



**Cortland County Health &
Human Services
Committee
Committee Meeting
~ Agenda ~**

60 Central Ave.
Cortland, NY 13045
www.cortlandcountyny.gov

Thursday, March 12, 2026

11:00 AM

Room 302

Call to Order

Roll Call

Approval of Minutes

1. Health & Human Services Committee Minutes - February 12, 2026

Resolutions

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 1.

Abolish Two (2) Case Aids and One (1) Child Support Investigator/Create Two (2) Social Welfare Examiners and One (1) Senior Case Aid - Department Of Social Services

WHEREAS, the needs of the agency will be better served by abolishing and creating several positions in the Social Services Department; AND

WHEREAS, the Health and Human Services Committee recommends the abolishment of the following full-time positions:

Two - Case Aide (CSEA, Grade 8, \$19.4812-24.6583/hr, competitive class)

One - Child Support Investigator (CSEA, Grade 12, \$22.0744-27.9406/hr, competitive class)

; AND

WHEREAS, the Health and Human Services Committee recommends the creation of the following full-time positions:

Two - Social Welfare Examiner (CSEA, Grade 12, \$22.0744-27.9406/hr, competitive class)

One - Senior Case Aide (CSEA, Grade 10, \$20.7185-26.2244/hr, competitive class)

; NOW THEREFORE BE IT

RESOLVED, that the following positions are abolished effective April 13, 2026:

Two - Case Aide (CSEA, Grade 8, \$19.4812-24.6583/hr, competitive class)

One - Child Support Investigator (CSEA, Grade 12, \$22.0744-27.9406/hr, competitive class)

; AND BE IT FURTHER

RESOLVED, that the following positions are created with approval to fill effective April 13, 2026:

Two - Social Welfare Examiner (CSEA, Grade 12, \$22.0744-27.9406/hr, competitive class)

One - Senior Case Aide (CSEA, Grade 10, \$20.7185-26.2244/hr, competitive class).

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 2.

Authorize Contract With Eleos Health Inc. - Mental Health Department

WHEREAS, the Mental Health Department, due to increasing client caseloads and documentation requirements, finds it necessary to implement an ambient listening program to expedite and facilitate billing while decreasing the burden on the clinical and medical staff; AND

WHEREAS, the Mental Health Clinic administration and Compliance Officer have reviewed several ambient listening providers and have determined that Eleos Health, Inc. has the preferred ambient listening program both for cost effectiveness and HIPAA compliance; AND

WHEREAS, the Mental Health Clinic has negotiated a special half-price contract amount for a three-year period with a one-time set up and training fee of \$10,000 and \$25,000 per year for three years based on the initial implementation date; AND

WHEREAS, the ambient listening program will be funded through the SAMHSA grant for a total cost not to exceed \$85,000 for 3 years; AND

WHEREAS, these expenses are budgeted in A43105-54815-ISCEI; NOW THEREFORE BE IT

RESOLVED, that the County Administrator and/or Chair of the Legislature, upon review and approval by the County Attorney or designee, and subject to any appropriation of funding by the Legislature, are authorized to execute agreements to implement this program.

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 3.

Authorize Agreement for Contractual Psychiatrist for CPL 730 and Assisted Outpatient Treatment Evaluations - Mental Health Department

WHEREAS, the Mental Health Department needs a psychiatrist and/or psychologist to provide required NYS CPL 730 evaluations and Assisted Outpatient Treatment (AOT) evaluations; AND

WHEREAS, Dr. Brian Koch, a licensed Psychiatrist, is a contractor selected to provide this service to the Mental Health Department; AND

WHEREAS, Dr. Brian Koch will provide CPL 730 and AOT evaluations at the rate of \$200 per evaluation; AND

WHEREAS, funds are available within the 2026 Cortland County Budget under the Contracted Medical

Services account (A.43105.54615); NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized to enter into a three (3) year agreement with Dr. Brian Koch, MD., for the Mental Health Department CPL 730 and AOT evaluation services at the rate of \$200 per evaluation.

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 4.

**Authorize Additional Hours for Medical Director/Psychiatrist Positions for Section 730
Examination Coverage - Mental Health Department**

WHEREAS, Resolution No. 40-25 created one Medical Director/Psychiatrist position at four (4) hours per week and one Medical Director/Psychiatrist position at ten (10) hours per week; AND

WHEREAS, Resolution No. 170-25 authorized an increase in hours to allow up to fourteen (14) hours per week, provided that the aggregate number of hours worked between the two positions did not exceed fourteen (14) hours in any given week; AND

WHEREAS, the Mental Health Department has identified a need for additional psychiatric coverage specifically related to the completion of Section 730 examinations as required by the New York State Criminal Procedure Law; AND

WHEREAS, the additional hours associated with the completion of Section 730 examinations will be compensated utilizing funds already budgeted within the Department's Professional Services line and will not require additional appropriations; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the two Medical Director/Psychiatrist positions to each work up to seventeen (17) hours per week effective March 30, 2026, with any additional hours worked beyond the previously authorized schedule to be utilized for the completion of Section 730 examinations and paid from funds budgeted in the Mental Health Department's Professional Services line.

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 5.

**Abolish One (1) Full-Time Mental Health Rehabilitation Specialist/Create Two (2) Part-Time
Mental Health Rehabilitation Specialists - Mental Health Department**

WHEREAS, the needs of the Mental Health Department will be better served by abolishing one (1) full-time position of Mental Health Rehabilitation Specialist, and creating two (2) part-time positions of Mental Health Rehabilitation Specialist; AND

WHEREAS, the Health and Human Services Committee of the Cortland County Legislature recommends the abolition and creation of these positions; NOW THEREFORE BE IT

RESOLVED, that one (1) position of Mental Health Rehabilitation Specialist (Grade 16, CSEA, \$25.2266-31.9304/hr, competitive class, full time with benefits) be abolished effective March 27, 2026; AND BE IT FURTHER

RESOLVED, that two (2) positions of Mental Health Rehabilitation Specialist (Grade 16, CSEA, \$25.2266-31.9304/hr, competitive class, part time with no benefits) be created with permission to fill effective March 27, 2026.

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 6.

Authorize the Creation of One (1) Forensic Counselor Position and the Reallocation of the Forensic Counselor Position - Mental Health Department

WHEREAS, the Mental Health Department currently has one (1) position of Forensic Counselor; AND

WHEREAS, the needs of the agency will be better served by creating one (1) additional full-time position of Forensic Counselor, which will be 100% grant funded; AND

WHEREAS, the Health and Human Services Committee of the Cortland County Legislature recommends the creation of this position; AND

WHEREAS, the Personnel/Civil Service Department has reviewed the salary grade for the position of Forensic Counselor, and has recommended that the aforesaid position be reallocated from CSEA Grade 22 (\$31.2705-39.5804) to CSEA Grade 26 (\$36.4015-46.0750); NOW THEREFORE BE IT

RESOLVED, that the position of Forensic Counselor is hereby reallocated from Grade 22 to Grade 26 in the CSEA #6550 labor contract effective March 30, 2026; AND BE IT FURTHER

RESOLVED, that one (1) full-time position of Forensic Counselor (Grade 26, 36.4015-46.0750/hr, CSEA, competitive class), be created with approval to fill on March 30, 2026; AND BE IT FURTHER

RESOLVED, the 2026 budget be amended as follows:

INCREASE:

A43105.43490	OMH State Aid	\$333,208.00
A43105.51005	Personal Services	\$ 81,031.48
A43105.58020	Retirement	\$ 12,154.72
A43105.58030	FICA	\$ 6,198.91
A43105.58060	Health Insurance	\$ 19,545.58
A43105.58062	Dental Insurance	\$ 90.24
A43105.58065	Vision Insurance	\$ 19.60

RESOLVED, that the position shall exist only for the duration of the grant funding and shall be abolished upon termination of such funding.

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 7.

Accept Funds Performance Incentive Initiative 2025 — Health Department

WHEREAS, the New York State Department of Health has awarded the Cortland County Health Department \$19,034 for the 2025 Article Six Year 13 Performance Incentive; AND

WHEREAS, these funds will be used to support costs to strengthen outreach and targeted marketing efforts for climate and extreme weather education in Cortland County; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby accepts this funding; AND BE IT FURTHER

RESOLVED, that the 2026 County Budget be amended as follows:

Increase Expenditure:		
A40105.54048.4000	Program Supplies	\$15,000
A40105.54060.4000	Advertising	\$4,034

Increase Revenue:

A40105.43401.4000	Public Health State Aid	\$19,034
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ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 8.

Abolish Principal Medical Services Clerk - Health Department

WHEREAS, the Health Department currently has one vacant position of Principal Medical Services Clerk; AND

WHEREAS, the needs of the agency will be better served by abolishing this position; AND

WHEREAS, the Health and Human Services Committee of the Cortland County Legislature recommends the abolishment of this position; NOW THEREFORE BE IT

RESOLVED, that one full-time position of Principal Medical Services Clerk (Grade 13, \$22.8048-28.8651/hr, CSEA, competitive class), be abolished effective March 26, 2026.

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 9.

Appoint Members to the Cortland County Youth Board

WHEREAS, the members of the Cortland County Youth Board are appointed by the Cortland County Legislature; AND

WHEREAS, Youth Representatives on the Board serve one-year terms and all other members serve three-year terms; NOW THEREFORE BE IT

RESOLVED, that the following persons be and hereby are reappointed as members of the Cortland County Youth Board, to serve without compensation for the following terms:

Name	Address	Capacity	Term Ending
Mindy Gardner	97 Evergreen Street, Cortland, NY 10345	YWCA	12/31/2028
Theresa Radley	1 Frederick Ave., Apt. A, Cortland, NY 13045	CAPCO	12/31/2028
Kimberly VanDee	102 Owego Street, Cortland, NY 13045	Catholic Charities	12/31/2028
Jordan Butler-Perkins	60 Central Ave., Cortland, NY 13045	Cortland County DSS	12/31/2028
Doug Bentley	128 Groton Ave, Cortland, NY 13045	Cortland County Legislator/ Health & Human Services Committee Member	12/31/2028

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 10.

Proposed Local Law "C" of 2026 - A Local Law Amending Local Law 3 of 1987 to Rename the Department of Employment and Training Grant Administration to the Workforce Development Office

WHEREAS, said Local Law has been in final form upon the desks of the members of the Legislature at least seven (7) calendar days, exclusive of Sunday, prior to this date; AND

WHEREAS, a public hearing thereon has been held before this Legislature after publication of notice thereof as legally required; NOW THEREFORE

BE IT ENACTED by the Cortland County Legislature as follows:

SECTION 1. LEGISLATIVE INTENT

The Cortland County Legislature previously established the Department of Employment and Training Grant Administration pursuant to Local Law No. 3 of 1987. The Legislature finds that the functions performed by this department have evolved over time and are more accurately reflected under the title Workforce Development Office. The purpose of this Local Law is to update the name of the department to better reflect its mission and responsibilities while maintaining continuity of authority, duties, and operations.

SECTION 2. NAME CHANGE

Local Law No. 3 of 1987 entitled "A Local Law Establishing the Department of Employment and Training Grant Administration" is hereby amended so that the Department of Employment and Training Grant Administration shall hereafter be known as the Cortland County Workforce Development Office. All references in Local Law No. 3 of 1987 to the Department of Employment and Training Grant Administration shall be deemed to refer to the Workforce Development Office.

SECTION 3. CONTINUITY OF AUTHORITY

The change in name shall not alter, diminish, or expand the powers, duties, responsibilities, functions, or authority previously granted to the Department under Local Law No. 3 of 1987. All personnel, programs, grants, records, property, and contractual obligations previously assigned to or administered by the Department of Employment and Training Grant Administration shall continue under the Workforce Development Office.

SECTION 4. REFERENCES

Any reference in any local law, resolution, rule, regulation, policy, contract, or other document to the Department of Employment and Training Grant Administration shall be deemed to refer to the Workforce Development Office.

SECTION 5. SEVERABILITY

If any clause, sentence, paragraph, subdivision, or part of this Local Law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof.

SECTION 6. EFFECTIVE DATE

This Local Law shall take effect upon its filing in the Office of the Secretary of State as provided by Section 27 of the Municipal Home Rule Law.

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 11.

Accept New York State Office of the Attorney General JUUL Settlement Funds and Authorize Allocation of Funds - Health Department

WHEREAS, the New York State Office of the Attorney General has made available a portion of the JUUL Settlement funds to Cortland County in the amount of \$103,789.16, representing years one through three of the anticipated total award of \$276,771.10; AND

WHEREAS, the purpose of the JUUL Settlement funds is to address and reduce vaping-related illnesses and addiction, particularly among youth and young adults; AND

WHEREAS, Cortland County intends to utilize a portion of these funds in the amount of \$18,789.16 for internal use for supplies related to prevention, education, and response efforts consistent with the authorized purposes of the settlement funds; AND

WHEREAS, Cortland County will issue a Request for Proposals (RFP) for the remaining portion of the funds in order to identify qualified organizations or programs to implement initiatives consistent with the approved uses of the JUUL Settlement funds; AND

WHEREAS, Cortland County will utilize the funds in accordance with the guidelines established by the New York State Office of the Attorney General for approved uses of JUUL Settlement funds, including preventing youth and young adults from initiating vaping, supporting anti-vaping programs, helping individuals quit vaping, enforcing vaping laws and regulations, conducting research and surveillance, and supporting the safe and proper disposal of vaping products as hazardous waste; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby accepts the total JUUL Settlement award in the anticipated amount of \$276,771.10 from the New York State Office of the Attorney General; AND BE IT FURTHER

RESOLVED, that the Legislature hereby authorizes the use of \$18,789.16 of said funds for internal county use for supplies consistent with the authorized purposes of the settlement funds; AND BE IT FURTHER

RESOLVED, that the County shall issue a Request for Proposals (RFP) for the remaining balance of the funds to support programs and initiatives that meet the authorized uses established by the New York State Office of the Attorney General; AND BE IT FURTHER

RESOLVED, that the Director of Finance is hereby authorized to make any necessary account adjustments to properly record and account for future payments associated with this JUUL Settlement award

and to allow for the expenditure of such funds in accordance with any necessary County budget approval, approval of the County Administrator, and in compliance with the County Procurement Policy and the guidelines established by the New York State Office of the Attorney General; AND BE IT FURTHER

RESOLVED, that the 2026 budget be amended as follows:

Increase:

A40455.42690	Other Compensation for Loss	\$103,789.16
A40455.54005	Supplies	\$ 18,789.16
A40455.54815	Contracted Agencies	\$ 85,000.00

Discussion Items

Monthly Reports

- 1. Health Department Monthly Report**
- 2. Office for Aging Monthly Report**

Adjournment