3	0	1,145	0.67	From a Point 2.59 Mi North of Liberty to CR 85
TOTALS				65,085	32,665	37.43	

D. APPLICATIONS ON COUNTY ROADS RESURFACED WITH HOT MIX:

C.R.	APPLICATION
13	Paved "Boxed Out" sections with 3.5" 19.0<30 (Warm Mix Asphalt - WMA) & Drainage Weeps Installed with 12" 19.0<30 (WMA)
14-1	Paved T&L with 2" 19.0< 30 & Wearing Course of 1.5" 9.5< 30 with Recycled Asphalt Shoulders (WMA)
14-2	Paved T&L sections with 1" 9.5< 30 & Wearing Course of 1.5" 9.5< 30 with Recycled Asphalt Shoulders (WMA)
17	Paved "Boxed Out" sections with 3.5" 19.0<30 (WMA)
48	Paved "Boxed Out" sections with 3.5" 37.5<30 - T&L with 2" 19.0< 30 & Wearing Course of 1.5" 9.5< 30 with Recycled Asphalt Shoulders (WMA)
56-1	Paved T&L sections with 1" 9.5< 30 & Wearing Course of 1.5" 9.5< 30 with Recycled Asphalt Shoulders (WMA)
56-2	Paved "Boxed Out" sections with 3.5" 37.5<30 - T&L with 2" 19.0< 30 & Wearing Course of 1.5" 9.5< 30 with Recycled Asphalt Shoulders (WMA)
141	Paved T&L with 2" 19.0< 30 & Wearing Course of 1.5" 9.5< 30 with Recycled Asphalt Shoulders (WMA)
161	Paved "Boxed Out" sections with 3.5" 19.0<30 (WMA) & Joint Repairs over PCC Expansion Joints with 3" 19.0< 30 & Drainage Weeps Installed w/ 19.0<30
164	Paved "Boxed Out" sections with 3.5" 37.5<30 - T&L with 2" 19.0< 30 & Wearing Course of 1.5" 9.5< 30 with Recycled Asphalt Shoulders (WMA)
171	Paved T&L with 2" 19.0< 30 (Fiber Reinforced) & Wearing Course of 1.5" 9.5< 30 (Fiber Reinforced) with Recycled Asphalt Shoulders (WMA)
173	Paved T&L with 2.5" 19.0< 30 (WMA) & Installed Curb, Sidewalk and Drainage (To Be Completed in Spring 2023) (Federal Aid Project)
176-1	Paved "Boxed Out" sections with 3.5" 37.5<30 - T&L with 2" 19.0< 30 & Wearing Course of 1.5" 9.5< 30 with Recycled Asphalt Shoulders (WMA)
176-2	Paved Wearing Course of 1.5" 9.5< 30 with Recycled Asphalt Shoulders (WMA)

E. HOT MIX PLACED FOR APPROACHES AND DECKS OF REPAIRED COUNTY BRIDGES:

C.B.	BRIDGE LOCATED ON	TOWN	LEG. DIST.	T&L Tonnage	TOP Tonnage	LINEAR FEET COMPLETED	
228	Lily Pond Road (TH No. 47)	Liberty	3	88	190	575 ft.	Binder course placed in the North and South approaches. Top overlay of a +/- 575 ft of Lily Pond Road (Section including across the deck / membrane)
449	Waverly Avenue	Village of Monticello	9	22	76	350 ft.	Binder course placed in the North and South approaches. Top overlay of a +/- 350 ft of Waverly Avenue (Section including across the deck / membrane)
SUB-TOTALS				110	266	925 ft.	
TOTALS				110	266	925 ft.	

F. COUNTY FACILITIES RESURFACED WITH HOT MIX BY CONTRACT: None

VI. TOTAL QUANTITY SUMMARY OF ALL MATERIALS PLACED IN 2022

A. CRACK FILL MATERIAL

- | | |
|---|----------------------|
| 1. Crafcro Road saver 221 (Contract Placed) | 175.52 Ln.Mi. |
| 2. Material - Crafcro Road Saver 221 (Sealing of Facility Parking Lots)
(meets ASTM D6690 Type II) | 328 Gallons |

B. LIQUID BITUMINOUS MATERIALS

- | | |
|--|------------------------|
| 1. Surface Treating Emulsion (CRS-2P) (<i>Polmer Modified Asphalt</i>) | 194,676 Gallons |
| 2. Fog Seal (Diluted Tack Coat) | 44,032 Gallons |
| 3. Diluted Tack Coat | 41,582 Gallons |

C. CRUSHED STONE - MICRO-SURFACING

- | | |
|---|------------------------|
| 1. Surface Treating Aggregates (1ST Stone) | 499,565 Sq. Yd. |
| 2. Surface Treating Aggregates (Cover Sand) | 0 Sq. Yd. |
| 3. Type II, F3 Micro-Surfacing | None Tons |

D. SHOULDER MATERIAL

- | | |
|--|--------------------|
| 1. County Placed (Recyled Asphalt Product / Crusher Run) | 9,100 Tons |
| 2. Contract Placed Recycled Asphalt Shoulder Material | 13,744 Tons |

E. PLANT MIX MATERIALS

- | | |
|--------------------------|---------------------------|
| 1. County Placed Mixes | 890 Tons |
| 2. Contract Placed Mixes | 99,253 Tons |
| | 100,143 Tons Total |

DIVISION OF PUBLIC SAFETY

Bureau of Fire

John Hauschild, Fire Coordinator

2022 Activities

Fire Departments were dispatched to 6,728 calls

1,587 Activated Alarms

1 Aircraft Emergency

117 Brush Fires

57 Cellar pump outs

219 Carbon Monoxide Alarms

22 Drownings/ Water Rescue

8 Dumpster/ Trash

2 Explosion

3 Haz-Mat

134 Investigations

36 Landing Zones

1,120 Medical Calls

74 Miscellaneous

780 Motor Vehicle Accidents

1,275 Mutual Aid Calls

116 Odor of gas

184 Public Service Calls

35 Rescue

10 Search for Lost Person

325 Structure Fires

29 Traffic/Fire Police

489 Tree/ Wires Down

110 Vehicle Fires

Fire Coordinator and Deputy Fire Coordinator Response

Dispatched 823 times

Fire Investigator Response

Dispatched 70 times for Investigations

62 - Structure Fires

7 - Vehicle Fires

1 - Others

7 - Incendiary Fires (6 Structures, 1 vehicle)

35 - Accidental (30 Structures, 5 vehicles)

27 - Undetermined (26 Structures, 1 vehicle)

1 - Fatal Fires (Firefighter Line of Duty Death)

2 - Serious Injury

5 - Police Department Arrest

1 - Juvenile Fire

2022 Accomplishments

- Worked with Fire Chiefs of our 40 Fire Departments on updates on laws and policies
- Recruitment and Retention Task Force “Join Sullivan Fire” received over 50 new inquiries and participated in many community events



Figure 1: RECRUITMENT & RETENTION TASK FORCE “JOIN SULLIVAN FIRE”

- Rehabilitation Team was put into service for all Emergency Services of Sullivan County



Figure 2: REHABILITATION TEAM

2022 Goals and Objectives

Create a Rehabilitation Team and Response Unit

Start - 1/2019

Completion - 2022

Create Special Operations Trailer

Start - 1/2019

Completion - 2022

Review and Update Wildland Search & Rescue Team

Start - 1-2022

Completion - 12/2022

Emergency Services Training Center

John Hauschild, Training Coordinator

2022 Activities

TOTAL COURSES OFFERED **29**

COMPLETED COURSES **27**

FIREFIGHTERS COMPLETING COURSES **448**

FIREFIGHTER TRAINING HOURS **7233**

FIRE TRAINING COURSE CANCELLED **1**

FIRE TRAINING COURSE POSTPONED **1**

FIRE DEPARTMENTS TRAINING **37**

AVERAGE FIREFIGHTERS PER COURSE **16**

AVERAGE FIREFIGHTERS HOURS PER COURSE **16**

CLASSROOM (188): FIRE 164, EMS 3, EMERGENCY MANAGEMENT 2, PUBLIC HEALTH 15
NYS PARKS 1, DPW 1, HUMAN RESOURCE 2

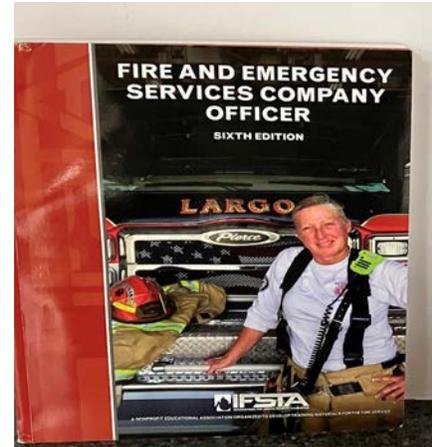
TOWER & GROUNDS (30): FIRE 30

OUTREACH: 8

CLASSROOM BY MONTH (130): JANUARY 8, FEBRUARY 6, MARCH 10, APRIL 6, MAY 8, JUNE
17, JULY 19, AUGUST 14, SEPTEMBER 14, OCTOBER 14, NOVEMBER 9 DECEMBER 5

2022 Accomplishments

- Provided Training for 40 Fire Departments, EMS, Public Health and Law Enforcement.
- Updated Fire Training Manuals for Basic Firefighting and Fire Officer Training



- Helped with securing grant for the Burn Building upgrade and new Storage Building

2022 Goals and Objectives

Upgrade of Burn Building

Start - 1/2019

Procurement / Approval - 8/2019

Completion -12/2022

Cost - Estimate \$ 50,000.00- grant?

Construct a Self-Contained Breathing Apparatus MAZE for Training Courses

Start 1/2019

Completion 12/2022

Cost -None Fire Instructor, Fire Coordinator and Deputies are building it
Sullivan County Firefighters Association bought the material.

Construction of a Storage Building

Start 11/2019

Completion 12/2022

Cost- Funded by Grant

E-911

Alex Rau, E-911 Coordinator

On the heels of the COVID pandemic which began in 2020, Sullivan County 911 is happy to report that 2022 was in many ways a return to normal for our operation. 2022 marked the first year we did not split up dispatch operations between our backup 911 Center to reduce risk of total staff infection, and allowed us to once again begin to move forward with technology upgrade projects that stalled for most of the prior 2 years. With these projects however, we ran into many manufacturer delays, supply chain shortages and such which impeded progress. 2022 also saw a 6% increase in dispatches which resulted in more Fire, EMS & Law Enforcement agency responses. Below is a list of our department goals and accomplishments from 2022:

2022 Goals:

- Complete tower construction at Rock Hill and identify funding to provide necessary radio equipment (Completed)
- Procure and implement upgraded 911 telephone system at 911. (Procurement completed, implementation slated for Q2 2023)
- Collaborate with EMS community to work on challenges in timely EMS response, which affects dispatch. (Progress made, ongoing effort)
- Develop an outreach program relative to 911 Communications (Completed)

2022 Achievements:

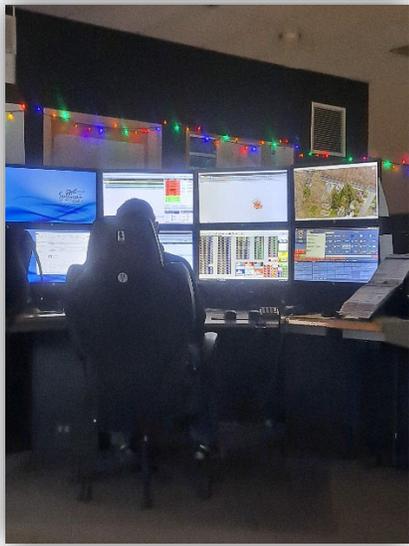
- Having a dedicated and amazing team of 911 Dispatchers
 - Dispatchers collectively completed over 375 hours of continuing education/training/recertification's
 - Despite (3) new vacancies in 2022 our team endured overtime to keep the people of Sullivan County safe - while training replacements at the same time.
- Negotiated a no-cost to the County fiber upgrade of telecommunication circuits to the 911 Center with Verizon. This upgrade will transition copper lines to fiber lines improving clarity and function.
- Completed tower construction of Rock Hill tower. Finalized a co-location with Verizon Wireless to bring improved wireless coverage to the Rock Hill community while providing a revenue to the county.
- Completed several DHSES grant contracts together with our grants department.
- Working together with our EMS community, reduced the paging time for EMS calls from 5 minutes to 3 minutes in order to expedite care to 911 callers.
- Provided incident field communications support to (2) incidents in the Neversink Unique Area
- Continued involvement with Opioid Taskforce in providing statistics to the taskforce along with the HV crime analysis center.



911 assisting with field communications in the Neversink Unique Area, Rock Hill, NY

Maintenance being conducted at communications sites despite the weather.





911 Dispatcher working through the holidays to keep our residents safe.

2022 Year End Statistics Summary

NUMBER OF AGENICES DISPATCHED		
	Year 2021	Year 2022
Fire	6407	6728
EMS	14906	16357
Police	17967	18540

Incidents Reported	32874	33675
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Telephone: Wireless 911	33,632	34,698
Telephone: Wireline 911	40,506	41,653
Total Phone Calls Processed	107,994	109,498

LANGUAGE LINE UTILIZATION 2022 (minutes)		
Spanish: 2,259	French: 29	Mandarin: 66
Chinese: 15	Arabic: 10	Polish: 23
Italian: 5	Russian: 5	

Bureau of EMS

Alex Rau, EMS Coordinator

The Sullivan County Bureau of Emergency Medical Services (EMS) has continued in its mission to promote EMS educational opportunities, ensure a mutual aid plan is in place and collaborate with EMS leaders to support their efforts to provide EMS services to their communities.

The County's Emergency Medical Services Board had met several times in 2022 in an effort to provide recommendations to the legislature. While progress has been ongoing, it's believed some of those recommendations may be forthcoming in the 2023 calendar year. The Bureau has continued to have regular bi-monthly meetings with EMS Captains to discuss EMS training needs, share operational accomplishments, explore cost sharing/saving efficiencies, improve mutual aid, and discuss DOH directives relative to patient care & EMS protocols.

In 2022 our County saw a 10% increase in dispatched EMS calls over last year. This rising call volume coupled with decreasing EMS resources is not limited to a Sullivan County issue, but is an "EMS Crisis" as it's become termed across NYS. The requests for EMS are outpacing the number of available units. The result is an increase in response times, sometimes significant, waiting for ambulances to drop off one patient to go get another. Patients that require advanced life support services (ALS), are transported basic life support (BLS) because an ALS unit was not available. These are some of the critical challenges faced by the current EMS system.

In the meantime the Bureau of EMS continues to implement recommendations provided by the The Benjamin Center of SUNY New Paltz to begin to improve our EMS system.

- **EMS provider recognition & public education**
 - Recognize EMS volunteers through awards presented by our legislature as well as implemented an annual EMS awards program. In 2022, its first year, our Sullivan County provider nomination was forwarded to the Hudson Valley region and garnered the regional award as well.

- Educate the public on the nature of EMS services. The Bureau of EMS has attended senior citizen meetings and scout troop functions to explain EMS, when to call and when not to call. This effort will continue
- Diminish ambulance abuse: The Bureau of EMS has identified (3) frequent EMS callers in the 2022 calendar year and working with other County agencies such as APS or OFA have been able to find more appropriate services for these individuals reducing the calls to 911 for EMS services.
- **Training:**
 - Developed an email list of providers to disseminate EMS training opportunities both virtual and in-person. In 2022 we have promoted over 60 EMS training opportunities
 - 2022 working with Sullivan BOCES and our Bureau of Fire to bring an EMT program at BOCES for high school aged teens. This program will provide an “employment ready” path for our youth once they graduate high school, and increase the resources available to the EMS system. This program is set to begin in Fall 2023.
 - 2022 began working with SUNY Sullivan to bring an EMT program to the County Emergency Services training Center for the first time ever. This course is set to begin Spring 2023.

2022 Department Accomplishments:

- Deputy EMS Coordinators have visited each ambulance squad meeting at least 1 time, and met with captains on a regular basis to maintain communication.
- Organized and held the first annual EMS appreciation BBQ at Lake Superior Park. With rave reviews from the EMS community, the 2nd annual EMS BBQ is being planned.
- Promoted and organized an EMS award program to recognize our providers and agencies of excellence. In fact one of our local EMT provider of the year winners was forwarded for regional award and won the regional award for EMT provider of the year.
- Assisted (2) agencies with their NYS DOH recertification process
- Provided Narcan training to (4) EMS agencies in the County
- Continue to highlight EMS agencies and members on the County’s Bureau of EMS Facebook page which in turn spurs interest and recruitment efforts.
- Two Bureau of EMS Staff completed their HSEEP certification which will enable the county to perform self-organized exercises with evaluation.
- Updated all County AED’s with new defibrillation pads and batteries.
- On the heels of the Line-of-Duty-Death of firefighter Jim Steinberg, the Bureau of EMS achieved a goal to offer and promote joint training with firefighters and EMS personnel in the delivery of “Firefighter Down CPR”. These offerings began in 2022 and will continue.
- Brought the first Pet CPR & First Aid class to our training center since often times first responders are looked to for pet first aid in an emergency

Bureau Staff Incident Responses 2022	
EMS - 1	29
EMS - 2	22
EMS - 3	1

Probation

Pennie Huber, Director of Probation

Accomplishments

- Completion of the annual State Aid Plan
- Validation of Peace Officer Registry and Certification
- 100% compliance with annual training requirements
 - Minimum 21 hours of continuing education hours annually
- 100% compliance of quarterly sex offender residence checks
- Exceeded state established milestones for Alternative to Incarceration / Pre-Trial Release programs
- Participation on multiple committees
 - Public Safety - Law Enforcement Committee
 - Sullivan County Drug Treatment Court
 - Sullivan County Youth Board
 - Sullivan County Substance Use Task Force
 - Participation in STOP DWI-Victim Impact Panel
 - Mid-Hudson Regional Youth Justice Team
 - Wellness Committee
- Polygraph examination of sex offenders completed in 2022: 6
- Continuation of home contacts during non-traditional work hours
- DWI enforcement during non-traditional work hours
- Filling of departmental vacancies - accomplished (2 Probation Officer Trainee)
- Attended law enforcement career fair at local high school
- Created/updated policies per state directive

Goals

- Completion of the annual State Aid Plan
- Annual validation of Peace Officer Registry and Certification
- 100% compliance with annual training requirements
- 100% compliance of quarterly sex offender residence checks
- 100% compliance with DNA collection
- Create and update policy within the department as necessary
- Provide PTR with cell phones for communication with defendants
- Exceed state established milestones to the Alternatives to Incarceration, and Pre-Trial Release programs
- Attend Community Events as we have done in past years to enhance community relations
- Equipment enhancements
- Laptop (or tablet) for field work

Statistical Information

Investigations

The Sullivan County Probation Department services 20 Courts, including the Sullivan County Court, the Sullivan County Family Court and various Justice Courts. Pre-Sentence and Pre-Dispositional Reports are comprehensive documents which include demographic information on a face sheet, a defendant's legal history with an analysis of that legal history, the defendant's statements of the present offense, the police version and victim information and statements, the defendant's family life from birth to the present, education, employment, financial information, military service, physical and mental health issues, addictions and treatment, etc. The information is evaluated and recommendations consistent with state laws are made to the court. Each report is from 10 to 15 pages with as much information as possible being verified.

Presentence Investigations:

- Felony Investigations ordered by the courts: 236
- Misdemeanor Investigations: 30 Total: 266
- Other: 0

Pre-Dispositional Investigations:

- Juvenile Delinquency: 13
- Person in Need of Supervision: 0 Total: 13
- Other: 0

Telephone Interviews

Defendants were released to Pre-Trial supervision directly from the Court and the interviews were conducted by telephone 6.

- Total number interviews conducted
 - Pre-Sentence Investigations: 85 telephone interviews, 81 in-person interviews
 - ATI/Pre-Trial Release: 46 telephone interviews
 - Supervision related: 0

Alternatives to Incarceration

Pre-Trial Release

The Pre-Trial Release program allows detained persons who have been accused of a crime but not convicted to be released back into the community (without posting bail) under

supervision. This represents a savings to the county in that it costs approximately \$200 per day to house one person in jail per day. It allows the offender the opportunity to remain employed, support his/her family, seek treatment, etc. There are offenders who are ordered to perform community service, (work for the public good) as a condition of their sentence.

- Total number of persons released on Pre-Trial Release supervision during 2022- 131
- There were 77 active Pre-Trial Release cases at the end of 2022.

Community Service

Number of community service hours ordered in 2022 - 3,237 hours ordered

Number of community service hours completed in 2022- 2,958.5 completed

Number of persons ordered to perform community service during 2022 - 42 people ordered to perform

There were 20 active community service cases at the end of 2022.

Note: Offenders may have several years to complete the community service obligation.

Supervision of Offenders

Number of Adult Offenders on Probation at the end of each month:

Month	Felony	Misd.	Totals		Interim Felony	Interim Misd	Total
January	210	164	374		23	2	25
February	214	168	377		20	2	22
March	203	167	370		19	2	21
April	205	162	367		19	2	21
May	205	161	366		19	2	21
June	211	152	363		19	2	21
July	208	144	352		18	2	20
August	204	144	348		19	2	21
September	203	144	347		19	2	21
October	204	147	351		19	1	20
November	197	154	351		20	1	21
December	200	152	352		17	1	18

Month	Discharges			Return for Sentencing		TOTALS
	Early	Max	Revoked	Interim	Death	
January	6	8	9	5	0	28
February	10	3	2	0	2	17
March	6	4	10	4	0	24
April	1	0	7	3	0	11
May	1	5	3	6	0	15
June	3	7	3	2	0	15
July	1	8	4	3	0	16
August	7	3	12	0	1	23
September	6	2	5	4	0	17
October	5	5	4	3	0	17

November	1	6	6	6	0	19
December	1	3	5	4	0	13
Totals	48	54	70	40	3	215

Specialized caseloads

Sex Offenders:

Each quarter the Sullivan County Probation Department is required to report to the NYS Division of Criminal Justice Services (DCJS) and Office of Probation and Correctional Alternatives, a Sex Offender Registry confirmation summary form. The Sullivan County Probation Department has had and maintains a 100% compliance rate for confirming addresses. We not release these offenders from supervision early.

Number of sex offenders/SORA level (Average caseload is 50 offenders - includes those who are not required to register)

Quarter	Level 3	Level 2	Level 1	Pending	Total
1 st Jan-Mar	1	4	24	0	29
2 nd Apr-Jun	5	7	28	0	40
3 rd Jul- Sep	5	10	28	0	43
4 th Oct-Dec	2	9	28	0	39

DWI:

Each quarter the Sullivan County Probation Department is required to report to the NYS Division of Criminal Justice Services (DCJS) and Office of Probation and Correctional Alternatives, the number of offenders sentenced to Probation that require an ignition interlock device. Staff are required to enter these offenders into a DMV system known as LENS. A PO is then notified by DMV of any changes to that offender's license. PO's must also run registration checks every 3 months to ensure the offender does not have any vehicles registered/titled to them that are not equipped with an Ignition Interlock Device. (Average - 120 offenders under supervision)

In January 2022, the department took over CD monitoring with regards to those offenders with an IID requirement from the Sullivan County District Attorney. The Probation Officer must perform the same functions to monitor the IID. We have an average of 90 offenders.

DWI stats for 2022:

Interlock Quarter	Number ordered	LENS Registration	Vehicle Registration checks
1 st Jan-Mar	28	20	98
2 nd Apr-Jun	31	25	104
3 rd Jul- Sep	21	19	100
4 th Oct-Dec	28	26	115

Domestic Violence:

The department supervises offenders convicted of domestic violence related offenses where there is generally an active Order of Protection. These offenders are not released from supervision early. We had 30 offenders at the end of 2022.

Drug Treatment Court:

DWI Court was added to Treatment Court (Vettrak and Drug Court were already utilized) in December 2022. There are generally 20-30 participants in our county Drug Court program annually. We have a Probation Officer who is part of the treatment team and attends the weekly staff meeting. One officer supervises the Drug Court cases and another officer supervises the DWI Court/ Vettrak cases. We supervise on average 15 of these offenders participating in the program who are not in inpatient treatment, but are under interim supervision or have a pending probation violation.

Restitution, Fines, Fees 2022

1,207 payment(s) received in 2022: Total \$147,552.60

By Obligation Type:

Administrative Supervision Fee - (408) - \$25,431.00

DWI Supervision Fee - (279) - \$24,697.00

Fines/Court Fees - (50) - \$6,914.00

Restitution - 10% - (372) - \$67,019.55

Restitution - 5% - (88) - \$14,761.50

Restitution - Family Court - (5) - \$260.00

Surcharge - (458) - \$7,459.05

Unallocated - (2) - \$70.00

Family Court Supervision 2022

- Supervised 11 Juvenile Delinquent on Probation
- Supervised 0 Persons in Need of Supervision on Probation
- Supervised 4 Adults for Non-payment of Child Support
- Conducted Youth Assessment and Screening instruments on all juveniles
- Processed 192 Family Offenses / requests for Orders of Protection
- Processed 48 Juvenile Delinquency Appearance tickets

Miscellaneous Information

- The department executes many of our warrants for probation offenders
- Average 2 times a month evening home contacts

Training / Continuing Education:

- New Probation Officer Trainees are required to complete 160 hours of Fundamentals of Probation Practice (Fundamentals of Probation Practice, Officer Safety and Survival,

Peace Officer qualification) in their first year of employment. They must then undergo 47 hours of firearms/Aerosol Subject Restraint training plus an additional 11 hours of Peace Officer/Use of Force training.

- Thereafter, all Probation Officers, Senior Probation Officers, Probation Supervisors, Deputy Director and Director, are required to complete 21 hours of continuing education annually, which includes 8 hours of mandatory firearm recertification, 2 hours of ASR, 1 hour Use of Force, 2 hours of Taser Recertification.
- During 2022, 20 different staff members attended a total of 231 trainings for a grand total of 1,262.75 hours of training attended.

DIVISION OF MANAGEMENT & BUDGET

Budget Office

Janet Young, Budget Officer

2022

- Developed and crafted the 2023 Operating Budget and 2023-2028 Capital Plan in conjunction with the County Manager, including input from departments. This budget stayed within the Tax Cap as defined by the NYS Office of the State Comptroller. This budget consists of two separate books. The detail book includes each individual line items for each of the County's organization codes; detailed position listing by department including position number, title and budget dollar amount; and the 2023-2028 Capital Plan. The Executive Summary is designed to provide the average taxpayer a more transparent and easy-to-understand version of the budget. Included in the Executive Summary is a budget overview, revenue and expense discussions, various fiscal summaries and department summaries. An interactive, digital budget book was developed for the 2023 Operating Budget, complete with drop down menus and filterable graphing so that interested parties can dive into budget information in a new and innovative manner.
- Sullivan County received the Distinguished Budget Presentation Award from the National Government Finance Officers Association (GFOA) for the 2022 budget. This is the seventh consecutive year the county received this award. This award is based upon certain criteria outlined by the GFOA with the goal of providing the citizens of Sullivan County a document that is easy to read and understand where their tax dollars are being spent. Each year the Budget Office strives to make improvements to the document by following GFOA guidelines.
- The Budget Office has worked to maintain the finances of the Adult Care Center. The finance office at the facility has several vacant positions and with the assistance of the staff at the facility, we have been able to keep things going. Effective October 1, 2021, Infinite Care has taken over managing the facility, however, the County still maintains the entire procurement process, manages the bank accounts, resident savings accounts and the payroll for County employees working at the facility. Communication

with the management company regarding the financial standing of the office is also, a large part of our ongoing participation.

- Staff from the Budget Office has been active in Public Health and Community Services to get a better understanding of their claiming and revenue process. This will assist in understanding the figures budgeted within those departments and the feasibility of what is being entered. It will also enhance fiscal efficiency and the timely reporting of revenues.
- We continued to assist with some of the fiscal aspects of the Grants and Planning departments.
- In conjunction with Grants, Purchasing and the Treasurer's office, we assisted in compiling the backup documentation for the County's second, third and fourth packet to FEMA, for the reimbursement of COVID related expenses.
- Quarterly reporting for the American Rescue Plan Act as required by the US Treasury was filed timely. The deadline for filing the initial interim report was August 31, 2021. As determined by the County Legislature all available funding was reported under Expenditure Code 6 - Revenue Replacement. Using the funds this way enables the County to apply the funds to general government services such as the construction and reconstruction of roads, and sponsorship of energy efficient capital improvements at our local community college. The County received our second payment of \$7,325,891 in 2022, of which \$7,144,744 is Expenditure Code 6 - Revenue Replacement. The manner of use for the balance of \$181,147 has yet to be determined.
- In conjunction with the Purchasing Department, this office worked to review and modify our County's Purchasing Card (P-Card) Policy. The Purchasing office has taken on the overall management of the P-Card countywide.
- Worked actively on the maintenance, security and functionality of New World ERP and the Kronos timekeeping system.
- The payroll department processed 26 regular pay cycles, 29 special pay events,

compiled all state and federal reporting in relation to the County's payroll and worked towards the impending enhanced reporting requirements for the New York State Retirement System.

- 5 of the 7 union contracts were settled and finalized in 2022 and all retroactive payments have been made to union members.

PURCHASING AND CENTRAL SERVICES

Allyson Lewis, Director

The Sullivan County Purchasing Department has the responsibility of purchasing all goods and services for all Sullivan County departments. This includes all bids, requests for proposals, quotes and purchase orders.

This office executes all contracts for bids and services procured through this office.

Purchasing has the responsibility of obtaining the best quality products and services for the best price, in a fair, open, and competitive manner.

2022 Accomplishments and Goals

For the 2022 year, the Purchasing Department accomplished the following:

- Processed 2970 Purchase Orders
- Issued 28 Formal Quotes
- Issued 41 Request for Proposals
- Issued 72 Bids
- Executed 117 Contracts for Services
- Completed approximately 1016 Change Orders
- Provides New World Training for all new employees assigned to requisition entry and provides training updates and refresher training for employees that request it
- Utilized municipal piggybacking contracts
- Utilized NYS OGS Contracts and Vehicle Marketplace Purchasing options
- Oversight of Resolutions for departments for procurement
- Trouble shooting all vendor issues pertaining to bids, orders and deliveries
- Assisting all departments with BID/RFP research, preparation and planning
- Processing Accounts Payable batches for both Purchasing & Central Services
- Processes monthly Central Services chargebacks
- Distribute PPE supplies as needed to all county departments
- Inventory management for PPE supplies
- Expanded P-Card usage with 2376 transactions for 2022
- Provided assistance with departments for grants, verifying procurement requirements for all department projects, commodities and services
- Provided assistance and guidance to Sullivan County municipalities in NYS OGS contract opportunities (fuels, road salt, services, etc.)

In addition to the above list of goals achieved, the Purchasing Department implemented a training overview for the Public Works Department in 2022, for bid summary review, including open purchase order utilization, contract periods and awarded vendor information.

During 2022, the Purchasing Department took over management of the P-Card Program. This office in conjunction with Management & Budget, Treasurers Office, ITS and the Audit Department have implemented new infrastructure for workflow of the P-Card Program. For the 2022 year, 2376 transactions were processed. Utilizing the P-Card as a payment mechanism allows for prompt payment to vendors, as well as expanded our vendor base.

The Purchasing Department continues to provide customer service to departments and the public and assists local political subdivisions (towns, villages, fire departments, libraries, etc.) in procurement options, piggybacking opportunities and guidance on how to utilize the NYS OGS website contracts for commodities.

Central Services Department (Mailroom):

The Central Services Department provides mail services for all departments and outside agencies. This includes processing incoming and outgoing mail daily, delivering to all departments at the Government Center and delivering to outside agencies. This office also provides incoming and outgoing service for UPS, Fed Ex, overnight service and certified mailing for all departments.

For the 2022 year, the Central Services Department accomplished the following:

- Processed 155,816 pieces of outgoing mail
- Processed all incoming mail for all agencies
- Provided mail courier services twice a day for the Jail, Courthouse, Legal Aid and all State Agencies
- Assisted multiple departments on large bulk mailings

The Purchasing Department provides the foundation for all departments to realize their goals. Whether it be that they need this office to issue a bid for food, medical supplies, construction, paving, parts or commodities, or they may need a study completed for one of their programs or to procure specialized services for their clientele, this office is involved in helping them achieve their goals.

DIVISION OF INFORMATION TECHNOLOGY SERVICES

Lorne Green, Commissioner/Chief Information Officer

2022 Accomplishments

The mission of the Information Technology Services (ITS) is to be a leader in providing government services through innovative, reliable, and responsive information technology solutions, as well as to affect fundamental rethinking and redesign of business processes and support functions to achieve dramatic improvements in critical modern measures of performance such as cost, quality, service and speed.

The Division of Information Technology Services (ITS) is a business process service bureau that provides IT services and information to all County Divisions, several local governmental units (Towns, assessors, law enforcement, etc.), internal customers (users), vendor and service accounts and computer and server accounts. ITS is responsible for over 430 applications, copy/print/scan services, all fax and VoIP/legacy phones, and provides systems support, maintenance, enhancements and new development for all major systems applications. ITS is under the administration of the Office of the County Manager is comprised of four organizational disciplines, including Administration - Internal Services, Application Services, Technical Systems and Networking. There are a little over 65 unique job classifications within the ITS Department performed and carried out.

Functions of the Division of Information Technology Services include: Computer support, Network support, Security (protection of the County's electronic infrastructure from attacks both foreign and domestic), Software solutions, Telephone services, Copy & print services, Administrative functions, and Employee training.

ITS Operations Staff

Tasks Completed in 2022:

1. Forklift upgrade/replacement of our production/mirror storage infrastructure.
2. Complete upgrade of all domain controllers.
3. DHCP load balancing.
4. Firewall upgrades at all (3) production facilities.
5. Government Center Legislative Hearing Room A/V project completion.
6. Multi-factor Authentication implemented network-wide.
7. Outbound email encryption implemented.

8. Varonis data/domain audit system upgrade.
9. Tape backup system library/server/software upgrade.
10. Forklift multi-function print/copy/scan device replacements countywide.
11. Forklift plotter replacements - DPW, RPT, Planning, County Clerk.
12. SCSO LiveScan solution upgrade/replacements: new workstations, cameras, scanners in Patrol/Jail
13. GPS based automatic vehicle locator (AVL) upgrade: new physical server and upgraded application
14. New fiber installs from the landfill scale house to the waste treatment plant & MRF building.
15. PHS, DA, BOL laptop replacements
16. Redundant geo-diverse Internet connection at the Government Center: two redundant and geo diverse connections for automatic fail-over if one of the connections goes down.
17. SCSO Patrol access to municipal security cameras (County and school districts).
18. Security camera installs as needs dictate throughout County facilities infrastructure.
19. 2022 IMA to provide Town of Rockland IT support.

To Be Completed (Operations):

20. Liberty campus fiber replacement 33% complete, remaining two-thirds to be connected by end of February 2023.
21. New forklift endpoint detection and response (EDR) deployment underway in late 2022 to replace prior anti-virus solution Q2 2023 completion anticipated.
22. Verizon wireless network extenders for the Liberty campus – currently in process – slated for 2023 completion.

ITS Applications Staff

Tasks Completed in 2022:

1. 1099 Prep work for BICS 2022. Import created for County's enterprise resource planning (ERP) solution.
2. Migration and Upgrade of Dossier to new server for DPW.
3. Log4j vulnerability fix mitigation on all virtual machines completed.
4. Anti-virus migration from old to new end-point detection and response (EDR) solution completed within the virtual environment.
5. Implemented Horizon client for state users in DSS to access NYS supplied virtual machines.
6. Migration from on-prem to cloud solution for DCS electronic medical record (EMR) solution.
7. PHS Laptop software deployment for exchange (old for new laptops).
8. FTP Automation for PHS uploads for Medicare updated (new ftp client, new external destination servers) at Netsmart.
9. Annual end-of-year software update for Board of Elections.
10. Complete redesign of DSS Fraud Investigations app was started in 2021, finished in 2022 and is being used actively by staff. Also Implemented and updated new reports as requested.
11. PHS continued updates to Covid Vaccination system.
12. PHS Death Certificate System webapp creation and deployment. In use now.
13. Civil Serve Application upgraded

14. Autatex update (moved to cloud website from onsite app) for DPW
15. Vetapp updated to new .net based app with additional reports added
16. Migrated reports from Viewer FX and Crystal reports to SSRS for payroll
17. Added new HEAP Reports
18. Added reports for PHS Death Certificate App
19. Created Assets Billing Reports using data from Assets Database
20. Made Edits to Assets Database to add new fields and fix historical data displays
21. Updated Animal Abuse Registry to .net webapp with SQL backend from static webpage
22. Legistar app administration and implementation of running changes to layouts as requested.
23. Conducted Legistar Training sessions as needed
24. Risk nFinity report updates as requested
25. Took over PhonexOne data update responsibilities.
26. Existing portal research in expectation of replacement project.
27. Scanned 73 Probation boxes, 4 DFS Childcare boxes and 76 Treasurers Tax books (with the Town of Thompson's documents considered - equivalent to 389,252 pages).
28. Completed County Managers forms project - Request to Attend, Request to Fill, Transfer of Accrued Time.
29. Implemented use of JQuery library for forms usage to be able to populate names while typing first characters as an enhancement.
30. Added Laserfiche capabilities for department storage in CWD, Vets, OFA, Youth, and Transportation.
31. Implemented initial release of DFS Accounting records management.
32. Implemented desktop scanning to Laserfiche for Human Resources.
33. Updated Veteran's records to be based on VetID rather than SSN for synergy with Vetapp application
34. Started scanning tax books for treasurer's office, starting with years 2005 and 2006
35. Hosted shared services for Town of Thompson implemented and initial training completed for licensed users.
36. Programmed Management Vacation payout form.
37. Regular Upgrades & Maintenance of Automon's Caseload Explorer on behalf of Probation.
38. Regular Upgrades & Maintenance of Tyler Tech New World ERP - countywide use.
39. Migrated all public facing webapps from old to new server using secure.sullivan.us domain certificate. Old server powered off.
40. Took on Website backend hosting for Town of Rockland (Shared Services)
41. Town of Rockland - Got remote solution for logging onto Assessors machine from Assessors laptop when out of the office or in use by acting assessor when primary was on leave.
42. Launched Legistar for BOL and new Granicus Suite for video broadcasts, moving activity away from the older IQM2 based Granicus solution and resolving searching problems.
43. RSPV4 updates for Real Property.
44. ATC update and deployment for Treasurers and new application for Collection of Fallsburg Taxes
45. Google Chatbot project deployed to public website **(first county in New York State!)**

46. Election Results maintenance/updates for each election.
47. Worked with Administrator of Assigned Counsel on selection, data set up, implementation, and Deployment of PDCMS (Public Defense case management system) for office of public defense.
48. Upgrade to new SJS moving away from IE and forcing modern browsers for functionality.

To Be Completed (Applications):

1. BOE segmentation is ongoing going in 2023.
2. Working with BOE and NTS on the redistricting project (giving access to data).
3. DFS HEAP database application redesign. Data migration complete and application programmed. In final stages now ready to demo and release soon. Stage one ready to deploy soon. Going into 2023, plan to also incorporate the HEAP Log which has historically been a completely separate app.
4. Started to work with Purchasing (consulting with County Attorney for what they can replace on paper with Laserfiche) and Audit (evaluation).
5. Last aging SQL server needs one more database moved.
6. Need bookmarks in edge to be redirected so they are not lost if we blow away a machine in virtual environment. This will allow is to make edge the default browser.

Looking ahead in 2023 (Applications):

1. PHS Emergency Supplies Inventory app
2. Update/Revamp Applications list
3. Migration of IQM2 Data to Legistar
4. New ATCtaxes replacement for Treasurers
5. Amplifund implementation
6. Portal Replacement project using SharePoint through office 365
7. New MSI creation software purchase and set up
8. Merging of programming styles for internal apps moving from access to .net for all.
9. Migration from Netsmart to new Provider
10. Probation new apps
11. Adding fields and history for MAAS 360 data to assets database

ITS Geographic Information Systems (GIS) Staff

1. Nine new developments given 911 Addressing
2. Hosted GIS Day in the Government Center lobby.
3. GIS Maps created:

a. 911	3 Maps
b. County Manager's Office	1 Map
c. DHS	1 Map
d. DPW	2 Maps
e. Fire Bureau	11 Maps
f. ITS	6 Maps
g. Municipality	2 Map
h. Parks and Rec	5 Map
i. Planning	11 Maps
j. Public	9 Maps
k. Transportation	4 Maps

- I. Treasurer's Office
 - 1 Map
 - m. RPS Tax Map (2022 - Exported/Consolidated/Uploaded): 2,064 Maps
- 4. Completed Enterprise GIS solution upgrade to 10.9.1
- 5. New "Move Sullivan" routes documented and gone live Sept 1, 2022.
- 6. Completed Parcel Fabric Development and Migration.
- 7. Provided GIS component for MUD Workshop County Resiliency Plan for Planning Dept.

To Be Completed (GIS):

- 1. Delaware River SAR Maps
- 2. Enterprise Migration for Emergency Management Suite and Utility Network Solutions.

ITS Security Staff

There are numerous security implementations and initiatives that for obvious reasons, we cannot outline here. That said, the key focus of our efforts can most accurately be categorized in the following 5 activity groupings:

1. **Identify:** The Identify Function assists in developing an organizational understanding to managing cybersecurity risk to systems, people, assets, data, and capabilities. Understanding the business context, the resources that support critical functions, and the related cybersecurity risks enables us to focus and prioritize our efforts, consistent with our risk management strategy and overall business needs.
2. **Protect:** The Protect Function outlines appropriate safeguards to ensure delivery of critical infrastructure services. The Protect Function supports the ability to limit or contain the impact of a potential cybersecurity event.
3. **Detect:** The Detect Function defines the appropriate activities to identify the occurrence of a cybersecurity event. The Detect Function also enables the timely discovery of cybersecurity events.
4. **Respond:** The Respond Function includes appropriate activities to take action regarding a detected cybersecurity incident. The Respond Function supports the ability to contain the impact of a potential cybersecurity incident.

Recover: The Recover Function identifies appropriate activities to maintain plans for resilience and to restore any capabilities or services that were impaired due to a cybersecurity incident. The Recover Function supports timely recovery to normal operations to reduce the impact from a cybersecurity incident.

DIVISION OF HUMAN RESOURCES

Julie Diescher, Commissioner

Personnel

The Sullivan County Division of Human Resources administers civil service for 41 local jurisdictions, including towns, villages, school districts and libraries. Sullivan County's Personnel Department hosted 127 Civil Service exams and processed 791 applicants for these exams.

In an effort to recruit and retain a diverse workforce the HR Team attended four Job Fairs, posted over 70 job openings on Social Media outlets and assisted in the professional development of 14 Student Interns. Through a variety of social media and other marketing measures we received, reviewed and processed 3,269 applications, an increase of nearly 40% from last year. The office hosted 26 orientations, processed 358 new hires, 520 new appointments and 67 position (re)classifications. Sullivan County jurisdictions kept our office busy which is evidenced by the 1,668 payroll/position-related changes processed through our office - in addition to the 3,977 position-related changes processed for the County. Risk Management and Human Resources assisted 46 employees' transition into retirement, processed 106 resignations and 47 unemployment claims for 2022, 17 of which were successfully controverted. The department processed 22 tuition assistance requests for 2022 and recognized two graduates from the Civil Service Institute.

In line with our digitized office goal, we continued to streamline and gain efficiency in our processes through scanning in nearly 15,000 pertinent Risk Management and Personnel related files. Further in-line with our goal to digitize and streamline the legislature passed resolution 4983 in October 2022, allowing the office to backfill positions for retirement succession without need for a resolution. Since passing this resolution three such backfill positions were realized. Additionally, with assistance from the IT department we successfully digitized leave accrual donation forms for ease of the end user, resulting in 20 submissions since its inception in September. The transition to a web-based training solution resulted in County employees successfully completing 12,575 state and other County mandated classes, for an overall completion rate of 93.7%. The office continues to provide Civil Service related trainings for jurisdictions/departments and in 2022 hosted 10 such trainings.

Sullivan County recognizes our greatest asset is our workforce. Striving to create and maintain a work environment that is professional and respectful. When an employee takes the time to provide feedback or express concerns about their environment or a potential violation of law or County Policy, we take that seriously. In 2022, the office investigated 30 personnel related complaints resulting in recommendations for trainings through the Employee Assistance Program (EAP) or counseling/progressive discipline where applicable. This resulted in 322 units of service through the EAP referral/coaching benefit. The year-end report for this benefit also reflects 211 self-help units offered utilized in addition to 508 employee initiated professional development classes taken.

The office noted a significant increase in the utilization of Family Medical Leaves, ending 2022 with 568 approved, an increase of nearly 85% compared to 2021. The Risk portion of the Division processed 52 health insurance buyouts, enhanced the orthodontia portion of the dental coverage and processed 42 short term disability claims.

Additionally, the office was a key component of the Safety Committee, which successfully recruited and trained safety monitors and conducted safety assessments across county departments, making recommendations for various improvements.

As part of the Negotiating Team, realized the successful negotiation of seven distinct bargaining units which resulted ratification of all union contracts.

Goals not realized include the streamlining of the Family Medical Leave and the transition of the on-boarding process to digitization.

Risk Management

Kathleen Taggart, Manager

Executive Summary

The Department of Risk Management and Insurance is responsible for the comprehensive risk management and various insurance programs that are in place to protect and insure the assets of Sullivan County.

Risk Management oversees various employee benefit programs such as: health insurance, dental insurance, vision insurance, Short Term Disability, the administration of COBRA benefits and voluntary (member funded) programs. Benefits are provided to approximately 900 employees and 500 retirees.

The Department of Risk Management continues to reduce the County's total cost of risk. Where appropriate, the responsibility for potential loss is placed on other parties through the purchase of commercial insurance coverage or contractual obligations.

Various types of coverage are provided for the County, the Sullivan County Airport and the Sullivan County Adult Care Center. The Risk Management and Insurance Department administers the Self-Funded Worker's Compensation Program. This includes the County, Sullivan County Community College, Sullivan County Soil & Water, 15 Towns, 5 Villages and 47 Volunteer Fire and Ambulance companies. The office processed 137 Workman's Compensation Claims, 17 207C and 42 Short Term Disability Claims in 2022. Additionally, the office processed 52 Health Insurance Buyouts to employees that opted out of the health insurance coverage for the entire 2022 plan year.

Accomplishments

In 2022 Risk was successful in securing an enhancement to the County Dental Plan, increasing the Orthodontia limits for plan participants. The office also secured a health reimbursement vendor for Excelsior Plan participants as dictated by contract negotiations.

- 39 Retiree Health Inquiry for future retirement planning purposes
- 254 COBRA notices; 161 in regard to 67 employee resignations/terminations (the 161 includes the covered dependents that needed to be included)
- 323 Medicare Part B reimbursements

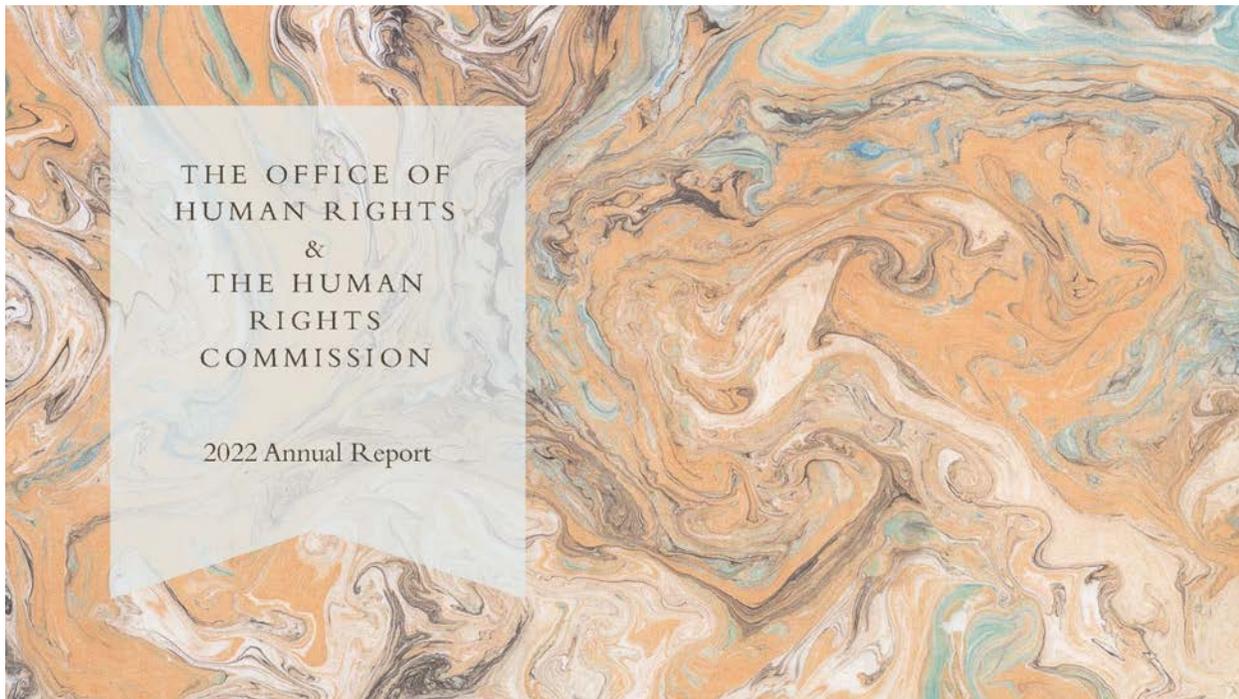
- Approximately 250 rate letters advising of new retiree/cobra/coroner health premiums for the 2022 plan year - these are not a one size fits all letter and not automatic.
- Logging in approximately 250 retiree/cobra/loa payments per month in addition to processing deposits for payments

Our goals continue as they have been: to provide the best customer service to our clients; the County, County employees and Retirees; Participants in our self-funded WC Plan and the Taxpayers of the County.

We continue the process of reviewing targeted loss control for our County staff and our WC Plan Participants. We continue to strive to create safer workplace environments and were a valuable contributor to the re-development of the County Safety Plan.

Human Rights Commission

Adrienne Jensen, Executive Director



Nine Month Overview for 2022



The Office heard:

- One hundred - thirteen complaints
- Plus two cases that affect over 40 individuals

Summary of 2022

The Office of Human Rights is under the direction of the Executive Director, Adrienne Jensen. Ms. Jensen also serves as the Commissioner for the Sullivan County Human Rights Commission.

The Office is tasked with advocating for dignity to be present in the lives of our citizens. This requires feedback from the public on issues that are of concern and makes public outreach vital. It is important that the public know that the Office exists, and that the Office seeks to advocate, direct and support the citizens, within its power. These conditions occur by establishing goodwill and consistent roots in the community. Outreach has been conducted by attending meetings at foundations, county offices, schools, social service agencies, housing facilities, clubs, community events and by asking questions and listening.

The second year of the Office's reopening was incredibly successful. Housing was sited as one of the most pressing issues due to lack of inventory, sensitivity to disabled tenants, those with school-aged children and elderly, during new property owner takeover and humanity in addressing living conditions. Most major agencies are now aware of the existence of the Office, many of the services it provides and utilize it as a regular referral to individuals in need of assistance. The requests are broad, some addressing classic human rights complaints and others addressing issues of human dignity.

Last year the Office reported its concern around the vulnerability of Seniors and Youth population in the county. Subsequently, the Office directed its efforts towards highlighting addressing concerns of those two populations.

It seems this has stimulated awareness and more assistance and focus to those populations and that 2023 will deliver more of the same.





COMMUNITY ENGAGEMENT 2022

THE EXECUTIVE DIRECTOR SPOKE AT:

2022 MLK Day Youth Summit

Senior Meetings & Housing: Fallsburg, Bethel, Highland, Liberty, Livingston Manor, Lumberland & Mamakating

Conducted a live panel discussion on WJFF Interview for International Women's Day

Camp Chipinaw in Swan Lake, NY - Youth Leadership Panel

Ukrainian Vigil at Lumberland Town Hall (attended - was slated to speak, but program ran short)

The Office for the Aging Public Hearing 2022

Sullivan County Senior Summit – (a Human Rights Networking Event for Elders)



COMMUNITY ENGAGEMENT 2022

THE EXECUTIVE DIRECTOR HAS:

Developed and rolled-out the Digital Literacy for Seniors Program in collaboration with Action Toward Independence

Participated in the Code of Conduct Review and Revisions for Monticello High School

Oversaw the Office of Human Rights' Intern from Fallsburg - 2022

Sat on the Advisory Board for Sullivan 180

Assisted with event for Foxcroft Village at the Loch Sheldrake Firehouse

Assisted in planning and facilitating the 2022 & the 2023 MLK Day Youth Summit

Contributed to meetings for New York General Convening of Human Rights Commissions and the work group for New York Division of Human Rights

Met with Office of Planning regarding a OHR Bike Program and ways to make Rail Trails more inclusive

Attended and assisted with Let's Talk Seniors Program – Tusten NY

Attended the Community Gallery Opening – Monticello NY

Meet with Joann Bland at Afro-Futurism at Hurleyville Performing Arts Center

Facilitated at the Youth Leadership Day – Rural Migrant Workers – Cornell Cooperative

Created the Sullivan County Senior Alliance to create a network of Seniors and a means for the County and other agencies to reach/communicate with this population

Acted as a served as a member on the Sullivan County EMDT (Enhanced Multidisciplinary Teams) – to stop elder abuse at the earliest possible juncture

Attended meeting on the Cornell University School-Community Framework – Monticello Central School District

Attended the Action Toward Independence Fair

Assisted in planning, and at the Library Festival – in Monticello NY

Assisted DVAA with Grant Selection bringing a Human Rights perspective

Attended New York State Conversation: Women in the Workforce a Multi-Generational

COMMUNITY
EDUCATION



COMMUNITY EDUCATION 2022

THE OFFICE OF HUMAN RIGHTS PROVIDED:

The Senior Summit – an informational day of networking for Elders & those who support them.

A Proclamation for International Human Rights Day

Training for Youth Bureau's Employment/Internship Program

A consult/conversation with Office of Planning to discuss ideas regarding accessibility & equity in Park spaces and the Human Rights Biking Program concept

Direction to Community Foundation through their DEI Committee

Consult to the Office with Sustainability regarding their Grant

Training at Community Foundation for their Board regarding how they might be able to provide for the unique needs of Sullivan County

Four events titled *Chili in the Summer* – Fallsburg, Liberty, Monticello & Mamakating – a Human Rights initiative to begin to educate and include disadvantaged communities in the conversation about the benefits of the Climate Leadership & Community Protection Act, issues of sustainability. This was a conversation around a chili meal in collaboration with Federation Kitchen and Office of Sustainability

What's on the Shelf – healthy low-cost cooking class with what you have in your cupboard. Filmed at Cornell Cooperative Extension to support the County's Health Initiative

Review of:
GOALS FOR 2022

Out of 27 Goals the Office of
Human Rights set for itself
in 2022 7 were not completed.



GOALS FOR 2022

The Office of Human Rights

MET THESE GOALS FOR 2022:

Was a Youth Coach at the Youth Day of Empowerment hosted by the Youth Economic Group and SALT

Assisted RSVP Volunteer in providing a Recognition Event

Facilitated the 2021 MLK Day of Service with Sullivan 180 and partners

Attended the Ukrainian War vigil in Lumberland

Provided information to Foxcroft Village at the area informational event

Created and executed the Sullivan County Senior Summit

Continued to work with Sullivan County EMDT

Provided a Digital Literacy Program for Seniors

Approached but did not work with the Civics class for International Human Rights Day

Discussed with SC Planning Office, Parks & Rail ways to increase usage by underserved populations

Add one new intern – two was not possible

Created a Video cooking class

Continued the Monticello Code of Conduct Review

Continued the DEI Group BOCES

Providing training for agencies – Public Health & APS

Created a Senior Center Coalition (Senior Alliance)

Worked to create an RSVP OHR Communication Task Force

Developed the SC Youth Action Council to launch 2023

Begin to create Housing Dos & Don'ts Program

GOALS FOR 2022

The Office of Human Rights

THE GOALS UNACTUALIZED FOR THE OFFICE OF HUMAN RIGHTS WERE:

Conducting individual meetings with each High School Principal

Creating an Op Ed for the Democrat

Attending at least one town board meeting in each District

Speaking with the Girls & Boys Club

Working with Civics class to acknowledge International Human Rights Day

Creating a Winter Community assistance Trifold

Training for Public Health & Adult Protective Services



GOALS FOR 2023



GOALS FOR 2023

Public
Outreach

THE GOALS MET FOR THE OFFICE OF
HUMAN RIGHTS WERE:

To continue to assist the Senior Alliance with their
plans

To continue to assist with the planning and
implementation for the Senior Cinema

To assist Action Toward Independence in the
continuation of the Digital Literacy Program

To assist in launching the pilot cohort of the
Sullivan County Youth Action Council and bring on
one-two interns to work with office and
Commission.

IN 2022, THE HUMAN RIGHTS COMMISSION:

Assisted with the Senior Summit

Assisted with the Chili Conversations for Sustainability

Were available for consult on various topics

GOALS FOR 2023

HUMAN
RIGHTS
COMMISSION
ARE:

To assist the Office of Human Rights
with the development of the Sullivan
County Senior Alliance

To assist the Office of Human Rights
with the launch of the pilot cohort of
the Sullivan County Youth Action
Council

DIVISION OF COMMUNITY RESOURCES

Laura Quigley, Commissioner

2022 ANNUAL REPORT

CENTER FOR WORKFORCE DEVELOPMENT

COMMUNITY ASSISTANCE CENTER

OFFICE FOR THE AGING

TRANSPORTATION

VETERANS

Community Assistance Center (CAC)

- ✓ Staffed by Division Administration staff and Office for the Aging staff.
- ✓ Additional support provided by Transportation drivers, Veteran staff, and OFA Nutrition staff.
- ✓ Answered 546 routine CAC calls.
- ✓ Transportation made 59 deliveries. Other staff also made food deliveries when necessary.
- ✓ We continued the partnership with Hudson Valley Food Bank (HVFB) that allowed us to provide bi-weekly food distribution to area pantries.
- ✓ Through this partnership with the Hudson Valley Food Bank we distributed 144,518 pounds of food to the pantries. This equates to 12,000 meals using the industry's formula.
- ✓ The HVFB working with the CAC started a mobile pantry with a monthly delivery of food to the Town of Freemont.
- ✓ We received and distributed 62 boxes of food from the Salvation Army and 68 bags of food. In addition, water and diapers were also distributed.
- ✓ The CAC distributed 38,483 masks and 49,474 test kits.

Department of Transportation

- ✓ The Transportation Department provided high quality services in 2022 while addressing the staffing shortage.
- ✓ Veterans Services:
 - 185 trips to Castle Point VA hospital for 372 veterans representing a 6% increase in trips and a 12% increase in veterans served over 2021.
 - 89 trips to Albany VA hospital for 83 veterans representing a 27% decrease in trips and a 38% decrease in veterans served over 2021.
- ✓ Medical Transportation for Seniors
 - 854 trips to healthcare providers within the county.
- ✓ Shopping Bus
 - Operating only 2 days per week, not yet back to full 5 days per week operation.
 - Provided 187 shopping trips for 934 shoppers
- ✓ For the 2022 year there were 59 food deliveries made for the Community Assistance Center.
- ✓ Transportation also made 21 deliveries of boxes of masks and test kits on behalf of the Community Assistance Center.

Move Sullivan Public Transit System

- ✓ In response to the increase cost of goods and services, the County Legislature voted to suspend the fare for Move Sullivan effective August 1, 2022.
- ✓ In September of 2022 two new routes were added to the transit system. Route C covers Liberty, Swan Lake, Kauneonga Lake, Mongaup Valley and Monticello. Route D covers Wurtsboro, Summitville, Bloomingburg, Rock Hill and Monticello.
- ✓ There were 29,142 rides provided for an average of 560.4 rides per week.
- ✓ There were 519 para-transit rides provided.

Office of Veterans' Services

The Office of Veterans' Services moved to new office space on the first floor in the Government Center. Stephen Walsh was appointed the new Director following the retirement of Director, John Crotty. Two new Veteran Service Officers joined the office.

- Provided assistance for over 500 Veterans and family members in 2022.
- Conducted 165 field visits to Veterans and spouses unable to come in to the office.

Benefits

- Assisted Veterans with new Blue Water eligibility and presumptive disability to include asbestos exposure.
- Assisted Veterans with the PACT Act, a new law that expands VA healthcare and benefits to burn pits and other toxic exposures.
- Assisted Veterans with Camp Lejeune service connected disabilities and provided information and guidance on current laws, regulations and rules for litigation.
- Created a network of local medical professionals to assist Veterans in obtaining the NEXUS opinion that is needed for successful adjudication of claims.
- Participated with weekly Sullivan 180 informational outdoor pop up sites throughout the county.
- Administered Sullivan County Veterans Cemetery to provide dignified burials for our Veterans and assisted families with burial benefits and grave markers.
- Conducted formal and informal hearings.
- Drafted and submitted Appellate Briefs, Legacy appeals, supplemental claims, higher level reviews, initial claims and claims for increase.
- Assisted Veterans with supports such as VA travel costs, VA pension, Special monthly compensation, clothing, transportation, housing and educational benefits.
- Assisted Veterans and surviving spouses with VA debt, medical and healthcare and dependency compensation.

Training

- The new Service Officers completed all required Federal, State and County programs for Accreditation.
- They have also completed the required Training, Responsibility, Involvement and Preparation of Claims (TRIP) program.
- They are now eligible for a PIV card that provides access to the Federal system, allowing for greater productivity and efficiency.

Medical

- Coordinated with County Transportation for 455 individual transports to Albany and Castle Point medical centers.
- Worked with the Veterans Coalition to provide 92 local medical transports.

Community

- Staff assisted the Community Assistance Center food distribution to local Veterans in need.
- Worked with local organizations, Vet2Vet(ATI),Elks, and the Veterans Coalition to distribute holiday meal boxes.
- Assisted BATS house with homeless Veterans' intake and care.
- Worked with local Law Enforcement and Medical facilities to streamline in patient intake process for substance abuse and suicide prevention in the veteran's community.
- Actively participated with veteran's groups throughout the Hudson Valley to provide seamless services.
- Attended Senior Summit, Job Fair's, and other multi-divisional events.
- Participated in multiple ceremonies to include: Veterans Day, Memorial Day, POW MIA, and Pearl Harbor Observance.
- Distributed over 2,000 Valentines for Vets cards to medical and senior facilities and homebound Veterans.

Office for the Aging (OFA)

Mission: Through providing community-based supportive services for older people and their caregivers, empowering informed decisions and effective access to existing health and long-term options, and advocating for the dignity and rights of older people, we work to ensure that older people in Sullivan County receive the care and support they need to live long and well in their community.

Vision: Wellness and independence in aging through adequate and accessible community-based supports.

Highlights:

First Public Hearing since 2019 held due at Hurleyville Performing Arts Center in conjunction with screening of the documentary *All the Lonely People* streamed simultaneously throughout NY State.

Participated in virtual Alzheimer's forum with Alzheimer's Association Hudson Valley Chapter.

Participated in Senior Forum organized by Human Rights Commission.

Successful outreach by Sullivan NY Connects at county libraries.

Deterra medication disposal kits made available to OFA's statewide were offered at all participating community events and distributed to homebound clients.

NYS Office for the Aging (NYSOFA) guidance provided for mass disaster declaration (MDD) standards that allowed for assessments by phone, waive eligibility criteria for many programs, and transfer funds from grant to grant to support feeding programs. OFA received stimulus funding to support the increased need of services and supports during the pandemic. Even with these continued flexibilities, OFA has resumed in-person assessments as they're the most beneficial way to truly assess a client's situation.

ADRC and VAC5 funding utilized to fund Vaccine Hesitancy campaign. Strong partnership with Public Health and County's Communications staff to work with contracted marketing firm to provide comprehensive campaign using local trusted faces to encourage people to receive COVID vaccines.

The Monthly Hoot, OFA's Newsletter, had its inaugural issue in August. It is distributed online, at local distribution sites such as the libraries, to homebound clients and via mailing list. It is supported by local sponsors and at no cost to the County.

Our OFA Facebook page, the OFA county website and Everbridge Emergency Notification system robocalls are all being utilized regularly to keep the public informed of updates and news that impacts our population.

OFA remains an active partner of the Community Assistance Center (CAC), which has been vital in providing much needed resources including food, masks and information.

Bi-weekly deliveries provided by the Food Bank of the Hudson Valley provided additional capacity and resources to the Nutrition Program providing care packages in addition to homebound meal deliveries.

Additional animatronic pets continued to be distributed to eligible individuals in the community. A large supply was made available from NYSOFA that included cats, dogs and birds.

ELLI-Q devices were also provided at no cost by NYSOFA. These devices are tablet/robot devices that a homebound/isolated senior can use to interact with and assist with daily activities like communication, medication management and socialization.

Key 2022 statistics

- 34,600 hot and cold home-delivered meals provided for over 236 individuals- shelf stable food and care packages in addition to normal meal delivery.
- 781 Grab and Go Meals provided at two sites for 18 individuals.
- Information and Assistance regarding OFA programs and services provided to approximately 1,100 individuals.

- Personal Emergency Alert Systems provided to 36 individuals.
- Legal information and assistance provided to 5 individuals.
- 5,399.25 hours of in-home personal care provided to 44 EISEP clients.
- Approximately 1,380 hours of case management provided to clients.
- HIICAP assisted approximately 296 individuals in obtaining affordable health insurance and prescription plans throughout the year and during Annual Election Period.
- Farmer’s Market coupon distribution, 780 booklets given to eligible Seniors- amazing partnership with Cornell Cooperative Extension to help distribute at farmer’s markets and throughout the community, including on OFA on Wheels.
- 130 RSVP AmeriCorps Seniors Volunteers dedicated 15,391.37 hours of time at 33 Volunteer Stations located throughout Sullivan County.
- Worked with Sullivan County Transportation to refer seniors for medical appointments and shopping trips.
- RSVP volunteer drivers provided 132 clients 528.5 round trips to medical appointments both in and outside of Sullivan County.
- Staff development; increased opportunities for online courses-as well as hybrid/online versions of mandated trainings made available.

Aging Services Client Demographics

The OFA gives priority for services to the frail, low income, minority, and homebound individuals in the County.

Demographics (unduplicated client counts)

		Total
Total Served		33,354
- Total Served via Client		1,354
- Total Served via Aggregate Event	*Sharp increase to aggregate event numbers due to mass mailings going to 32,000 households	32,000

OFA Core Programs and Services

Caregiver Resource Center (CRC)

Local CRC's provide caregivers with information, assistance and counseling, support groups, and training, as well as initiatives including specialized training curricula for caregivers of developmentally disabled adults, minority populations, and caregivers of grandchildren.

The OFA has a contract with Cornell Cooperative Extension to provide caregiver resources in Sullivan County.

Courses have been made available virtually and by phone when possible. Turnover in staff at the beginning and end of year has impacted availability for 2022. 34 caregivers received CRC services throughout 2022.

Expanded In-Home Services for the Elderly (EISEP)

The New York State funded Expanded In-home Services for the Elderly Program (EISEP) enables many frail older adults to remain in their homes. The program provides a well-planned, coordinated package of in-home and other supportive services designed to supplement informal care. Core services provided by EISEP are case management, in-home services, non-institutional respite, and ancillary services.

Main Program Objectives

- Improve access to and availability of appropriate and cost-effective non-medical support services for functionally-impaired, non-Medicaid elderly.
- Enhance the ability of family members or other informal caregivers to care for an older person in a home environment.
- Improve the planning, accessibility and management of home care services at the community and client levels.
- Expand the availability of non-medical home care services as a cost-effective alternative to more intensive and costly forms of care.

The OFA contracts with home care agencies to provide in-home personal care services. Due to the pandemic, many aides were lost due to jobs that paid the same if not more in less stressful fields. A new rate with contract agencies was negotiated so that the aides would be paid a minimum of \$18 hourly, which has made some impact thus far, but still a significant shortage remains. In total for 2022, 44 EISEP clients received approximately 5,339.25 hours of homemaker/personal care and approximately 1000 hours of case management.

Health Insurance Information Counseling and Assistance (HIICAP)

New York State's HIICAP is a statewide network of Health Insurance Information, Counseling, and Assistance Programs that is headquartered at Area Agencies on Aging such as Sullivan County Office for the Aging. HIICAP is the state health insurance assistance program (SHIP), which receives federal assistance from the Centers for Medicare and Medicaid Services (CMS) and the State of New York to educate the public about Medicare, Medicare Advantage plans, and other health insurance issues. HIICAP provides free, accurate, and objective information, counseling, assistance, and advocacy on Medicare, private health insurance, and related health coverage plans. HIICAP helps people with Medicare, their representatives, or people soon to be eligible for Medicare.

HIICAP also provides information on low income programs such as the Elderly Pharmaceutical Insurance Coverage (EPIC) Program, Medicare savings programs, "Extra Help" prescription assistance, and pharmacy discount programs. New York State has a number of programs for those with lower incomes that make it easier to afford health care. These programs may pay part of your monthly costs, offer discounts or provide full medical coverage.

During the 2022 calendar year, 403 HIICAP counseling sessions were conducted. Of that, 180 were during the Medicare Annual Election Period.

Legal Assistance

The OFA contracts with a local attorney to provide legal services to senior residents of Sullivan County.

Scope of legal services include Simple Wills, Power of Attorney, Living Will Health Care Proxy; Deed Transfers/Life Estates. Provide advices on Estates, Evictions/Landlord and Tenant Problems, Selling property, mortgages Debts, Medicaid, Divorce. Make referrals for Bankruptcy attorneys, Legal Services of Hudson Valley for Court representations, E-MDT when appropriate for cases where financial exploitation/abuse is suspected.

Legal services were provided to 5 seniors in 2022. We issued two RFP's for a new legal services provider in 2022, both received no responses. Currently working with NYSOFA's representatives to find alternative ways to provide this service and continuing outreach locally.

Personal Emergency Alert System (PERS)

PERS is a service which utilizes an electronic device to alert appropriate people of the need for immediate assistance in the event of an emergency situation in an older person's home. The OFA has a contract with Connect America to provide PERS to eligible residents of Sullivan County. In 2022, 37 individuals received PERS.

Retired and Senior Volunteer Program (RSVP)

AmeriCorps Seniors/RSVP is the largest older adult volunteer program in the nation. RSVP recruits, trains, and places older adult volunteers (age 55+) in a host of community-based human service agencies. Service opportunities are as diverse as the communities in which volunteers serve and include areas such as health promotion and wellness; assistance to frail and vulnerable older adults through home visiting, escort, transportation, and home-delivered meals as well as cross-generational efforts in tutoring and mentoring children. RSVP volunteers choose how, where, and how they want to serve, with commitments ranging from a few hours to 40 hours per week.

Main Program Objectives

To promote older adults to remain involved in their community by using the skills and talents they have developed over the years, or developing new ones; and to increase their socialization and feeling of purpose.

130 RSVP AmeriCorps Seniors Volunteers dedicated 15,391.37 hours at 33 Volunteer Stations located throughout Sullivan County. Based upon IndependentSector.org the value of these hours was at an estimated value of \$460,971.53 while serving their neighbors in their communities. There were 41 new Volunteers recruited during this period. RSVP's primary focus area continues to be Healthy Futures - Access to Care and Aging in Place. In 2022 we continued to provide support and assistance to this vulnerable population thereby allowing our seniors to age in place in the comfort of their home rather than being placed in nursing homes, assisted living facilities or in long-term care facilities.

We were able to reduce their isolation through our Telephone Reassurance program. The Friendly Visiting program provides in-person companionship which helps seniors with running errands, assisting with shopping, helping with minor repairs, and being there in the case of an emergency. Under the AmeriCorps grant we have surpassed this year's goal of at least 16 unduplicated volunteers serving 25 seniors. The program had 17 Volunteers who serviced 32 seniors.

RSVP Volunteers provided both seniors and Veterans with access to care for medical, dental, vision, specialty appointments and procedures both in Sullivan and Orange Counties. Under

the AmeriCorps grant we have realized our goal of servicing 75 seniors. 15 Volunteers provided 517 RSVP Medical Transportation requests, servicing 129 clients in 2022. Under our Veterans Coalition Medical Transportation Program, 6 Volunteers served 21 Veterans by providing 60 transportation requests realizing our goal of serving at least 16 Veterans. The RSVP Medical Transportation program served an additional 25 Veterans who reported their status to us.

Many households this past tax season continued to face financial stress. Five of our RSVP/AARP Volunteers provided free tax services to 260 individuals and families throughout Sullivan County saving residents approximately \$82,160 in tax service fees. Under our AmeriCorps grant we have realized our goal of servicing at least 150 individuals and families in our community.

This year we also launched the Cards for Veterans program where volunteers are creating one of a kind artisan cards which are distributed to our local Veterans. We also launched a Blankets for Veterans Needlework Program where Volunteers are creating one of a kind blankets for our local Veterans. Cards and blankets are being distributed through the Sullivan County Veterans Service Agency for distribution through the Hudson Valley VA System, serving Veterans in Castlepoint and Albany. Cards and blankets are also distributed to clients participating under the Telephone Reassurance, Friendly Visiting, Home Delivered Meals and RSVP Medical Transportation Programs.

Senior Nutrition Program

Senior Congregate Meals

Congregate meals are available for any person aged 60 years or older and their spouse.

Participants can share a well-balanced meal with friends and new acquaintances.

Participating in the Senior Dining program has been proven to help improve the quality of life for many seniors. Each site also provides social activities, informal nutritional education, and information on other Office for the Aging services provided for our Sullivan County residents.

There are currently 12 senior centers in the County that serve as congregate meal sites.

Currently closed due to the impact of the pandemic. Two sites opened as a grab and go sites, providing approximately 781 meals at the Livingston Manor and Mamakating sites to 18 individuals.

Senior Home Delivered Meals (HDM)

Home delivered meals are hot nutritious meals that are delivered to qualified homebound seniors 60 years or older, who are residents of Sullivan County and have limited support and

difficulty preparing their own meals. Frozen meals are provided for qualifying individuals to fill in gaps such as during holidays, bad weather, and long weekends.

Currently providing hot meals, 3 days a week. M, W & F, hot meals along with a frozen are delivered to homebound clients. Care packages (produce, butter, cheese, etc.) were delivered on a weekly basis. Approximately 34,600 meals provided to 236 clients for 2022. HDM's are being offered 3 x week. Nutrition staff are working dual positions to avoid losing the much-needed contact with our homebound clients. Due to driver vacancies in the Transportation dept., we have been unable to offer hot meals 5 days' week and congregate dining. This is a priority to resume because isolation and depression are so prevalent in the senior population, social contact is vital to their health and well-being.

- January 2022 - Nutrition dept. works hand in hand with ECAC loading and unloading pallets of food and supplies for local pantries. Through the CARE funding we were able to purchase a commercial 3 door refrigerator to share with ECAC so we can increase the ability to store perishable items for care packages.
- February - Valentine cards were made and donated by the Democratic committees of neighboring townships. All 167 homebound clients received a note of love!
- March - We partnered with the Sullivan Public Library Alliance to offer a Library-by-mail program. Our seniors will receive a brochure with their meal to explain how to participate in this program, giving them access to hundreds of books, videos, and magazines for their pleasure.
- July - Nutrition dept. participated in the NYS Farmers market Coupons program. We partnered with CCE and local FM for the distribution of the coupons. 780 (\$25 booklet value) Farmers Market coupons were distributed to eligible seniors throughout the county. We received donations of fresh produce from local farms to enhance the quality of our care packages we sent out to all our homebound seniors.
- August - Children from Camp Tel Yehudah in Barryville made small hand decorated gift bags and filled them with pens, note pads, organic tea/honey and other trinkets for our homebound seniors.
- September/October - We successfully transitioned from the Care Center @ Sunset Lake to the SC Jail for our HDM food contract.
- December - We partnered with Veterans dept to deliver Christmas wreaths to veterans in our HDM program. We received a large donation of Bombas socks which we wrapped for the holidays and delivered to our homebound clients.

Sullivan NY Connects

NY Connects is a point of entry, No Wrong Door approach, into the long term care system providing services, supports and resources for people of all ages, any disability, and caregivers. Based out of the Office for the Aging, NY Connects assists individuals, concerned family members or friends or helping professionals find the information, services and supports that they need.

NY Connects staff provide Options Counseling/Person Centered Counseling, as appropriate, to assist consumers and their families/caregivers, to make informed choices based on their wants and needs. To make certain the NY Connects staff remain aware of the latest resources and services, they attended 45 different trainings throughout 2022.

Long term services and supports can be provided in the home or in other community based or residential settings to assist individuals in maintaining their health and independence.

In 2022, NY Connects provided information and assistance to approximately 249 individuals and provided follow ups with most of those individuals. Staff also participated in or held outreach events at approximately 20 locations throughout 2022.

NY Connects is responsible for conducting meetings of the Long-Term Care Council, which brings together many CBO's to share information and supports for Sullivan County.

NY Connects continues to utilize its grant funding to support marketing campaigns that bring awareness to services. In 2022, electronic billboards, mass mailings were increased in comparison to previous years with particular attention to diversity, equity and inclusion in messaging.

NY Connects staff continue to be critical staff in the day to day operations of the Community Assistance Center.

Transportation

The OFA offers medical and non-medical transportation for qualifying seniors in the County. The OFA has contracts with Sullivan County Transportation to provide a senior shopping bus, medical appointment transportation, and nutrition program transportation. RSVP provides volunteers to assist with medical transportation to appointments outside of Sullivan County, as far as Goshen and Honesdale, and to pick up appointments Sullivan County Transportation cannot accommodate.

Sullivan County Transportation and RSVP provided over 1,370 medical appointment trips to seniors in 2022.

The Shopping Bus provided 102 clients approximately 926 round trips for seniors in Sullivan County in 2022.

Youth Services

A new Youth Bureau Manager started in May 2022.

The Youth Bureau provided extensive technical support, monitoring, and funding to 25 youth programs in 2022, offering children and youth recreational, educational, and preventive activities. Total funding is \$172,982 with \$72,892 from the state and \$100,000 from the County Legislature.

The Youth Bureau assisted in the development and funding of seven new youth programs in 2022.

The Youth Bureau was able to expand funding through the State funded Youth Sports and Education program. The Sullivan County allocation was \$7,745.

The Youth Bureau launched its Instagram page along with a weekly emailed Youth Bureau Bulletin of events occurring throughout Sullivan County.

The Youth Bureau has participated in numerous County initiatives and collaborations.

The Internship Program was launched in 2022. Staff was hired and a pilot developed.

Center for Workforce Development



The Center for Workforce Development (CWD) office is located at 50 North Street, Monticello, New York, housed and partnered with the office of the New York State Department of Labor (DOL). The mission of CWD is to be the recognized leader in providing high quality employment related resources and services to our community's individuals and businesses, with overseeing and implementing employment and training related programs. CWD works closely with DOL and other local partners to provide these services to individuals and businesses in Sullivan County. CWD manages the Sullivan County Career Center and the Director is the designated Center Operator. CWD is primarily funded with federal dollars which is passed to the NYS DOL, which in turn passes the funding through to the County.

The Federal Workforce Innovations & Opportunity Act (WIOA) mandates the creation of a local Workforce Development Board (WDB), which is comprised of local area businesses, mandated partners and staff of CWD. One Board for each Workforce Investment Area is required, and Sullivan County remains its own geographical workforce area. WIOA requires the creation of a physical Career Center, with mandated programs under Title I funding including Adult, Dislocated Worker and Youth Programs.

Other services provided by CWD include employment and training for Temporary Assistance for Needy Families (TANF) and Supplemental Nutrition Assistance Program (SNAP) recipients. This program is run through an MOU with the Department of Social Services (DSS) funded through the Office of Temporary and Disability Assistance (OTDA).

CWD also runs the Summer Youth Employment Program (SYEP) for six weeks during the summer providing Youth with paid work experience and work readiness skills while assisting local businesses with their hiring needs. This program is also funded through OTDA.

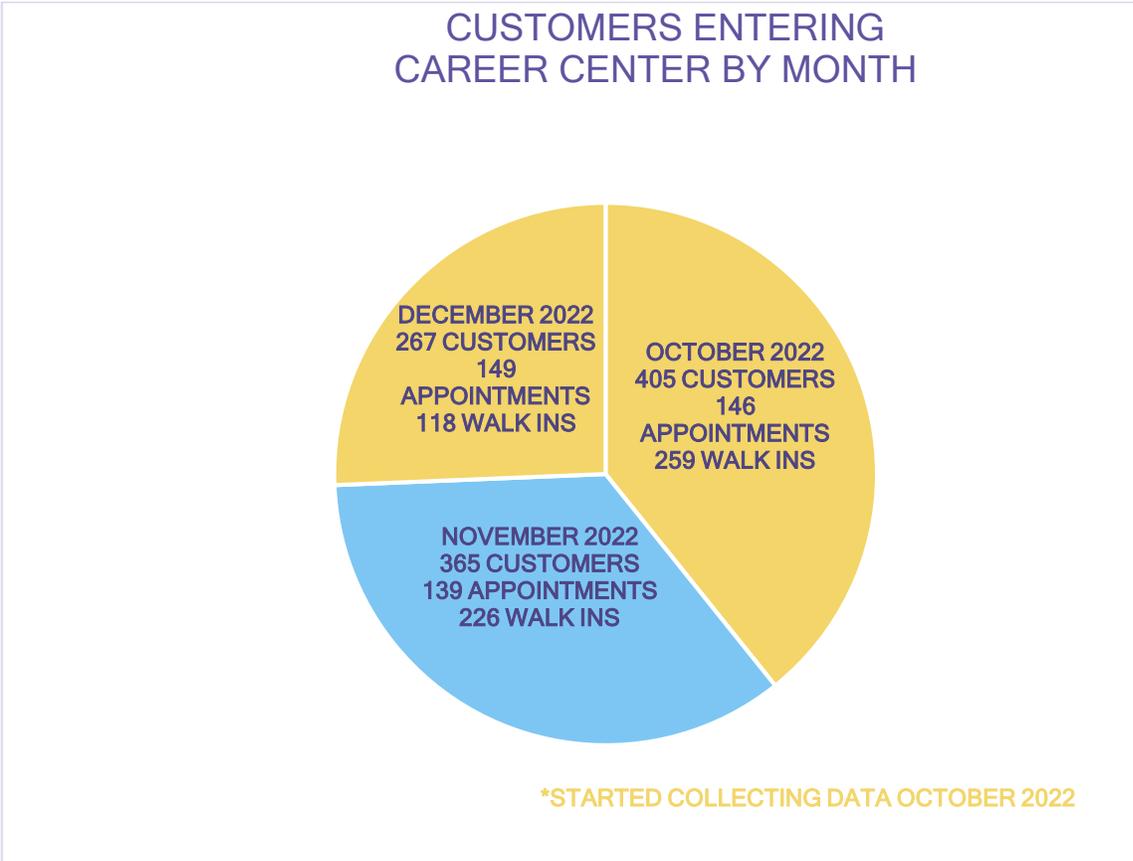
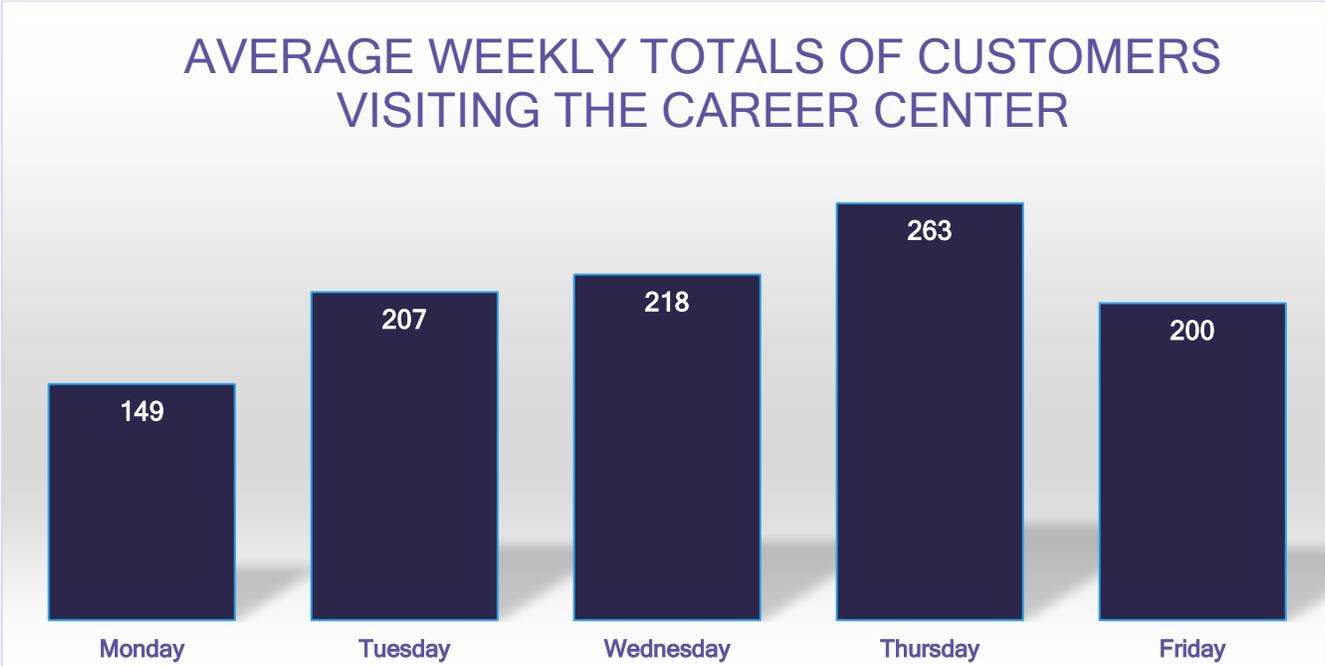
After the "Great Resignation" of 2021, 2022 proved that employees have power as job openings and labor turnover was high. The game of musical chairs slowed down during the last quarter of 2022, but workers still have the upper hand. Workers want financial well-being and emotional/mental well-being. Job openings in Sullivan County were high with many businesses being short staffed, but Sullivan County remained strong with an average unemployment rate for 3.2% during 2022. Within the Hudson Valley Region, Sullivan County's private employment sector grew the fastest year-over-year, to 6.8% in November and up 9.1% for October 2022. Sullivan County continues to be robust with people going back to work, lower unemployment rates, and businesses growing.

Key Highlights for 2022:

- Our job posting board “Hot Jobs,” CWD’s Facebook page and our website www.sullivanworks.org continue to increase in number of likes and followers.
- In-house Hiring Events started back up bi-weekly at the Career Center with many businesses and participants attending and jobs being filled.
- Thousands of email blasts to unemployed individuals with readily available job openings.
- In April of 2022 CWD hosted a very successful Job Fair at The Kartrite with 53 businesses in attendance and 162 applicants.
- Outreached to County businesses to provide continued support and services including referrals and On-the Job Trainings.
- Continued cross training of all staff members, as knowledgeable staff retired, and a succession plan was put in place.
- Enrolled youth in paid work experience opportunities and operated the Summer Youth Employment Program, with 43 Youth participating for the 2022 season.
- Continued working with SUNY Sullivan to implement a Certified Nursing Assistant program.
- Developed a Trades Committee between CWD, SUNY Sullivan, SC BOCES and Legislators to pilot a Construction Trade Program to launch second quarter of 2023.
- Under WIOA, DOL launched Coursera which is an online learning platform, and is rolling out Virtual Career Centers, Virtual Reality Training and Digital Literacy.
- A Training & Development Committee was established which consists of many local businesses, to teach soft skills training, public speaking, and workshops will be given.
- A grant was received through DOL for \$100,000 per year for three years to for the NY Systems Change and Inclusive Opportunities Network pilot program (NY SCION). A Disability Resource Coordinator was hired with the support of this grant to improve the participation of individuals with disabilities and improve their employment outcomes.
- Administered all WIOA grants received and expended monies accordingly.
- Operated the Welfare to Work Program under the MOU with DFS.
- A grant for Dislocated Workers created 13 temporary rotating Clerk positions within the County. This was a huge success with 21 overall employees, of which 48% were direct hires to the County and 24% were direct hires to local businesses.

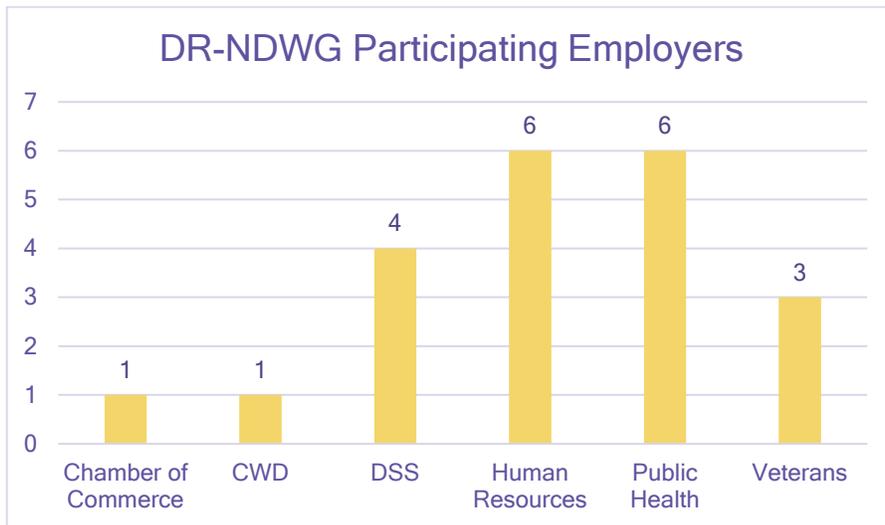
- CWD continues to be dedicated to the residents and businesses of Sullivan County and looks forward too many new initiatives, upcoming grants and innovative services to be provided in 2023.

CUSTOMER SERVICE-OUR #1 PRIORITY

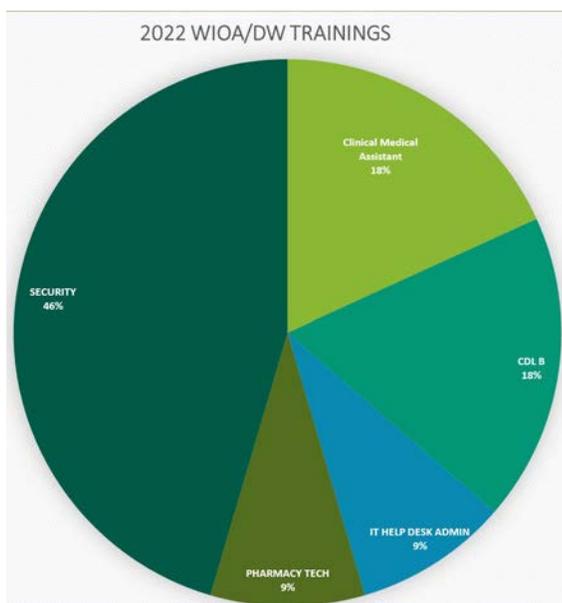


DISASTER RECOVERY NATIONAL DISLOCATED WORKER GRANT

- CWD received a grant for reemployment due to Covid-19. The funds were allocated to put 13 rotating “Clerk” positions in departments/businesses that applied and met the required criteria under the grant. Applicants were hired following the local Teamster contracts with a minimum of three months, a maximum of six months, and they were hired as a County employee. Between the first and second month, they were required to take the civil service exam. Out of 21 total applicants, 16 received full time employment during 2022, with 48% being retained by the County as full-time employees.

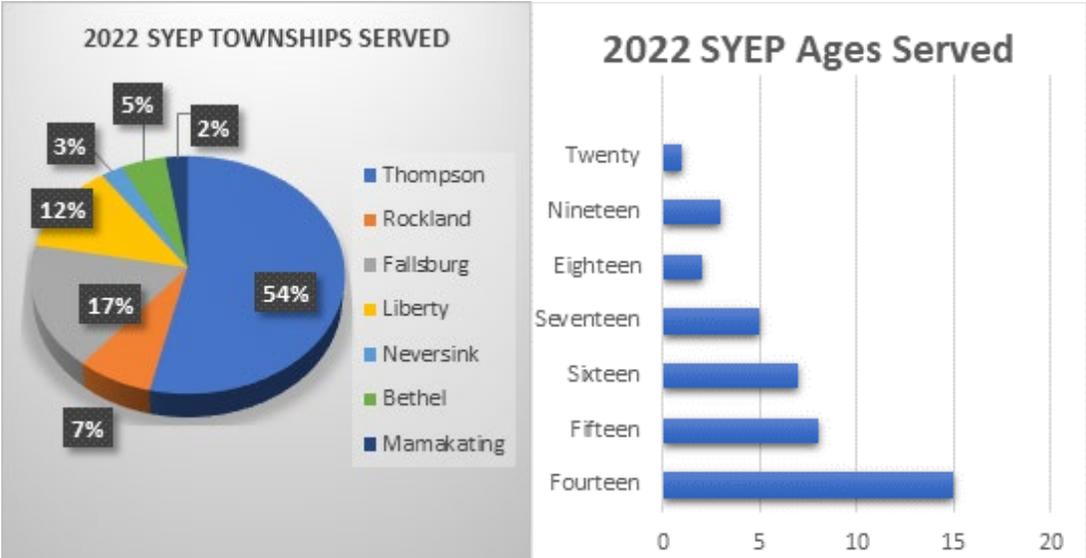


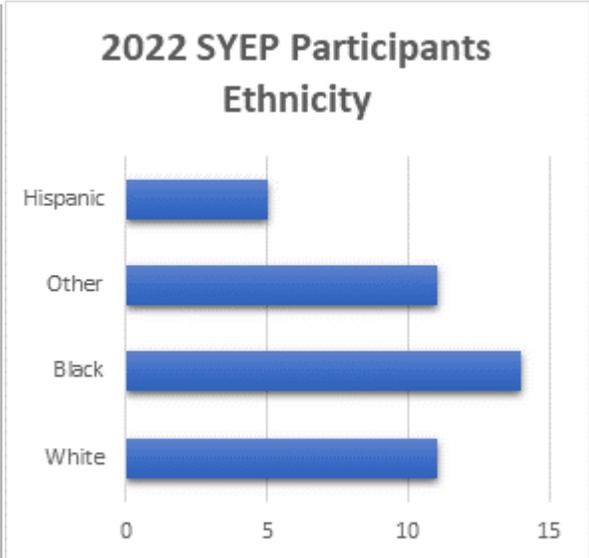
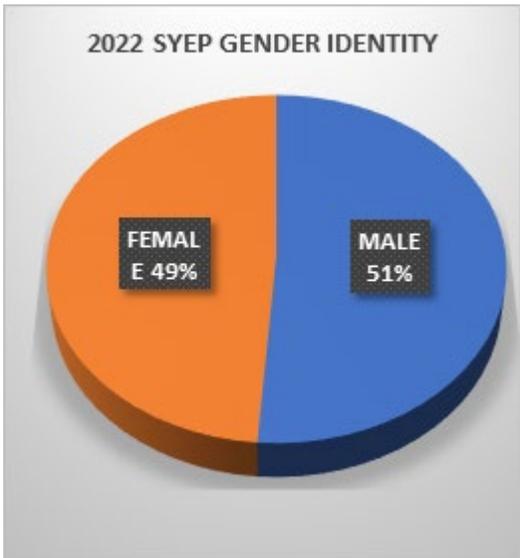
WIOA ADULT & DISLOCATED WORKER TRAININGS



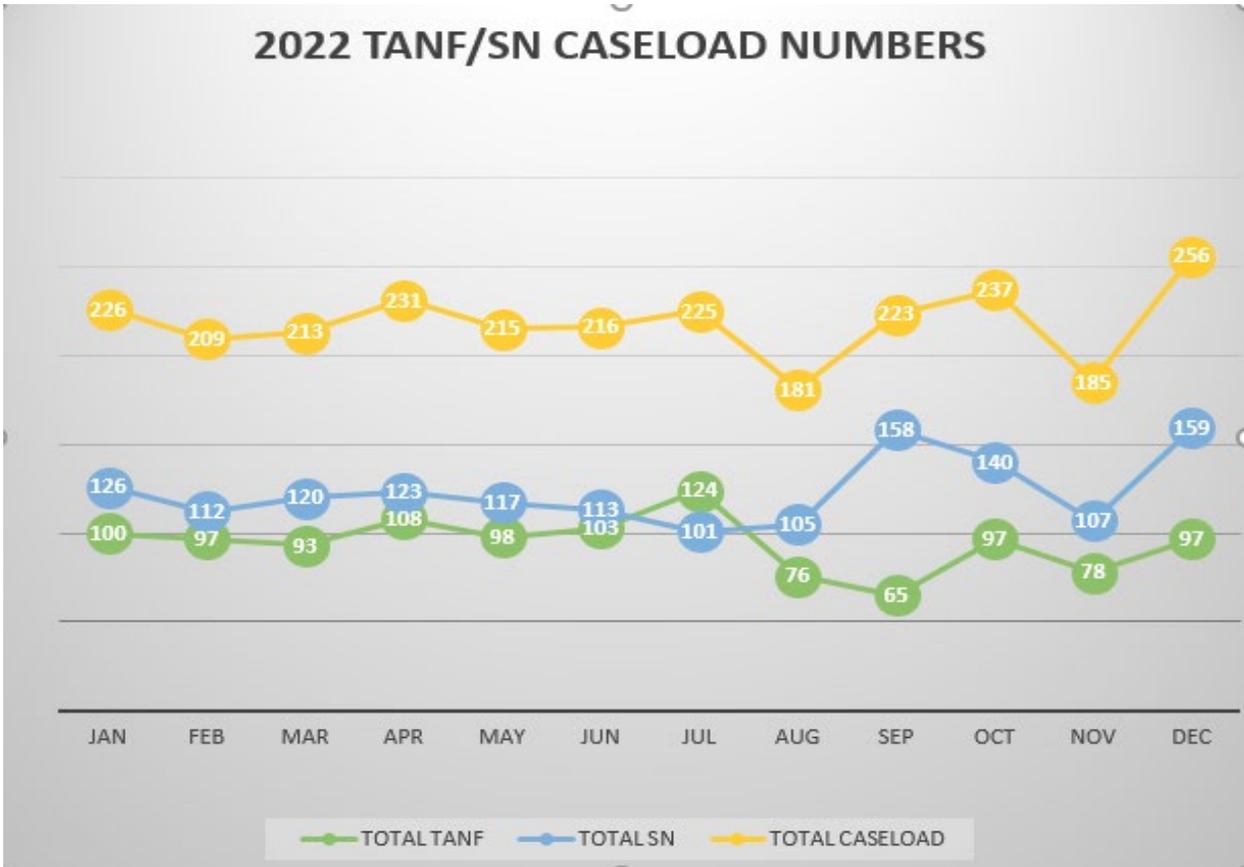
SUMMER YOUTH EMPLOYMENT PROGRAM

- CWD employed a total of 43 Youth that were paid in our Summer Youth Employment Program (SYEP), which CWD administers under an MOU with the Department of Social Services (DSS) through the Office of Temporary and Disability Assistance (OTDA) for the 2022 season. Through cooperative efforts with the Liberty Partnership Program and SUNY Sullivan, all SYEP participants were offered an opportunity to attend a financial literacy seminar. Offerings related to education activities were woven into this paid work responsibility and education components are topical and worksite specific. Worksites for the 2022 included Bold Gold Media, which educated Youth on digital graphics, photography, video, audio and website design. Other sites included Upper Delaware Campgrounds, Monticello & Livingston Manor Schools, Veterans Association, Department of Environmental Protection, Mamakating Library, Youth Economic Group, Lake Superior and Sullivan County Visitors Association.





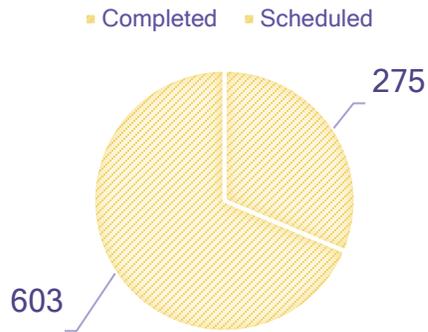
WELFARE TO WORK PROGRAM



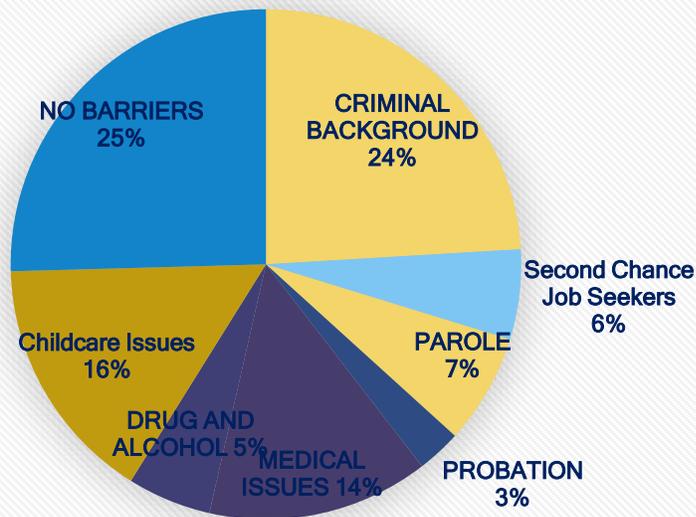
*TANF - Temporary Assistance for Needy Families

*SN - Safety Net Assistance

ORIENTATION/ASSESSMENT (NEW CLIENTS) 2022



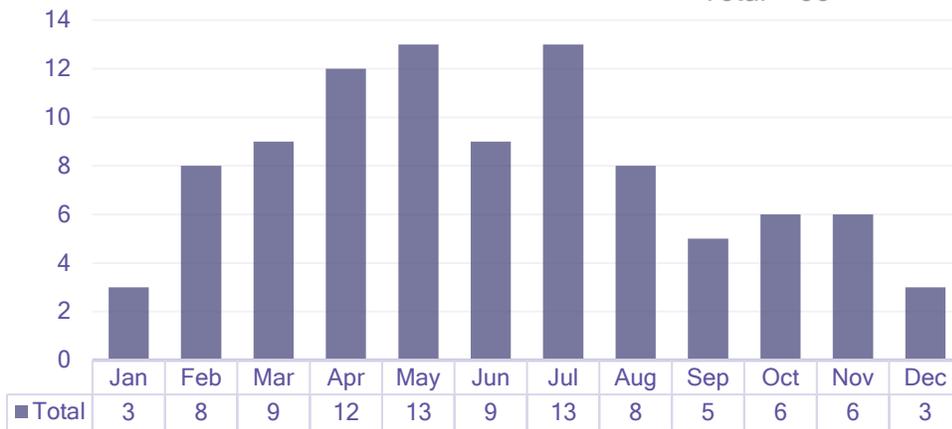
TANF Legal Barriers to Employment 2022



- Criminal Background
- Parole
- Medical Issues
- Childcare Issues
- Second Chance Job Seekers
- Probation
- Drug & Alcohol
- Clients W/O Barriers

2022 TANF/SN Closed Cases Due to Employment

Total = 95

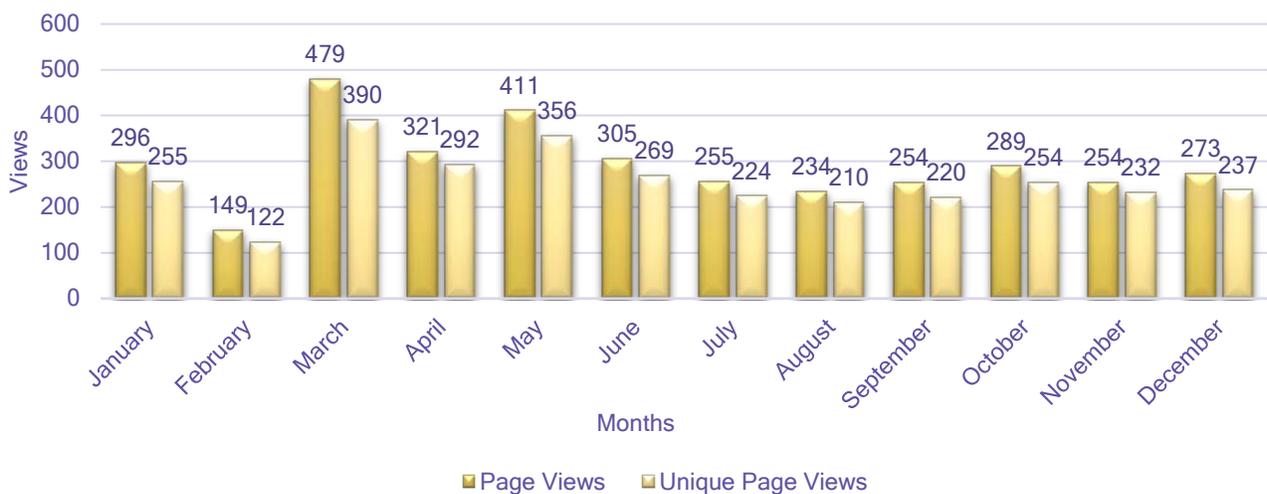


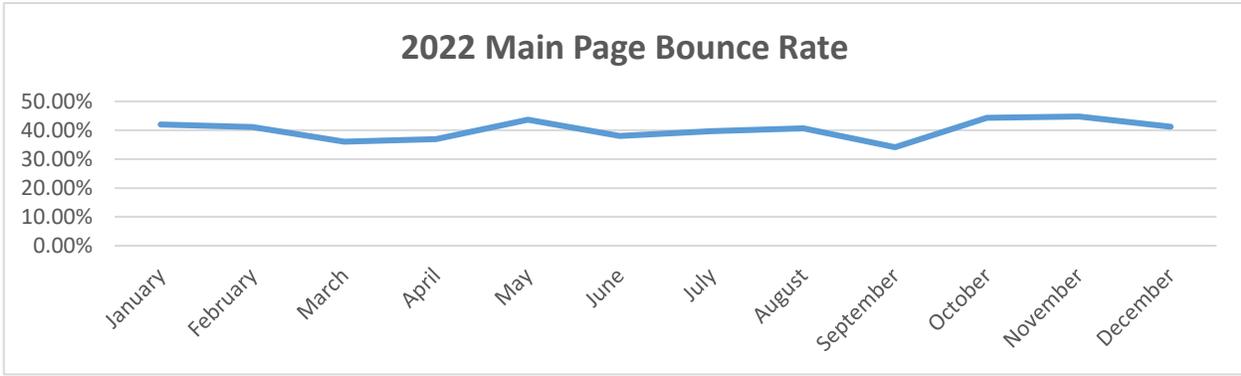
WEBSITE AND FACEBOOK ANALYTIC REPORT

Page Views: Page views are the total number of views each page has. Unique page views are from different MAC or IP addresses, and indicate separate “accounts” or users. Repeat views from the same MAC or IP address will show up under “page views,” where views from different addresses will be seen under “unique page views.” Unique is the more accurate way to measure views.

Bounce Rate: The Bounce Rate is the percentage of all sessions on your site in which users viewed only a single page, meaning that viewers left after visiting only that individual webpage, rather than clicking on other pages and viewing other resources. A lower bounce rate indicates a website is easy to use and users are finding what they are looking for.

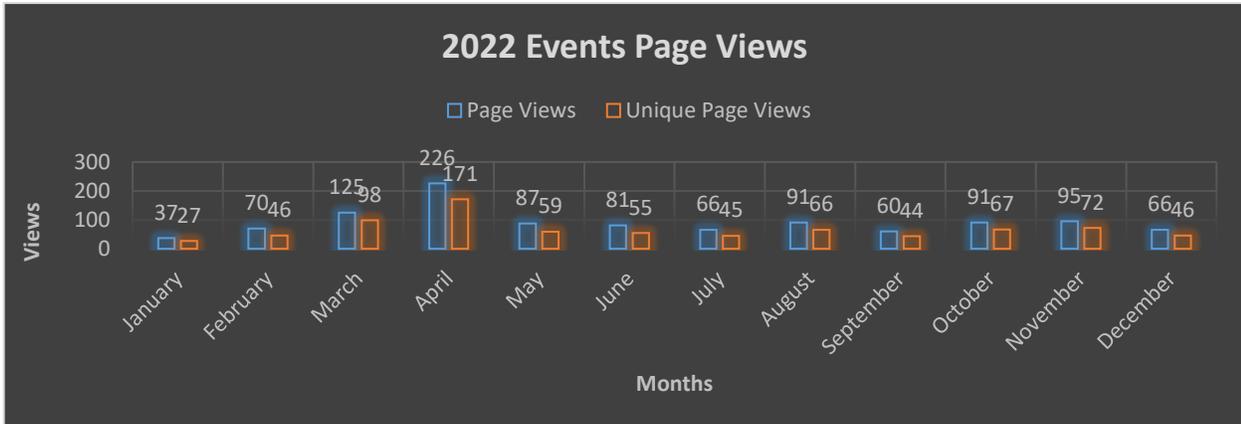
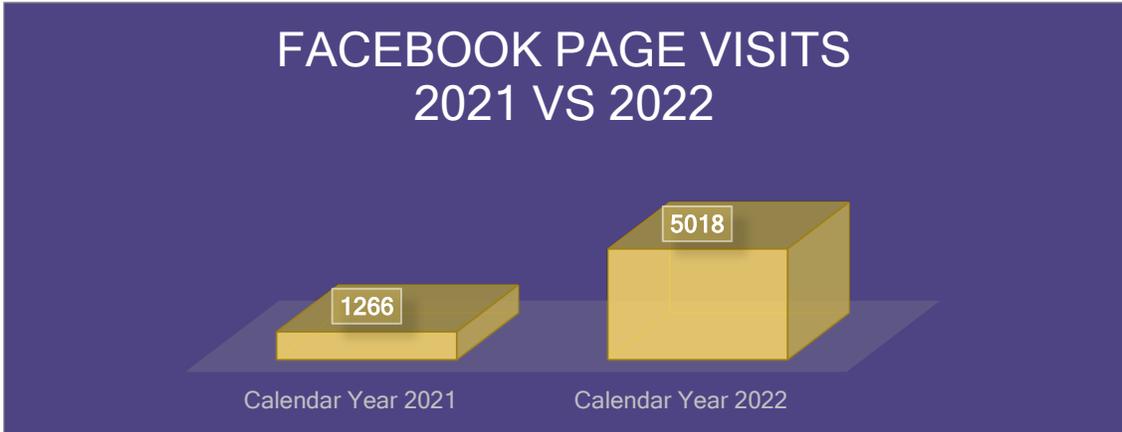
2022 Main Page Views

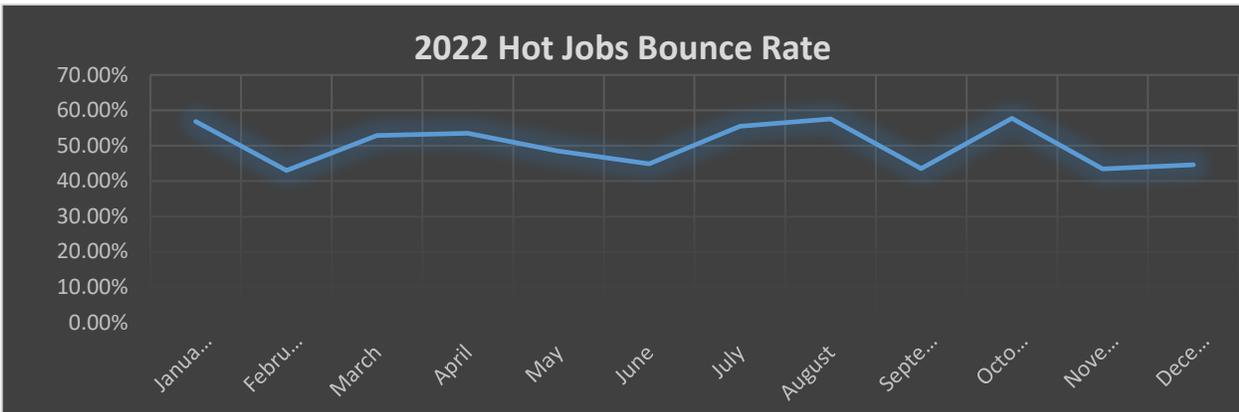
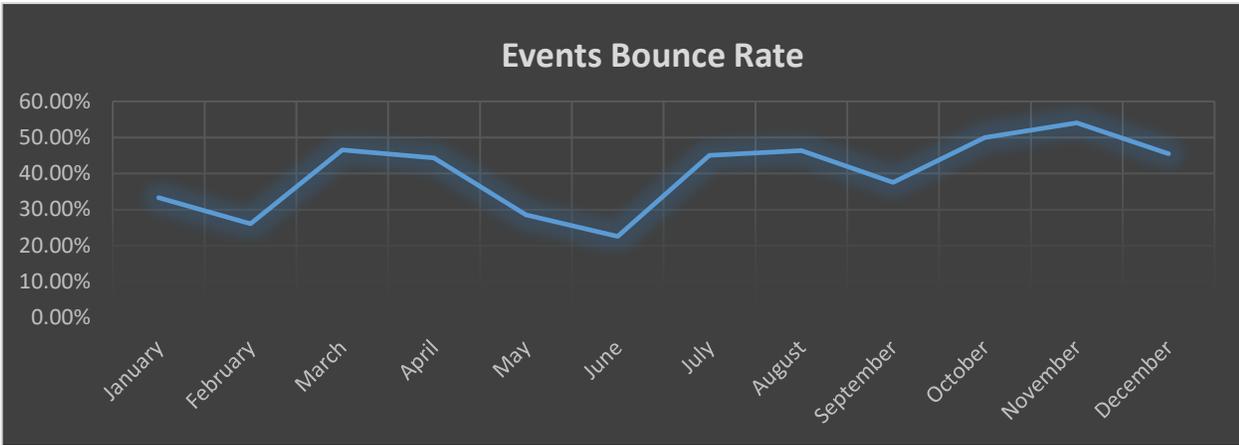




www.facebook.com/SullivanCWD

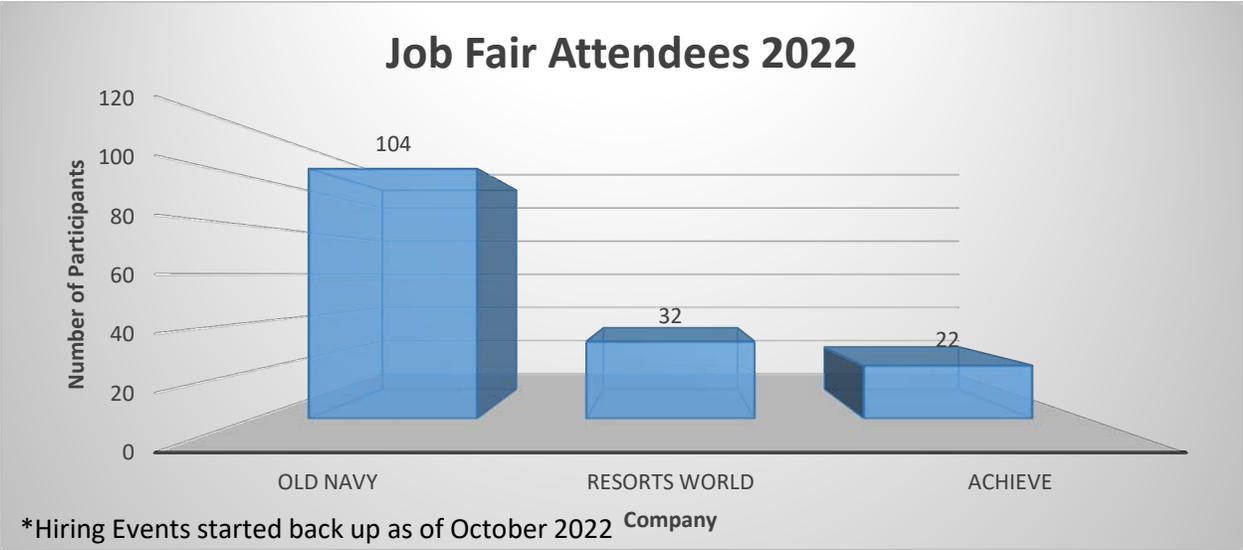
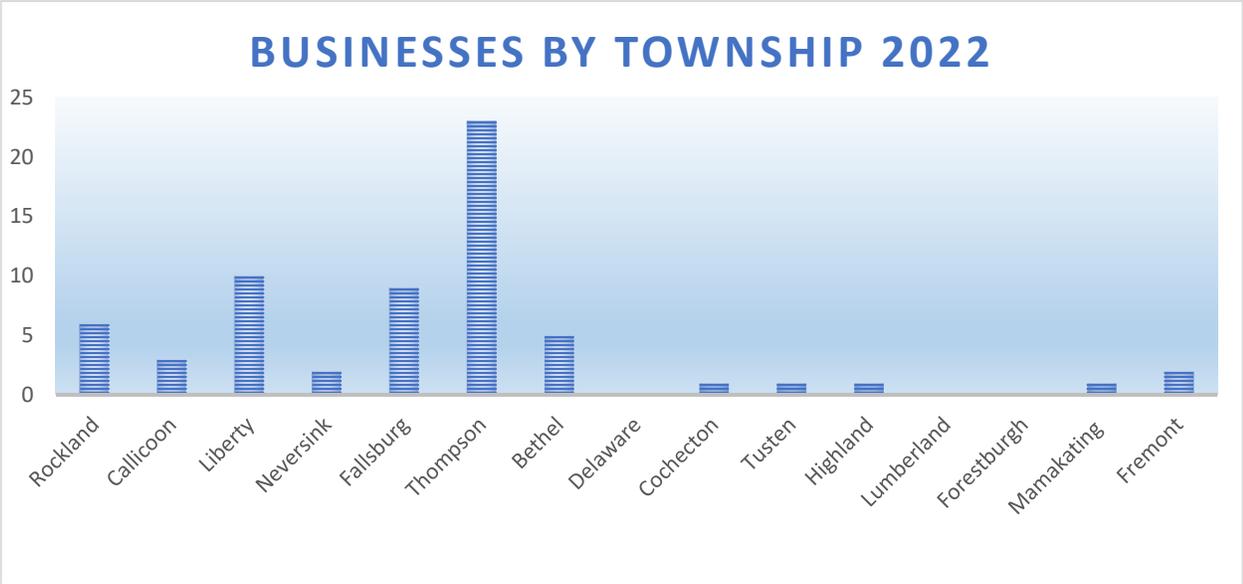
www.sullivanworks.org





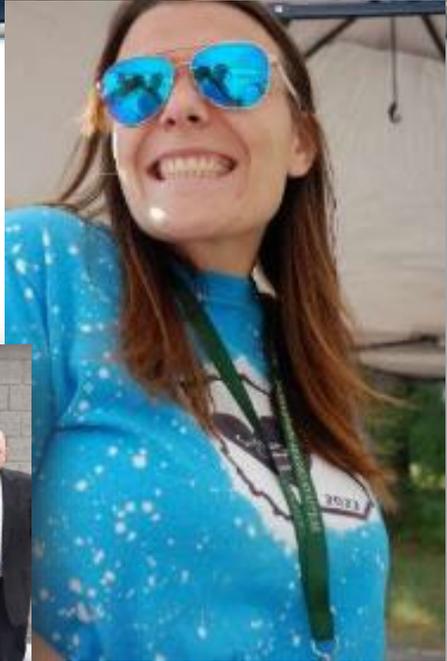
***Job Postings - Businesses in Sullivan County to which CWD provides recruitment assistance**

BUSINESS ANALYTICS 2022



DIVISION OF HEALTH AND FAMILY SERVICES

John Liddle, Commissioner of Social Services



Front Cover Photos (Clockwise from top): Division employees gather with local agencies and community partners to share information on available social care resources during an “Agency Soup” event at Cornell Cooperative Extension; Division employees pose in front of bags of trash collected along Sunset Lake Road on Earth Day; Staff Development Coordinator Stephanie Smith enjoys the annual picnic hosted by the Division Management Team; District Attorney Galligan, Deputy Commissioner Brown, and Legislator Salamone pose with law enforcement partners to celebrate expansion of the Hope Not Handcuffs Program; DSS Housing Coordinator Desmond Washington and an employee of Action Toward Independence pose for the camera at an Emergency Rental Assistance Program event in support of residents of Foxcroft Village, Loch Sheldrake; Commissioner Liddle speaks at the grand opening of a new outpatient substance use disorder clinic in Monticello; a group of DSS employees enjoys the weather and camaraderie at the annual picnic

From the Commissioner ...

The dedicated professionals of Sullivan County’s Division of Health and Human Services are very proud to present our 2022 Annual Report.

While we have emerged from the dark days of the global COVID-19 pandemic, vulnerable members of the towns, villages, and hamlets we serve continue to struggle with social, economic and physical instability. The presence of fentanyl in our communities has made drug use an even more dangerous gamble for the afflicted. A lack of housing inventory, especially housing affordable for low-income families, is traumatizing families who yearn to climb out of poverty amidst rising rents and grocery prices. Our local hospital has faced down extreme financial peril, and all employers, regardless of sector, are struggling to find new employees.

In spite of the many hills we climb together on a daily basis, our Director of Community Services, Melissa Stickle makes our mission clear, “*We remain here* for the very vulnerable whose health challenges have been further exacerbated by the pandemic, financial insecurities, and uncertainties about their future.” In the Public Health Department, *we remain here* to preventing illness and disease and to protect and promote public health. In Social Services *we remain here* to help residents of Sullivan County achieve wellbeing and independence through opportunities that protect, empower, respect choice and preserve dignity. While standing tall and continuing to serve is admirable enough in the world we live in today, the Division of Health and Human Services has actually done much more than “remain here.” This report will share a remarkable level of accomplishment amidst significant challenge. The Care Center at Sunset Lake staff have grown significantly, delivering healthier meals, and are finally reversing a five-year downward trend in quality of care. The Department of Community Services is implementing new public/private partnerships to ease

access to substance use disorder (SUD) and behavioral health care. The Public Health Department is pushing back threats from COVID, polio, and mpox, while improving the financial performance and expanding the services of the Home Health Agency. The Department of Social Services has delivered millions of dollars in emergency rental assistance, and is building a stronger coalition of community partners that refuses to leave any member of our community behind.

These are just the headlines to the 2022 story of the services we proudly provide our community.

John R. Liddle, Commissioner

DIVISION OF HEALTH AND HUMAN SERVICES

John Liddle

Commissioner of Health & Human Services

Commissioner of Social Services

Wendy Brown

Deputy Commissioner of HHS

Drug Task Force Coordinator

Giselle Steketee

Deputy Social Services Commissioner

Meg Holton

Licensed
Nursing Home
Administrator

Melissa Stickle

Department of
Community
Services

Karen Holden

Interim Public
Health Director

Laura McKay

Coordinator of
Child Support
Enforcement

**Leelani
Voigtland**

Director of
Services

Thelma McIver

Director of
Temporary
Assistance

Jeff Bowie

SIU Director
DA Investigator

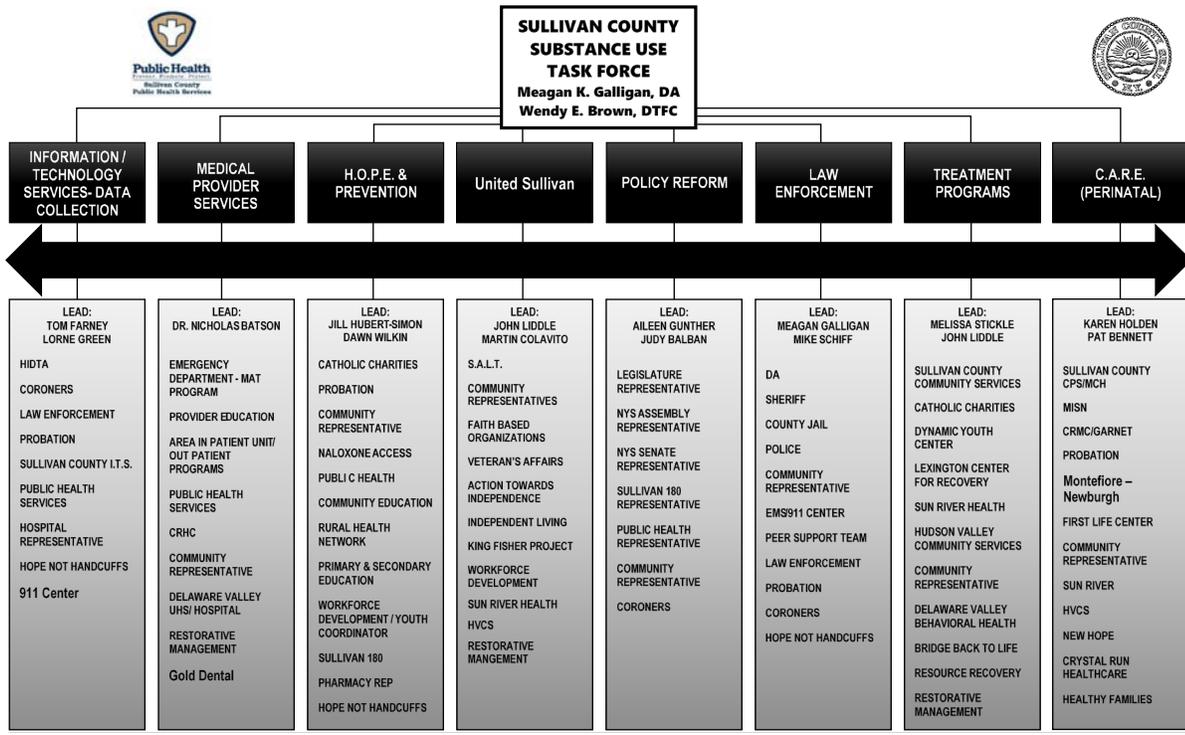


Roadmap to Better Health – 2023 Update

RWJF/US News Primary Areas of Concern	Primary Care Providers	Injury Deaths	Post-Secondary Education, Income Inequality, Child Poverty, Housing Access	Adult Smoking, Adult Obesity, Physical Inactivity, Mammogram Screening
<p><u>EASE Access to Care</u></p> <ul style="list-style-type: none"> Develop ways to make it easier to access behavioral and physical healthcare in Sullivan County 2023 focus: mental health and perinatal care Develop and implement a long term plan to attract providers. <p>2022 Accomplishments:</p> <ul style="list-style-type: none"> Implemented <i>United Sullivan</i> to ease access to full spectrum of health and human services Entered into public/private partnership agreements to expand pediatric mental health and adult substance use treatment in Liberty 	<p><u>END the Opioid Crisis</u></p> <ul style="list-style-type: none"> Remains most urgent issue 2023 focus: HIDTA designation, street outreach Drug Task Force pillars actively seeking solutions on a variety of issues <p>2022 Accomplishments:</p> <ul style="list-style-type: none"> Data indicates a decrease in opioid deaths from 2020-21 Established Sullivan County's first mobile clinic, methadone dosing station, expanded in-patient services and added 3 brick-and-mortar outpatient clinics Implemented opioid settlement spending plan Actively participating in multi-state Healing Communities Study 	<p><u>ENHANCE Communities</u></p> <ul style="list-style-type: none"> Broadest scope, most statistically significant effort Incorporates ongoing Housing Task Force initiatives and plans <p>2022 Accomplishments:</p> <ul style="list-style-type: none"> Facilitated \$6,787,807 in rental assistance through Oct. 31, 2022 Completed Comprehensive Housing Strategy (implementation will be focus for 2023) Awarded design contract for Gateway Housing Center on campus in Liberty <p>More 2022 Good News!</p> <ul style="list-style-type: none"> Sullivan Promise scholarship and athletic facility commitments O&W Rail Trail enhancement Expanded childcare services by Healthy Kids and G&D 	<p><u>ENCOURAGE Healthy Behaviors</u></p> <ul style="list-style-type: none"> Reduce prevalence and severity of chronic disease through education and community outreach 2023 focus: Increase chronic disease screenings to reduce hospitalizations Continue to promote vaccination <p>2022 Accomplishments:</p> <ul style="list-style-type: none"> Completed Community Health Assessment Partnered with Sullivan 180 on Encouraging Healthier Behaviors Challenge, Empowering a Healthier Generation, International Opioid Overdose Awareness Day, and many other outreach activities 	

Sullivan County Drug Task Force

The **Sullivan County Drug Task Force** is chaired by the Sullivan County District Attorney and activities are coordinated by the Deputy Commissioner of Health and Human Services. The Drug Task Force reorganized late in 2020 and has dramatically improved collaboration across both law enforcement and health and human service disciplines. The organizational chart depicts the makeup of the Task Force at its last semi-annual public meeting in October 2022. The Task Force has already expanded its operations in 2023 to include a pillar focused specifically on the care and treatment of veterans who suffer from SUD and will have its next public meeting in March 2023.



Key Activities from 2022 - Sullivan County's first Methadone Maintenance program (MMTP), provided by Lexington Center for Recovery, opened in the county in October. Previously, county residents using MMTP had to travel out of county to receive medication 3- 4 times a week requiring travel of a minimum of 2 hours each trip. This program will result in improved service to the community as well as a notable cost savings to the taxpayers - estimates are as high as \$1.5million in annual Medicare cost avoidance. Thanks to the diligent efforts of our Director of Community Services, this program is part of two different outpatient programs established by Lexington in Sullivan County in 2022 - one in Monticello, one in Liberty. Sullivan County was also fortunate to see additional access to substance use disorder care with an outpatient clinic opened by Restorative Management in the first quarter of 2022.

The Law Enforcement Pillar continued its affiliation with *Hope Not Handcuffs* (HNH), a pre-arrest diversion program offering people with SUD immediate access to treatment. The District Attorney's Office partnered with HNH and was awarded a \$1.3 million grant to support expansion of the program late in 2022. Additional resources to support law enforcement and peer recovery specialists are important capabilities that will come with the grant award. Sullivan County Jail has partnered with its contract healthcare provider, Prime Care, to provide specialized SUD treatment.

The Medical Provider Services Pillar expanded to include Dr. Brian Gold from Gold Dental. Dr. Gold will assist the Task Force with ensuring safer prescribing practices at medical and dental providers across the county. Collectively, the pillar reviews ED admission and discharge data from Garnet/Catskill.

The HOPE and Prevention Pillar focused on expansion of NARCAN training and distribution throughout the county. The Task Force will use funding from both the Opioid Settlement Fund and Healing Communities Study to make NARCAN more accessible in the community. These efforts started in 2022 and will continue throughout 2023.

Perhaps our greatest 2022 achievement was getting emergency NARCAN supplies (NaloxBoxes) to all county schools with training for staff in every school district. This pillar also promoted and conducted safe disposal and removal of unwanted drugs in cooperation with the Rural Health Network and Sullivan County Sheriff's Office. The Perinatal Pillar was created from membership in the Prevention Pillar in 2022 to focus on prevention and treatment of SUD in child bearing age women and to reduce the number of babies born with neonatal abstinence syndrome.

Opioid Settlement Fund

The below chart presents the Sullivan County Legislature's authorized use of opioid settlement funds forecasted to be provided to the county by opioid distributors who are settling lawsuits filed in state and federal court systems. From the authorization of the 2022-23 opioid settlement fund budget in June until the end of the year, the Drug Task Force completed acquisition of video surveillance assets and Cellbrite software subscriptions, contracted for the purchase of youth outreach materials designed and distributed sponsored thru ENGN, and funded the "Too Good For Drugs" educational pilot program for Eldred Central School District which has already put two 2nd grade, two 3rd grade, and two 4th grade classes into the program. 1st and 6th grade classes are coming into the program as of early 2023. \$30,000 was also contracted to HNH to support ongoing training, treatment, and awareness activities.

Proposed Settlement Programs and Projects	RESTRICTED USE AUTHORITY	22-23 Legislative Authorization
Settlement Fund Balance to support 2023-2030 expenses	N/A	\$ 302,000.00
Drug Task Force Manpower, Training and Equipment Account	Other (J & K)	\$ 165,000.00
Emergency Mental Health Response (911/311/988)	Treatment (C.9-11, D1f)	
Expand support for pre-arrest diversion (HNN)	Treatment (D.1.a.)	\$ 30,000.00
Domestic Violence/Human Trafficking Victim Support	Treatment (E.6-10)	\$ 36,015.00
K-12 Health Education in School Districts	Prevention (G.8,9,11)	\$ 25,000.00
LCSW/LMSW/CASAC Education Assistance Fund	Treatment (A.9,11)	\$ 68,000.00
Marketing to Support Prevention and Treatment	Prevention (G.1)	\$ 50,000.00
Transportation Support to Treatment Programs	Treatment (B.6)	\$ 42,000.00
Expand Support for HVCS Harm Reduction Programs	Prevention (H.1-12)	\$ 6,500.00
Toxicology testing (CCOSU)	Prevention (H.13)	\$ 5,000.00
Law Enforcement Video Surveillance Assets	Other (A.1)	\$ 168,000.00
Teen Mental Health First Aid Training	Prevention (G.10)	\$ 52,800.00
Provide transportation spt for local abstinence program	Treatment (B.6)	\$ 44,885.00
Community Youth Substance Use Prevention Programs	Prevention (G.12)	\$ 12,000.00
Expand Community Drop Off Sites to Town Halls	Prevention (G.4)	\$ 6,000.00
TOTAL DRUG TASK FORCE SETTLEMENT FUND REQUEST		\$ 1,013,200.00
FUNDS AVAILABLE (INCLUDES FUND BALANCE TRANSFERS)		\$ 1,013,684.18
2022 Drug Task Force General Fund Request		
Financial Aid for Building Rehab - 17 Hamilton, Monticello	Treatment (B.2, C.8)	\$ 50,000.00
Provide Nalox-boxes to all government buildings	Prevention (H.1-2)	\$ 25,000.00
5x TruNarc Detection Units to support narcotics investigations	Other (A.1)	\$ 130,000.00
2x Cellbrite Software Subscriptions to support narcotics investigations	Other (A.1)	\$ 52,000.00
TOTAL REQUEST		\$ 257,000.00

2022 Key Statistics - Sullivan County uses Overdose Detection Mapping Application Program (ODMAP) as its primary near-real time tracking tool of drug overdoses. While the Task Force believes the quality of our ODMAP data is improving, it is not yet a fully authoritative data source. ODMAP data will always differ (at least slightly) from vital statistics reported to New York State. Vital statistics include cause of death information that is not available until weeks after a death due to toxicology reviews.

Year	Overdoses Reported to ODMAP	ODMAP-reported Fatal Overdoses
2021	149	24
2022	218	25

The reported increase in overdoses is concerning and likely indicates the increasing danger from the expanding availability of illicit fentanyl. On the other hand, NARCAN trainings and distribution in the community increased significantly in 2022, with more than 900 persons trained, *more than double* the 420 reported in 2021. This is assessed to be the most likely reason that death rate is not increasing nearly as sharply as the overdose rate.



Care Center at Sunset Lake

Key Activities from 2022

Hiring, Training, and Retention Efforts - As with many adult care facilities across New York State, staffing has been a tremendous challenge for the Care Center at Sunset Lake in 2022. We have been able to work with the county legislature and Infinite Care to put sign on, referral and shift pick up bonuses in place in order to encourage applications and reward those who choose to pick up additional shifts. With these key hiring and retention tools in place, 94 staff were hired (or rehired) at all levels of employment in 2022. In addition to the bonus and recruitment efforts, we partnered with Sullivan BOCES and SUNY Sullivan for both nursing and CNA classes in the 2022 fall semester. We also offer full CNA Classes for those that are interested in attending and becoming certified. These classes have allowed us to hire staff, and allow those that are interested in the health care field an opportunity to join our family at the ACC and to further their careers by becoming certified nurse's aides. Most importantly for our existing staff, we transitioned our education and training program from an online program to include more in-person classes. These new classes are much more engaging than the online platform, allowing the facility to provide high quality in-service training to staff in all departments.

Food Service Improvements - We worked diligently on improvements in the kitchen where we have hired a new food services director who is a trained chef with nearly 20 years of experience in healthcare, nursing homes and restaurants. He has worked diligently with our dietary technician in order to improve the overall quality of food for our residents and to ensure that meals are nutritious and appetizing for all. He has vastly improved the quality and variety of meals offered. This includes updating and revising the menu at the facility and experimenting with different dishes that we have not previously offered, many of these suggestions have come from residents' input.



Rehab Unit Reopening and Rehab Services Expansion - One of the biggest accomplishments was our ability to reopen our rehabilitation unit and to begin to once again provide sub-acute rehabilitation to our community. This was a goal of ours starting in 2021 and we were proud to reopen the unit in September 2022. We have also expanded our rehabilitation department. We continue to recruit for a Director of Rehabilitation. We have been able to also expand our Restorative Nursing Program in the last few months to ensure restorative nursing services at least 6 days a week for our residents.

2022 Key Statistics

End of Year	Center for Medicaid Services (CMS) Star Rating (out of 5)	CMS Quality Rating (out of 5)	Areas of Concern on CMS Quality Measures Report
2021	1	1	9
2022	2	3	3

Although there are still a great deal of improvements to be made, CCASL improved across all of the key quality of care benchmarks established by CMS. As staffing continues to stabilize, we expect our quality measures will continue to head in the right direction.

Community Services

Our department faced many challenges in 2022, but we have persevered and remain committed to supporting and providing behavioral health treatment to those in need. While

our operations have been severely impacted by post-pandemic workforce shortages, we still managed to expand into new behavioral health frontiers in order to stay relevant and accessible. Community Services truly cares for those in need and strives to help our clients remain resilient, heal and recover.

Key Activities from 2022 - At the height of the pandemic, we were forced to discontinue Open Access to our clinic, which provided same day access to individuals requiring behavioral health interventions. We struggled to ease access to our clinic over the past three years due to resignations and retirements but have recently returned to in-person services for initial evaluation, psychiatric evaluations, clinical services, and pharmacotherapy services. Telehealth services are available to those who are unable to be seen in-person. Although clinical services have been severely disrupted by the pandemic, we are very fortunate that our Care Managers continued to be a lifeline to our very serious and persistently mentally ill patients by assisting them with getting to their appointments and obtaining their medications. Court ordered and mandated treatment services also managed to continue with minimal disruption.

We entered into an agreement to re-establish children’s clinical mental health services at our clinic and in local schools via Astor Children’s Services. Bureaucratic challenges with contracting and licensure prevented these services from going operational in 2022 as we had hoped, but we are in the final stages of Astor’s licensure to operate the children’s clinic and school-based satellite locations in Sullivan County.

We expanded our Medication for Opiate Use Disorder services (MOUD) for our dually diagnosed patients to aide them in their recovery from mental illness and substance misuse by partnering with a pharmacy that had an exclusive contract with the manufacturer of Sublocade, which is a long-acting injectable medication. We also continue to prescribe Vivitrol, Suboxone, Subutex, and Naloxone.

2022 Key Statistics

STATISTICAL SUMMARY FOR: Jan 1, 2022 - Dec 31 ,2022 (Monthly Average)	
Mental Health Cases	436
Health Home Case Management Programs	163

Chemical Dependency	55
Single Point of Access (complex/dual-diagnosis)	63
Total Individuals served on a monthly basis (average)	717
Total persons served (duplicative count)	8604



Public Health

Key Activities from 2022

Public Health Education - Two of our Public Health Educators were promoted into new roles within DHHS in 2022. Ms. Jill Hubert-Simon, now our Community Health Coordinator, is now conducting strategic planning and increasing educational outreach on a multitude of Public Health and Social Care issues. Key 2022 activities included:

- *Food is Medicine* Program \$15,000 in free food vouchers distributed with critical support from Cornell Cooperative Extension of Sullivan County
- Attended various health and employee fairs and conducted presentations throughout Sullivan county. Radio show appearances once a month, various public service announcements
- Earned a NYS Broadcaster's Association Award: *Excellence in Broadcasting* for a public service announcement created to support the Drug Task Force and its HOPE Line to refer SUD sufferers and their families to services
- Developed a sexually transmitted infection (STI) prevention and education program
- Death certificate database developed through collaboration with ITS - This database will make it much easier to detect long-term trends in overdose deaths and chronic illnesses that are impacting the county and help us to plan more effective public health responses.

Disease Control and Prevention/Emergency Preparedness and MRC:

- Created a way to send Lyme, Hepatitis, and other notification/follow up letters to providers digitally - saving, time, paper, and generally more efficient communications with local providers.

- Conducted school outreach on ticks, oral hygiene, and nutrition
- Successfully investigated 1st case of MPox outside NYC and prevented spread through education and vaccination.
- Distributed nearly 1000 male and female barrier contraceptives to buildings within the county.
- 317 volunteers registered with ServNY for our County’s Medical Reserve Corps (MRC)
- Held 5 free trainings for the MRC in 2022; 346.15 volunteer hours recorded

2022 Key Statistics

- Administered 1890 vaccinations to humans
- Administered 435 rabies vaccines to animals at 5 local clinics
- 27% increase in CHHA Collections: In 2021, we collected \$2.7M, and we're looking at a 27% increase for 2022 (estimated to be \$3.4M, pending final receipts from the end of the year).

SCPHS CHHA Department Specific Performance Indicators: 2022																	
Measure/Indicator	2021 YE Score	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Target 2023	Current vs. Goal	Trend	Best Practice
Admissions (2021)	1354	115	99	112	108	100	105	109	113	98	113	106	107	1422			10%
Prior Year (2020)	1133	115	92	132	107	118	113	119	109	121	121	106	101	1354			
Census (agency) (2021)	3457	286	287	309	296	283	279	284	319	274	284	295	306	3502			
Prior Year (2020)	2677	266	255	313	277	278	276	291	281	307	312	307	294	3457			
Productivity	4.52	4.30	4.50	4.70	4.90	4.50	4.40	4.60	4.50	4.30	4.00	4.60	4.41	5.00			5
NTUC	24.0%	21.0%	23.3%	25.8%	22.9%	36.9%	17.1%	23.7%	21.2%	29.8%	24.5%	19.4%	20.5%	20.0%			15%
Sample size		165	167	187	174	178	165	156	166	172	171	160	160				
Prior Year (2020)		24.3%	25.0%	25.0%	25.0%	19.0%	28.0%	24.0%	22.0%	28.0%	26.0%	24.0%	26.0%				
Timely SOC	null	77.2%	62.3%	50.2%	34.3%	40.5%	86.9%	94.5%	100%	100%	100%	100%	100%	100.0%			100%
Sample size		103	113	119	109	102	104	108	130	101	111	110	101				
Overtime: Avg	104.6	113	127	134	147	155	165	174	190.4	187	183	177.6	171	85.00			
OT Totals: (2020)	89.5	113	140	148	215	187	187	227	306	164.0	145.0	122.0	99.0	171.1			

Social Services

In the Department of Social Services, our mission is to help residents of Sullivan County achieve wellbeing and independence through opportunities that protect, empower, respect choice and preserve dignity.

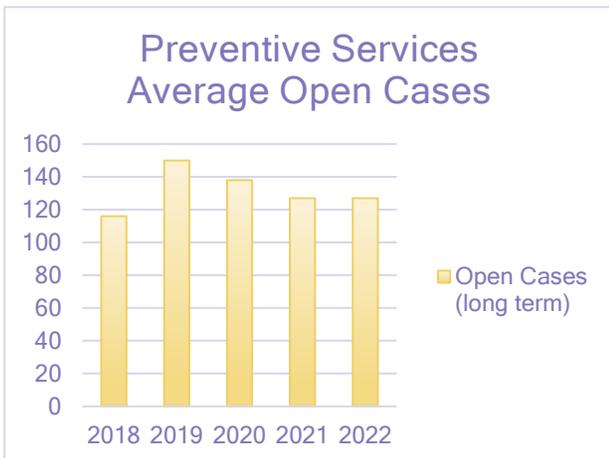
Key Activities from 2022

Administration, Finance and Training - Under the superb leadership of Mr. Jared Nash, The DSS accounting team once again met all state and federal claiming deadlines and

established a quarterly billing process to recoup wrongfully paid benefits. Our local IT professional, Mr. Don Lara, identified areas where additional data may be extracted from various state IT systems to provide department heads with valuable information to assist in program planning. We also took significant steps forward in the training and professionalization of our workforce with our new Staff Development Coordinator, Ms. Stephanie Smith. Our training accomplishments over the past year included the following:

- Introduced the County Mandated *OneGroup* training platform.
- Revamped and developed more interactive Department of Social Services new employee orientation & onboarding program.
- Developed and implemented Department of Social Service Annual Training Plan which incorporates County & State Mandated requirements & platforms, and the Commissioner’s Goals for the year.
- Corporate Compliance training was 100% completed by all DSS staff.

Child Protective Services (CPS) is mandated to investigate all reports of alleged child abuse and maltreatment of children under the age of 18. They will make referrals for the appropriate community services and, if necessary, provide for legal intervention. CPS team members responded to 1480 reports last year.

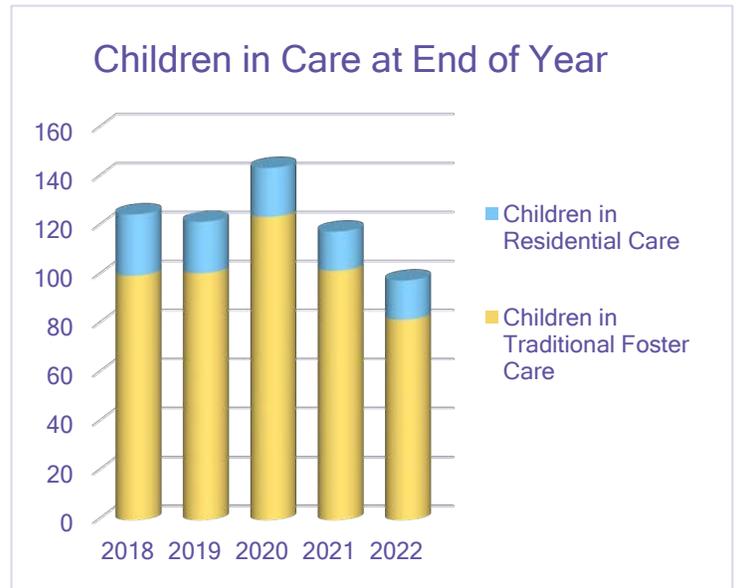


- **Preventive Services** is responsible for services to children and families to improve behavior and strengthen familial relationships. We provide services to families to preserve the family unit and maintain children at home in a safe environment. Services provided include daycare, parent education, parent aide services, emergency shelter, food, clothing and other essential items needed to avert foster care

placement, respite care services for crisis situations, and case management. In 2022 we increased usage of community-based services for children and families Partnered with Access: Supports for Living to provide increased services to clients with urgent needs and reduce need for children to be placed in care.

Foster Care & Adoption Services develops permanency plans for children in placement, working diligently to return them to their families, or when that is not possible, to work towards adoption or independent living. This unit also recruits and certifies foster and adoptive families. Significant accomplishments in 2022 included:

- Four children left care and were placed with relatives, eight children left care through kinship placement, and nine children successfully left foster care and returned to parents.
- Implemented Kin-gap program and successfully completed two Kin-gap home subsidies.
- Certified 13 new foster homes and reduced foster care expenses by \$1,066,887 by reducing our reliance on residential placement programs outside of home environments..
- Seventeen children were freed for adoption in 2022 all of whom are in pre-adoptive homes.
- 4 out of 4 Quarterly Reviews on our Candidacy and Title VI-E cases with our regional office received 100% compliance meaning we have secured the maximum Federal and State aid on these eligible cases reducing the amount of county share to the taxpayer.



The **Family Violence Response Team (FVRT)** is a multidisciplinary unit who coordinates investigations with the District Attorney’s office and forensic experts in the fields of physical and sexual child abuse. The Sullivan County FVRT is in the process of becoming a state certified Child Advocacy Center. FVRT responded to 201 calls in 2022 leading to 42 indicated reports, 13 arrests, 9 felonies, and 23 misdemeanors.

Adult Protective Services assist persons 18 years of age or older who, because of mental or physical impairments, cannot provide for their basic needs for food, clothing, shelter or medical care, or protect themselves from neglect or hazardous situations, and who have no one willing and able to help in a responsible manner. Caseworkers in this unit assess potential adult abuse and neglect as well as financial exploitation. Their needs are identified and the appropriate community services are arranged. The Commissioner is assigned guardianship over individuals who are deemed disabled or incapacitated to the point that they are no longer able to safely care for themselves; and have no one who is willing and able to perform this function. The number of persons receiving guardianship services over the last five years is depicted below:

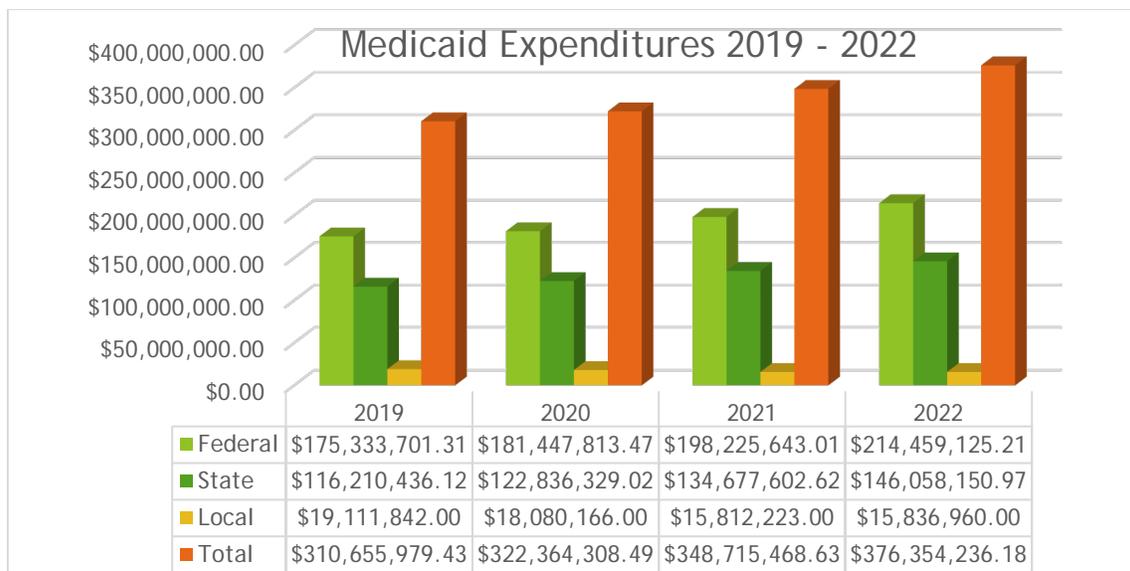
2018	28
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2019	27
2020	29
2021	42
2022	38

The *Medical Assistance Unit* is responsible for determining eligibility for Medicaid programs. These programs provide necessary medical, dental and optical care to families who may not otherwise be able to obtain these services. There are varying eligibility requirements for specialized groups such as pregnant women, children under 19 and the aged. Within this unit there are several programs:

- Nursing Home (Chronic Care): This unit provides guidance to applicants and potential applicants inquiring of prospective medical eligibility and/or availability of long-term care facilities.
- Managed Long Term Home Care (MLTC) - Services that help with activities of daily living. This program provides for Home care attendants & day care services.
- Disabled Client Assistance Program: This program is designed to facilitate the Social Security SSI/SSD application process for disabled Temporary Assistance recipients and applicants who would have difficulty pursuing benefits on their own.
- Medicare Savings Programs: The Medicare Buy assists low income persons who are on Medicare due to age or disability by paying monthly Medicare premiums.
- Managed Care Medicaid Program: Medicaid Managed Care offers an alternative to Medicaid and is designed to improve access to quality medical services in a more cost-effective manner. HMO plans are available to Medicaid eligible recipients
- Medical Evidence Gathering Program (formerly known as the “Aid to the Disabled” program): This program provides for the collection and evaluation of medical and vocational reports in a manner that can document the applicant's disability and the expected duration of the impairment, preventing work. Working Disabled: This program offers an opportunity for disabled individuals to buy Medicaid health coverage.
- SSI Medicaid: If a client is receiving SSI they are automatically enrolled in Medicaid.
- Medical Audit:
 - Verification of all Third-Party Health Insurance, Medicare Coverage, Medicare Savings Program, Subrogation for Accident and Worker Compensation Insurances
 - Reimbursement of Medicare Part B

- Exceptions and Restrictions Programs, Comprehensive Medical Case Management (CMCM) authorizations/terminations, Recipient Restriction program establishes enrollees with primary care providers for medical services. Working with State and County agencies.



2022 Accomplishments:

- As of 12/29/2022, there were 0 Medicaid applications waiting over 45 days - far exceeding NYS standards. Most applications are processed within 30 days.
- Continued to update and maintain user manual/guides for multiple programs, including the Managed Care and Third-Party Health insurance programs, optimizing program efficiency.

The Temporary Assistance Unit provides programs for needy men, women and children that are unable to work, can't find a job or their job does not pay enough for food, or a place to live; There are several different programs, each of which, have specific program requirements and eligibility standards.

Child Care Subsidy Program Team: These three programs assist income-eligible parents with childcare costs.

From 1/1/2022-11/30/2022, approximately 907 children were provided services under the Child Care Subsidy Program at a cost of \$701,302.00. It is anticipated that end of year numbers will be close to 1099 children served at a cost of \$765,056.00.

Supplemental Nutrition Assistance: This is a food supplemental program is to help stretch the family food budget when purchasing groceries. Only non-taxable food items are allowed for

purchase by this program. Originally called the food stamp program it is operated under regulations set by the US Department of Agriculture and is 100% federally funded.

Home Energy Assistance Program (HEAP): HEAP is designed to offset fuel and utility costs for eligible families or individuals. HEAP funds are usually available mid-November until mid-April, but may end sooner if funds are depleted. The amount of this benefit is based on the type of household, income for the household and the type of fuel or utility. It is supported by a 100% federal block grant.

- HEAP dollars used in 2021/2022 for the season from 10/01/2021 to 7/20/2022 was a total of \$6,947,768.00 for an issuance of 9778 benefits. As of April of 2022, which was the original HEAP closing date, 9195 benefits had been issued totaling \$6,521,432.00.
- So, from April to July, an additional 583 benefits equaling \$426,336.00 was authorized as a result of the expansion of the benefit season.
- Since the HERR and Clean and Tune season essentially run year-round, as of September 30,2022 when both programs closed for the season the statistics were as follows:
 - Clean and Tune: 151 applications totaling over \$35,000.
 - HERR: 46 applications totaling over \$100,000.
 - Cooling: 122 applications totaling over \$90,000
 - This was the first year that the medical need was removed and the program had to close early due to depletion of funds.
- HEAP season had 1 regular and 3 emergency benefits for the third year in a row.
- Additionally, HEAP offered RAS- the Regular Arrears Supplement benefit, to assist with utility arrears. This benefit ran from 9/27/2021-3/15/2022 and 668 benefits were issued totaling over \$1.3 million dollars.



- *Emergency housing* costs include the contract with the Knights Inn, located in Liberty.

Temporary housing costs were impacted by several issues including, increased motel placements due to code enforcement and evictions. Also, larger families required emergency housing, many times, requiring more than 1 room to accommodate the number of people in the family. Furthermore, placements at the Lincoln motel, in Liberty, had a longer length of stay, as permanent housing

inventory without restrictions was limited. Lastly, there were several placements at the Imperial motel, in Newburgh, for challenging cases that exhausted all of the available temporary emergency housing resources in Sullivan County but still required housing under Code Blue.

Temporary Assistance:

- **Emergency Assistance:** These programs are available to assist those who meet eligibility criteria for immediate unforeseen emergency needs.
- **Temporary Cash Assistance** is provided to eligible clients through two major entitlement programs. The cash grant for each program includes a basic allowance, a rental allowance and an energy allowance. The amount of the grant is based on family size and total household income and expenses
- **Family Assistance (FA)** provides financial assistance to families with children deprived of support due to the death, absence or incapacity of a parent. This program is governed by federal and state regulations and is funded 100% by a federal block grant (TANF).
- **Temporary Assistance for single/childless adults (SN) - Safety Net (SN)** - This State (29%) and County (71%) funded program provides financial assistance to eligible needy individuals and some families who are not categorically eligible for Family Assistance.
- **2022 Fair Hearings:**
 - 73 fair hearings were requested. This was 72 less than 2021.

- 43 cases (59 %) defaulted, withdrew, had no basis for a hearing, or were resolved via case conference or an agency stipulation and correction of case.
- 1 was lost, 3 won, 4 adjourned, 5 not heard yet, and 17 resulted in modified benefits.
- Employment: (Data from NYS DOL- Division of Research and Statistics)
 - Sullivan County saw an increase of 6.1% (1,700) in total nonfarm jobs and an increase of 7.3% (1,600) in total private sector jobs.
 - Sullivan County Unemployment rates as of October 2022 was 2.4 %
 - Also, in October 2022, Sullivan County ranked # 1 for Job Growth Rate, year over year.

2022 Accomplishments:

- We received over 350 online Temporary Assistance applications for 2022. Online applications have made our programs more accessible to those who cannot physically come to DSS.
- Operated a successful Emergency Rental Assistance Program with Community Partners providing over \$7 million in benefits for rental arrears and prospective rent. The Landlord Rental Assistance Program provided an additional \$ 2.2 million in benefits for rental arrears.
- Selected an architectural firm to provide conceptual plans and a budget for the construction of the Housing Gateway Center.
- Developed a Case Management program for homeless individuals and families placed in local motels used for temporary emergency housing.
 - We served 19 family and 16 single cases, totaling 47 individuals.
- We received approval from the NYS Office of Temporary and Disability Assistance (OTDA) for a new Rental Supplement Program for homeless persons and those at high risk of becoming homeless, who are working and earning 30-50 % of the Area Median Income.
 - Approved for over \$240,000 in funding
 - Approved 7 applications impacting 23 individuals.
 - Approved back rent to landlords and prospective rent until 3/31/2023 totaling over \$40,000
 - Program approved until 3/31/2023 and anticipated to renew for 2023-2024

The Special Investigations and Resource Recovery Unit (SIU) is part of the Welfare Fraud Task Force. The Task Force includes the District Attorney and Sheriff's Office. SIU is responsible for fraud referral intake and reporting. We conduct fieldwork, maintain collateral contacts and interview. Authorization of indigent burial/cremation funds are also the responsibility of SIU. Requests are reviewed to determine the applicant's locality, resources and how they should be applied.

2022 Accomplishments:

- Collaborated with the Temporary Assistance department on agency Best Practices
- Worked with staff development coordinator and Temporary Assistance to set up FEDS/EVR refresher trainings for relevant staff members
- FED's cost avoidance totaling \$221,184.00
- Estate claim Recoveries totaling \$102,213.77
- 93 overpayment calculations totaling \$129,755.73
- Review of 2,653 State Report Matches resulted in 347 cases closings, preventing over issuance
- 39 arrests totaling \$104,468.67 in Welfare program dollars, additional \$20,260.00 in PPP Loan recovery and \$2,453.14 in plea arrangements
- 46 denials of 174 indigent burial/cremation requests. Denials due to research on eligibility. Additionally, we assisted Veterans Administration with 12 burial/cremation eligibility reviews

The *Child Support Enforcement Unit* enhances the lives of children and families by helping parents meet the financial, medical, and emotional needs of children by establishing and enforcing child support orders.

- Total collections: \$7,363,921.13
- The Child Support Unit continues to exceed the federally mandated guidelines for Paternity Establishment Percentage (PEP) at 97.76% and the Support Establishment Percentage (SEP) at 94.65%. Both percentages were increases from 2021.
- 420 petitions were filed with Family Court in 2022. This is a 20.7% increase from 2021.

The amount of undistributed collections from 2021 to 2022 was reduced by over 32%



Sullivan
COUNTY CATSKILLS

Mountains of Opportunities