

County of Albany

Harold L. Joyce
Albany County Office Building
112 State Street - Albany, NY 12207



Meeting Agenda

Thursday, June 30, 2022

5:00 PM

Held Remotely

Health Committee

PREVIOUS BUSINESS:

1. APPROVING PREVIOUS MEETING MINUTES

CURRENT BUSINESS:

2. AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH REGARDING THE RABIES GRANT PROGRAM
3. AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE OFFICE OF MENTAL HEALTH REGARDING ACCORD FUNDING AND AMENDING THE 2022 DEPARTMENT OF MENTAL HEALTH BUDGET
4. AMENDING THE 2022 DEPARTMENT OF MENTAL HEALTH BUDGET: ADMINISTRATIVE ADJUSTMENTS
5. AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE BUREAU OF JUSTICE ASSISTANCE REGARDING THE COMPREHENSIVE SECURE AND RESPONSIBLE DRUG DISPOSAL PROGRAM

County of Albany

*Harold L. Joyce
Albany County Office Building
112 State Street - Albany, NY 12207*



Meeting Minutes

Thursday, May 26, 2022

5:00 PM

Held Remotely

Health Committee

PREVIOUS BUSINESS:

Present: Raymond F. Joyce, Dustin M. Reidy, Robert J. Beston, Zach Collins, Alison McLean Lane, Matthew J. Miller and Sean E. Ward

Excused: Frank A. Mauriello and Wanda F. Willingham

1. APPROVING PREVIOUS MEETING MINUTES

A motion was made that the previous meeting minutes be approved. The motion carried by a unanimous vote.

2. LOCAL LAW NO. "K" FOR 2021: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, TO PROVIDE FOR THE SAFE DISPOSAL OF OPIOID MEDICATIONS

This Local Law was withdrawn at the request of the Sponsor.

3. PUBLIC HEARING ON PROPOSED LOCAL LAW NO. "K" FOR 2021 A LOCAL LAW TO PROVIDE FOR THE SAFE DISPOSAL OF OPIOID MEDICATIONS

This proposal was withdrawn at the request of the Sponsor.

CURRENT BUSINESS:**4. AUTHORIZING A RATE SETTLEMENT AGREEMENT BETWEEN THE DEPARTMENT OF MENTAL HEALTH AND CAPITAL DISTRICT PHYSICIANS HEALTH PLAN, INC AND AMENDING THE 2022 DEPARTMENT OF MENTAL HEALTH BUDGET**

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

5. AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH REGARDING DISEASE INTERVENTION SERVICES AND AMENDING THE 2022 DEPARTMENT OF HEALTH BUDGET

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

6. AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH REGARDING THE PERINATAL AND INFANT COMMUNITY HEALTH COLLABORATIVES PROGRAM AND AMENDING THE 2022 DEPARTMENT OF HEALTH BUDGET

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

7. AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH/HEALTH RESEARCH, INC. REGARDING THE PUBLIC HEALTH EMERGENCY PREPAREDNESS PROGRAM

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

8. AMENDING RESOLUTION NO. 251 FOR 2021 REGARDING COVID-19 GRANT FUNDING

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

9. AUTHORIZING AN AGREEMENT WITH AUSTIN AIR FOR THE PURCHASE OF 5000 AIR PURIFIERS FOR K-12 SCHOOLS IN ALBANY COUNTY AND AMENDING THE 2022 DEPARTMENT OF HEALTH BUDGET

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

10. AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE GOVERNOR'S TRAFFIC SAFETY COMMITTEE REGARDING THE 2023 GENERAL HIGHWAY SAFETY GRANT

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.



DANIEL P. McCOY
County Executive

ELIZABETH F. WHALEN, MD, MPH
Commissioner of Health

DEPARTMENT OF HEALTH
COUNTY OF ALBANY
175 GREEN STREET
ALBANY, NEW YORK 12202

The Dr. John J.A. Lyons
ALBANY COUNTY HEALTH FACILITY
(518) 447-4580 FAX (518) 447-4698

MARIBETH MILLER, BSN, MS
Assistant Commissioner for Public Health

SHANNA F. WITHERSPOON, MPA
Assistant Commissioner Finance and Administration

May 31, 2022

Honorable Andrew Joyce, Chairman
Albany County Legislature
112 State Street, Room 710
Albany, New York 12207

Dear Chairman Joyce:

Albany County Department of Health (ACDOH) requests permission to contract with the NYS Department of Health for the Rabies Grant Program. The grant award is \$49,072, each year for three years beginning April 1, 2022 and ending March 31, 2025 for a total of \$147,216. This continued funding was expected and budgeted in the 2022 Health budget; it will cover reimbursement for the costs of mandatory human rabies treatment, preparation and shipment of animal specimens, pet vaccination clinics, and education and prevention activities.

Please don't hesitate to contact me if you have any questions or need additional information.

Sincerely,

Elizabeth F. Whalen, MD, MPH
Commissioner of Health

cc: Hon. Dennis Feeney, Majority Leader
Hon. Frank A. Mauriello, Minority Leader
Rebekah Kennedy, Majority Counsel
Minority Counsel

Enclosures



Albany County Department of Health is nationally accredited and meets rigorous public health standards set forth to best meet the needs of our community.



County of Albany

Harold L. Joyce
Albany County Office
Building
112 State Street - Albany,
NY 12207

Legislation Text

File #: TMP-3373, **Version:** 1

REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):

Request to contract with NYSDOH for the Rabies grant program.

Date:	5/31/2022
Submitted By:	Dr. Elizabeth Whalen
Department:	Health
Title:	Commissioner of Health
Phone:	518-447-4584
Department Rep.	
Attending Meeting:	Dr. Elizabeth Whalen

Purpose of Request:

- Adopting of Local Law
- Amendment of Prior Legislation
- Approval/Adoption of Plan/Procedure
- Bond Approval
- Budget Amendment
- Contract Authorization
- Countywide Services
- Environmental Impact/SEQR
- Home Rule Request
- Property Conveyance
- Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

- Contractual
- Equipment
- Fringe
- Personnel
- Personnel Non-Individual

Revenue

Increase Account/Line No.: Click or tap here to enter text.
Source of Funds: Click or tap here to enter text.
Title Change: Click or tap here to enter text.

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

- Change Order/Contract Amendment
- Purchase (Equipment/Supplies)
- Lease (Equipment/Supplies)
- Requirements
- Professional Services
- Education/Training
- Grant

Renewal

Submission Date Deadline Click or tap to enter a date.

- Settlement of a Claim
- Release of Liability
- Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
Click or tap here to enter text.

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee: \$147,216
Scope of Services: The agreement will cover the cost of mandatory human rabies treatment, collecting and submitting animal specimens for rabies testing, pet vaccination clinics, and activities related to rabies education and prevention.

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes No
If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes No
Anticipated in Current Budget: Yes No

County Budget Accounts:

Revenue Account and Line: Click or tap here to enter text.

Revenue Amount: Click or tap here to enter text.

Appropriation Account and Line: Click or tap here to enter text.

Appropriation Amount: Click or tap here to enter text.

Source of Funding - (Percentages)

Federal: Click or tap here to enter text.

State: 100%

County: Click or tap here to enter text.

Local: Click or tap here to enter text.

Term

Term: (Start and end date) April 1, 2022 - March 31, 2025

Length of Contract: 36 months

Impact on Pending Litigation Yes No

If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number: 23 of 2019

Date of Adoption: February 11, 2019

Justification: (state briefly why legislative action is requested)

The Albany County Department of Health (ACDOH) was recently notified of continued funding from NYS Department of Health for the Rabies Program. The grant award is \$49,072, each year for three years beginning April 1, 2022 and ending March 31, 2025 for a total of \$147,216. This continued funding was expected and budgeted in the 2022 Health budget; it will cover reimbursement for the costs of mandatory human rabies treatment, preparation and shipment of animal specimens, pet vaccination clinics, and education and prevention activities.



Department of Health

KATHY HOCHUL
Governor

MARY T. BASSETT, M.D., M.P.H.
Commissioner

KRISTIN M. PROUD
Acting Executive Deputy Commissioner

May 3, 2022

Elizabeth Whalen
Commissioner
Albany County
Albany County Department of Health
175 Green Street
Albany, NY 12202

Dear Dr. Whalen,

I am writing to inform you that Albany County has been selected for an award under the Rabies Program for the 4/1/22 – 3/31/25 period. The new contract number for your county is C36516GG, which must be used on all documents and communications regarding this contract. Your contract will be executed via the Grants Gateway. Please identify by return email the Grants Gateway Profile you will use for this contract no later than Monday, May 16, 2022.

Your estimated annual grant award for each year of this contract, starting April 1, 2022 through March 31, 2023, is \$49,072.00. Your three-year total contract value is \$147,216.00. Reimbursement is dependent on the actual number of human rabies treatments, specimens collected, pet vaccination clinics, and education and prevention activities, and cannot exceed the estimated allocation. Supporting documentation must accompany your request for reimbursement.

Final grant awards are contingent on the review and approval of the Office of the State Comptroller.

We look forward to working with you on the successful implementation of the project. If you have any questions, please call Kimberley Seward at (518) 473-4439.

Sincerely,

Kimberley Seward
Health Program Administrator I
Bureau of Communicable Disease Control

RESOLUTION NO. 23

AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH REGARDING A RABIES PROGRAM AND AMENDING THE 2019 HEALTH DEPARTMENT BUDGET

Introduced: 2/11/19
By Health Committee:

WHEREAS, The Commissioner of the Department of Health has been notified of a grant award from the New York State Department of Health regarding rabies program funding to cover reimbursement for the cost of mandatory human rabies treatment, preparation and shipment of animal specimens, pet vaccination clinics, and education and prevention activities, and

WHEREAS, The Commissioner is seeking approval to accept the grant funding and enter into an agreement with the New York State Department of Health regarding this program, in a total amount of \$147,216, for a term commencing April 1, 2019 and ending March 31, 2022, and

WHEREAS, The Commissioner of the Department of Health has also requested a budget amendment in order to accept said funding, now, therefore, be it

RESOLVED, By the Albany County Legislature, that the County Executive is hereby authorized to enter into an agreement with the New York State Department of Health regarding rabies program funding to cover reimbursement for the cost of mandatory human rabies treatment, preparation and shipment of animal specimens, pet vaccination clinics, and education and prevention activities, in an amount not to exceed \$147,216, for a term commencing April 1, 2019 and ending March 31, 2022, and be it further

RESOLVED, That the 2019 Department of Health Budget is hereby amended as follows:

Increase Revenue Account A4415 Rabies Grant by \$1,838

Increase Appropriation Account A4010.4 by \$1,838 by increasing line item A4010 4 4023 Medical Supplies by \$1,838

and, be it further

RESOLVED, That the Albany County Attorney is authorized to approve said amendment as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

Adopted by unanimous vote – 2/11/19

State of New York
County of Albany

This is to certify that I, the undersigned, Clerk of the Albany County Legislature, have compared the foregoing copy of the resolution and/or local law with the original resolution and/or local law now on file in the office, and which was passed by the Legislature of said County on the 11th day of February, 2019, a majority of all members elected to the Legislature voting in favor thereof, and that the same is a correct and true transcript of such original resolution and/or local law and the whole thereof.



IN WITNESS THEREOF, I have hereunto set my hand and the official seal of the County Legislature this 12th day of February, 2019.

A handwritten signature in cursive script, appearing to read "Robert J. Deane", is written over a horizontal line.

Clerk, Albany County Legislature

FEB 28 2019



COUNTY OF ALBANY
 DEPARTMENT OF MENTAL HEALTH
 175 GREEN STREET
 ALBANY, NEW YORK 12202
 518-447-4537 FAX 518-447-4577
 WWW.ALBANYCOUNTY.COM

Daniel P. McCoy
 County Executive

Daniel C Lynch, Esq.
 Deputy County Executive

Stephen J. Giordano, Ph.D.
 Director of Mental Health

Cindy G. Hoffman, LCSW-R
 Deputy Director

June 8, 2022

Hon. Andrew Joyce, Chairman
 Albany County Legislature
 112 State St., Rm. 710
 Albany, NY 12207

Dear Chairman Joyce,

The Mental Health Department requests permission to accept OMH (Office of Mental Health) ACCORD (Albany County Crisis Official Responding and Diverting) program funding and amend our 2022 budget in order to allocate said funds. The funding (\$350,000) will allow for an expansion of alternative crisis response services to residents of Albany County experiencing behavioral health crises without the presence of law enforcement whenever possible. The funding will supplement the salaries of two ACDMH Staff Social Workers, one Supervising Social Worker and supporting office expenses for a six month period.

Feel free to contact Michael Fitzgerald or me if you have any questions concerning this request.

Sincerely,

Stephen Giordano, Ph.D.
 Director

cc: Hon. Dennis A. Feeney, Majority Leader
 Hon. Frank A. Mauriello, Minority Leader
 Rebekah Kennedy, Majority Counsel
 Arnis Zilgme, Minority Counsel



County of Albany

Harold L. Joyce
Albany County Office
Building
112 State Street - Albany,
NY 12207

Legislation Text

File #: TMP-3309, **Version:** 1

REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):

The Mental Health Department requests permission to accept OMH (Office of Mental Health) ACCORD (Albany County Crisis Official Responding and Diverting) program funding and amend our 2022 budget in order to allocate said funds.

Date:	April 27, 2022
Submitted By:	Mark Gleason
Department:	Mental Health
Title:	Operations Analyst
Phone:	518-447-3014
Department Rep.	
Attending Meeting:	Dr. Stephen Giordano, Director

Purpose of Request:

- Adopting of Local Law
- Amendment of Prior Legislation
- Approval/Adoption of Plan/Procedure
- Bond Approval
- Budget Amendment
- Contract Authorization
- Countywide Services
- Environmental Impact/SEQR
- Home Rule Request
- Property Conveyance
- Other: (state if not listed) Accept NYS OMH (Office of Mental Health) ACCORD Funding

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

- Contractual
- Equipment
- Fringe
- Personnel

- Personnel Non-Individual
- Revenue

Increase Account/Line No.: See Budget Amendment
Source of Funds: NYS OMH
Title Change: Click or tap here to enter text.

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

- Change Order/Contract Amendment
- Purchase (Equipment/Supplies)
- Lease (Equipment/Supplies)
- Requirements
- Professional Services
- Education/Training
- Grant

Choose an item.

Submission Date Deadline Click or tap to enter a date.

- Settlement of a Claim
- Release of Liability
- Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
NYS Office of Mental Health, 44 Holland Ave, Albany, NY 12229

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee: \$350,000

Scope of Services: The funding (\$350,000) will allow for an expansion of alternative crisis response services to residents of Albany County experiencing behavioral health crises without the presence of law enforcement whenever possible. The funding will supplement the salaries of six ACDMH Staff Social Workers, one Supervising Social Worker and supporting office expenses for a six month period.

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes No
If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes No
Anticipated in Current Budget: Yes No

County Budget Accounts:

Revenue Account and Line: A3.4310.03490
Revenue Amount: \$350,000

Appropriation Account and Line: Various Lines See Budget Amendment
Appropriation Amount: \$350,000

Source of Funding - (Percentages)

Federal: Click or tap here to enter text.
State: 100%
County: Click or tap here to enter text.
Local: Click or tap here to enter text.

Term

Term: (Start and end date) 6/1/2022-12/31/2022
Length of Contract: 6 Months

Impact on Pending Litigation

If yes, explain: Yes No
Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

Justification: (state briefly why legislative action is requested)

The Mental Health Department requests permission to accept OMH (Office of Mental Health) ACCORD (Albany County Crisis Official Responding and Diverting) program funding and amend our 2022 budget in order to allocate said funds. The funding (\$350,000) will allow for an expansion of alternative crisis response services to residents of Albany County experiencing behavioral health crises without the presence of law enforcement whenever possible. The funding will supplement the salaries of six ACDMH Staff Social Workers, one Supervising Social Worker and supporting office expenses for a six month period.

Albany County Department of Mental Health

2022 OMH ACCORD Funding Budget Amendment

ACCOUNT NO.	RESOLUTION DESCRIPTION	INCREASE	DECREASE	UNIT COST	DEPARTMENT NAME
A9 4310 1 2201A 430216	Supervising Staff Social Worker	\$37,642.00		\$75,283.00	Mental Health
A9 4310 1 2205A 430217	Staff Social Worker	\$27,642.00		\$55,284.00	Mental Health
A9 4310 1 2205A 430218	Staff Social Worker	\$27,642.00		\$55,284.00	Mental Health
A9 4310 8 9010	State Retirement	\$16,727.00		\$879,522.00	Mental Health
A9 4310 8 9030	Social Security	\$7,109.00		\$480,155.00	Mental Health
A9 4310 8 9060	Hospital and Medical Insurance	\$23,585.00		\$1,593,202.00	Mental Health
A9 4310 2 2050	Computer Equipment	\$4,500.00		\$35,700.00	Mental Health
A9 4310 4 4036	Telephone	\$480.00		\$34,800.00	Mental Health
A9 4310 4 4039	Conference/Training/Tuition	\$2,500.00		\$47,736.00	Mental Health
A9 4310 4 4042	Printing And Advertising	\$1,500.00		\$4,304.00	Mental Health
A9 4310 1 9980	Clothing Allowance	\$5,800.00		\$5,800.00	Mental Health
A9 4310 1 9940	Differential Pay	\$2,500.00		\$58,000.00	Mental Health
	TOTAL APPROPRIATIONS	\$157,627.00		\$0.00	

ACCOUNT NO.	RESOLUTION DESCRIPTION	DECREASE	INCREASE	UNIT COST	DEPARTMENT NAME
A3 4310 0 3490	Mental Health (State Aid)		\$157,627.00	3,191,951.00	Mental Health
	TOTAL ESTIMATED REVENUES	\$0.00	\$157,627.00		
	GRAND TOTALS	\$157,627.00	\$157,627.00		



COUNTY OF ALBANY
DEPARTMENT OF MENTAL HEALTH
175 GREEN STREET
ALBANY, NEW YORK 12202
518-447-4537 FAX 518-447-4577
WWW.ALBANYCOUNTY.COM

Daniel P. McCoy
County Executive

Daniel C. Lynch, Esq.
Deputy County Executive

Stephen J. Giordano, Ph.D.
Director of Mental Health

Cindy G. Hoffman
Deputy Director

June 1, 2022

Honorable Andrew Joyce, Chairman
 Albany County Legislature
 112 State St., Rm. 710
 Albany, NY 12207

Dear Chairman Joyce,

The Department of Mental Health requests permission for a Budget Amendment in order to transfer funds from a vacant Keyboard Specialist line into our overtime account. The overtime account is projected to be depleted of funds in July. We are requesting a transfer of \$30,000 in order to ensure adequate funds will be available for the remainder of 2022. The reasons for the increase in overtime this year is Staff Social Worker vacancies in our 24/7 Mobile Crisis Team and a large census of inmates requiring additional Mental Health Services at the Albany County Correctional Facility.

Feel free to contact Michael Fitzgerald or me if you have any questions concerning this request.

Sincerely,

Stephen Giordano, Ph.D.
 Director

cc: Hon. Dennis Feeney, Majority Leader
 Hon. Frank Mauriello, Minority Leader
 Rebekah Kennedy, Majority Counsel
 Arnis Zilgme, Minority Counsel



County of Albany

Harold L. Joyce
Albany County Office
Building
112 State Street - Albany,
NY 12207

Legislation Text

File #: TMP-3376, **Version:** 1

REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):

The Albany County Department of Mental Health requests permission for a budget amendment in order to increase the department’s overtime account.

Date:	June 1, 2022
Submitted By:	Mark Gleason
Department:	Mental Health
Title:	Operations Analyst
Phone:	518-447-3014
Department Rep.	
Attending Meeting:	Dr. Stephen Giordano, Director

Purpose of Request:

- Adopting of Local Law
- Amendment of Prior Legislation
- Approval/Adoption of Plan/Procedure
- Bond Approval
- Budget Amendment
- Contract Authorization
- Countywide Services
- Environmental Impact/SEQR
- Home Rule Request
- Property Conveyance
- Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

- Contractual
- Equipment
- Fringe
- Personnel

- Personnel Non-Individual
 Revenue

Increase Account/Line No.: Overtime A94310.19900
Source of Funds: Keyboard Specialist A94310 16043 004 430183

Title Change: [Click or tap here to enter text.](#)

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

- Change Order/Contract Amendment
 Purchase (Equipment/Supplies)
 Lease (Equipment/Supplies)
 Requirements
 Professional Services
 Education/Training
 Grant

Choose an item.

Submission Date Deadline [Click or tap to enter a date.](#)

- Settlement of a Claim
 Release of Liability
 Other: (state if not listed) [Click or tap here to enter text.](#)

Contract Terms/Conditions:

Party (Name/address):
[Click or tap here to enter text.](#)

Additional Parties (Names/addresses):
[Click or tap here to enter text.](#)

Amount/Raise Schedule/Fee: [Click or tap here to enter text.](#)
Scope of Services: [Click or tap here to enter text.](#)

Bond Res. No.: [Click or tap here to enter text.](#)
Date of Adoption: [Click or tap here to enter text.](#)

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes No
If Mandated Cite Authority: [Click or tap here to enter text.](#)

Is there a Fiscal Impact: Yes No

Anticipated in Current Budget: Yes No

County Budget Accounts:

Revenue Account and Line: Click or tap here to enter text.

Revenue Amount: Click or tap here to enter text.

Appropriation Account and Line: Overtime A94310.19900, Keyboard Specialist A94310 16043 004
430183

Appropriation Amount: \$30,000

Source of Funding - (Percentages)

Federal: Click or tap here to enter text.

State: Click or tap here to enter text.

County: 100%

Local: Click or tap here to enter text.

Term

Term: (Start and end date) 6/1/2022-12/31/2022

Length of Contract: 6 Months

Impact on Pending Litigation

Yes No

If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number: 295

Date of Adoption: 9/13/2021

Justification: (state briefly why legislative action is requested)

The Department of Mental Health requests permission for a Budget Amendment in order to transfer funds from a vacant Keyboard Specialist line into our overtime account. The overtime account is projected to be depleted of funds in July. We are requesting a transfer of \$30,000 in order to ensure adequate funds will be available for the remainder of 2022. The reasons for the increase in overtime this year is Staff Social Worker vacancies in our 24/7 Mobile Crisis Team and a large census of inmates requiring additional Mental Health Services at the Albany County Correctional Facility.

Albany County Department of Mental Health

2022 OT Increase Budget Amendment

ACCOUNT NO.	RESOLUTION DESCRIPTION	INCREASE	DECREASE	UNIT COST	DEPARTMENT NAME
A 4310 1 6043 004 430183	Keyboard Specialist		30,000.00	\$34,719.00	Mental Health
A 4310 1 9900	Overtime	\$30,000.00		\$103,000.00	Mental Health
TOTAL APPROPRIATIONS		\$30,000.00	\$30,000.00		

ACCOUNT NO.	RESOLUTION DESCRIPTION	DECREASE	INCREASE	UNIT COST	DEPARTMENT NAME
TOTAL ESTIMATED REVENUES		\$0.00	\$0.00		
GRAND TOTALS		\$30,000.00	\$30,000.00		

RESOLUTION NO. 295**AMENDING THE 2021 DEPARTMENT OF MENTAL HEALTH BUDGET:
ADMINISTRATIVE ADJUSTMENTS**

Introduced: 9/13/21
By Health Committee:

WHEREAS, The Director of the Department of Mental Health has requested to amend the 2021 Mental Health Department budget to transfer funds into the overtime account from a vacant Staff Social Worker line, and

WHEREAS, The Director has indicated the overtime account is currently 23% over budget due to Staff Social Worker vacancies in the 24/7 Mobile Crisis Team and a large census of inmates requiring additional Mental Health Services at the Albany County Correctional Facility, now, therefore be it

RESOLVED, By the Albany County Legislature that the 2021 Department of Mental Health Budget is amended as follows:

Decrease Appropriation Account A4310.1 by \$35,000 by decreasing Line Item A4310 1 2205 039 Staff Social Worker by \$35,000

Increase Appropriation Account A4310.1 by \$35,000 by increasing Line Item A4310 1 9900 Overtime by \$35,000

and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.



DANIEL P. MCCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
OFFICE OF THE EXECUTIVE
112 STATE STREET, ROOM 1200
ALBANY, NEW YORK 12207-2021
(518) 447-7040 - FAX (518) 447-5589
WWW.ALBANYCOUNTY.COM

DANIEL C. LYNCH, ESQ.
DEPUTY COUNTY EXECUTIVE

May 30, 2022

Honorable Andrew Joyce, Chairman
Albany County Legislature
112 State Street, Room 710
Albany, New York 12207

Dear Chairman Joyce:

The Office of the Albany County Executive respectfully requests authorization to apply for the Bureau of Justice Assistance's announcement of the Comprehensive Secure and Responsible Drug Disposal Program funds. The program awards eight grantees up to \$100,000 for purchasing safe drug storage and disposal equipment for safe return and/or destruction of unused medications. The Albany County Opioid Task Force and Project Orange combat the issues of opioid medication storage, misuse, abuse, and distribution.

The Office of the County Executive looks to apply this funding, if awarded, to purchase drug deactivation supplies to provide at no cost to patients with opioid medications. Accordingly, a letter of intent (due 6/3/22) to apply for the Drug Disposal Program funds has been submitted to the Bureau of Justice Assistance for review. If you have any questions, please do not hesitate to contact me.

Sincerely,

Daniel P. McCoy
Albany County Executive

cc: Hon. Dennis A. Feeney, Majority Leader
Hon. Frank A. Mauriello, Minority Leader
Rebekah Kennedy, Majority Counsel
Arnis Zilgme, Minority Counsel



County of Albany

Harold L. Joyce
Albany County Office
Building
112 State Street - Albany,
NY 12207

Legislation Text

File #: TMP-3355, **Version:** 1

REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization):

Authorization to apply for the Comprehensive Secure and Responsible Drug Disposal Program

Date:	5/20/2022
Submitted By:	Areej Jahangir
Department:	County Executive
Title:	Policy Analyst
Phone:	518-447-7045
Department Rep.	
Attending Meeting:	Areej Jahangir

Purpose of Request:

- Adopting of Local Law
- Amendment of Prior Legislation
- Approval/Adoption of Plan/Procedure
- Bond Approval
- Budget Amendment
- Contract Authorization
- Countywide Services
- Environmental Impact/SEQR
- Home Rule Request
- Property Conveyance
- Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

- Contractual
- Equipment
- Fringe
- Personnel
- Personnel Non-Individual

Revenue

Increase Account/Line No.:

Source of Funds:

Title Change: [Click or tap here to enter text.](#)

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

Change Order/Contract Amendment

Purchase (Equipment/Supplies)

Lease (Equipment/Supplies)

Requirements

Professional Services

Education/Training

Grant

New

Submission Date Deadline 6/3/2022

Settlement of a Claim

Release of Liability

Other: (state if not listed) [Click or tap here to enter text.](#)

Contract Terms/Conditions:

Party (Name/address):

Bureau of Justice Assistance

810 Seventh Street, NW

Washington, DC 20531

Additional Parties (Names/addresses):

[Click or tap here to enter text.](#)

Amount/Raise Schedule/Fee:

Scope of Services:

Bond Res. No.: [Click or tap here to enter text.](#)

Date of Adoption: [Click or tap here to enter text.](#)

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes No

If Mandated Cite Authority: [Click or tap here to enter text.](#)

Is there a Fiscal Impact: Yes No

Anticipated in Current Budget: Yes No

County Budget Accounts:

Revenue Account and Line: Click or tap here to enter text.

Revenue Amount: Click or tap here to enter text.

Appropriation Account and Line: Click or tap here to enter text.

Appropriation Amount: Click or tap here to enter text.

Source of Funding - (Percentages)

Federal: 100%

State: Click or tap here to enter text.

County: Click or tap here to enter text.

Local: Click or tap here to enter text.

Term

Term: (Start and end date) July 1, 2022 - February 28, 2023

Length of Contract: 8 months

Impact on Pending Litigation Yes No

If yes, explain: 1) Local Law No. "K" For 2021: A Local Law of the County of Albany, New York, to Provide for the Safe Disposal of Opioid Medications 2) Public Hearing on Proposed Local Law No. "K" For 2021 A Local Law to Provide for the Safe Disposal of Opioid Medications

Previous requests for Identical or Similar Action:

Resolution/Law Number: Click or tap here to enter text.

Date of Adoption: Click or tap here to enter text.

Justification: (state briefly why legislative action is requested)

The program awards eight grantees up to \$100,000 for purchasing safe drug storage and disposal equipment for the safe return and/or destruction of unused medications. If awarded, this grant would be used to provide drug deactivation products at no cost to individuals who are filling opioid prescriptions. Drug deactivation products contain substances that, when mixed with water and shaken, deactivate medication and can be used at home. Drug deactivation solutions will assist people securely disposing of extra or expired prescriptions in their homes, expanding the County's Project Orange. Placing prescription opioid deactivation methods in the hands of patients when the prescription is given will provide a more prompt and efficient chance for individuals to deactivate and properly dispose of prescribed opioids, thus minimizing the negative impacts of opioid medications on Albany County residents and the community when fatal opioid overdoses are on the rise both locally and nationally.

Comprehensive Secure and Responsible Drug Disposal Program

Issued by the Institute for Intergovernmental Research

With Guidance and Support From the Bureau of Justice Assistance

Solicitation

“Don’t Be the Dealer.” This message from the U.S. Department of Justice’s (DOJ) Drug Enforcement Administration (DEA) in support of **National Prescription Drug Take Back Day** (“National Take Back Day”) stresses the perils of unused or expired medication in America’s homes,¹ and the warning is not overstated:

- ◀ More than 70,000 emergency room visits result from unintentional drug poisoning among children each year.²
- ◀ Approximately 60 percent of the adolescents and young adults surveyed said they either bought or received prescription stimulants for nonmedical use from friends or relatives.³
- ◀ More than 80 percent of older patients (aged 57 to 85 years) use at least one prescription medication on a daily basis, with more than 50 percent taking more than five medications or supplements daily.⁴ This can potentially lead to health issues resulting from unintentionally using a prescription medication in a manner other than how it was prescribed or from intentional nonmedical use.⁵
- ◀ Among people aged 12 or older who abused prescription pain relievers in the past year, nearly 54 percent obtained the medication from friends or relatives.⁶

Our **medicine cabinets pose serious, even fatal, risks** to both the immediate safety and long-term health of some of our most vulnerable populations: children, adolescents, seniors, and individuals suffering from substance use disorders. In 2010, to address this public safety and public health threat and provide citizens an easy way to positively engage in the response, DEA inaugurated National Take Back Day.

The evolution and success of DEA’s National Take Back Day.

Since its inception, America’s take-back activities have evolved and gained momentum as a result of partnerships, innovations, and—unfortunately—the exigency of the national substance misuse crisis.⁷ DEA efforts, in collaboration with the Office of National Drug Control Policy, advanced the foundational Secure and Responsible Drug Disposal Act of 2010 and expanded take-back opportunities with the Disposal of Controlled Substances: Final Rule.⁸ Combined, these actions outline four general take-back mechanisms:⁹

1. Community collection events conducted in accordance with DEA guidelines
2. Permanent drop boxes in law enforcement agencies
3. Similar drop box placement in other locations
4. Mail-back programs

The U.S. Food and Drug Administration (FDA) has also provided guidelines for people who want to dispose of medications at home.¹⁰ In addition to the mechanisms listed above, **innovative new products and equipment** are now available to provide a “proven method of action against drug tamper and diversion” for the range of substance forms—tablets, capsules, liquids, creams, and transdermal patches—in an environmentally sound pouch that meets current DEA and U.S. Environmental Protection Agency requirements for drug disposal.¹¹

The statistics speak plainly to the need for and response to these events: the October 2021 National Take Back Day brought in **nearly 745,000 pounds** of unused or expired prescription medications and vape devices, bringing the total amount of prescription drugs collected by DEA since the fall of 2010 to more than **12.7 million pounds**.¹²

Given the opportunity, we—as a nation—have embraced the chance to protect our families and our neighbors by taking our medications to authorized drop sites or correctly disposing of them at home.

DOJ's Bureau of Justice Assistance (BJA) is responding to this need from the field by supporting state, local, and tribal (SLT) communities' take-back efforts. Through the Comprehensive Secure and Responsible Drug Disposal Program ("Program"), BJA is enhancing and complementing current national take-back efforts at the SLT levels by:

- ◀ Installing or increasing the amount of take-back equipment in communities and in homes.
- ◀ Supporting the expansion of take-back opportunities year-round.
- ◀ Encouraging innovations developed by and for each site to meet its specific needs and leverage its particular strengths.

This effort aligns with and continues many of BJA's foundational tenets for successful programs of national scope and benefit, including:

- ◀ Supporting and guiding SLT criminal justice practitioners and leaders in building capacity to address priority issues of the field.
- ◀ Helping communities battle substance misuse by replicating evidence-based strategies through the use of demonstration projects.¹³
- ◀ Harnessing the power of multidisciplinary partnerships, including public safety, public health, and behavioral health collaborations, to improve substance misuse policies and practices and save lives.

Under this solicitation, up to eight grantees will be selected for an award of up to \$100,000 each for a project period ending on February 28, 2023. **The Program will fund selected sites for the sole purpose of purchasing storage and disposal equipment (including traditional boxes, disposal pouches, and other innovative approaches) to allow law enforcement, first responders, and citizens to safely return and/or destroy unused medicine.**

BJA has designated the Institute for Intergovernmental Research (IIR), a training and technical assistance provider for the [Comprehensive Opioid, Stimulant, and Substance Abuse Program \(COSSAP\)](#), to issue subawards for the

purchase of drug take-back equipment. IIR will provide additional support to selected project sites, including hosting an inaugural project webinar and periodic planning calls.

Applicant Eligibility

Only **state agencies and departments, units of local government or local agencies, and federally recognized Indian tribal entities**, as determined by the U.S. Secretary of the Interior, may apply. These units of government may and should, in turn, coordinate with their respective communities'/jurisdictions' multidisciplinary teams to maximize awareness about and use of the new equipment and expanded take-back opportunities.

Note: While eligible applicants may apply for funding under multiple federal sources, they may not receive more than one award for this type of initiative. For example, applicants may not receive funding from the Comprehensive Secure and Responsible Drug Disposal Program **and** designate drug take-back activities in an application for funding from the Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program.

Applicant Activities

Applicants are sought that demonstrate the following:

In partnership with IIR and with an emphasis on the need for expanded opportunities for take-back activities, the **priority Program task leverages an applicant's ability to detail a plan to utilize subaward funding for the purchase of equipment necessary to implement take-back and disposal mechanisms to allow law enforcement, first responders, and citizens to safely return and/or destroy unused medicine**, as described in the Secure and Responsible Drug Disposal Act of 2010 and other guidelines.

This equipment can include, but is not limited to:

- ◀ **Recent innovations**, such as at-home disposal pouches.
- ◀ Equipment to support community collection events conducted in accordance with DEA guidelines.
- ◀ Permanent drop boxes stationed in law enforcement agencies and other locations allowed by all governing guidelines.
- ◀ Equipment to support drug mail-back programs.

The following capabilities are also important to maximize the community's awareness about, access to, and use of the take-back equipment:

◀ **Capacity to facilitate development of a law enforcement- or first responder-involved project structure that ensures coordination with DEA and FDA drug take-back initiatives and oversight of the purchase of safe storage/disposal equipment.**

- Applicants are expected to designate an SLT law enforcement agency authorized to oversee the safe storage and disposal of prescription medications in accordance with directives outlined in the Secure and Responsible Drug Disposal Act of 2010 and other DEA and FDA guidelines, to serve as the lead partner in the project structure.
- Designated law enforcement lead partners will be expected to accept controlled substances in the project's take-back activities as well as prescription medications, explicitly accounting for the Controlled Substances Act and DEA regulations that prohibit pharmacies, service providers, and hospitals from collecting controlled substances.
- Drug take-back initiatives undertaken by the project, under the leadership of the designated law enforcement lead partner, will align with existing federal drug take-back initiatives, such as National Drug Take Back Day and other DEA- and FDA-led activities.

◀ **Ability to secure active involvement and collaboration of SLT public safety and criminal justice agencies and public health and behavioral health providers, as well as other community stakeholders, in the project to ensure that a multidisciplinary team maximizes local capacities and exhibits a commitment to project success.**

- Applicants are expected to detail a project structure that emphasizes active collaboration between public safety and public health project partners designed to ensure mutual commitment to the project's success by:
 - Making safe drug storage and disposal a high public institutional priority.
 - Collecting data for performance metrics. These data should include:
 - The amount of unused or expired prescription

medication gathered during the performance period (this will likely be tabulated in weight, but other units of measurements can be proposed).

- The number of take-back boxes or equipment purchased and/or pouches distributed.
 - A comparison rate of overdoses (fatal and nonfatal) for two years prior to project implementation and during the project period.
- Applicants will designate a project group comprising members across disciplines tasked with providing strategic oversight, guiding decision-making, and implementing drug take-back activities in compliance with DEA, FDA, and other federal and local guidelines. This group is recommended to meet monthly, on average.
 - Competitive applications will encourage the active participation in the project of representatives from among the range of involved community stakeholders. These can include, but are not limited to:
 - Law enforcement agencies.
 - Prosecutor's offices.
 - Pharmacies.
 - Local hospitals or clinics.
 - Emergency medical services/first responders.
 - Mental health or substance use treatment providers.
 - Social and/or human services providers.
 - Child welfare/child protective services.
 - Local school systems.
 - Courts.
 - Jails or detention centers.
 - Probation, parole and/or community corrections/supervision and reentry agencies.
 - Local chambers of commerce or other business associations.
 - Housing authorities.
 - Community-based organizations.
 - Faith-based organizations.

Allowable Activities

To support the implementation of the Comprehensive Secure and Responsible Drug Disposal Program, allowable activities that may be supported by the funding include:

- ◀ 100 percent of the funds shall be used to purchase equipment necessary to implement take-back activities and efforts that enable law enforcement agencies, first

responders, and/or citizens to destroy and/or return unused medicine. This equipment and associated methodologies can include traditional approaches, such as the stationing of permanent drop boxes in law enforcement agencies, but the Program also encourages innovations in leveraging new take-back equipment in a community-targeted way, such as the provision of medication disposal/deactivation pouches in conjunction with overdose response calls or substance misuse education events.

- ◀ To maximize the community's awareness about, access to, and use of the take-back equipment, the following may be helpful complementary activities but should not be supported with Program funds:
 - Request that law enforcement or first responder project partners coordinate with DEA and FDA officials to ensure that drug take-back activities conform with federal guidelines
 - Establish a project workgroup tasked with achieving the goals of the project, including implementation of drug take-back activities in accordance with DEA and FDA initiatives and gathering of performance metrics
 - Establish partnerships with SLT branch locations of national pharmacy chains that have established locations nationwide to enable individuals to safely dispose of unwanted, unused, or expired prescriptions

Selection Criteria

BJA is committed to ensuring a fair and open process for making awards. Submitting a project proposal will not guarantee project funding. All applications will undergo a peer-review process coordinated by IIR staff members and peer reviewers, with final review and approval by BJA. All selection decisions are final. BJA reserves the right to make any final decisions regarding all subawards.

Applications will be evaluated based on the following criteria:

Statement of the Problem (25 percent of score)

In this section, the applicant should describe, address, and include:

- ◀ The community to be served in this project, including data, documentation, and information that underscore the need for federal funding to support the purchase of

take-back and disposal equipment. This could include rates of overdoses (fatal and nonfatal), data about prescription drug and controlled substance misuse/diversion, and other information that illustrates the importance of this opportunity to the applicant's jurisdiction.

- ◀ Whether this will be a new take-back/disposal project or an enhancement of existing activities. If the latter, the applicant should describe current efforts in its jurisdiction to ensure safe storage and disposal of prescription medications and disposal of controlled substances and how this project will advance and complement those efforts.
- ◀ Alignment between the proposed project and existing strategic plans or initiatives by the jurisdiction to prevent and reduce substance use.
- ◀ Any other information that will help reviewers understand the positive impact this program will have on the community.

Project Plan (50 percent of score)

Project plans should describe in detail the lead agency's plans to:

- ◀ **Subaward funding for the purchase of equipment necessary to implement take-back mechanisms outlined above in Applicant Activities**, which entails considering the range of available equipment, including new technologies such as safe disposal pouches, in determining the best equipment option(s) for the community.
- ◀ Collect and report on performance data, including:
 - Tracking volumes of equipment purchased, equipment distributed, and prescription medications and controlled substances collected and disposed of as a result of project activities.
 - Documenting comparison data pre- and post-Program implementation, including overdose rates (fatal and nonfatal) and other applicable indicators (e.g., calls for emergency services and hospital admissions related to prescription drug misuse).
- ◀ Address tasks and requirements associated with the purchase and use of take-back equipment, including:
 - Ensuring that the safe storage and disposal of drugs is undertaken in accordance with DEA and FDA guidelines.

- Aligning project activities with existing federal initiatives, such as National Drug Take Back Day, as applicable.
 - Expanding and enhancing take-back activities in SLT communities to year-round efforts and special community events or activities.
 - Maximizing awareness of, use of, access to, and/or participation in take-back equipment and activities.
 - Securing the active involvement and collaboration of local public safety and criminal justice agencies and health and behavioral health providers, as well as other community stakeholders listed above in Applicant Activities, to ensure a multidisciplinary structure that maximizes community engagement in the project.
- ◀ Include a timeline outlining specific periods during which associated activities will occur. Given the exigency of this issue, sites are encouraged to be thoughtful and ambitious in their implementation plans.

Project Budget (25 percent of score)

Budgets should be complete, cost-effective, and allowable (e.g., reasonable, allocable, and necessary for project activities). Budget narratives should demonstrate cost-effectiveness in relation to potential alternatives and the goals of the project.

Mandatory Project Narrative

Responses to the narrative questions must be included on the narrative question responses template located at <http://s.iir.com/8Rfz3dY6>. All other required documents must be submitted with the responses to the narrative questions online at <http://s.iir.com/Qsh3SKk2>.

Additional Mandatory Application Requirements

Budget and Associated Documentation

The Budget Detail Worksheet is a user-friendly, fillable, Microsoft Excel-based document designed to calculate totals. All applicants should use the Excel version when completing the proposed budget in an application, except in cases where the applicant does not have access to

Microsoft Excel or experiences technical difficulties. If an applicant does not have access to Microsoft Excel or experiences technical difficulties with the Excel version, the applicant should use the 508-compliant accessible PDF version. The Budget Detail Worksheet can be accessed at <http://s.iir.com/RMqe2k2G>.

The Budget Detail Worksheet should provide the detailed computation for each budget line item, listing the total cost of each and showing how it was calculated by the applicant. The Budget Detail Worksheet should present a complete itemization of all proposed costs.

For questions pertaining to the budget and examples of allowable and unallowable costs, see the DOJ Grants Financial Guide 2022 at <https://www.ojp.gov/funding/financialguidedoj/overview>.

This document should be submitted with the application at <http://s.iir.com/Qsh3SKk2>.

Indirect Cost Rate Agreement (if applicable)

Indirect costs may be charged to an award only if:

- a. The recipient has a current (unexpired), federally approved indirect cost rate; or
- b. The recipient is eligible to use, and elects to use, the de minimis indirect cost rate described in the Part 200 Uniform Requirements, as set out at 2 Code of Federal Regulations (CFR) 200.414(f).

An applicant with a current (unexpired) federally approved indirect cost rate must attach a copy of the indirect cost rate agreement to the application. An applicant that does not have a current federally approved rate may request one through its cognizant federal agency, which will review all documentation and approve a rate for the applicant entity, or, if the applicant's accounting system permits, applicants may propose to allocate costs in the direct cost categories.

Certain Office of Justice Programs (OJP) recipients have the option of electing to use the de minimis indirect cost rate. An applicant that is eligible to use the de minimis rate and wishes to use the de minimis rate should attach written documentation to the application that advises OJP of both (1) the applicant's eligibility to use the de minimis rate and (2) its election to do so. If an eligible applicant elects the de

de minimis rate, costs must be consistently charged as either indirect or direct costs but may not be double-charged or inconsistently charged as both. The de minimis rate may no longer be used once an approved federally negotiated indirect cost rate is in place. (No entity that ever has had a federally approved negotiated indirect cost rate is eligible to use the de minimis rate.) For the de minimis rate requirements (including information on eligibility to elect to use the rate), see the Part 200 Uniform Requirements at 2 CFR 200.414(f).

This document should be submitted with the application at <http://s.iir.com/Qsh3SKk2>.

Letters of Support and/or Memoranda of Understanding/Agreement (Required)

Applicants should attach letters of support from the designated law enforcement/public safety partner leadership and/or an interagency agreement between partner agencies to show commitment to participate in the project. The letters of interagency agreement should clearly articulate the level of involvement each agency will have in the proposed project.

Provide a scanned copy of a letter of commitment that is dated and signed. Each letter of commitment must identify the agency's roles and responsibilities in the project, the activities in which it will be included, how the agency's expertise is pertinent to the project, and the length of commitment to the project. The letter also must include a statement indicating that each proposed or existing agency understands that:

- ◀ The funding award is to be used for the activities proposed in the project plan.
- ◀ The award is not to be used for the exclusive benefit of any one agency.

See a sample letter of support at https://www.cossapresources.org/Content/Documents/Funding/sample_letter_of_support.docx, for additional guidance.

This document/these documents should be submitted with the application at <http://s.iir.com/Qsh3SKk2>.

Applicant Certification (Required)

The applicant agency must provide a statement of assurance signed by the authorized representative of the applicant organization stating that:

- ◀ Federal funds made available through this award will not be used to supplant SLT funds but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for the activities addressed in the application.
- ◀ There has been appropriate coordination with all affected agencies.
- ◀ The project coordinator will agree to work with BJA and IIR.

This document should be submitted with the application at <http://s.iir.com/Qsh3SKk2>.

Accounting System and Financial Capability Questionnaire (Required)

All applicants must download, complete, and submit this form: <https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/FinancialCapability.pdf>.

This document should be submitted with the application at <http://s.iir.com/Qsh3SKk2>.

Post-Award Requirements

Bimonthly Collaborative Calls

The recipient of the funds will be required to have the project coordinator participate in bimonthly calls with BJA policy advisors and the IIR project manager. These calls will last no more than 1.5 hours. Additional staff members may choose to participate.

Financial and Programmatic Reporting

Recipients of funds under this solicitation will be required to submit monthly progress reports, quarterly financial reports, quarterly performance measures, final financial and progress reports, and, if applicable, audited financial statements in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent.

Confidentiality and Human Subjects Protection

Any recipient of an award under this solicitation will be required to comply with DOJ regulations on confidentiality and human subjects protection. See the “Requirements Related to Research” (<https://www.ojp.gov/funding/explore/legaloverview2021/researchrelatedrequirements>) web page of the “Legal Overview – FY 2022 Awards” (<https://www.ojp.gov/funding/explore/legal-overview-fy-2022-awards>) for additional information. All funded applicants will be required to provide documentation of compliance with this requirement prior to commencing data collection.

Applicable Federal Laws and Regulations

All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law. Applicants selected for awards must agree to comply with additional legal requirements—including all applicable federal, state, and local laws, guidelines, and recommended practices associated with take-back days—upon acceptance of an award. Additional information for each requirement can be found at <https://ojp.gov/funding/index.htm>.

Application Process

Apply online: <http://s.iir.com/Qsh3SKk2>

Applicant webinar: May 4, 2022, at 2:00 p.m., EDT. Registration for the webinar is required. Please register for the webinar at <http://s.iir.com/take-back-solicitation-2022> and submit questions in advance of the webinar to COSSAP@iir.com no later than May 2, 2022. Emails containing questions should include the name and agency of the submitter, email address, and question(s).

Applications due: May 20, 2022, 5:00 p.m., EDT

Notification of awards: June 30, 2022

Projects begin: July 1, 2022

Application Checklist

- _____ Project Narrative Questions (see page 5)
- _____ Budget Detail Worksheet (see page 5)
- _____ Indirect Cost Rate Agreement (if applicable, see page 5)
- _____ Letters of Support (see page 6)
- _____ Applicant Certification (see page 6)
- _____ Accounting System and Financial Capability Questionnaire (see page 6)
- _____ Annual Audit Report (if applicable, see page 6)

The application and all supporting documents should be submitted at <http://s.iir.com/Qsh3SKk2>. If you have questions, please email COSSAP@iir.com with the subject “Take Back Award.”

Applicant Resources

U.S. Drug Enforcement Administration, “National Prescription Drug Take Back Day”: https://www.deadiversion.usdoj.gov/drug_disposal/takeback/

U.S. Food and Drug Administration, “Safe Disposal of Medicines: A List of Resources on How to Safely Dispose of Old or Expired Drugs”: <https://www.fda.gov/drugs/ensuring-safe-use-medicine/safe-disposal-medicines>

U.S. Food and Drug Administration, “Where and How to Dispose of Unused Medicines”: <https://www.fda.gov/consumers/consumer-updates/where-and-how-dispose-unused-medicines>

Secure and Responsible Drug Disposal Act of 2010: <https://www.congress.gov/111/plaws/publ273/PLAW-111publ273.pdf>

National Institutes of Health National Center for Biotechnology Information, “Understanding Factors That Contribute to the Disposal of Unused Opioid Medication”: <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC6388750/>

Solicitation References

¹ <https://takebackday.dea.gov/>.

² Budnitz, Daniel, & Spencer Salis, 2011, "Preventing Medication Overdoses in Young Children: An Opportunity for Harm Elimination," *Pediatrics*, 127(6), retrieved from <https://doi.org/10.1542/peds.2011-0926>.

³ McCabe, Sean E., Brady T. West, Christina J Teter., & Carol J. Boyd, 2012, "Medical and Nonmedical Use of Prescription Opioids Among High School Seniors in the United States," *Archives of Pediatrics & Adolescent Medicine*, 166(9), 797–802, retrieved from <https://doi.org/10.1001/archpediatrics.2012.85>.

⁴ Miech, Richard, Lloyd Johnston, Patrick M. O'Malley, Katherine M. Keyes, & Kennon Heard, 2015, "Prescription Opioids in Adolescence and Future Opioid Misuse," *Pediatrics*, 136(5), retrieved from <https://doi.org/10.1542/peds.2015-1364>.

⁵ National Institute on Drug Abuse, 2022, "What Is the Scope of Prescription Drug Misuse in the United States?" *Misuse of Prescription Drugs Research Report*, retrieved from <https://www.drugabuse.gov/publications/research-reports/misuse-prescription-drugs/what-scope-prescription-drug-misuse>.

⁶ Hughes, Arthur, Matthew R. Williams, Rachel N. Lipari, and Jonaki Bose, Elizabeth A. P. Copello, & Larry A. Kroutil, September 2016, *Prescription Drug Use and Misuse in the United States: Results From the 2015 National Survey on Drug Use and Health*, Substance Abuse and Mental Health Services Administration NSDUH Data Review, retrieved from <https://www.samhsa.gov/data/sites/default/files/NSDUH-FFR2-2015/NSDUH-FFR2-2015.htm>.

⁷ Centers for Disease Control and Prevention, National Center for Injury Prevention and Control, 2021, "Understanding the Epidemic," retrieved from <https://www.cdc.gov/drugoverdose/epidemic/index.html>.

⁸ Drug Enforcement Administration, U.S. Department of Justice, September 2014, "21 CFR Parts 1300, 1301, 1304, et al. Disposal of Controlled Substances; Final Rule," *Federal Register*, National Archives and Records Administration, retrieved from https://www.deadiversion.usdoj.gov/fed_regs/rules/2014/2014-20926.pdf.

⁹ LaBelle, Regina, 2015, *Take-Back Summit*, Office of National Drug Control Policy, National Drug Control Strategy Take-Back Summit, retrieved from https://www.deadiversion.usdoj.gov/mtgs/medicine_takeback/labelle.pdf.

¹⁰ U.S. Food and Drug Administration, 2021, "Where and How to Dispose of Unused Medicines," retrieved from <https://www.fda.gov/consumers/consumer-updates/where-and-how-dispose-unused-medicines>.

¹¹ DevineExpress Medical Supplies, 2022, "Deterra Drug Disposal Pouches Against Drug Tamper and Diversion," retrieved from <https://www.devineexpress.com/products/deterra-drug-disposal-pouches-against-drug-tamper-and-diversion?variant=13999495020587>.

¹² Drug Enforcement Administration, U.S. Department of Justice, 2021, *21st National Take Back Day: October 23, 2021*, retrieved from <https://www.dea.gov/sites/default/files/2022-01/NTBDI-Results-october%202021.pdf>.

¹³ Comprehensive Opioid, Stimulant, and Substance Abuse Program (COSSAP), 2022, Demonstration Projects, COSSAP, retrieved from <https://www.cossapresources.org/Program/DemoProjects>.

Visit the COSSAP Resource Center at www.cossapresources.org.

About BJA

BJA provides leadership and services in grant administration and criminal justice policy development to support local, state, and tribal law enforcement in achieving safer communities. To learn more about BJA, visit www.bja.gov and follow us on Facebook (www.facebook.com/DOJBJA) and Twitter (@DOJBJA). BJA is part of the U.S. Department of Justice's Office of Justice Programs.

About IIR

IIR serves as the connecting point for COSSAP training and technical assistance (TTA) efforts and collaborates with BJA leadership and fellow TTA providers to work directly with COSSAP site-based grantees. IIR's role includes publication production and design; planning, coordination, and delivery of national-level trainings and working group meetings; COSSAP Resource Center website development and maintenance; coordination of distance learning opportunities and resource dissemination; review, distribution, and tracking of TTA requests; coordination of and provision of TTA to five categories of demonstration projects; and coordination of other complementary activities. www.iir.com

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IIR
Institute for Intergovernmental Research