



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

60 Central Ave.  
Cortland, NY 13045  
[www.cortlandcountyny.gov](http://www.cortlandcountyny.gov)

**Wednesday, May 13, 2026**

**11:00 AM**

**Room 302**

**View Meeting Virtually**

**Microsoft Teams meeting**

**Join:**

<https://teams.microsoft.com/meet/237183685315371?p=MG9ZjazRDeehvpAoB>

**Meeting ID: 237 183 685 315 371**

**Passcode: 3X3tA7Aj**

**Call to Order**

| Attendee Name                       | Present | Absent | Late | Arrived |
|-------------------------------------|---------|--------|------|---------|
| Committee Member Douglas Bentley    |         |        |      |         |
| Committee Member William McGovern   |         |        |      |         |
| Committee Member Christopher Newell |         |        |      |         |
| Committee Member Jason Prentice     |         |        |      |         |
| Committee Member Keith VanGorder    |         |        |      |         |
| Committee Vice-Chair Sandra Price   |         |        |      |         |
| Committee Chair Ronald J. Van Dee   |         |        |      |         |

**Roll Call**

**Approval of Minutes**

- 1. Health & Human Services Committee Minutes - April 9, 2026**

**Resolutions**

**ON MOTION OF RONALD VANDEE**

**AGENDA ITEM NO. 1.**

**Create One (1) Position of Forensic Counselor - 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 recommends the creation of this position; NOW THEREFORE BE IT

RESOLVED, that one (1) position of Forensic Counselor (Grade 22, CSEA \$31.2705-\$39.5804/hr, competitive class, full time with benefits) be created with permission to fill effective May 29, 2026 at 12:01 a.m., said position to remain in effect only for the duration of available grant funding and to be abolished upon the discontinuation or unavailability of such funding.

**ON MOTION OF RONALD VANDEE**

**AGENDA ITEM NO. 2.**

**Award Bid/Authorize Agreement with Salvation Army for Code Blue Funding - Department of Social Services**

WHEREAS, Cortland County advertised for and issued a Request for Proposals (RFP) for Code Blue Services (RFP 26-DSS-004) on February 19, 2026; AND

WHEREAS, all proposals were solicited in accordance with County policy; AND

WHEREAS, sealed proposals were received by and opened in the Office of the Clerk of the Legislature on April 16, 2026; AND

WHEREAS, the County received the following bid from the following for Code Blue Services for Cortland County:

| <u>Company</u> | <u>Address</u>                        | <u>Price</u> |
|----------------|---------------------------------------|--------------|
| Salvation Army | 138 Main Street<br>Cortland, NY 13045 | \$567,371.00 |

;AND

WHEREAS, it is the recommendation of the Health and Human Services Committee of the Cortland County Legislature to award the bid to the Salvation Army, of 138 Main Street, Cortland, NY 13045, as outlined in the RFP submission; AND

WHEREAS, the RFP authorizes up to four (4) annual renewals of the contract, and The Salvation Army will require an annual increase of up to five percent (5%) for each renewal period; AND

WHEREAS, the New York State Office of Temporary and Disability Assistance mandates counties to implement regulations in Title 18NYCRR Section 304.1 titled Protection of Vulnerable Homeless Persons, otherwise referred to as "Code Blue" to provide shelter during inclement weather when air temperatures are at or below 32 degrees Fahrenheit; AND

WHEREAS, the New York State (NYS) Code Blue policy was established as an emergency Executive Order on December 16, 2016, with a commitment of reimbursement for additional costs to counties that are directly related to the requirements of the Code Blue regulation; AND

WHEREAS, the current Code Blue policy is no longer adequate or effective given the significant changes in affordable housing availability and evolving complex human needs of unhoused individuals since that time; AND

WHEREAS, the cost of delivering Code Blue services continues to escalate due to increasing numbers of individuals in need, rising behavioral challenges stemming from untreated mental health conditions, substance use disorders, developmental disabilities, and the rising costs of staffing, utilities, and essential supplies; AND

WHEREAS, NYS has capped the amount of funding allocated to counties for the operation of Code Blue programs, with Cortland County receiving funding equal to the expenditures of the previous year, which does not account for the annual increase in operational costs or the growing demand for services; AND

WHEREAS, the NYS proposed SFY 26-27 budget does not increase Code Blue funding and the current level of funding is inadequate to cover the increased staffing and resources necessary to safely operate warming centers, Cortland County is forced to place the burden of these rising costs on local taxpayers as a new unfunded mandate; AND

WHEREAS, Cortland County was allocated \$323,648 by NYS for the 2025-2026 Code Blue season; AND

WHEREAS, the contract costs for Code Blue services will be paid from expense account A60105.54800.4696; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby awards the bid for Code Blue Warming Center to Salvation Army, 138 Main Street, Cortland, NY 13045, as outlined in the RFP submission; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, be and hereby is authorized to enter into a one-year agreement for the months of October 1, 2026 – April 30, 2027 with up to four annual renewals, with Salvation Army, Cortland, NY 13045, for the Code Blue Warming Center, with each renewal term subject to an increase of up to five percent (5%) annually; AND BE IT FURTHER

RESOLVED that the following budget accounts be changed for 2026:

Increase:

Expense A60105.54800.4696 current \$540,526 change \$40,767 new \$581,293

Revenue A601043.43689.4696 current \$323,648 change \$40,767 new \$364,415

**ON MOTION OF RONALD VANDEE**

**AGENDA ITEM NO. 3.**

**Authorize 2026 Budget Modifications - Mental Health Department**

WHEREAS, the County of Cortland continues to closely monitor fiscal performance in light of current budget constraints and projected deficit; AND

WHEREAS, additional revenue has been identified within the Mental Health Department related to the Federal Salary Sharing (FMAC); AND

WHEREAS, it is necessary to adjust the 2026 Adopted Budget to accurately reflect this increase in revenue and align appropriations accordingly; NOW THEREFORE BE IT

RESOLVED that the Cortland County Legislature hereby authorizes a budget modification to increase revenue and appropriations within the Mental Health Department as follows:

**INCREASE REVENUE:**

Account No.: A43105-44490

Account Description: Mental Health Federal Salary Sharing (FMAC)

Amount: \$75,000

**EXPENSE:**

Account No.:A43105-55055  
Account Description: Professional Services  
Amount: \$60,000

Account No.:A43105-54025  
Account Description: Utilities  
Amount: \$15,000

; AND BE IT FURTHER

RESOLVED that the Director of Finance is hereby authorized and directed to make the above budgetary adjustments.

**ON MOTION OF RONALD VANDEE**

**AGENDA ITEM NO. 4.**

**Appoint Commissioner of Social Services**

WHEREAS, the Cortland County Legislature will have a vacant position of Commissioner of Social Services; AND

WHEREAS, pursuant to New York State Social Services Law, the term of office for a Commissioner of Social Services shall be five (5) years; AND

WHEREAS, interviews were conducted by the County Administrator and interview committee and they have offered a recommendation for this appointment; AND

WHEREAS, the Health & Human Services Committee approves the appointment as recommended by the interview committee; AND

WHEREAS, the County Legislature has received from the County Administrator and the Health & Human Services Committee the recommendation for appointment of \_\_\_\_\_ as Commissioner of Social Services at an annual salary of \$\_\_\_\_\_ (Grade 2, Step \_\_, Management Compensation Plan, non-competitive class); NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature does hereby appoint \_\_\_\_\_ as Commissioner of Social Services at an annual salary of \$\_\_\_\_\_ (Grade 2, Step \_\_, Management Compensation Plan, non-competitive class) effective June 27, 2026 at 12:01 AM through June 26, 2031; AND BE IT FURTHER

RESOLVED, that the incumbent shall have the right to return to their previous position for one year from appointment, which includes a ninety day notice from the incumbent to return to said position or upon a mutually agreeable time period.

**ON MOTION OF RONALD VANDEE**

**AGENDA ITEM NO. 5.**

**Authorize Agreement and Accept New York State Office of Mental Health Loan Repayment Program  
Funding - Mental Health Department**

WHEREAS, the New York State Office of Mental Health (OMH) has established the Community Mental Health Loan Repayment Program (CMHLRP) to support the recruitment and retention of qualified clinical staff in community mental health settings; AND

WHEREAS, the Cortland County Community Services Board, through the Cortland County Mental Health Department, submitted an application for funding under the CMHLRP 2026 Mental Health Clinicians

Request for Proposals; AND

WHEREAS, OMH has approved said application and awarded funding in the amount of \$26,250 to support student loan repayment for Lindsay Meldrim, Licensed Master Social Worker; AND

WHEREAS, the award requires a three (3) year service commitment beginning March 21, 2026 and ending March 20, 2029, with a minimum schedule of at least 35 hours per week, including at least 28 hours of clinical services, for no fewer than 45 weeks per year; AND

WHEREAS, the acceptance of this funding will enhance the County's ability to recruit and retain critical clinical staff, thereby strengthening the delivery of mental health services to residents; AND

WHEREAS, this award is contingent upon execution of a contract between OMH and Cortland County, subject to approval by the New York State Attorney General and the Office of the State Comptroller, with funds to be disbursed retroactive to the start date of the service commitment; NOW THEREFORE BE IT

RESOLVED that the Cortland County Legislature does hereby authorize the acceptance of CMHLRP funding in the amount of \$26,250 from the New York State Office of Mental Health; AND BE IT FURTHER

RESOLVED that the County Administrator is hereby authorized to execute any and all contracts, agreements, and related documents necessary to accept and administer funding; AND BE IT FURTHER

RESOLVED that the 2026 General Fund budget be amended as follows:

INCREASE:

|                  |                         |          |
|------------------|-------------------------|----------|
| A43105.43490.LRP | Mental Health State Aid | \$26,250 |
| A43105.54035.LRP | Education & Training    | \$26,250 |

## **Action Items**

## **Discussion Items**

- 1. Department of Social Services First Quarter Statistics**
- 2. 2025 Office For Aging Annual Report**
- 3. 2025 Health Department Annual Report**
- 4. Department of Social Services Homeless Data**

## **Monthly Reports**

- 1. Office For Aging Monthly Report**
- 2. Mental Health Department Monthly Report**
- 3. Health Department Monthly Report**

## **Adjournment**

