



**Cortland County
Legislature
Legislative Session
~ Minutes ~**

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

Thursday, May 28, 2026

6:00 PM

Legislative Chambers

Public Hearings

1. Public Hearing No. 2 - CDBG Microenterprise Project No. 286ME528-23

RESULT:	CLOSED (15 TO 0)
MOVER:	Legislator Joseph Nauseef
SECONDER:	Legislator Jason Prentice
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

Call to Order

The meeting was called to order at 06:03 PM by Chairman Fitch.

Salute to the Flag

Roll Call

PRESENT:	Legislator Douglas Bentley, Legislator Beau Harbin, Legislator Cathy Bischoff, Legislator Ronald VanDee, Legislator Jason Prentice, Legislator Dominick Mantella, Legislator Keith VanGorder, Chair of the Legislature Kevin Fitch, Legislator Reed Cleland, Legislator Joseph Nauseef, Legislator Eugene Waldbauer, Minority Leader Sandra Price, Legislator William McGovern, Legislator Paul Heider, Legislator Mitchel Eccleston
ABSENT:	
EXCUSED:	Legislator Linda Jones, Legislator Christopher Newell

Approval of Minutes

1. **Cortland County Legislature - Legislative Session - April 23, 2026**

RESULT:	APPROVED
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2. **Cortland County Legislature - Special Legislative Session - May 12, 2026**

RESULT:	APPROVED
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Privilege of the Floor

Proclamations & Recognitions

Presentation of Petitions, Communications, Presentations and Notices

1. **Centro Update - One Year of Service in Cortland County**

RESULT:	COMPLETED
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1. **Audit Presentation - Stephen Trobert, Manager of Audit and Financial Projects**

RESULT:	COMPLETED
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Reports of Standing, Special and Ad Hoc Committees

Receive and File

1. **2025 Health Department Annual Report**

RESULT:	RECEIVE & FILE (15 TO 0)
MOVER:	Minority Leader Sandra Price
SECONDER:	Legislator Reed Cleland
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

2. **2025 Office For Aging Annual Report**

RESULT:	RECEIVE & FILE (15 TO 0)
MOVER:	Legislator Reed Cleland

SECONDER:	Minority Leader Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

Articles Postponed to Day Certain

Unfinished Business

New Business

Resolutions

AGENDA ITEM 1 **Resolution Endorsing Legislation to Amend New York State Tax Law in Relation to Expanding the Authorized Use of Occupancy Tax Revenue in Cortland County (Senate Bill No. S.10556 and Assembly Bill No. A.11466)**

NO.

RESULT:	ADOPTED (11 TO 4)
MOVER:	Legislator Cathy Bischoff
SECONDER:	Legislator William McGovern
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Jason Prentice, Dominick Mantella, Kevin Fitch, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Mitchel Eccleston
NAYS:	Ronald VanDee, Keith VanGorder, Reed Cleland, Paul Heider
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

ON MOTION OF CATHY BISCHOFF

RESOLUTION NO. 107-26

Resolution Endorsing Legislation to Amend New York State Tax Law in Relation to Expanding the Authorized Use of Occupancy Tax Revenue in Cortland County (Senate Bill No. S.10556 and Assembly Bill No. A.11466)

WHEREAS, pursuant to Cortland County Resolution No. 106-26, the Cortland County Legislature previously requested special Home Rule legislation to amend New York State Tax Law in relation to expanding the authorized use of occupancy tax revenue in Cortland County; AND

WHEREAS, New York State Tax Law §1202-g presently authorizes Cortland County to impose an occupancy tax and requires the use of such revenues primarily for tourist and convention development purposes; AND

WHEREAS, the Cortland County Legislature has determined that economic development activities are closely interconnected with tourism promotion and are critical to the long-term economic sustainability and growth of Cortland County; AND

WHEREAS, the proposed legislation would provide Cortland County with greater flexibility in the use of occupancy tax revenues by authorizing a portion of said revenues to be utilized for economic development purposes that directly or indirectly support tourism, workforce growth, local business development, hospitality initiatives, and related economic activities; AND

WHEREAS, companion legislation has been introduced in the New York State Legislature identified as Senate Bill S.10556 and Assembly Bill A.11466, which would amend New York State Tax Law in relation to expanding the authorized use of occupancy tax revenue in Cortland County; AND

WHEREAS, the Cortland County Legislature desires to formally endorse said legislation and request its approval by the New York State Legislature and Governor; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature does hereby endorse Senate Bill S.10556 and Assembly Bill A.11466 amending New York State Tax Law in relation to expanding the authorized use of occupancy tax revenue in Cortland County and respectfully requests the approval and enactment of said legislation by the New York State Legislature and Governor Kathy Hochul; AND BE IT FURTHER

RESOLVED, that the Chairman of the Legislature and Clerk of the Legislature be and hereby are authorized to execute the appropriate Home Rule Request for the enactment of said special law.

AGENDA ITEM 2 **Appoint Members to the Cortland County Board of Ethics**
NO.

RESULT:	ADOPTED (15 TO 0)
MOVER:	Chair of the Legislature Kevin Fitch
SECONDER:	Minority Leader Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

ON MOTION OF KEVIN FITCH

RESOLUTION NO. 108-26

Appoint Members to the Cortland County Board of Ethics

WHEREAS, On August 28, 2008, the Cortland County Legislature adopted Local Law 2 of 2008 “Adopting a County Code of Ethics and Requiring Financial Disclosure by Certain County Officials and Employees”; AND

WHEREAS, Local Law 2 of 2008 establishes a five-member County Board of Ethics, charged with the general responsibility for ensuring full compliance with the Code of Ethics and disclosure and which shall serve a four (4) year term at the pleasure of the Cortland County Legislature; AND

WHEREAS, there are currently three (3) vacancies on the Board of Ethics; NOW THEREFORE BE IT

RESOLVED, that the following is hereby appointed/reappointed to the Board of Ethics for the term designated:

Name	Address	Designation	Term Expiration
Timothy Haskell	129 Madison Street Cortland, NY 13045	County Resident	12/31/2029
Andy Jewett	23 Floral Avenue Cortland, NY 13045	Municipal Employee	12/31/2029
Timothy Densmore	3431 Pendleton Street Ext. Cortland, NY 13045	County Resident	12/31/2029

AGENDA ITEM 3
NO.

**Authorize October 1, 2025 - March 31, 2026 Mortgage
Tax Distribution - Office of the County Clerk**

RESULT:	ADOPTED (15 TO 0)
MOVER:	Legislator Joseph Nauseef
SECONDER:	Legislator Mitchel Eccleston
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

ON MOTION OF JOSEPH NAUSEEF

RESOLUTION NO. 109-26

Authorize October 1, 2025 - March 31, 2026 Mortgage Tax Distribution - Office of the County Clerk

WHEREAS, in accordance with NYS Tax Law, Article 11, §261, the Semi-Annual Mortgage Tax Report for October 1, 2025-March 31, 2026, has been prepared and submitted by the Cortland County Clerk and has been approved by the New York State Department of Taxation and Finance; AND

WHEREAS, the Basic Mortgage Tax has been submitted with interest to the Cortland County Finance Department; AND

WHEREAS, the mortgage tax has been calculated to apportion the basic mortgage tax between the towns and

villages; NOW THEREFORE BE IT

RESOLVED that the Cortland County Legislature authorize the County Finance Officer to make payments to each of the tax districts within the County of Cortland as shown below, either by check or by electronic bank deposit based on the request of the receiving municipality.

Cincinnatus, Town of	\$7,829.22
Cortland, City of	\$117,139.17
Cortlandville, Town of	\$45,824.08
Cuyler, Town of	\$4,720.90
Freetown, Town of	\$6,112.32
Harford, Town of	\$8,302.04
Homer, Town of	\$25,207.27
Homer, Village of	\$18,838.68
Lapeer, Town of	\$6,007.65
Marathon, Town of	\$6,909.31
Marathon, Village of	\$3,628.50
McGraw, Village of	\$1,253.84
Preble, Town of	\$8,599.08
Scott, Town of	\$9,362.71
Solon, Town of	\$4,786.49
Taylor, Town of	\$2,885.39
Truxton, Town of	\$4,179.86
Virgil, Town of	\$19,985.65
Willet, Town of	\$4,767.50
Total	\$306,339.66

AGENDA ITEM 4
NO.

Appoint Personnel Officer

RESULT:	ADOPTED (15 TO 0)
MOVER:	Legislator Joseph Nauseef
SECONDER:	Legislator Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel

	Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

ON MOTION OF JOSEPH NAUSEEF

RESOLUTION NO. 110-26

Appoint Personnel Officer

WHEREAS, the Cortland County Legislature has a vacant position of Personnel Officer; AND

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

WHEREAS, the Government Operations Committee approves the appointment as recommended by the interview committee; AND

WHEREAS, the County Legislature has received from the County Administrator and the Government Operations Committee the recommendation for appointment of Madlyn Allen as Personnel Officer at an annual salary of \$100,958.00 (Grade 3, Step 1, Management Compensation Plan, non-competitive class); NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature does hereby appoint Madlyn Allen as Personnel Officer at an annual salary of \$100,958.00 (Grade 3, Step 1, Management Compensation Plan, non-competitive class) in accordance with Section 15 of the New York State Civil Service Law, effective June 22, 2026 at 12:01 AM through November 17, 2028.

AGENDA ITEM 5
NO.

Abolish One Senior Network Specialist/Create One Network Specialist - Department of Information Technology

RESULT:	ADOPTED (15 TO 0)
MOVER:	Legislator Paul Heider
SECONDER:	Legislator Ronald VanDee
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

ON MOTION OF PAUL HEIDER

RESOLUTION NO. 111-26

Abolish One Senior Network Specialist/Create One Network Specialist - Department of Information

Technology

WHEREAS, there is an anticipated Senior Network Specialist vacancy in the Department of Information Technology; AND

WHEREAS, the needs of the Department of Information Technology will be better served by instead, filling this vacancy with a Network Specialist by abolishing one (1) position of Senior Network Specialist, and creating one (1) position of Network Specialist; AND

WHEREAS, the Public Works Committee recommends the abolition and creation of these positions;
NOW THEREFORE BE IT

RESOLVED, that one (1) position of Senior Network Specialist (Grade 25, CSEA, \$35.0243-\$44.3319/hr, competitive class, full time with benefits) be abolished effective upon the vacancy of the current incumbent but no earlier than May 28, 2026 at midnight; AND BE IT FURTHER

RESOLVED, that one (1) position of Network Specialist (Grade 22, CSEA \$31.2705-\$39.5804/hr, competitive class, full time with benefits) be created with permission to fill effective upon the vacancy of the current incumbent but no earlier than May 29, 2026 at 12:01 a.m.

AGENDA ITEM NO.	6	Approve Purchase Kobelco Excavator - Department of Public Works
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RESULT:	ADOPTED (15 TO 0)
MOVER:	Legislator Paul Heider
SECONDER:	Legislator Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

ON MOTION OF PAUL HEIDER

RESOLUTION NO. 112-26

Approve Purchase Kobelco Excavator - Department of Public Works

WHEREAS, the Public Works Committee has approved the purchase of a Kobelco SK260LC-11 Excavator;
AND

WHEREAS, the Commissioner of Public Works has recommended the purchase of one (1) Kobelco SK260LC-11 Excavator as follows:

VENDOR

QUOTE

Tracey Road Equipment 6803 Manlius Center Rd <u>East Syracuse, NY 13057</u>	One (1) Kobelco SK260LC-11 Excavator w 194 HP Engine \$269,889.00
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; AND

WHEREAS, the amount is not to exceed \$269,889.00; AND

WHEREAS, Cortland County will be using Sourcewell Contract #011723-KBL for the purchase of this piece of equipment; AND

WHEREAS, it has been determined that it is in the County's best interest financially to purchase this equipment using the Road Machinery Capital Reserve account (E.386300.CAP); NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the purchase of one (1) Kobelco DK260LC-11 Excavator for an amount not to exceed \$269,889.00; AND BE IT FURTHER

RESOLVED, that the Road Machinery fund 2026 budget be amended as follows:

INCREASE:

E51305.52015 Department Specific Equipment \$269,889

E.351100 Appropriated Reserves \$269,889

AGENDA ITEM 7
NO.

**Accept and Authorize 2025/2026 Public Safety
Answering Point Operations Grant - Department of
Emergency Response & Communications**

RESULT:	ADOPTED (15 TO 0)
MOVER:	Minority Leader Sandra Price
SECONDER:	Legislator Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

ON MOTION OF SANDRA PRICE**RESOLUTION NO. 113-26****Accept and Authorize 2025/2026 Public Safety Answering Point Operations Grant - Department of
Emergency Response & Communications**

WHEREAS, the New York State Department of Homeland Security and Emergency Services (NYS DHSES) has awarded the Cortland County Department of Emergency Response and Communications a Public Safety Answering Point Operations Grant (PSAP) grant for FY2025 & FY2026 in the amount of \$341,726, resulting in no new county costs, in support of Public Safety Answering Point operations, for the period of January 1, 2026 to December 31, 2028; NOW THEREFORE BE IT

RESOLVED, that Cortland County Department of Emergency Response and Communications is hereby directed to expend the grant funds according to the stated grant guidance; AND BE IT FURTHER

RESOLVED, that the 2026 budget is amended as follows:

		Current	Change	Revised
Increase Revenue				
A302043.43306.PSP	DHSES GRANT	\$100,000	\$241,726	\$341,726
Increase Expense				
A30205.51005.PSP	Personnel	\$100,000	\$0	\$100,000
A30205.54048.PSP	Dept Specific Equipment	\$0	\$241,726	\$241,726

; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding, be and hereby is authorized to sign the grant contract with the New York State Department of Homeland Security and Emergency Services at an amount not to exceed \$341,726 AND BE IT FURTHER

RESOLVED, the Director of Finance shall carry over all unused grant funds to the subsequent year(s) budget covered by the grant, per the approved grant agreement.

AGENDA ITEM 8
NO.

**Accept and Authorize 2025/2026 Statewide
Interoperable Communications Grant - Department of
Emergency Response & Communications**

RESULT:	ADOPTED (15 TO 0)
MOVER:	Minority Leader Sandra Price
SECONDER:	Legislator Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

ON MOTION OF SANDRA PRICE

RESOLUTION NO. 114-26

Accept and Authorize 2025/2026 Statewide Interoperable Communications Grant - Department of Emergency Response & Communications

WHEREAS, the New York State Department of Homeland Security and Emergency Services (NYS DHSES) has awarded the Cortland County Department of Emergency Response and Communications a Statewide Interoperable Communications Formula Grant (SICG) grant for FY2025 & FY2026 in the amount of \$1,336,038, resulting in no new county costs, in support of Interoperable Communications operations, for the period of January 1, 2026 to December 31, 2030; NOW THEREFORE BE IT

RESOLVED, that Cortland County Department of Emergency Response and Communications is hereby directed to expend the grant funds according to the stated grant guidance; AND BE IT FURTHER

RESOLVED, that the 2026 budget is amended as follows:

		Current	Change	Revised
Increase Revenue				
A30205.44389.SICG	DHSES GRANT	\$0	\$1,336,038	\$1,336,038
Increase Expense				
A30205.54015.SICG	Equipment maintenance	\$0	\$1,236,038	\$1,236,038
A30205.54048.SICG	Dept Specific Equipment	\$0	\$100,000	\$100,000

; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding, be and hereby is authorized to sign the grant contract with the New York State Department of Homeland Security and Emergency Services at an amount not to exceed \$1,336,038; AND BE IT FURTHER

RESOLVED, the Director of Finance shall carry over all unused grant funds to the subsequent year(s) budget covered by the grant, per the approved grant agreement.

AGENDA ITEM 9
NO.

**Award Bid/Authorize Agreement - Fiber Optic
Expansion Project - Department of Emergency
Response & Communications**

RESULT:	ADOPTED (15 TO 0)
MOVER:	Minority Leader Sandra Price
SECONDER:	Legislator Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

ON MOTION OF SANDRA PRICE

RESOLUTION NO. 115-26

**Award Bid/Authorize Agreement - Fiber Optic Expansion Project - Department of Emergency
Response & Communications**

WHEREAS, the County of Cortland, New York, wishes to continue improvements to the infrastructure of Cortland County 911 center through the new construction of dedicated dark fiber lines; AND

WHEREAS, Cortland County's Department of Emergency Response and Communications has grant funding available from NYS Department of Homeland Security as previously approved by the Cortland County Legislature under resolutions; AND

WHEREAS this fiber optic network project is beneficial to the County as it increases the resiliency and diversity of the County's 911 center network connections eliminating the potential single failure point of the network at 60 Central Avenue, AND

WHEREAS, Cortland County has solicited proposals from qualified vendors for a dedicated turnkey fiber optic line installation between the County's facilities at 22 West Court Street and the Virgil Radio Tower located at 1914 Tower Road, Cortland; AND

WHEREAS, the following bids were received and do not meet the turnkey solution as outlined in the RFP:

Utilities One	300 W Somerdale Suite 5E, Voorhees, NJ 08043	\$281,697.75	Make ready extra
First Light	7890 Lehigh Crossing, Victor, NY 14564	\$314,824.44	5 year IRU lease upfront
		\$362,366.64	10 year IRU lease upfront
		\$6,000.00	monthly 60 months IRU
Celerity	3500 AM Drive, Quakertown PA 18634	\$383,600.75	Make ready costs not included
Reliable One (MWBE)	PO Box 91, Dallas PA 18612	\$409,968.64	Make ready costs not included
Adesta	4259 Albany Street, Albany NY12205	\$549,575.90	Make ready costs not included
ECC Technologies	2136 Five Mile Line Road, Penfield, NY 14526	\$80,023.00	Construction management only

; AND

WHEREAS, acceptable bids were received and opened on April 15, 2026 from the following:

O'Connell Electric Company	830 Phillips Road, Victor, NY 14564	\$739,682.00
Syracuse Utilities	PO Box 587; Brewerton, NY 13029- 0587	\$754,860.64
Northern Pride Communications	Suite 101; 31 Centre Street, Bath ME 04530	\$1,027,800.00
AirSmith	318 West Avenue; Saratoga Springs, NY 12866	\$1,149,384.52

; AND

WHEREAS, based upon the results of the bids, the Judicial and Public Safety Committee recommends that the bids be awarded to the lowest responsible bidder; AND

WHEREAS, it would be in the best interest of Cortland County to contract with O'Connell Electric Company of 830 Phillips Road, Victor, NY 14564 for the proposed amount of \$739,682.00 plus any applicable permit fees; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby rejects the bids submitted by Utilities One, FirstLight, Celerity, Reliable One, Adesta, and ECC Technologies as non-responsive for failure to meet the turnkey solution requirements as outlined in the Request for Proposals; AND BE IT FURTHER

RESOLVED, that the Cortland Legislature hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to enter into an agreement with O'Connell Electric Company of 830 Phillips Road, Victor, NY 14564, for the total proposed amount of \$739,682 plus any additional applicable permit fees.

NO.

Health Department

RESULT:	ADOPTED (15 TO 0)
MOVER:	Legislator Ronald VanDee
SECONDER:	Legislator Reed Cleland
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

ON MOTION OF RONALD VANDEE

RESOLUTION NO. 116-26

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.

AGENDA ITEM 11
NO.

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

RESULT:	ADOPTED (15 TO 0)
MOVER:	Legislator Ronald VanDee
SECONDER:	Minority Leader Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

ON MOTION OF RONALD VANDEE

RESOLUTION NO. 117-26

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 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

AGENDA ITEM 12 **Authorize 2026 Budget Modifications - Mental Health**
NO. **Department**

RESULT:	ADOPTED (15 TO 0)
MOVER:	Legislator Ronald VanDee
SECONDER:	Legislator Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

ON MOTION OF RONALD VANDEE

RESOLUTION NO. 118-26

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.

AGENDA ITEM 13
NO.

Appoint Commissioner of Social Services

RESULT:	ADOPTED (15 TO 0)
MOVER:	Legislator Ronald VanDee
SECONDER:	Minority Leader Sandra Price
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None

EXCUSED: Linda Jones, Christopher Newell

ABSENT:

ON MOTION OF RONALD VANDEE

RESOLUTION NO. 119-26

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 Allison Veintimilla as Commissioner of Social Services at an annual salary of \$131,222.00 (Grade 2, Step 3, Management Compensation Plan, non-competitive class); NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature does hereby appoint Allison Veintimilla as Commissioner of Social Services at an annual salary of \$131,322.00 (Grade 2, Step 3, 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.

AGENDA ITEM 14
NO.

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

RESULT: ADOPTED (15 TO 0)

MOVER: Legislator Ronald VanDee

SECONDER: Legislator Cathy Bischoff

AYES: Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston

NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

ON MOTION OF RONALD VANDEE

RESOLUTION NO. 120-26

**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

AGENDA ITEM 15
NO.

**Create Per Diem Tax Map Technician - Real Property
Tax Services**

RESULT:	ADOPTED (15 TO 0)
MOVER:	Legislator Cathy Bischoff
SECONDER:	Legislator Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell
ABSENT:	

ON MOTION OF CATHY BISCHOFF

RESOLUTION NO. 121-26

Create Per Diem Tax Map Technician - Real Property Tax Services

WHEREAS, the needs of the agency will be better served by creating one (1) per diem position of Tax Map Technician valid through December 31, 2026 AND;

WHEREAS, there will be a thirty (30) day transition period allowed once the currently vacant full-time position is filled; AND

WHEREAS, the Finance and Administration Committee recommends the creation of this position;
NOW THEREFORE BE IT

RESOLVED, that one (1) position of Tax Map Technician (Grade 16, \$25.2266-\$31.9304/hr, CSEA, competitive class, per diem, up to 15 hrs/week, no benefits), be created with approval to fill May 29, 2026 at 12:01 AM.

AGENDA ITEM 16
NO.

**Authorize First Quarter 2026 Sales Tax Distribution -
Department of Finance**

RESULT:	ADOPTED (15 TO 0)
MOVER:	Legislator Cathy Bischoff
SECONDER:	Legislator Beau Harbin
AYES:	Douglas Bentley, Beau Harbin, Cathy Bischoff, Ronald VanDee, Jason Prentice, Dominick Mantella, Keith VanGorder, Kevin Fitch, Reed Cleland, Joseph Nauseef, Eugene Waldbauer, Sandra Price, William McGovern, Paul Heider, Mitchel Eccleston
NAYS:	None
EXCUSED:	Linda Jones, Christopher Newell

ABSENT:

ON MOTION OF CATHY BISCHOFF

RESOLUTION NO. 122-26

Authorize First Quarter 2026 Sales Tax Distribution - Department of Finance

WHEREAS, the Cortland County Legislature adopted Resolution No. 190-25, which provides for the distribution of sales tax from the County to local municipalities; AND

WHEREAS, the 2026 first quarter sales tax information has been provided by the New York State Comptroller's Office showing a total collection for fourth quarter 2025 to be \$10,512,527.57; AND

WHEREAS, the total amount available for distribution is \$9,800,410.39; AND

WHEREAS, individual municipalities by resolution have opted to apply a portion of their sales tax dollars to off-set the property tax levy and that amount (\$577,500.00) is to be withheld from the quarterly distribution; AND

WHEREAS, Cortland County receives (57.5%), or \$5,635,235.97 of the total quarterly distribution; AND

WHEREAS, respective payments are now ready for disbursement; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes the Director of Finance or designee to release sales tax payments for the first quarter of 2026 as so stated below from Account No. A19855.54101 in either the form of a county check or by direct bank transfer as per the request of the receiving municipality:

Municipality	Distribution Amount Pre-Tax Credit	Applied Tax Credits	Net Distribution After Tax Credit	Balance Owed Against Tax Credits
Cortland, City of	\$1,764,073.87	\$-0-	\$1,764,073.87	\$-0-
Cincinnatus, Town of	\$71,176.79	\$-0-	\$71,176.79	\$-0-
Cortlandville, Town of	\$687,730.97	\$-0-	\$687,730.97	\$-0-
Cuyler, Town of	\$56,011.20	\$(14,375.00)	\$41,636.20	\$(43,125.00)
Freetown, Town of	\$49,199.41	\$-0-	\$49,199.41	\$-0-
Harford, Town of	\$87,518.49	\$(70,000.00)	\$17,518.49	\$-0-
Homer, Town of	\$241,964.72	\$-0-	\$241,964.72	\$-0-
Homer, Village of	\$178,284.71	\$-0-	\$178,284.71	\$-0-
Lapeer, Town of	\$97,220.02	\$(97,220.02)	\$-0-	\$(232,779.98)
Marathon, Town of	\$72,177.56	\$-0-	\$72,177.56	\$-0-
Marathon, Village of	\$39,145.78	\$-0-	\$39,145.78	\$-0-
McGraw, Village of	\$31,202.07	\$-0-	\$31,202.07	\$-0-
Preble, Town of	\$114,385.97	\$-0-	\$114,385.97	\$-0-
Scott, Town of	\$69,505.29	\$-0-	\$69,505.29	\$-0-
Solon, Town of	\$58,399.19	\$-0-	\$58,399.19	\$-0-
Taylor, Town of	\$41,089.02	\$(20,000.00)	\$21,089.02	\$-0-
Truxton, Town of	\$81,289.30	\$-0-	\$81,289.30	\$-0-
Virgil, Town of	\$368,500.40	\$(25,000.00)	\$343,500.40	\$(75,000.00)

Willet, Town of	\$56,299.66	\$-0-	\$56,299.66	\$-0-
Total	4,165,174.42	\$(226,595.02)	\$3,938,579.40	\$(350,904.98)

Announcements

Adjournment

The meeting was adjourned at 07:12 PM.

LEGAL NOTICE
Notice of Public Hearing
Cortland County

The Cortland County Legislature will hold a public hearing on May 28, 2026 at 6:00 PM the Cortland County Office Building, located at 60 Central Ave., Room 308, Cortland, NY 13045 for the purpose of hearing public comments on the current NYS Community Development Block Grant (CDBG) project: 285ME528-23 (renewal) in the amount of \$200,000. The CDBG program is administered by the New York State Homes and Community Renewal and will make available to eligible local governments approximately \$45 million in funding for the current program year for housing, public infrastructure, public facilities, economic development, imminent threat, and community planning, with the principal purpose of benefiting low and moderate income persons. The hearing will provide information on the progress of the CDBG project. Comments on the administration and effectiveness of the CDBG project will be received.

The County Office Building is accessible to persons with disabilities. If special accommodations are needed for persons with disabilities, those with hearing impairments, or those in need of translation from English, contact Savannah Hempstead, Clerk of the Legislature at 607-753-5048, at least three days in advance of the hearing date.

Written comments may also be submitted by email and/or postal mail to Savannah Hempstead, Clerk of the Legislature, 60 Central Ave., Room 306, Cortland, NY 13045, shempstead@cortlandcountyny.gov, until May 27, 2026 at 4:00 PM. The application and other materials related to CDBG funds will be made available at Thoma Development Consultants, 34 Tompkins Street, Cortland, NY 13045. The hearing will also be broadcast via livestream at <https://cortlandcony.portal.civicclerk.com/>.

Savannah Hempstead
Clerk of the Legislature
May 18, 2026

Cortland County Office for Aging Annual Report 2025

Cortland County Office for Aging
County Office Building
60 Central Avenue
Cortland, NY 13045
Phone: (607) 753-5060 • FAX: (607) 758-5528
E-mail: ccofa@cortlandcountyny.gov
Website: <https://www.cortlandcountyny.gov/434/Office-for-Aging>



2025 Cortland County Office for Aging Annual Report

The Cortland County Office for Aging (CCOFA) operates under the auspices of the Older Americans Act (OAA) of 1965, as amended. The OAA provides funding for social supportive services targeting older adults and caregivers with greatest economic or social needs. Funding is provided through the New York State Office for the Aging (NYSOFA) and is allocated based on demographic data, local planning and public service areas. When OAA funding is accepted, many of the programs and services offered by CCOFA are provided in accordance with federal statutes and mandates.

Federal, state and local funds, grants, contracts and participant contributions support the Cortland County Office for Aging. In addition, the agency depends upon the financial support from individuals and organizations in the community. These funds are obtained either through direct donations or participation in agency sponsored fundraising activities.

The service units under the Office for Aging work in collaboration to meet the needs of the older population throughout the county and are crucial to enable frail, older persons to remain in the community with maximum independence thereby preventing additional costly care settings.

The Cortland County Office for Aging retains the services of 24 Full-time, 14 Part-time and 6 Per-diem employees. In all areas, the Agency relies heavily on the assistance of volunteers.

Mission Statement

The Mission of the Cortland County Office for Aging is to educate, empower, and enrich the quality of life for all older adults as well as individuals with disabilities in Cortland County.

The Office for Aging ensures an inclusive system that promotes services which provide maximum independence and dignity for older adults, families and caregivers.

Vision Statement

The Cortland County Office for Aging serves as a catalyst and facilitator of systemic change to empower older adults to age in place successfully and remain as independent as possible in their homes and communities of their choice.

2025 Cortland County Office for Aging Annual Report

Peer Place (Statewide Client Database System)

The New York State Office for the Aging has an agreement with Peer Place for the creation and maintenance of a statewide client database system, which allows data gathering and reporting to be consistent among statewide Office for Aging's. This program is a case management and information and assistance tool which allows staff to share information and avoid duplication of effort. Peer Place is also used to gather data for required reporting to the New York State Office for the Aging. Demographic information on service recipients must be transmitted to NYSOFA on a quarterly basis.

Administrative staff uses Peer Place to gather and analyze statistical information. Reports can be generated for any service provided, and Peer Place has the ability to filter this information and sort it in almost any way imaginable.

Since the launch of the statewide client database system, there continues to be training available, which includes bi-weekly drop-in calls, as well as a monthly Peer Place Champion user group webinar hosted by Peer Place and NYSOFA staff in order to share ideas, concerns, and help to navigate through this platform. Changes and additions to the system continue to occur.

Legal Services

The Legal Services for the Elderly Program provides service to individuals' age 60+ in the greatest social and economic need, through a contracted attorney or law firm. Client calls are screened to determine the appropriate service and are referred to the contracted attorney or law firm for legal advice and representation. Assistance includes but is not limited to Power of Attorney, Health Care Proxy, Living Will, age discrimination, abuse, neglect and exploitation. The program served 10 individuals in 2025.

Transportation

Bus Passes

Funding received from the New York State Office for the Aging enables the agency to provide bus passes to older adults in order to utilize Centro's bus system. In 2025, the Office for Aging provided 822 one-way trips for 41 older adults through the bus pass program.

In a satisfaction survey conducted, riders voiced their appreciation for the service, stating that it has helped them to remain independent by allowing them to get to medical appointments and grocery shopping without having to rely on friends or family. The service has also helped to stretch their budgets by removing some of the burden of transportation costs.

2025 Cortland County Office for Aging Annual Report

OFA Bus

The OFA Bus is utilized to transport individuals age 60 and over from outlying areas in Cortland County to the Age Well Center (as part of the senior center restructuring plan approved by NYSOFA).

In 2025, 2,392 one-way trips were provided to 71 older adults in Cortland County. In a satisfaction survey conducted, riders voiced their appreciation for the bus program for allowing them the ability to connect with other older adults, programs, and services at the CCOFA Age Well Center. The bus has provided participants with connections to resources; enhanced independence by enabling the ability to grocery shop for themselves at area stores such as Walmart; and facilitating opportunities to stay active in activities such as area nature walks. This program helps to remove barriers for utilization of the Age Well Center while reducing transportation cost burdens for participants. Further, many persons ride the bus to the Age Well Center for a hot meal each day of the week. This enables socialization, taking part in the plethora of activities and programs now held at the Age Well Center!

Some comments from the survey were:

- “The best service we could ask for”
- “The bus gets me out of my house to see new friends and have a nice meal.”



NY CONNECTS: Choices for Long-Term Care

Established in 2006 through a collaboration between the New York State Office for the Aging and the New York State Department of Health, NY Connects: Choices for Long-Term Care serves as a trusted, community-based resource for individuals seeking long-term services and supports.



2025 Cortland County Office for Aging Annual Report

In 2007, NY Connects was recognized by the Administration on Aging and the Administration for Community Living as an Aging and Disability Resource Center (ADRC).

For nearly two decades, NY Connects has remained committed to ensuring that older adults and individuals with disabilities have access to clear, unbiased information and person-centered guidance that empowers them to live safely and independently in their homes and communities.

Our Mission is to provide comprehensive information, options counseling, and access to long-term services and supports, ensuring individuals and caregivers can make informed decisions based on their preferences, strengths, and goals.

Core Program Components

1. Information & Assistance: Through a standardized screening process, Aging Services Specialists provide:

- Comprehensive information
- Benefits counseling
- Assistance accessing long-term services and supports
- Personalized follow-up support

2. Options Counseling: A person-centered, interactive process that:

- Identifies strengths, abilities, and resources
- Explores individual preferences and values
- Supports informed decision-making
- Promotes independence whenever possible

3. Public Education & Outreach: Efforts focus on:

- Increasing awareness of community-based services
- Correcting misconceptions that long-term care must occur in institutional settings
- Empowering residents with knowledge about aging in place

4. Long-Term Care Councils (LTCC): Councils include:

- Consumers
- Caregivers
- Service providers
- Advocates
- Government representatives



2025 Cortland County Office for Aging Annual Report

These councils:

- Analyze local long-term care systems
- Identify service gaps
- Remove barriers to access
- Strengthen coordination across agencies

Expansion and System Enhancement

NY Connects continues to serve as a critical component of New York State’s participation in the Balancing Incentive Program (BIP), which supports the shift from institutional long-term care toward home and community-based services.

Through formal interagency partnerships, NY Connects strengthens collaboration among:

- Department of Social Services (DSS)
- Office of Mental Health
- Office for Persons with Developmental Disabilities (OPWDD)
- Independent Living Centers
- Local Department of Health

Together, these agencies function as a “No Wrong Door” system, ensuring residents can access services seamlessly, regardless of where they first seek assistance.

Bi-annual Implementation Team meetings are facilitated by NY Connects to:

- Clarify agency roles
- Streamline eligibility processes
- Improve cost-effectiveness
- Reduce Medicaid long-term care expenditures
- Improve access to home and community-based services

Client Engagement: These numbers reflect both initial consultations and ongoing support provided to residents navigating complex care decisions.

- 667 Client Contacts
- 1,251 Client Units of Service
- 166 Follow-Up Contacts

NY Connects Most Common Topics Discussed: Home-Based Services

- Health Insurance & Benefit Counseling
- Housing Options
- Transportation
- Home Modification & Repairs

These areas highlight the community’s strong desire to remain safely at home while accessing necessary supports.



2025 Cortland County Office for Aging Annual Report

NY Connects in Cortland County remains committed to strengthening community awareness, expanding educational outreach, and empowering individuals to live independently for as long as possible. Through presentations, public events, collaborative initiatives, publications, and ongoing staff development, NY Connects continued to serve as a trusted resource for older adults, caregivers, and individuals with disabilities.

Community outreach remains a cornerstone of NY Connects' mission. Throughout 2025, staff actively engaged with county residents to increase awareness of available supports and services.

Outreach presentations were delivered to:

- Local Area Satellite & Senior Centers
- Service clubs
- Faith-based organizations
- Local social services agencies
- World Elder Abuse Awareness Day Participants
- Senior Housing Facilities
- SUNY EAP
- Fire Departments
- Guthrie Medical Center

The following educational sessions were provided during the year:

- "NY Connects Overview"
- "Housing Assistance"
- "Advance Directives 101"

These programs are designed to equip individuals with practical knowledge and planning tools to support independent living and informed decision-making.

NY Connects participated in numerous tabling events across Cortland County, including:

- Senior Games
- Living History Museum
- Veteran group gatherings
- Wellness events/Senior Fairs
- Cortland County Senior Picnic
- Pride Fest
- ADA Celebration

These events allowed staff to connect directly with residents, distribute educational materials, and provide individualized guidance.

2025 Cortland County Office for Aging Annual Report

In collaboration with the Cortland County DSS Adult Services Program, NY Connects coordinated a public awareness event in recognition of World Elder Abuse Awareness Day on June 16, 2025.

The event was held on the front steps of the Cortland County Office Building and focused on increasing awareness of elder abuse and promoting prevention efforts within the community.

Featured Speakers Included:

- Deputy Chief of the City of Cortland Police, Cheyenne Cute
- Lifespan Fraud and Scam Prevention Coordinator, Sheila Brewer-Montero
- CCMH Clinical Director, Dr. Karl Schmitt
- ATI Executive Director, Alex Mikowski
- DSS Adult Services Supervisor, Tammy McCall



A formal proclamation was presented to the agency by Cortland County Legislative Chair Kevin Fitch, recognizing the importance of elder abuse awareness and prevention efforts in the county.

In collaboration with all units of the Cortland County Office for Aging, NY Connects regularly contributed articles to *Senior News*. These articles focused on:

- Educating older adults and caregivers
- Promoting available services and supports
- LGBTQ Awareness
- Addressing issues impacting older individuals those with disabilities

NY Connects also provided consistent educational content for the Cortland County Office for Aging's social media platforms such as Facebook, Instagram, X and our website expanding outreach and ensuring timely dissemination of important information.

Health Insurance Information Counseling and Assistance Program (HIICAP)

In today's rapidly evolving health care environment, HIICAP remains committed to delivering accurate, up-to-date, and unbiased health insurance information to residents of Cortland County.

New York State Certified HIICAP counselors through the Cortland County Office for Aging (CCOFA) assist:

- Individuals age 60 and older
- Medicare beneficiaries of any age



Counselors provide one-on-one guidance to help clients make informed decisions regarding their health insurance coverage and related benefits.

2025 Cortland County Office for Aging Annual Report

Clients utilized HIICAP services in the following areas:

- “New to Medicare” counseling
- Establishing and navigating the MyMedicare.gov Plan Finder account
- Health Insurance options for individuals age 60+ ineligible for Medicare
- Medicaid application assistance
- Education and application assistance with the Elderly Pharmaceutical Insurance Coverage Program (EPIC)
- Medical Billing issue resolution
- Medicare and Medicaid Fraud and Abuse Education
- Insurance Company Decision Appeals
- Applications for programs that lower health care costs

In 2025, HIICAP counselors provided substantial support to county residents:

- 1,089 clients served
- 2,091.5 units of service delivered

Financial Assistance Program Support

- 110 clients assisted with applications for the Medicare Savings Program
- 123 clients assisted with Medicaid applications

A significant portion of counseling focused on helping individuals reduce health care expenses and access critical financial assistance programs.

Medicare Annual Enrollment Period

(October 15 – December 7, 2025)

The Annual Enrollment Period (AEP) remains HIICAP’s busiest and most critical time of year. Because Medicare plans change annually, beneficiaries are encouraged to reassess coverage to ensure it continues to meet their medical and financial needs.

2025 AEP Highlights

- 441 individuals assisted with Medicare plan selection
- Staff included one full-time and one part-time counselor
- Extended service hours:
 - Three Saturdays staffed

Most counseling sessions were conducted in person, though virtual appointments were offered and preferred by some clients.

To prepare for Open Enrollment:

- Flyers were distributed to local pharmacies
- Advertisements were placed in local newspapers

2025 Cortland County Office for Aging Annual Report

- Social media posts encouraged residents to contact the Office for Aging for plan comparisons
- Outreach to the AWC, LASS and Homer Senior Center.

Community Education & Public Awareness

To better educate beneficiaries on Medicare and Medicaid:

- Two public presentations were held at the Age Well Center
- Articles were submitted to:
 - *Cortland Standard*
 - *Senior News*
 - Other senior-focused publications

Social media outreach informed residents about:

- Medicare coverage updates
- Fraud and scam prevention
- Strategies to avoid financial exploitation

Many beneficiaries expressed gratitude for the clarity and reassurance provided during what can often be an overwhelming process.

Professional Development & Compliance

HIICAP counselors participate in extensive and ongoing training to ensure information remains current and compliant with state and federal guidelines.

Training activities include:

- Monthly meetings facilitated by the New York State Office for the Aging
- Collaboration and training sessions with the Medicare Rights Center
- Annual two-day statewide conference
- Regional trainings in the spring and fall
- Additional educational sessions throughout the year

This commitment to continuing education ensures that clients receive accurate, comprehensive, and timely information in a constantly evolving Medicare landscape.

Commitment to Cortland County Residents

HIICAP continues to play a vital role in protecting the financial and health security of Medicare beneficiaries and older adults in Cortland County. Through personalized counseling, expanded outreach, public education, and ongoing professional development, HIICAP empowers residents to make confident, informed health insurance decisions.

2025 Cortland County Office for Aging Annual Report

National Family Caregiver Support Program (NFCSP) & Caregivers Resource Center (CRC)

The CCOFA's Caregiver Program has consistently worked to support family and informal caregivers, helping them keep their loved ones at home for as long as possible. In 2025, these initiatives made significant strides in providing resources and assistance to alleviate caregiver stress and prevent premature institutionalization of care recipients.

Key Services and Programs

Options Counseling & Application Assistance

- The Caregiver Program aided 184 unduplicated caregivers by offering personalized assistance in navigating complex health and long-term care systems. This service ensured that caregivers received support tailored to meet their specific needs effectively.

Monthly Support Groups

- To provide emotional support and resources, the Caregiver Resource Center conducted hybrid-format support groups, with sessions available both in-person and via Zoom. In 2025, 19 unduplicated individuals attended, benefiting from shared experiences and expert guidance.

Case Management and Information Dissemination

- Caregivers received thorough case management to coordinate care and services effectively. Additionally, a bi-monthly article in the Senior News kept caregivers up-to-date with developments, and a lending library offered valuable written and digital resources.

Caregiver Assessments and Respite Services

- Through Archangels, caregiver assessments were conducted to evaluate needs and provide tailored support. Respite services were a key focus:
 - **Caregiver Support Initiative (CSI) Program:** In collaboration with the CNY Chapter of the Alzheimer's Association, this program provided financial support for respite services to caregivers of individuals with dementia or Alzheimer's disease. In 2024-2025, the program served seven caregivers with 475 hours of respite, valued at \$6,476.50.
 - **National Family Caregiver Support Program (NFCSP):** Offered respite services to caregivers of individuals aged 60 or older who required assistance with at least two activities of daily living. In 2025, 15 caregivers utilized 636 hours of respite, valued at \$17,223.

2025 Cortland County Office for Aging Annual Report

Personal Emergency Response Systems (PERS)

- Fifteen individuals received Personal Emergency Response Systems, enhancing safety and peace of mind for caregivers and their loved ones.

Bright Ideas Program

- This program encouraged innovative solutions for caregiving challenges, offering cutting-edge technology on a sliding scale fee. Eleven individuals enhanced their caregiving capacity with devices such as Reminder Rosie, blood pressure cuffs, Echo Shows, and medication dispensers.

Joy for All Animatronic Pets

- These lifelike companions provided companionship and joy, showing promising results in improving the quality of life for individuals with memory impairments or social isolation. In 2025, CCOFA distributed 18 dogs, 26 cats, and 18 walker squawkers, receiving overwhelmingly positive feedback.

Organizational Tools and Education

- Fourteen Grab & Go notebooks were distributed to help caregivers stay organized. Additionally, the center organized 14 public presentations, attracting 109 attendees and raising awareness about caregiving issues and resources.

Listserv Maintenance and Caregiver Appreciation

- A listserv with 71 members was maintained for ongoing support and resource sharing. The yearly Caregiver Appreciation event celebrated caregivers with a dinner and a presentation from Josie's Journey, attended by 12 caregivers.

Project Lifesaver

- In collaboration with the Office for Aging and the Cortland County Sheriff's Department, this public safety program provided tracking devices to six families, ensuring the safety of those at risk for wandering due to conditions like Alzheimer's or autism.

These achievements reinforce the commitment of the Office for Aging to support and empower caregivers, enriching the quality of life for both caregivers and those they care for.

These programs are crucial in supporting the well-being of caregivers by providing them with the necessary time to recharge and manage their personal responsibilities. The Caregiver Resource Center and National Family Caregiver Support Program has been a beacon of support and assistance for caregivers in Cortland County.

2025 Cortland County Office for Aging Annual Report

Expanded In-Home Services for the Elderly Program (EISEP)

The Expanded In-Home Services for the Elderly Program (EISEP) is instrumental in providing services and support to people 60 years of age and over who wish to remain in their own homes rather than move to a long-term care residential facility. These individuals need assistance in their activities of daily living at a level for which limited support will allow them to be safe and independent.

Person-Centered Case Management:

All EISEP clients receive person-centered case management from an Aging Services Specialist certified in Case Management. Aging Services Specialists provide options counseling and assistance to empower individuals in the formation of care plans that meet their unique needs. The care plan may include:

- Light housekeeping
- Personal care
- Personal Emergency Response System (PERS)

Additional Support and Referrals

EISEP case managers provide referrals to other assistance and support programs such as:

- Home delivered meals
- Health insurance counseling
- Handyman/ramp
- Home modifications
- Cost savings programs

Benefits of EISEP

The EISEP program is designed to enhance the quality of life for older adults by promoting safety and independence. By enabling seniors to remain in their own homes, the program helps maintain their dignity and autonomy, while also providing relief to family caregivers.

EISEP not only offers practical support but also emotional reassurance, fostering a sense of community and connection for the elderly. Through personalized care and comprehensive services, EISEP plays a vital role in improving the well-being of seniors and their families.

EISEP Statistics

- Served 48 clients.
- Provided 750 hours of case management.
- Provided 8,661 hours of aide services with a value of \$112,996.
- Provided 33 clients with PERS units at a value of \$10,367.

Health and Wellness

The Health and Wellness program at the Cortland County Office for Aging consists of a collaboration of programs, between the evidence based A Matter of Balance, the ongoing Bonesavers exercise class and recreational-volleyball and pickle ball in the County Office Building Gymnasium.

A Matter of Balance

A Matter of Balance is a series of eight, two-hour classes, to help older adults manage their fears of falling. The classes are conducted by volunteer-trained leaders who receive instruction from certified A Matter of Balance (AMOB) master trainers. These trainers are certified through Maine Health, which is the proprietor of this impactful class series. Cortland County Office for Aging boasts 2 certified Master Trainers. Their expertise ensures that the program is executed with the highest standards and effectiveness.

In 2025, the Agency successfully completed two class series of A Matter of Balance. A total of 23 older adults participated in these sessions, working toward reducing their fears of falling. This achievement not only highlights the dedication of the trainers and volunteers, but also the commitment of the participants to enhance their own well-being.

Through local partnerships, the agency was able to host classes at our Age Well Center and the Cortland County YWCA.

Participants in the A Matter of Balance classes can expect to:

- Increase their awareness of fall hazards and learn strategies to reduce risks.
- Build confidence in their ability to manage and prevent falls.
- Engage in exercises designed to improve balance, strength, and coordination.
- Connect with peers who share similar concerns and goals.

A Matter of Balance is more than just a series of classes; it's a community-driven effort to empower older adults, helping them live independently and without fear. The success in 2025 is a testament to the program's positive impact on individual lives in the community. As the program continues, it aims to reach more individuals, further promoting safety and confidence among older adults.

Bonesavers Exercise Program

Bonesavers is an hour-long routine that provides strength training done slowly with hand and ankle weights and is led by trained volunteers.

- Offered at the Age Well Center, 2 different class times occur year-round, led by trained volunteers.
- Attendance in 2025 was 2,144.

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Recreational Activities

Senior Pickle ball

- Offered in the County Office Building Gym, interested seniors played 4 days/week, coordinated through a volunteer
- Attendance in 2025 was 2,576.

Senior Volleyball

- Offered in the County Office Building Gym, interested seniors played 3 days/week, coordinated through a volunteer
- Attendance in 2025 was 987.

The Nutrition Services Program

The mission of the Nutrition Services Program is to provide Cortland County residents age 60+ and their caregivers with nutritious affordable meals and offer supportive services through education, health & wellness, fitness & exercise, recreation and socialization. Older adult nutrition services are available through a network of senior centers, home delivered meals, and food pantries.

The impact of services on the participants, their families and the community is significant:

- Social interaction, conversation, camaraderie, support and friendship
- Individualized nutrition education and counseling by a Registered Dietitian
- Access to well-balanced meals that meet 1/3 of Recommended Dietary Allowance
- Information and Assistance for programs and services available to older adults age 60+ and their caregivers
- Access to health & wellness programs
- Caregiver support through nutritious meals and weekday wellness checks

Nutrition Counseling

The agency partners with a Registered Dietitian who provides individualized nutrition counseling to older adults' age 60+ and their caregivers. During this service, meal patterns and food recalls are reviewed including snacking and fluid intake. Factors that might increase a client's risk for poor nutrition are identified and discussed including physical activity, drug interactions, and medication's effect on nutrition status. A total lifestyle approach has been the preferred counseling style of the Registered Dietitian providing this service. Food preferences with modifications are obtained, with education provided to generate behavior changes that would meet the older adult's goals individually.

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An office visit with a Registered Dietitian can be costly to individuals depending on the type of insurance coverage they have; that is why nutrition counseling is available through the Office for Aging and is a valuable resource. These services are made available on a suggested contribution basis. In 2025, the Registered Dietitian provided one-on-one counseling sessions to 32 unduplicated clients.

Nutrition Education

The agency Nutrition Program Manager and Registered Dietitian enabled our agency the ability to provide individualized and group nutrition education to older adults age 60+ and their caregivers. 48 individuals received Nutrition Education in 2025.

Age Well Center (AWC)

The Nutrition Services Program continued to grow the Age Well Center (AWC) in 2025. The AWC operates five days a week. The Age Well Center serves as the central location for older adults to congregate, socialize and learn together in Cortland County. The location is open 8:00 AM – 4:00 PM Monday through Friday, excluding holidays. The center has continued to evolve with the lunchtime meals that encourage participants to socialize with one another and provides a more home-style and personable feel.

The Age Well Center is reflective of the vision for a new model with a focus on overall wellness of our older adult participants. Offering recreation and education activities, the center has been able to expand our regular offerings of bingo, cards, puzzling, and Bonesavers. Expanded programming requested by participants such as: crafting, chair yoga, Tai Chi, line dancing, a Wii Bowling League and programming designed to promote socialization. The Center also has an Infinity game table, Pool table, Shuffle board table, Ping pong table, Fitness room, and computer lounge where tech support is available. The Center hosts events in partnership with other organizations. Nature walks, shopping trips and other excursions, are also offered. The location has completed renovations to bring the vision of the Age Well Center to life by offering state of the art program possibilities with new technology and resources available for our older adults.

Comments from Age Well Center participants about what the center means to them:

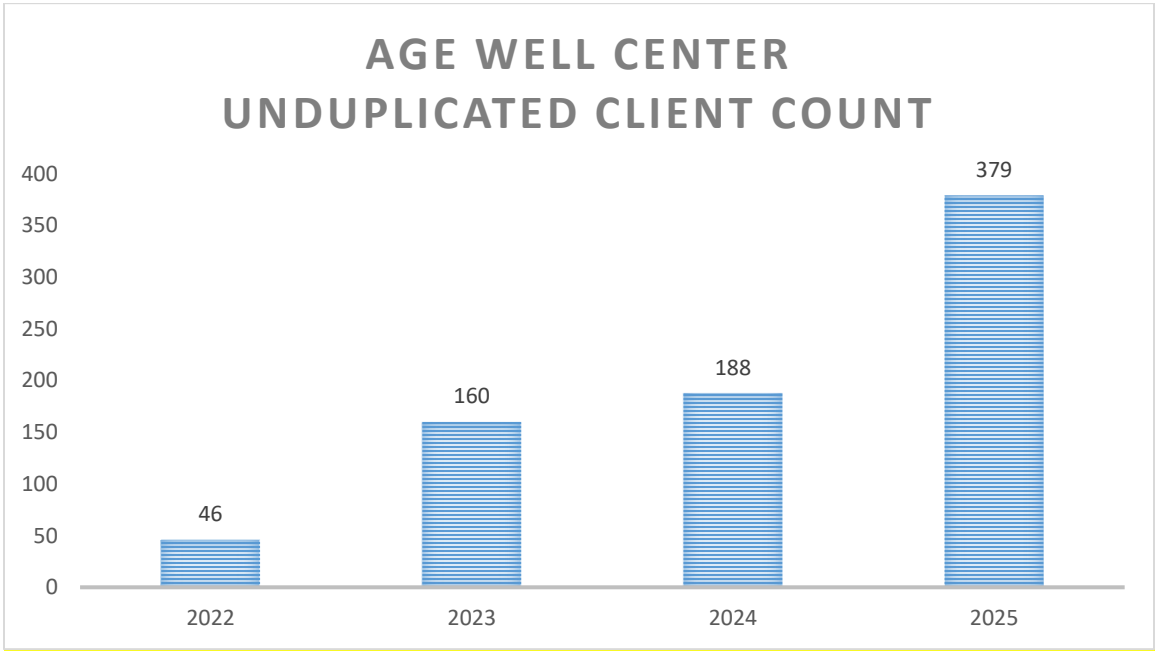
“The Age Well Center means a lot to me. I enjoy going there very much!”

“Meeting and making new friends, trying new things I haven’t tried before.”

“I can stay active with new and old friends.”

“The Age Well Center means a great deal to me. I can make friends, exercise, play cards and other games. It’s a place where I can come relax and enjoy being with other people.”

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Local Adult Satellite for Services (LASS) Sites

Operations continued for the five locations awarded Local Aging Satellite for Services (LASS) grants with quarterly meetings held by Office for Aging with the five location representatives and their stakeholders. The funding for LASS Sites is made possible by the Cortland County Legislature, County Administrator and Office for Aging. These grants are awarded to municipalities, community organizations, not-for-profits and/or faith based organizations to provide meeting places, activities, services and outreach for the County’s aging adult population; LASS grants initiated in 2021 following the restructuring after COVID. These LASS Site locations were able to form a center location for older adults to create a community environment that provides services and supports needed to thrive and live independently for as long as possible. Locations in

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2025 included Preble, Scott, Truxton, Virgil and Willet/Cincinnati. These locations are not reflected in our senior center participation statistics as they operate independently through a program partnership.

Through grant requirements, locations were identified as either Tier 1 or Tier 2 recipients. Each have slightly different requirements. Tier 1 locations are required to be open at least one day per week for a minimum of three hours per day. Tier 2 locations are required to be open at least two days per week for minimum of three hours per day. Programs/activities are required to be offered for aging persons to gather, socialize and learn. Tier 2 locations are additionally required to offer two programs that have a series of classes such as the A Matter of Balance program. All locations serve as a focal point for services and programs available through the Office for Aging and agreed to offer a space for confidential health and related discussions with individuals. This collaboration enables our program outreach to continue.

Home Delivered Meals (HDMs)

The Home Delivered Meals program – often known as – Meals on Wheels, is coordinated by the Nutrition Services Unit. It continues to be a cornerstone service for Cortland County residents aged 60 and older. Meals are prepared daily by skilled kitchen staff and delivered across Cortland County by seven part-time paid drivers. While the program is widely recognized for providing nutritious meals, its impact extends far beyond food delivery.

Promoting Health and Independence.

Through consistent access to high-quality, nutritionally balanced meals, the program supports older adults in maintaining their health and remaining independent in their homes. For many clients, this daily meal is essential to sustaining overall well-being.

Meal Options

To meet the diverse nutritional needs of our clients, the Home Delivered Meals program offers several meal types designed to support health, convenience, and continuity of care:

- **Hot Nutritious Lunches:** Freshly prepared meals delivered midday to ensure clients receive a balanced, ready-to-eat entrée each weekday.
- **Bagged Suppers:** Convenient, ready-to-eat evening meals that provide additional nourishment for clients who require support beyond the lunchtime delivery.

Frozen Weekend Meals: Pre-packaged meals available for weekend consumption, ensuring clients maintain consistent access to nutritious food when daily delivery is not available

Reliable Service Delivery

Meals are delivered Monday through Friday, excluding holidays, ensuring consistent support throughout the week for those who rely on this essential service.

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Strengthening Safety and Early Intervention

Drivers play a critical role in client safety. During daily deliveries, they monitor for potential hazards, changes in condition, or signs that a client may need additional support. These observations are communicated to Aging Services Specialists, enabling timely follow-up, problem-solving, and connection to appropriate services. This proactive approach helps prevent crises, supports aging in place avoiding unnecessary moves into nursing facilities and saves taxpayers billions in Medicaid expenses.

Reducing Isolation and Enhancing Social Connection

Daily wellness checks and brief interactions with drivers provide meaningful social contact for clients who may otherwise experience isolation. In-home assessments allow staff to gain a clear understanding of each individual's needs, ensuring that services remain responsive and person-centered. Ongoing communication between drivers and specialists ensures that emerging needs are identified and addressed quickly.

The dedication and compassion of our Home Delivered Meals drivers continue to make a meaningful difference in the lives of the older adults we serve. Their daily interactions provide not only nourishment but also reassurance, connection, and a sense of safety. In many instances, family members credit these wellness checks with potentially saving the lives of their loved ones.

Below are some of the comments clients have shared about their drivers:

- “Positively uplifting, always cheerful, always asks about my personal health and wellness and share her enthusiasm with me in an authentic way”.
- “He is always on time. Asks how I am and if I need any help. Thanks me for clearing off the snow and is always in a good mood”
- “He is such a kind man. He is so helpful to me, he opens my milk every day, which I cannot do. He checks on me every day, which means so much to me and always has a few pleasant words for me. If I had to rate him it would be A+”.
- “He went out of his way to walk my meal to me when the driveway was blocked with snow. He also brought a pantry bag from Office for Aging with much needed items like toilet paper and cat food”.
- “He is a kind and caring person. He is always very helpful and accommodating. He is always willing to go the extra mile and I truly appreciate him and his efforts”.
- “I look forward to seeing him Monday – Friday. He is my daily happy time. Always asks how I am doing/feeling”.



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- “Motivates me to come down from my bedroom to meet her. My dog runs right to the back door when she comes with a treat. Always upbeat and gets my day off to a good start”.

Referral and Assessment Process

Referrals for the Home Delivered Meals program can be made by anyone, including:

- Family members
- Health care providers
- Human service agencies
- The individuals themselves

Aging Services Specialists initiate services by conducting a comprehensive in-home assessment upon referral to determine program eligibility. Each client then receives an annual reassessment to monitor changes in needs and circumstances. Six months after the yearly assessment, a follow-up phone call is made to review the client’s status and update service plans as needed.

During these contacts, Specialists:

- Screen for programs and supports that may help reduce daily living expenses
- Provide guidance to promote improved health and wellness
- Identify and address home safety concerns
- Offer information, assistance, and referrals to connect clients with additional community resources

These activities ensure that clients receive timely support, maintain access to essential services, and benefit from interventions that enhance safety, stability, and overall well-being.

Partnerships with Managed Long-Term Care Plans

The agency collaborates with three Managed Long-Term Care Plans, Fidelis iCircle and Nascentia. These partnerships further extend the reach and effectiveness of the Home Delivered Meals program, ensuring that older adults receive the nutrition and care they need.

Home Delivered Meals Summary

In 2025, the Home Delivered Meals program made a substantial impact on the community by delivering nutritious meals to those in need. Below is a summary of the key statistics and achievements for the year.

- Clients Served: 379
- Number of New Referrals: 183
- Number of Home Visits: 240
- Total Number of Managed Long Term Care (MLTC) Clients Served: 19

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Meal Distribution

There were 73,693 meals delivered in 2025 consisting of:

- Congregate (AWC) Meals: 3,673
- Meals on Wheels Deliveries: 66,537
- Contracted Meals (Fidelis, ICircle, and VNA/Nascentia): 3,422
- Mealtime Express (Under Age 60): 61

The 2025 data highlights a continued dedication to community well-being, client support and reducing food insecurity. With expanded services, increased referrals, and more home visits, the program is reaching a broader group of individuals and strengthening its impact. These efforts contribute to a healthier, more connected community, and the program remains committed to sustaining and growing this progress in the years ahead.

Blizzard Bags

Each year in late fall, the Nutrition Department assembles Blizzard Bags for clients who receive Home Delivered Meals or Case Management services. These bags include three days of non-perishable food to ensure clients have meals on hand when severe weather prevents drivers from making deliveries.

Food Pantries

The program focuses on ensuring reliable access to nutritious food for people of all ages. Its services are built around three key components:

- Two community food pantries located in Truxton and Willet — Open to individuals and families of any age who need short-term or ongoing food support. These pantries typically offer a mix of shelf-stable items, fresh produce, dairy, and proteins depending on availability.
- A dedicated 60+ pantry located in Cortland — Tailored to older adults, recognizing that they often face unique barriers such as fixed incomes, mobility limitations, or dietary needs. This pantry provides age-friendly access and may offer items suited to older adult nutrition needs.
- Support for individuals and families — the program aims to reduce food insecurity, promote health, and help households stretch their budgets by providing consistent, stigma-free assistance.

Truxton	Willet
Christ's Church in the Valley 3670 Route 13 Truxton, NY 13158 3 rd Saturday: 10:00 AM – 1:00 PM	Willet Town Hall, Route 41 Willet, NY 13863 2 nd Thursday: 1:00 PM – 4:00 PM

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Helping Hands Food Pantry

Located in the Cortland County Office Building, the Helping Hands Food Pantry operates independently of the other two pantries. It specifically serves individuals aged 60 and above. OFA's 501-C3 provides funds to sustain Helping Hands food pantry along with private donations, reflecting the community's generosity and commitment to supporting its older residents.

Cortland - Helping Hands

60 Central Avenue, Cortland, NY 13045

607-753-5060 | Room B-23

Pantry Hours: Friday 9:00 AM – 3:00 PM

Funding and Support

The sustainability of these pantries depends on the continued generosity of the community. Food and monetary donations remain essential, ensuring that shelves stay stocked and operations remain stable. To strengthen this support, the Willet and Truxton Food Pantry Programs also pursue grant opportunities such as the Hunger Prevention and Nutrition Assistance Program (HPNAP). These funds allow the pantries to offer meat, non-perishable items, and other vital goods to participants purchased from the Food Bank of CNY.

In contrast, the Helping Hands Pantry currently operates without grant funding. Its success is driven entirely by private donations, reflecting the community's commitment to supporting older adults. This shift in funding highlights the ongoing need for consistent local support and creative fundraising strategies to keep all three pantries strong and responsive to community needs.

In 2025, the three food pantries made a significant impact on the community by serving 391 households. This included:

- 43 children
- 211 adults
- 410 elderly individuals

In total, these efforts translated into the provision of 8,979 meals to 709 individuals.

The Nutrition Program's food pantries serve as a vital lifeline for individuals and families across Cortland County. They provide more than groceries—they offer stability, dignity, and a sense of community for residents facing food insecurity.

What Makes These Pantries Effective:

- Community donations sustain a reliable supply of nutritious food and essential items, ensuring shelves remain stocked even during periods of high demand.

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- Strategic funding allows the program to expand services, improve infrastructure, and respond quickly to emerging needs.
- Dedicated volunteers form the backbone of daily operations, offering compassionate support and creating a welcoming environment for every visitor.

In 2025, the following donated to the pantries: Seven Valleys Health Coalition, Cortland County Health Department, United Way, McGraw Lions Club, various anonymous county residents, CAPCO, and Joey Rivers Painting.

A Model of Community Collaboration:

The continued success of these food pantries reflects the strength of local partnerships. When residents, organizations, and volunteers work together, they create a safety net that ensures no one in Cortland County has to face hunger alone.



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Helping Hands FP

Impact Summary – January 1 through December 31, 2025



7,879 total pounds distributed
including 7,260 pounds of food – enough to provide 5,808 meals –
and 619 pounds of non-food items.

22 individuals served monthly
on average, determined by monthly service reporting



1,531
pounds of donated food
distributed, valuing
\$2,913.38



3,343
pounds of TEFAP food
distributed, valuing
\$5,749.96



3,005
pounds of wholesale food
distributed



\$9,870.35
received in Food Bank
curated products*
*Includes TEFAP, donated, and
other free food and grocery items
made available to partners



\$-
received in grant support
through the Food Bank



\$9,870.35
estimated total value of
Food Bank support

CORTLAND COUNTY FAST FACTS

- ★ 337 Food Bank deliveries to community partners
- ★ 32 Food Bank partners serving neighbors in need
- ★ 6,170 individuals experiencing food insecurity
- ★ 1,430 children experiencing food insecurity



Agency Number: 20373
All values are estimates. Valuations
of donated and USDA foods are
calculated using an average dollar
per pound of food items.

2025 Cortland County Office for Aging Annual Report

Truxton FP

Impact Summary – January 1 through December 31, 2025



3,923 total pounds distributed

including 3,591 pounds of food – enough to provide 2,873 meals – and 332 pounds of non-food items.

16 individuals served monthly

on average, determined by monthly service reporting



614

pounds of donated food distributed, valuing \$1,167.72



1,039

pounds of TEFAP food distributed, valuing \$1,787.08



2,270

pounds of wholesale food distributed



\$5,190.59

received in Food Bank curated products*

*Includes TEFAP, donated, and other free food and grocery items made available to partners



\$1,499.42

received in grant support through the Food Bank



\$6,690.01

estimated total value of Food Bank support

CORTLAND COUNTY FAST FACTS

- ✦ 337 Food Bank deliveries to community partners
- ✦ 32 Food Bank partners serving neighbors in need
- ✦ 6,170 individuals experiencing food insecurity
- ✦ 1,430 children experiencing food insecurity



Community Partner

Agency Number: 20053

All values are estimates. Valuations of donated and USDA foods are calculated using an average dollar per pound of food items.

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Willet FP

Impact Summary – January 1 through December 31, 2025



4,272 total pounds distributed
including 3,664 pounds of food – enough to provide 2,931 meals –
and 608 pounds of non-food items.

17 individuals served monthly
on average, determined by monthly service reporting



361
pounds of donated food
distributed, valuing
\$685.90



1,370
pounds of TEFAP food
distributed, valuing
\$2,356.40



2,541
pounds of wholesale food
distributed



\$3,689.33
received in Food Bank
curated products*
*Includes TEFAP, donated, and
other free food and grocery items
made available to partners



\$2,407.78
received in grant support
through the Food Bank



\$6,097.11
estimated total value of
Food Bank support

CORTLAND COUNTY FAST FACTS

- ✦ 337 Food Bank deliveries to community partners
- ✦ 32 Food Bank partners serving neighbors in need
- ✦ 6,170 individuals experiencing food insecurity
- ✦ 1,430 children experiencing food insecurity



Agency Number: 20055
All values are estimates. Valuations
of donated and USDA foods are
calculated using an average dollar
per pound of food items.

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Volunteer Engagement Program

The goal of this program is to offer a variety of volunteer jobs that would benefit the OFA, while providing engaging and fulfilling opportunities to interested individuals.

In 2025, 80 Volunteers donated 4,145 hours in a variety of roles/jobs. Some highlights include:

- Health & Wellness – 332 volunteer hours 11 volunteers
 - A Matter of Balance & Bonesavers Exercise Program
- Home Delivered Meals – 577 volunteer hours 14 volunteers
- Clerical – 1,028 volunteer hours 76 volunteers
 - HEAP, HIICAP, NY Connects, Nutrition, Newsletter, EISEP, Farmer's Market Coupons, Employee Meal Program and Donut Cart Cashiers
- Advisory Council – 66 volunteer hours 7 volunteers
 - OFA Older Americans Advisory Council
- In-Home Support Programs – 338 volunteer hours 11 volunteers
 - Friendly Visiting, Telephone Reassurance, Shopping Assistance
- Food Pantries - 205 volunteer hours 10 volunteers
- Age Well Center - 1,493 volunteer hours 19 volunteers
- Special Events - 97 volunteer hours 9 volunteers

Cost Savings Programs

The agency assists individuals age 60+ with the application process for programs that help to reduce the costs of daily living. In most cases clients must meet age and income guidelines. Public education and application assistance responsibilities are primarily assigned to one Aging Services Specialist. Cross training in the Aging Services and NY Connects units allows for all Aging Services Specialists to be knowledgeable of eligibility guidelines and have the ability to assist clients.

- Farmers' Market Coupons
- Supplemental Nutrition Assistance Program (SNAP)
- Home Energy Assistance Program (HEAP)
- Medicaid, Medicare Savings Program (MSP)
- Lifeline Telephone Discount

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Farmers' Market Coupons

In 2025, the Agency took significant steps to enhance its outreach initiatives, with a focused effort on improving the nutritional intake of seniors across the county. By expanding the number of outreach locations and emphasizing the importance of fresh produce, the Agency aimed to make a meaningful impact on the health and well-being of the older community.

Distribution of Farmers' Market Coupons: 1,304 Farmers' Market coupon booklets were distributed, with a combined value of \$32,600. These booklets were made available in various towns, including Cortland, Homer, Scott, Virgil, Preble, Cincinnatus, Harford, Willet, McGraw, Marathon, and Truxton. The initiative was designed to provide seniors with access to fresh fruits and vegetables, which play a crucial role in maintaining a balanced diet.

Benefits to Seniors and Local Farmers: The distribution of these coupons offers dual benefits. Firstly, seniors receive nutritional advantages by incorporating more fresh produce into their diets, which can lead to improved overall health. Secondly, the program supports local farmers by encouraging the purchase of locally grown produce, thereby strengthening the community's agricultural economy.

Supplemental Nutrition Assistance Program (SNAP)

This is a crucial resource designed to help income-eligible individuals purchase the nutritious food they need to maintain their health. However, despite its importance, many seniors in New York remain unaware of their eligibility for these benefits. Addressing this gap is vital for reducing food insecurity and improving health outcomes among older adults.

To bridge this gap, outreach efforts are critical. The responsibility of raising public awareness about SNAP and assisting with applications is primarily assigned to one dedicated Aging Services Specialist. All Aging Services Specialists are trained in eligibility guidelines and provide application assistance when needed.

Outreach and Assistance

- **Screening and Application Support:** Seniors are screened for eligibility and assisted with completing and submitting their SNAP applications. This support is crucial for those who may struggle with the application process.
- **Public Knowledge:** Increasing public knowledge about SNAP benefits among seniors is essential to ensuring that more individuals that are eligible receive the support they need.

In 2025, 90 individuals received assistance with their SNAP applications, demonstrating the ongoing effort to connect seniors with the resources available to them.

SNAP is an invaluable program that helps seniors access the nutrition they need to lead healthy lives. By increasing awareness and providing application assistance, we can ensure that more eligible seniors benefit from this program, ultimately leading to improved health outcomes and

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reduced healthcare costs. Continuing to strengthen outreach and support efforts is essential to addressing the growing challenge of food insecurity among older adults.

Home Energy Assistance Program (HEAP)

The Home Energy Assistance Program (HEAP) is a vital federally funded initiative designed to support income-eligible individuals, helping them manage the cost of heating during the winter months. In Cortland County, the program is administered under a contract with the Department of Social Services. The Office for Aging plays a crucial role in this process, particularly for individuals aged 60 and above and their caregivers.

Outreach and Education: The Office for Aging is responsible for providing outreach and education regarding HEAP eligibility and benefits. This outreach ensures that older adults and their caregivers are informed about the assistance available to them.

Application Assistance: For the 2024-2025 HEAP season, the Office for Aging processed 528 applications, resulting in \$309,774 in benefits granted to older adults in Cortland County. The program is supported by one dedicated Aging Services Specialist, with all applications requiring review and sign-off by an Aging Services Coordinator. The staff is well-versed in eligibility guidelines, able to screen applicants, and offer comprehensive application assistance.

Furnace Clean and Tune: Beyond heating assistance, Aging Services staff also help income-eligible older adults with services to clean and tune their furnaces. This preventive maintenance is crucial for sustaining the heating source, potentially reducing the need for costly replacements and repairs. Referrals for this service are made to the Department of Social Services (DSS).

Cooling Assistance: For seniors with severe chronic health conditions requiring cooling during summer months, the HEAP Cooling Assistance component is available. This service provides support in applying for and obtaining air conditioning units or fans. Like the furnace maintenance service, referrals for cooling assistance are also directed to the Department of Social Services (DSS).

Overall, the HEAP program is a comprehensive support system for older adults, ensuring they have access to necessary heating and cooling resources to maintain their health and comfort throughout the year.

Handyman Program - Promoting Safe and Independent Living

The Handyman Program is a vital initiative that focuses on supporting individuals aged 60 and older by providing minor home repairs and installing safety devices and equipment. This program plays a crucial role in enhancing the quality of life for seniors, allowing them to live independently in a safe and secure environment.

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The program offers a range of services to income eligible seniors, including:

- **Minor Home Repairs:** Addressing small-scale repair needs to maintain the functionality and safety of the home.
- **Installation of Safety Devices:** Installing essential equipment such as grab bars and handrails to prevent falls and accidents.

These services are designed to ensure that seniors can continue to live comfortably and safely in their own homes.

Partnerships

The Office for Aging collaborates with the Cortland Housing Assistance Council to deliver these essential services. Additionally, funds are occasionally leveraged from other Community Based Organizations, to better assist clients with their home repair needs.

For larger repair projects, the Aging Services Specialist offers guidance and assistance in applying for grants and loans. Funding opportunities are available through organizations such as THOMA Development and USDA Rural Development

Priority is given to repairs that address health and safety concerns, ensuring the most urgent needs are met promptly.

Impact in 2025

In the year 2025, the Handyman Program successfully provided home repairs to 28 seniors, with a total expenditure of \$6,936. This investment underscores the program's commitment to improving the living conditions of older adults, ensuring they remain in a safe and supportive environment. The Handyman Program exemplifies a community's dedication to its senior residents, providing them with the resources and support necessary to maintain their independence and well-being.

Make-A-Ramp Program

The Ramp Program is designed to support individuals aged 60 and older who experience mobility issues, allowing them to remain in their homes longer and with greater ease. This initiative ensures accessibility and independence for seniors by providing modular aluminum ramp systems.

Program Overview

- **Purpose:** To assist seniors with mobility challenges in maintaining independence by providing home accessibility solutions.
- **Target Audience:** Individuals 60 years and older with mobility problems.
- **Cost:** There is no required cost to the individuals participating in the program.
- **Eligibility:** No income eligibility requirements; open to all qualifying seniors.

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Features of the Ramp Systems

- **Modular Design:** The ramps are made from aluminum and can be re-configured to suit different home layouts.
- **Compliance:** All ramps meet ADA (Americans with Disabilities Act) regulations and are installed in accordance with local code specifications.
- **Sustainability:** Once a ramp is no longer needed, it is dismantled and re-used for another individual.

Program Implementation

- **Installation and Removal:** Ramps are installed for both short-term and long-term use. When no longer required by an individual, the ramp is removed and reconfigured for another user.
- **Contractor Involvement:** Site work for the ramp installations is completed under a contract with the Cortland Housing Assistance Council, ensuring professional and compliant setup.

Program Statistics for 2025

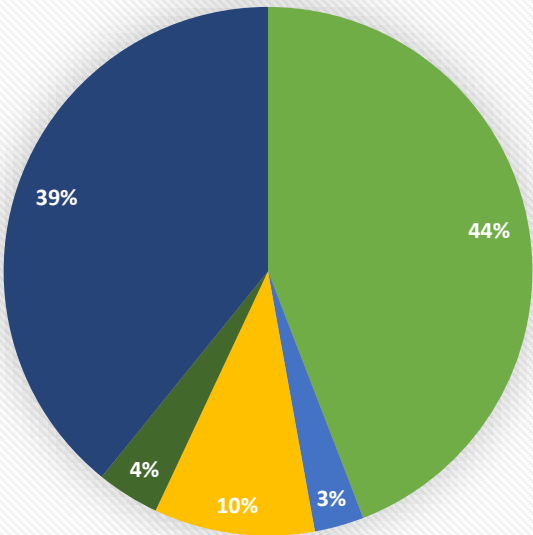
- **Active Ramps:** On average, the program maintained 26 active ramps across the county.
- **Installations and Removals:** In 2025, 3 ramps were removed and another 5 were installed.
- **Funding:** The total value for these operations was \$18,481.

The Make-a-Ramp Program exemplifies a community-focused initiative that not only enhances the quality of life for seniors but also promotes sustainability through the reuse of materials. This program reflects a commitment to accessibility and care for the senior population, ensuring they can enjoy the comfort and security of their own homes for as long as possible.



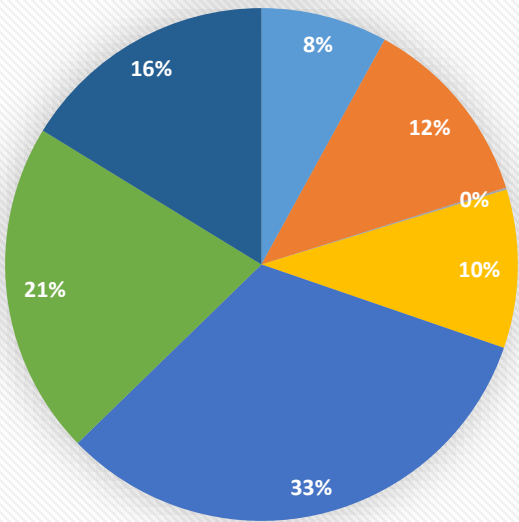
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2025 REVENUES



Cortland County (44.13%) Donations (3.03%) Federal Aid (9.83%)
Other Revenues (3.83%) State Aid (39.18%)

2025 Expenditures by Category



Information & Assistance (7.98%) In-Home Services (12.17%)
Legal Services (0.13%) Case Management (9.99%)
Senior Centers & Home Delivered Meals (32.46%) Other Services (21.01%)
Administration (16.26%)

2025 Cortland County Office for Aging Annual Report

OFA Special Event Highlights

Older Americans Month

In May, we celebrate Older Americans Month, a time to recognize and honor the countless contributions of older adults in our communities.



World Elder Abuse Awareness Day

Observed annually on June 15, World Elder Abuse Awareness Day (WEAAD) shines a light on the issue of elder abuse and the need for communities to take action. This day serves as a call to unite in raising awareness and developing solutions to combat abuse, neglect, and exploitation of older people.



2025 Cortland County Office for Aging Annual Report

Senior Picnic

The Senior Picnic is a beloved tradition, offering a relaxed and enjoyable day for seniors to socialize and enjoy the great outdoors. This annual event is an opportunity for older adults to gather, share stories, and engage in a variety of fun activities.



March for Meals – Champion’s Week

As part of the nationwide March for Meals campaign, Champion’s Week celebrates the community leaders, volunteers, and advocates who support home-delivered meal programs for older adults.

During this special week, local champions—including elected officials, community partners, and volunteers—help deliver meals, raise awareness, and highlight the vital role nutrition services play in helping older adults remain healthy and independent at home.



These events collectively underscore the commitment to celebrating and safeguarding the well-being of older adults, fostering a society where aging is respected and supported.

2025 Cortland County Office for Aging Annual Report

Older Americans Act Advisory Council

The Cortland County Office for Aging has individuals serving on the Older Americans Act Advisory Board. These individuals are citizens of this community serving in a voluntary capacity and they provide information, guidance, advice and support to the agency. They assist in the development, coordination and administration of services to the older population in Cortland County. This council serves as a critical linkage between OFA and the local senior community. Council members' participation in programs, communications with recipients of service, relationships with community groups, senior organizations and oversight groups play an important part in enhancing the members' ability to effectively represent the older population in this area. The Office for Aging wishes to thank the 2025 Older Americans Act Advisory Board members for their time and dedication:

Mary Ellen Bloodgood, Vice Chairperson

Sheila Cohen, Ex-Officio

Cindy Craig

Jan Dempsey, Chairperson

Shawna Grinnell

Jane Hall

Karen Knauerhase

Dixie Latimer

Christopher Newell, Legislator

Melissa Potter, Planning

Mary Robillard

Sharon Torres

Tom Tedesco, Veterans Services

Sharon Zeches

The Office for Aging also wishes to thank members of the Cortland County Legislature, Cortland County Administration, Towns and Villages, participants, volunteers and donors who have made the agency successful.





**Homeland Security
and Emergency Services**

**Combined SFY2025 & SFY2026
Public Safety Answering Point (PSAP)
Operations Grant Program**

I. Awards

The \$20 million in funding through the Combined SFY2025 & SFY 2026 PSAP Operations Grant Program will be distributed noncompetitively among all eligible applicants, providing a base level funding total of \$8,700,000 (\$150,000 per applicant) and incorporating population, square mileage (based on official census data), and prior award information for the remaining \$11,300,000.

¹ 2024 & 2025 Laws of New York Chapter 53

The chart below depicts each eligible recipient and their award amount.

Please note that all projects submitted in the “Budget” tab of the Application Worksheet should total the award amount listed below for each recipient.

Recipient	Award Amount	Recipient	Award Amount
Albany	\$456,200	Niagara	\$375,216
Allegany	\$286,626	Oneida	\$446,226
Broome	\$393,534	Onondaga	\$465,122
Cattaraugus	\$334,508	Ontario	\$371,832
Cayuga	\$357,114	Orange	\$368,834
Chautauqua	\$353,564	Orleans	\$227,612
Chemung	\$370,826	Oswego	\$336,302
Chenango	\$310,184	Otsego	\$319,826
Clinton	\$313,774	Putnam	\$248,182
Columbia	\$278,552	Rensselaer	\$345,450
Cortland	\$341,726	Rockland	\$445,156
Delaware	\$319,990	Saratoga	\$316,288
Dutchess	\$380,862	Schenectady	\$320,716
Erie	\$479,232	Schoharie	\$238,760
Essex	\$405,532	Schuyler	\$319,758
Franklin	\$338,410	Seneca	\$281,876
Fulton	\$303,222	St. Lawrence	\$475,828
Genesee	\$356,046	Steuben	\$354,596
Greene	\$255,344	Suffolk	\$466,688
Hamilton	\$312,268	Sullivan	\$306,892
Herkimer	\$352,810	Tioga	\$244,860
Jefferson	\$362,514	Tompkins	\$286,480
Lewis	\$359,466	Ulster	\$321,828
Livingston	\$301,732	Warren	\$288,122
Madison	\$291,780	Washington	\$281,552
Monroe	\$558,696	Wayne	\$327,486
Montgomery	\$338,544	Westchester	\$350,338
Nassau	\$305,890	Wyoming	\$244,856
New York City	\$447,130	Yates	\$357,242

The final authority to administer this grant program rests with DHSES, including amendments or modifications to these guidelines, award distribution, and/or the amount available for award distribution.

The period of performance for contracts supported by the Combined SFY2025 & SFY2026 PSAP Operations Grant Program funds is January 1, 2026 to December 31, 2028.

II. Grant Objectives

The objectives of the Combined SFY2025 & SFY2026 PSAP Grant are:

- 1) To facilitate PSAP consolidation, regional initiatives related to 911 operations, implementation of NG911, and improvements in the operations of public safety communications, and
- 2) To develop multijurisdictional PSAP compatibility throughout the state and support statewide interoperable communications for first responders to improve public safety.

Standards

Eligible applicants must comply with the following standards listed below, as applicable:

- **New York Statewide Communications Interoperability Plan (SCIP)**

The most recent copy of NYS SCIP can be found at:

[New York Statewide Communications Interoperability Plan \(SCIP\)](#)

- **New York State 911 Standards**

The New York State 911 minimum standards found in Chapter LX of Title 21 of the New York Codes, Rule and Regulations, accessible [via this link](#).

Any new technology (such as equipment, software, interfaces, data management, etc.) purchased under the Grant must comply with the standards listed below, as applicable:

- **National Emergency Number Association (NENA) Standards**

NENA i3 Standard for NG911: This standard provides key technical guidelines for the implementation of NG911 systems. The NENA Standards can be found at www.nena.org.

- For assistance with Call-Handling Equipment (CHE) procurements, please refer to the CHE Technical Guideline for PSAPs on the DHSES OIEC website at [Plans, Policies, and Guidelines | Division of Homeland Security and Emergency Services](#).

III. Authorized Program Expenditures

Listed below are the permissible costs and costs not permissible. Please note that all expenses must be completed during the period of performance outlined in *Section III. Awards*.

A. Permissible Costs

Permissible costs include, but are not limited to:

- Personnel costs solely related to operating the PSAP,
- NG911 technologies,
- GIS related expenses,
- PSAP operating expenses (such as network connectivity, phone/utility bills, software licensing, hardware and software maintenance, 911 or recording equipment maintenance),
- Computer-Aided Dispatch (CAD) operating expenses,
- Mobile data networks (including infrastructure, user equipment, service fees),
- Updates to existing PSAP equipment that may include installation at 911 facilities,
- Rental/lease fees for PSAP equipment (e.g., lease payments for Call Handling Equipment (CHE), or other types of 911 related equipment for operations),
- Developing, conducting and attending 911 in-service training, and Basic Certification Training, (as it pertains to the [PSAP Minimum Standards](https://www.dhSES.ny.gov/final-adopted-psap-minimum-standards)) to include recertification expenses, (<https://www.dhSES.ny.gov/final-adopted-psap-minimum-standards>),
- Dispatch Intelligent Workstations and Computer Equipment (e.g., PCs, Monitors, Computer Accessories & Dispatch Chairs),
- Equipment related to outfitting existing mobile command vehicle operations to support CAD, CHE and internal components related to dispatching. Some examples of this type of equipment can include the following:
 - Mobile hotspot, satellite hardware, and routers that can provide internet connectivity through cellular or satellite networks.
 - Computers/Dispatch Consoles/Monitors to run CAD on integrated workstations.
 - Generators and UPS system to both run and have backup power for equipment.
 - Network components, switches, gateways that integrate mobile command with 911 Call Handling Equipment (CHE), Computer Aided Dispatching (CAD), Call Recording Systems, Land Mobile Radio equipment for Mobile dispatching of 911 traffic and Call Handling Equipment (CHE) for the vehicle.

B. Costs Not Permissible

Costs that are not permissible include, but are not limited to:

- Equipment or systems with proprietary technology that is non-compliant with standards listed in this document,
- Vehicles (mobile command or otherwise),
- Land Mobile Radio (LMR) subscriber equipment,
- New construction projects (such as new building constructions and capital projects),

- Furniture (other than dispatch workstations & dispatch chairs),
- Food and beverages,
- Out-of-State conferences and trainings, and
- Debt Service



Homeland Security and Emergency Services

Combined SFY2025 & SFY2026 Statewide Interoperable Communications Grant Program (Formula – Based Grant Program)

I.

I. Awards

The \$90 million in funding through the Combined SFY2025 & SFY2026 SICG Formula Grant Program will be distributed noncompetitively among all eligible applicants, providing a base level funding total of \$26,680,000 (\$460,000 per applicant) and incorporating population, square mileage (based on official census data), and prior award information for the remaining \$63,320,000.

The chart below depicts each eligible recipient and their award amount.

Please note that all projects submitted in the “Budget” tab of the Application Worksheet should total the award amount listed below for each recipient.

Recipient	Award Amount	Recipient	Award Amount
Albany	\$2,011,036	Niagara	\$1,416,668
Allegany	\$1,232,212	Oneida	\$1,706,830
Broome	\$1,436,884	Onondaga	\$2,454,890
Cattaraugus	\$1,233,480	Ontario	\$1,106,038
Cayuga	\$1,201,396	Orange	\$1,986,096
Chautauqua	\$1,319,226	Orleans	\$872,190
Chemung	\$914,684	Oswego	\$1,344,814
Chenango	\$968,746	Otsego	\$1,203,144
Clinton	\$1,140,176	Putnam	\$895,262
Columbia	\$921,076	Rensselaer	\$1,282,720
Cortland	\$1,336,038	Rockland	\$1,722,494
Delaware	\$1,168,150	Saratoga	\$1,607,978
Dutchess	\$1,250,992	Schenectady	\$1,100,732
Erie	\$2,736,718	Schoharie	\$802,608
Essex	\$1,411,982	Schuyler	\$725,734
Franklin	\$1,251,036	Seneca	\$703,354
Fulton	\$838,514	St. Lawrence	\$1,843,106
Genesee	\$1,168,988	Steuben	\$1,323,874
Greene	\$877,238	Suffolk	\$2,512,226
Hamilton	\$1,133,398	Sullivan	\$1,109,208
Herkimer	\$1,212,350	Tioga	\$830,060
Jefferson	\$1,359,508	Tompkins	\$1,037,238
Lewis	\$1,146,942	Ulster	\$1,258,750
Livingston	\$1,032,416	Warren	\$1,024,736
Madison	\$1,216,278	Washington	\$1,270,600
Monroe	\$3,231,362	Wayne	\$1,015,174
Montgomery	\$789,704	Westchester	\$1,549,916
Nassau	\$2,050,446	Wyoming	\$830,046
New York City	\$15,195,902	Yates	\$676,636

The final authority to administer this grant program rests with DHSES, including amendments or modifications to these guidelines, award distribution, and/or the amount available for award distribution.

The period of performance for contracts supported by the Combined SFY2025 & SFY2026 SICG Grant Program funds is January 1, 2026, to December 31, 2030.

II. Grant Objectives and Program Goals

The Office of Interoperable and Emergency Communications (OIEC) seeks to ensure progress towards the goals and milestones described in the New York State Statewide Communications Interoperability Plan (SCIP) and towards communication priorities identified by the Federal government (i.e., SAFECOM Guidance). The SICG-Formula Grant Program focuses on closing gaps in the implementation and enhancement of the National Interoperability Channels. The SICG-Formula Grant Program provides a way forward for providing a safer environment for public safety personnel, integration with other emergent technologies, and the ability to establish technology and performance standards, which is the overall objective of this program.

Applicants for the Combined SFY2025 & SFY2026 SICG-Grant Program must utilize non-proprietary, open standards-based technologies, and equipment and be consistent with the published DHSES guidelines on National Interoperability Channel implementation.

Combined SFY2025 & SFY2026 SICG-Formula Program Goals:

- 1) Development and coordination of National Interoperability Channels, as well as, State, Regional, Tribal, and Local mutual aid channels,
- 2) Development of interoperable communications infrastructure,
- 3) Improvements of Public Safety Answering Points (PSAPs) toward Next Generation 911 (NG911) development,
- 4) Development of governance and Standard Operating Procedures (SOPs),
- 5) Development of an inventory of statewide communications resources (i.e., continuous participation in Communications Assets Surveys and Mapping (CASM) tool) and Tactical Interoperable Communication Plan (TICP¹) development, updates, and utilization.

Standards:

Any new technology (such as equipment, software, interfaces, data management, etc.) purchased under the Grant must comply with the standards listed, as applicable.

1) New York Statewide Communications Interoperability Plan (SCIP)

The most recent copy of NYS SCIP can be found at:

[New York Statewide Communications Interoperability Plan \(SCIP\)](#)

¹ TICP captures technology assets, interoperable communications structure, and usage policies and procedures. The TICP defines available assets, prioritization, and utilization procedures. TICP template is available from CISA's SAFECOM Program.

- 2) **New York State 911 Standards**
The New York State 911 minimum standards found in Chapter LX of Title 21 of the New York Codes, Rule and Regulations, accessible [via this link](#).
- 3) **New York State Guidelines for Base Station Implementation of Interoperability and Common Channels in New York State**
<https://www.dhses.ny.gov/plans-policies-and-guidelines>
- 4) **Channel Name and Use of Common Fire VHF Radio Frequency in New York**
<https://www.dhses.ny.gov/plans-policies-and-guidelines>
- 5) **NYS Minimum Channel Programming of Interoperability and Common Channels for Public Safety Mobile and Portable Radios**
<https://www.dhses.ny.gov/plans-policies-and-guidelines>
- 6) **NYS Interoperability Channel Naming: 45.88 MHz (LFIRE4D)**
<https://www.dhses.ny.gov/plans-policies-and-guidelines>
- 7) **NYS 700MHz Public Safety National Interoperability Channel Plan Guideline**
<https://www.dhses.ny.gov/plans-policies-and-guidelines>
- 8) **NYS Name and Use of 155.370 MHz in New York State (NYLAW1) Guideline**
<https://www.dhses.ny.gov/plans-policies-and-guidelines>
- 9) **NYS Name and Use of Common EMS VHF Radio Channels in New York Guideline**
<https://www.dhses.ny.gov/plans-policies-and-guidelines>
- 10) **Guidelines for Network IP Addressing for Public Safety Communications Systems**
<https://www.dhses.ny.gov/guidelines-network-ip-addressing>
- 11) **DHS CISA Guidelines for Encryption in Land Mobile Radio Systems**
https://www.cisa.gov/sites/default/files/2025-09/The_Who_What_When_Where_How_and_Why_of_Encryption_in_P25_Public_Safety_Land_Mobile_Radio_Systems.pdf
- 12) **Organization for the Advancement of Structural Information Standards (OASIS)**
For Data Standards refer to OASIS at www.oasis-open.org

13) National Emergency Number Association (NENA) Standards

NENA Standards related to NG-911 and PSAPs. See www.nena.org.

III. Authorized Program Expenditures

A. Permissible Costs

Permissible costs include, but are not limited to:

Equipment, Infrastructure, and Technology

- Radio Frequency Systems (e.g. microwave, base stations, antennas, other);
- Subscriber Equipment (mobiles, portables, desktop);
- Towers;
- Upgrade of Customer Premises Equipment (CPEs) to IP-based technologies;
- Network components (e.g. routers, switches) as related to public safety communications;
- Telecommunication circuit setups;
- New 911 call handling equipment for the exclusive use of the PSAPs, including Automatic Location Information (ALI) displays or intelligent workstations and ALI controllers;
- CAD upgrades or replacement, including software and hardware that will perform integrated mapping functions through a CAD interface at each call taker position;
- Records Management Systems;
- Geographic Information Systems (GIS);
- Shelters;
- Gateways;
- Backup power;
- Fiber and microwave connectivity (i.e. backhaul);
- Cost of lease or lease to purchase LMR buildouts;
- LMR maintenance costs;
- Other LMR related expenses; and
- Tower site security

Planning, Administration, and Deployment Costs

- Up to 20% base salary on an annual basis of a person performing duties of a County Interoperability Coordinator (does not include overtime);
- Services relating to the development of governance and SOPs;
- Utilization of CISM and development of Tactical Interoperable Communications Plans (TICPs);
- Services relating to developing, designing, and implementing interoperability plans and network system development;
- Training and exercises pertaining to system/equipment proposal

and enhancements in interregional/interagency response readiness;

- Costs associated with the development and deployment of public safety communications systems, networks, technology, or facilities to provide the sharing of voice, data, and video transmissions.

B. Costs Not Permissible

Costs that are not permissible include, but are not limited to:

- Proprietary technologies;
- Salaries, overtime, fringe, indirect, or travel expenses associated with existing or on-going operations (with the exception of eligible portion of County Interoperability Coordinator salary);
- PSAP furniture, including dispatch furniture;
- Emergency Services IP network (ESInet);
- Paging receivers;
- Debt service or local municipal bond funding;
- Purchase of land/real estate and related taxes;
- Out of State travel expenses to conferences, meetings, training sessions, etc.;
- Recurring commercial service costs, such as cellular voice, data or leased time, except for costs directly related to deployment of Push to Talk over Cellular (PTToC) technologies (such as PTToC subscriptions, gateways or LMR devices with cellular capability);
- Purchase of food and beverages to conduct training and/or exercises

	Vendor	Address	Cost	Notes		Reason for rejection
1	Utilities One	300 W Somerdale Suite 5E, Voorhees, NJ 08043	\$281,697.75	Make ready work extra	7 months	Make ready work extra
						No NYS references
						No make ready engineering
2	First Light	7890 Lehigh Crossing, Victor, NY 14564	\$314,824.44	5 year IRU lease upfront	7 months	County does not own fiber
			\$362,366.64	10 year IRU lease upfront		No lease to own option
			\$6,000.00	monthly 60 months IRU		
3	Celerity	3500 AM Drive, Quakertown PA 18634	\$383,600.75	Make ready costs not included	8 months	No make ready engineering
						No make ready costs
4	Reliable One (MWBE)	PO Box 91, Dallas PA 18612	\$409,968.64	Make ready costs not included	11 months	No make ready costs
5	Adesta	4259 Albany Street, Albany NY12205	\$549,575.90	Make ready costs not included	6 months	No make ready costs
6	O'Connell Electric Company	830 Phillips Road, Victor, NY 14564	\$739,682.00	Make ready costs included	10 months	
7	Syracuse Utilities	PO Box 587; Bewerton, NY 13029-0587	\$754,860.64	Make ready costs included	14 months	
8	Northern Pride Communications	Suite 101; 31 Centre Street, Bath ME 04530	\$1,027,800.00	Make ready costs included	4 months	
9	AirSmith	318 West Avenue; Saratoga Springs, NY 12866	\$1,149,384.52	Make ready estimate included	9 months	
	ECC Technologies	2136 Five Mile Line Road, Penfield, NY 14526	\$80,023.00	Construction management only		No engineering
						No construction



Personnel Change Justification Form

Requested Change

☐ Abolish/Create ☐ Reallocation ☐ Abolish ☒ Create

Position Name(s): Create

Forensic Counselor

Position Name(s): Abolish

Bargaining Unit:

CSEA

Purpose and Background

County Mental Health received OMH Grant funds to cover this position in 100%.

Fiscal Impact:

☐ County Funded ☒ Grant Funded

Grant Funded Percentage

100

Grant Exp. Date

Current Grade/Salary of Position:

Grade

22

Salary Range \$

\$31.2705-39.5804

Requested Grade/Salary of Position:

Grade

Salary Range \$

Annual Increase \$

County Share \$

of Positions Affected

Goals

Better support the forensic population that engage with AOT services or are at risk of engagement with AOT services. This position will allow County enhanced Voluntary Agreements to better serve this population.

Operational Impact:

Add one additional position to better navigate forensic population in the community. This position could support law enforcement and other County Departments with complex situations and individuals with higher needs.

Requested by:

*

Patricia Schaap

Signature of Requesting Department Head

05/06/2026

Date

Personnel Officer Approval:

*

Pamela Abbott

Signature of Personnel Officer

05/06/2026

Date

Are you going to deny the form? *

☐ Yes

☒ No

County Administrator Budget Impact Statement *

Grant Funded

County Administrator
Approval:

*

Michael A. Ponticiello

Signature of County Administrator

05/07/2026

Date