



Government Operations Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Minutes ~

Tuesday, August 15, 2023

8:30 AM

Room 302

CALL TO ORDER

The meeting was called to order at 8:30 AM by Committee Chair Richard Stock

Attendee Name	Organization	Title	Status	Arrived
Sandra Price	Cortland County, NY	Committee Member	Present	
George Wagner	Cortland County, NY	Committee Member	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Committee Vice Chair	Present	
Paul Heider	Cortland County, NY	Committee Member	Present	
Richard Stock	Cortland County, NY	Committee Chair	Present	
Susan Wilson	Cortland County, NY	Committee Member	Excused	
Mitchel Eccleston	Cortland County, NY	Committee Member	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Kimberly Bigladeri	Cortland County, NY	Deputy Clerk of the Legislature	Present	
Brooke Kemak	Cortland County, NY	Deputy County Clerk	Present	
Wesley Foley	Cortland County, NY	Director, Weights & Measures	Present	
Cathy Bischoff	Cortland County, NY	Board Member	Present	
Scott Roman	Cortland County, NY	Director of Emergency Response and Communications	Present	
Victoria Staves	Cortland County, NY	Benefits Manager	Present	
Laurie Leonard	Cortland County, NY	Personnel Officer	Present	
Victoria J. Monty	Cortland County, NY	County Attorney	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Kevin McMannis	Statewide Purchasing Alliance		Present	
Doug Bowman	Statewide	President	Present	

	Purchasing Alliance			
Dave Scinto	United Health Care	Account Executive	Present	
Ben Ratka	Assured Partners		Present	
Anthony Brothers	Assured Partners	Senior Vice President of Sales	Present	
Bill Brothers	Assured Partners	Executive Vice President	Present	
Ann Homer	Cortland County, NY	Board Member	Remote	
Donald Chu	Cortland County	Resident	Remote	

MINUTES

1. Government Operations Committee - Committee Meeting - Jun 13, 2023 8:30 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mitchel Eccleston, Committee Member
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Fairchild-Preston, Heider, Stock, Eccleston
EXCUSED:	Susan Wilson

PRESENTATIONS

1. Medicare Advantage & Pharmacy Benefits Presentations

RESULT:	COMPLETED
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RESOLUTIONS

AGENDA ITEM NO. 1 – Accept Proposal/Authorize Agreement - Cortland County Health Insurance Plan Pharmacy Benefit Manager - Personnel Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/24/2023 6:00 PM
MOVER:	George Wagner, Committee Member
SECONDER:	Paul Heider, Committee Member
AYES:	Price, Wagner, Fairchild-Preston, Heider, Stock, Eccleston
EXCUSED:	Susan Wilson

ON MOTION OF STOCK

RESOLUTION NO. 124-23

Accept Proposal/Authorize Agreement - Cortland County Health Insurance Plan Pharmacy Benefit Manager - Personnel Department

WHEREAS, Cortland County has solicited a Requests for Proposals for a Pharmacy Benefit Manager for the Cortland County Health Insurance Plan, AND

WHEREAS, five (5) Pharmacy Benefit Manager proposals were received and analyzed, AND

WHEREAS, upon this analysis, it has been determined that Keenan (ESI) will provide the highest level of administration of the County's plan, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby accepts and awards the administration of the Cortland County Health Insurance Plan Pharmacy Benefit Manager to Keenan (ESI) and hereby authorizes and directs the County Administrator, upon review and approval by the County Attorney, to execute a contract for pharmacy benefit management from January 1, 2024 through December 31, 2026.

AGENDA ITEM NO. 2 – Authorize Agreement - Medicare Advantage Plan - Personnel Department

A roll call vote took place as follows:

	AYE	NAY
Stock	1	
Eccleston	1	
Heider	1	
Preston	1	
Price		1
Wagner	1	
Wilson		1

RESULT: APPROVED [5 TO 1]

Next: 8/24/2023 6:00 PM

MOVER: Kelly L. Fairchild-Preston, Committee Vice Chair

SECONDER: Paul Heider, Committee Member

AYES: Wagner, Fairchild-Preston, Heider, Stock, Eccleston

NAYS: Sandra Price

EXCUSED: Susan Wilson

ON MOTION OF STOCK

RESOLUTION NO. 123-23

Authorize Agreement - Medicare Advantage Plan - Personnel Department

WHEREAS, Broome County has secured contracts with United HealthCare for Medicare Advantage and Prescription Drug Benefit Plans (MAPD plans) for the Medicare primary retirees of the participating entities of the Broome County Purchasing Alliance (BCPA), AND

WHEREAS, Broome County allows participation of other interested municipalities pursuant to General Municipal Law Section 119-o, AND

WHEREAS, each participating municipality will enter into its own contract with United HealthCare under the BCPA to receive the preferred pricing and coverage of the alliance, AND

WHEREAS, Cortland County received four Medicare Advantage Plan proposals that were analyzed by the County health insurance consultants, AND

WHEREAS, upon this analysis, it has been determined that the Broome County Purchasing Alliance will provide the best value and benefits for the County and its retirees, AND

WHEREAS, Cortland County wishes to participate in the BCPA MAPD Program effective January 1, 2024, NOW THEREFORE BE IT

RESOLVED, that Cortland County agrees to participate with Broome County and other participating municipalities in the BCPA for Medicare Advantage and Prescription Drug Benefit Services for its eligible retirees, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby authorizes and directs the County Administrator, upon review and approval by the County Attorney, to execute a contract for Medicare Advantage Plan Option 4 through the Broome County Purchasing Alliance with United Health Care from January 1, 2024 through December 31, 2024.

AGENDA ITEM NO. 3 – Agreement Between CSEA Local 812, Department of Emergency Response and Communications Unit #6

It was MOVED by Mr. Wagner, seconded by Mr. Heider, and unanimously approved by voice vote of members present, to enter into an executive session to discuss the collective negotiations pursuant to article fourteen of the civil service law. MOTION CARRIED.

An executive session was held from 10:24 a.m. to 10:40 a.m., at which time on motion of Mr. Heider, seconded by Mr. Wagner, it was unanimously approved by voice vote to exit executive session.

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/24/2023 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	Paul Heider, Committee Member
AYES:	Price, Wagner, Fairchild-Preston, Heider, Stock, Eccleston
EXCUSED:	Susan Wilson

ON MOTION OF STOCK

RESOLUTION NO. 149-23

Agreement Between CSEA Local 812, Department of Emergency Response and Communications Unit #6

WHEREAS, Cortland County and CSEA Local 812, Department of Emergency Response and Communications Unit #6550-02 negotiating committees have met to negotiate a new contract, AND

WHEREAS, the negotiating committees have agreed on a new contract, AND

WHEREAS, CSEA ratified the contract on June 30, 2023, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the Agreement by and between the County of Cortland and CSEA Cortland County Local 812, Unit #6550-02, for the time period of January 1, 2024 to December 31, 2028.

AGENDA ITEM NO. 4 – Reallocate Clerk of the Legislature Salary Grade - Personnel/Civil Service Department

It was MOVED by Mr. Heider, seconded by Mr. Wagner, and unanimously approved by voice vote of members present, to enter into an executive session to discuss the employment history of a particular person or corporation. MOTION CARRIED.

An executive session was held from 10:49 a.m. to 11:29 a.m., at which time on motion of Ms. Price, seconded by Ms. Preston, it was unanimously approved by voice vote to exit executive session.

RESULT:	PULLED
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ON MOTION OF STOCK

RESOLUTION NO.

Reallocate Clerk of the Legislature Salary Grade - Personnel/Civil Service Department

WHEREAS, the County Administrator and the Personnel Officer have reviewed the salary grade for the Clerk of the Legislature, AND

WHEREAS, the County Administrator and the Personnel Officer each recommend that the aforesaid position be reallocated from Grade 8 (\$63,924 - \$85,083) to Grade 6 (\$73,873 - \$98,324),

NOW THEREFORE BE IT

RESOLVED, that the position of Clerk of the Legislature be and hereby is reallocated from Management/Management Confidential Compensation Employment Policy effective August 25, 2023.

AGENDA ITEM NO. 5 – Approval of Shared Municipal Imaging and Digital Document Storage Agreement with Tompkins County - County Clerk

RESULT:	PULLED
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ON MOTION OF STOCK

RESOLUTION NO.

Approval of Shared Municipal Imaging and Digital Document Storage Agreement with Tompkins County - County Clerk

WHEREAS, Tompkins and Cortland County applied for and received a cooperative grant in 2017 to image and digitize municipal records and to securely store these records, AND

WHEREAS, the agreement, which was a part of the 2017 Shared Municipal Grant, needs to be renewed every 5 years, AND

WHEREAS, the benefits of this agreement has been and will be the digitization of hundreds of cubic feet of records and would greatly increase efficiencies and preservation of County, Town and City records, AND

WHEREAS, the agreement allows the mutual ability for each County to back up their records in each other's counties,, thereby increasing not only the preservation of records but also the recovery of records in a disaster event, NOW THEREFORE BE IT

RESOLVED, that Cortland County continue the agreement with Tompkins County for Shared Municipal digitization of records and a mutual digital back up system for the period June 1, 2023 through May 31, 2028.

MONTHLY REPORTS

1. County Clerk Monthly Report for Jan-July 2023

RESULT:	COMPLETED
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2. August 2023 Vacancy Report

RESULT:	COMPLETED
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3. County Attorney Office Monthly Report

RESULT:	COMPLETED
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4. Weights and Measures Report

RESULT:	COMPLETED
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5. Board of Elections Monthly Reports

RESULT:	COMPLETED
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6. County Attorney Office Monthly Report

RESULT:	COMPLETED
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7. Monthly FOIL Report - Clerk of the Legislature

RESULT:	COMPLETED
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8. July 2023 Vacancy Report

RESULT:	COMPLETED
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DISCUSSION ITEMS

ADJOURNMENT

The meeting was closed at 11:30 AM



Government Operations Committee

Committee Meeting

~ Minutes ~

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Tuesday, June 13, 2023

8:30 AM

Room 302

CALL TO ORDER

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Attendee Name	Organization	Title	Status	Arrived
Sandra Price	Cortland County, NY	Committee Member	Present	
George Wagner	Cortland County, NY	Committee Member	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Committee Vice Chair	Present	
Paul Heider	Cortland County, NY	Committee Member	Present	
Richard Stock	Cortland County, NY	Committee Chair	Present	
Susan Wilson	Cortland County, NY	Committee Member	Present	
Mitchel Eccleston	Cortland County, NY	Committee Member	Late	8:40 AM
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Nancy Fuller	Guthrie	Corporate Compliance Officer	Present	
Victoria J. Monty	Cortland County, NY	County Attorney	Present	
Michelle Brown	Cortland County, NY	Republican Election Commission	Present	
Tom Brown	Cortland County, NY	Democratic Election Commissioner	Present	
Elizabeth Larkin	Cortland County, NY	County Clerk	Present	
Wesley Foley	Cortland County, NY	Director, Weights & Measures	Present	
Laurie Leonard	Cortland County, NY	Personnel Officer	Present	
Pamela Abbott	Cortland County, NY	Deputy Personnel Officer	Present	
Kristen Monroe	Cortland County, NY	Commissioner of Social Services	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Sharon MacDougall	Cortland County, NY	Director of Community Services	Remote	

Minutes Acceptance: Minutes of Jun 13, 2023 8:30 AM (MINUTES)

Andrea Herzog	Cortland County, NY	Director of Finance	Remote	
Patricia Schaap	Cortland County, NY	Deputy Director of Community Services	Remote	
Maryjoan Case		CCSI Consultant	Remote	
Cathy Bischoff	Cortland County, NY	Board Member	Remote	
Eddie Velazquez	Cortland Voice	Reporter	Remote	
Margaret Mellott	Cortland Standard	Reporter	Remote	

MINUTES

1. Government Operations Committee - Committee Meeting - May 16, 2023 9:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	George Wagner, Committee Member
SECONDER:	Sandra Price, Committee Member
AYES:	Price, Wagner, Fairchild-Preston, Heider, Stock, Wilson
ABSENT:	Mitchel Eccleston

PRESENTATIONS

1. Corporate Compliance Officer Overview from Nancy Fuller

RESULT:	COMPLETED
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RESOLUTIONS

AGENDA ITEM NO. 1 – Authorize Agreement Between the County of Cortland and the CSEA Cortland County Local 812, Unit #6550 Effective January 1, 2024 to December 31, 2028 - Personnel Department

It was MOVED by Dr. Wilson, seconded by Ms. Preston, and unanimously approved by voice vote of members present, to enter into an executive session to discuss the collective negotiations pursuant to article fourteen of the civil service law. MOTION CARRIED.

An executive session was held from 9:42 a.m. to 10:01 a.m., at which time on motion of Mr. Wagner, seconded by Dr. Wilson, it was unanimously approved by voice vote to exit executive session.

RESULT:	APPROVED [UNANIMOUS]
	Next: 6/13/2023 10:00 AM
MOVER:	George Wagner, Committee Member
SECONDER:	Susan Wilson, Committee Member
AYES:	Price, Wagner, Fairchild-Preston, Heider, Stock, Wilson, Eccleston

ON MOTION OF STOCK

RESOLUTION NO.

Authorize Agreement Between the County of Cortland and the CSEA Cortland County Local 812, Unit #6550 Effective January 1, 2024 to December 31, 2028 - Personnel Department

WHEREAS, Cortland County and CSEA Local 812, Unit #6550 negotiating committees have met to negotiate a new contract, AND

WHEREAS, the negotiating committees have agreed on a new contract, AND

WHEREAS, CSEA ratified the contract on June 6, 2023, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the Agreement by and between the County of Cortland and CSEA Cortland County Local 812, Unit #6550, for the time period of January 1, 2024 to December 31, 2028.

AGENDA ITEM NO. 2 – Reallocate Salary Grade for Various Positions - Department of Social Services

RESULT: **APPROVED [UNANIMOUS]**

Next: 6/13/2023 10:00 AM

MOVER: Sandra Price, Committee Member

SECONDER: Kelly L. Fairchild-Preston, Committee Vice Chair

AYES: Price, Wagner, Fairchild-Preston, Heider, Stock, Wilson, Eccleston

ON MOTION OF PRICE

RESOLUTION NO.

Reallocate Salary Grade for Various Positions - Department of Social Services

WHEREAS, the Personnel/Civil Service Office has reviewed the salary grade for many positions in the Cortland County Department of Social Services, AND

WHEREAS, it is recommended that the following positions, which are in the CSEA Local 812, Unit 6550 labor contract, be reallocated as follows:

Case Aide: Grade 7 to Grade 8
 Senior Case Aide: Grade 9 to Grade 10
 Social Welfare Examiner Trainee: Grade 9 to Grade 10
 Social Welfare Examiner: Grade 10 to Grade 12
 Senior Social Welfare Examiner: Grade 12 to Grade 15
 Support Investigator: Grade 10 to Grade 12
 Senior Support Investigator: Grade 12 to Grade 15

, NOW THEREFORE BE IT

RESOLVED, that the positions noted below are hereby reallocated in the CSEA Local 812, Unit 6550 labor contract as follows effective June 23, 2023 at 12:01 AM:

Case Aide: Grade 7 to Grade 8
 Senior Case Aide: Grade 9 to Grade 10
 Social Welfare Examiner Trainee: Grade 9 to Grade 10
 Social Welfare Examiner: Grade 10 to Grade 12
 Senior Social Welfare Examiner: Grade 12 to Grade 15
 Support Investigator: Grade 10 to Grade 12
 Senior Support Investigator: Grade 12 to Grade 15

Minutes Acceptance: Minutes of Jun 13, 2023 8:30 AM (MINUTES)

MONTHLY REPORTS

1. County Clerk Monthly Report for May 2023

RESULT:	COMPLETED
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2. Monthly FOIL Report

RESULT:	COMPLETED
----------------	------------------

3. May Vacancy Report

RESULT:	COMPLETED
----------------	------------------

4. County Attorney Office Monthly Report

RESULT:	COMPLETED
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5. Weights & Measures Monthly Report

RESULT:	COMPLETED
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6. Board of Elections Monthly Report

RESULT:	COMPLETED
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DISCUSSION ITEMS**ADJOURNMENT**

The meeting was closed at 10:02 AM



Cortland County Medicare Advantage Presentation August 15, 2023

Anthony Brothers
Senior Vice President, Sales
716-688-8888
Anthony.Brothers@assuredpartners.com

POWER

through Partnership

1.1.a

Attachment: Cortland County 2024 BCPA Presentation (11631 : Medicare Advantage &

Packet Pg. 11

Agenda

Introductions

BCPA Overview

Medicare Advantage

- Purpose of Medicare Advantage

Benefit Comparison

- Current Benefits
- Proposed Benefits

Claim Examples

Questions and Discussion

Your Service Team



Jed Daughton
Agency President



Bill Brothers
Executive Vice President



Tony Brothers
Senior Vice President



Alex Hartley
Director of Data Analytics



Ted Butler
Vice President - Pharmacy



Sharese Golding
Account Executive



Susan Schrembs
Director of Operations



Kris McGuire
Stop Loss Manager



Ben Ratka
Ancillary Benefits Executive

Your UnitedHealthCare Team

UnitedHealthcare	Geoff Rensi Vice President, Account Management	David Scinto Senior Strategic Account Executive
	Renukha Newaldass Client Service Manager	Amy Potter Service Account Manager
	Donna Bucci Implementation Manager	



Broome County Purchasing Alliance (BCPA)

Empowered by Douglas Bulman, Consultant
Statewide Purchasing Alliance of NY, LLC - SPANY

BCPA - Overview

Broome County, through the formation of this cooperative purchasing alliance, pools the purchasing power with other municipalities to reduce costs, risks, and future rate instability for retiree health coverage by securing competitive coverage and rates for entities participating in the BCPA - Medicare Advantage and Prescription Drug (MAPD) program.

This cooperative purchasing initiative is referred to as the “Broome County Purchasing Alliance” (BCPA or Alliance). Broome County, through a formal RFP, selected MAPD coverage options through United HealthCare.

The Alliance achieved an average annual savings of 26% which includes multi-year rate guarantees and better-quality coverage and services for our retirees, now and in the future.

Your BCPA Contacts

BCPA Team:

Robin Laabs, Purchasing

Robin.Laabs@broomecounty.us

(607) 778-2188

Tom Dellapenna, Risk and Insurance

Thomas.dellapenna@broomecounty.us

(607) 778-2311

SPANY Team:

Douglas Bulman, President

dbulman@spany.org

(607) 778-2311

2022 BCPA ACCOMPLISHMENTS

Success Stories Projected 3-Year Savings

- Broome County Saves **\$840,294**
- Chemung County MAPD – 3-Year Savings - \$2,323,440
 - Chemung Shared Services Matching Funds at 95% - \$772,179
- Projected Total Financial Impact: **\$3,095,615**
- Tioga County MAPD – 3 Year Savings: \$2,525,609
- Tioga shared services matching funds at 95% - \$816,078
- Projected Total Financial Impact **\$3,341,687**

CWSSI - Eligibility

- Each County submits Shared Services Initiative.
- Groups moving onto the BCPA platform must shift **ALL** Medicare-eligible retirees over (full plan takeover)
- The Panel members from each County must approve and submit CWSSI paperwork by December 31st.
- Entities on the Panel can opt out of project and are not required to participate in the Medicare Advantage Initiative
- Towns, villages and cities are typically automatically included in Shared Service initiatives.
- Schools usually need to be invited to participate on the Panel by the County Leader
- Panel; for each county determines how matching funds are to be distributed.
- For additional guidance, forms, and resources on the CWSSI go to:

<https://www.ny.gov/shared-services-initiative/forms-guidance-resources>

BCPA Timelines

- **Resolutions and Data Submission Deadline – 9/1/23**
- **BCPA/UHC Account Registration Deadline - 10/01/23**
- **Communications and Onboarding - 10/15/23**
- **BCPA & UHC Dedicated Service Team Meetings 10/1/23**
- **Retiree Meetings (Virtual and On-site) 10/15/23 – 12/15/23**
- **Open Enrollment Meetings – 10/15/23 – 12/01/23**

Medicare Advantage

Medicare Advantage – What is it?

Original Medicare

Provided by the federal government



Part A

Helps pay for hospital stays and inpatient care



Part B

Helps pay for doctor visits and outpatient care

Medicare Advantage plan

Offered by private companies



Part C

Combines Part A (hospital insurance) and Part B (medical insurance) in 1 plan



Part D

Usually includes prescription drug coverage



Provides additional benefits, services and programs not provided by Original Medicare

Notes:

- **Currently:** Retirees are covered under Original Medicare (Parts A & B), with any non-covered services falling under secondary coverage through the County's Excellus Traditional Health plan.
- **Proposed Scenario:** BCPA Medicare Advantage plan would become the sole payer of claims. Once enrolled, Medicare Parts A and B remain active, but the benefits are administered through UnitedHealthCare. Original Medicare does not pay medical claims while an individual is enrolled in a Medicare Advantage plan, with a few exceptions. Medicare Advantage Parts C and D through the BCPA would replace the Excellus secondary coverage at a lower cost to the individual at the point of service.

Current (Excellus Traditional Plan) vs Proposed (BCPA Plan 4) Side by Side

	Excellus BCBS		BCPA	
	Traditional Plan		Plan Option 4	
Benefits	In-Network	Out-of-Network	In-Network	Out-of-Network
In-Network:	Current (Medical Plan)		Proposed (Medicare Advantage Plan)	
Deductible	\$100/\$300		None	
Coinsurance	20% Coinsurance		None	
Out-of-Pocket Maximum	\$500/\$1,500		None	
Out-of-Network:	Current			
Deductible	\$100/\$300		None	
Coinsurance	20% Coinsurance		None	
Out-of-Pocket Maximum	\$500/\$1,500		None	
Medical Services:	In-Network		In/out of Network	
Preventive Services	Covered In Full		Covered In Full	
Primary Care	20% Coinsurance		Covered In Full	
Specialist	20% Coinsurance		Covered In Full	
X-rays	Covered In Full		Covered In Full	
Hospital Care:	In-Network		In/out of Network	
Urgent Care	\$0 Copayment		Covered In Full	
Emergency Room	\$0 Copayment		Covered In Full	
Inpatient Hospital	\$0 Copayment		Covered In Full	
Outpatient Surgery - Ambulatory Center	20% Coinsurance		Covered In Full	
Outpatient Surgery - Facility	20% Coinsurance		Covered In Full	

Attachment: Cortland County 2024 BCPA Presentation (11631 : Medicare Advantage &

Current (Excellus Traditional Plan) vs Proposed (BCPA Plan 4) Side by Side, Cont...

	Current	Proposed
Prescription Drug:		In/out of Network
Generic/Formulary/Non-Formulary	\$10/\$20/\$35/\$50	\$0/\$1/\$1/\$1
Coverage Gap/Donut hole	No Coverage Gap	No Coverage Gap
Mail Order	\$10/\$40/\$70/\$50	\$0/\$1/\$1/\$1
Rehabilitation Services	In-Network	In/out of Network
Physical, Occupational, and Speech Therapy	Deductible then 20% Coinsurance	Covered In Full
Chiropractor	Deductible then 20% Coinsurance	Covered In Full
Cardiac Rehab	Deductible then 20% Coinsurance	Covered In Full
Vision	In-Network	In/out of Network
Routine Eye Exam Refraction (every 12 months)	\$0	\$0
Vision Hardware Allowance (in lieu of eyeglasses)	\$120	\$300
Replenishment Frequency	24 Months	12 Months
Dental	*Separate Dental Plan	In/out of Network
Deductible (Preventative & Diagnostic not included)	\$0	\$0
Calendar Year Maximum	\$1,000	\$500
Type 1 (Prev. & Diagnostic Services)	100%	100%
Type 2 (Minor Services)	100%	100%
Type 3 (Major Services)	Not Covered	Not Covered
Type 4 (Orthodontia)	Not Covered	Not Covered
Additional Details:		
Unique Benefits	N/A	Renew Active Fitness Benefit
Current vs Proposed	Current (Medical Plan)	Proposed (Medicare Advantage Plan)
Rate Guarantee	12 Months	12/31/2024
Monthly Premium		
Single	\$810.04	\$334.00

Important Details

Passive PPO – any Medicare accepting provider will accept this coverage

All benefits are **equal to or better** than the current offering

- *Out of Pocket expenses at the point of service are eliminated*
- *\$0 Copayments for generic medications, \$1 copay for all brand medications*

Retiree Contributions will be the same or lower than current contribution levels

Annual Dental Allowance

Annual Vision Allowance

County Impact

Cost Comparison	Current	Proposed
Medical Experience (12 Months)	\$857,561	Insured
Rx Experience (12 Months)	\$1,774,113	Insured
Total Plan Spend (Feb. 2022 - Jan. 2023)	\$2,631,674	\$1,703,400
Administrative Cost (12 Months)	\$168,861	N/A
Rebates	-\$486,464	N/A
RDS Subsidy	-\$294,770	N/A
Shared Services (95% match)	N/A	\$300,107
Total 1st Year Savings with Shared Services	N/A	\$616,008
Total 1st Year Savings	N/A	\$315,902

By implementing this program, Cortland County will be able to offer improved benefits to its Medicare eligible retirees while reducing the overall cost to administer those benefits to both the Taxpayer and the Retirees themselves

Claim Examples

Mental Health Specialist

Currently, a Primary Care Doctor Visit benefit is covered by Part B as follows:

Behavioral health integration services

If you have a behavioral health condition (like depression, anxiety, or another mental health condition), Medicare may pay your health care provider to help manage your care for that condition. Some health care providers may offer care management services using the Psychiatric Collaborative Care Model.

Costs

You pay a monthly fee, and the Part B deductible and coinsurance apply.

Part B Deductible = \$226 in 2023

Under Medicare Advantage BCPA Plan 4, claims would process as follows:

Inpatient Mental Health Lifetime Maximum	Unlimited	
Inpatient Mental Health/ Substance Abuse in a Psychiatric Hospital	\$0 Per Admit	\$0 Per Admit

Physical Therapy Claim

Currently, the Physical Therapy benefit is covered by Part B as follows:

Physical therapy services

Part B covers evaluation and treatment for injuries and diseases that change your ability to function, or to improve or maintain current function or slow decline, when your doctor or other health care provider (including a nurse practitioner, clinical nurse specialist, or physician assistant) certifies you need it.

Costs

After you meet the Part B deductible, you pay 20% of the Medicare-approved amount.

Part B Deductible = \$226 in 2023

Under Medicare Advantage BCPA Plan 4, claims would process as follows:

Occupational Therapy	\$0	\$0
Physical Therapy and Speech/Language Therapy	\$0	\$0

Inpatient Claim

Currently, the inpatient benefit is covered by Part A as follows:

Inpatient hospital care (continued)

Costs

You pay this for each benefit period (in 2023):

- Days 1-60: \$1,600 deductible.
- Days 61-90: A \$400 copayment each day.
- Days 91 and beyond: An \$800 copayment per each lifetime reserve day after day 90 (up to a maximum of 60 reserve days over your lifetime).
- Each day after the lifetime reserve days: All costs. Inpatient mental health care in a psychiatric hospital (but not in a Medicare-certified distinct part psychiatric unit of an acute care or critical access hospital) is limited to 190 days in a lifetime.

Under Medicare Advantage BCPA Plan 4, claims would process as follows:

Inpatient Services		
Inpatient Hospital Stay	\$0 Per Admit	\$0 Per Admit
Skilled Nursing Facility Care - Prior hospital stay requirement waived	Yes	Yes
Skilled Nursing Facility Care - Benefit Period	100 Days	
Skilled Nursing Facility Care	\$0 Per Day	\$0 Per Day
Day Range 1	Days 1 - 20	Days 1 - 20
	\$0 Per Day	\$0 Per Day
Day Range 2	Days 21 - 100	Days 21 - 100
Inpatient Mental Health Lifetime Maximum	Unlimited	
Inpatient Mental Health/ Substance Abuse in a Psychiatric Hospital	\$0 Per Admit	\$0 Per Admit

FAQ's

Do I need Original Medicare (Parts A & B)?

Yes, one must be entitled to Medicare Part A and enrolled in Part B. Retirees must continue paying Medicare Part B premium to Social Security in order to be eligible for coverage under the UHC Group Medicare Advantage (PPO) Plan.

Is this the Medicare Advantage plan advertised on TV?

No. This is a custom Group Medicare Advantage PPO Plan designed exclusively for retirees of Cortland County. This plan is different and should NOT be confused with individual UHC Medicare Advantage plans or Active plan.

Is this plan nationwide?

Yes, this plan offers nationwide coverage (benefits are the same in and out of network)

FAQ Fact sheet available in print

Questions



AssuredPartners
BENEFIT ADVISORS

Cortland County



August 15th, 2023

Prescription Drug RFP
Commercial Analysis and Vendor Comparison

Attachment: Cortland County Prescription Drug RFP Summary - Commercial Only (11631 : 11631)

POWER

through Partnership

Contents are confidential and proprietary

Packet Pg. 33



Agenda

RFP Process

- Scope of Analysis
- List of Bidding Rx Vendors

Rx Analysis

- Cost Summary by PBM type
- Formulary Disruption
- Clinical Comparison

Finalist Considerations



Project Scope

Develop RFP and Solicit Bids

In order to achieve the maximum savings and transparency for the Health Plan, AssuredPartners' proprietary RFP includes questions aimed at exposing the weaknesses and strengths in each vendor's offer

Analyze Responses

Using the Health Plan's actual claims data, we run the vendor responses through our model to quantify financial results, evaluate member impact, and identify unique opportunities

Compare and Decide

The results are laid out side-by-side so the Health Plan can compare the vendors on an "apples-to-apples" basis, allowing for an easy decision-making process



AssuredPartners
BENEFIT ADVISORS



Contract and PBM Types

Coalition (Bulk-Purchasing)

No shared risk between employer groups

Leverages book of business to negotiate enhanced pricing terms

Administrative and customer services provided by Coalition

Less control over direct negotiations

Direct Contract

Contract is between PBM and Employer Group

No intermediary organization for decision making or negotiations

The County is currently in a direct PBM contract



Prescription RFP Respondent

Commercial RFP Respondents

- Keenan (*MedImpact*)
- Excellus
- ProAct
- BeneCard
- Keenan (*ESI*)

"Commercial" represents the Active Population and Pre-65 Retirees and their dependents

Bidding Vendors



Financial Comparison Detail: Discounts, Rebates and Fees – Commercial

Category	2022 Pricing	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5
Gross Discounted Ingredient Cost (Incl. Dispensing fees)	\$2,871,687	\$2,880,906	\$2,774,258	\$2,916,334	\$2,957,426	\$2,787,137
Member Cost Share (Copay and Deductible)	-\$101,951	-\$101,951	-\$101,951	-\$101,951	-\$101,951	-\$101,951
Copay Assistance	-\$248,878	-\$83,342	-\$113,127	-\$131,071	-\$64,287	-\$211,000
Administrative Fees	\$150,140	\$13,103	\$104,699	\$21,231	\$19,411	\$104,699
Estimated Earned Rebates Minimums	-\$653,109	-\$742,784	-\$1,139,050	-\$685,189	-\$533,043	-\$1,052,392
Clinical Savings (net of Fees)	\$0	\$0	-\$41,664	\$0	-\$386,481	-\$41,664
Pharmacy Management Fund & Implementation Credits	\$0	\$0	-\$14,154	-\$37,132	-\$5,055	-\$10,110
Net Plan Spend	\$2,017,890	\$1,965,841	\$1,469,011	\$1,982,223	\$1,886,021	\$1,474,719
Average Members	1,011	1,011	1,011	1,011	1,011	1,011
Number of Claims Analyzed	15,014	15,014	15,014	15,014	15,014	15,014
Estimate Net Plan Cost PMPM	\$166.33	\$162.04	\$121.09	\$163.39	\$155.46	\$121.56
% Savings below Current	0.0%	-2.58%	-27.20%	-1.77%	-6.53%	-26.92%
Net Reduction in Plan Spend	\$0	-\$52,048	-\$548,878	-\$35,667	-\$131,869	-\$543,171

Vendors 2 and 5 are both eligible for NYS Shared Services savings match opportunity and therefore any savings derived through the implementation of these programs will be matched at 95% of measured reduction in plan liability

Attachment: Cortland County Prescription Drug RFP Summary - Commercial Only (11631 :

Key Considerations for Prescription Drug Vendors

Vendor	Excellus	BeneCard	ProAct	Keenan (MedImpact)	Keenan (ESI)
Can deficits in one channel offset surpluses in another?	Yes	No	No	No	No
Are Limited Distribution Drugs excluded from Discounts? Rebates?	Discounts: Yes Rebates: Yes	Discounts: No Rebates: Yes	Discounts: Yes Rebates: Yes	Discounts: No Rebates: No	Discounts: No Rebates: No
Rebate Guarantee Language	Greater of Minimum Guarantee or 100% earned from Manufacturer	Greater of Minimum Guarantee or 100% earned from Manufacturer	Greater of Minimum Guarantee or 95% earned from Manufacturer	Greater of Minimum Guarantee or 100% earned from Manufacturer	Greater of Minimum Guarantee or 100% earned from Manufacturer

Allowing overperformance to offset underperformance limits the strength of the contract and diminishes the effect of the reconciliation process

Limited Distribution Medications are highly costly and when excluded from Guarantees can reduce the impact of reconciliations and overall cost containment

Cortland County will receive the greater of the Minimum Guarantee or 100% of all rebates distributed to the PBM's from the manufacturers except with ProAct who pass-through 95%

After thorough investigation, Keenan (ESI) was identified as the leading offer for the following reasons:

- Significant cost savings from deeper discounts and higher rebates
- NYS Shared Services match of 95% of achieved cost reduction
- Minimal formulary disruption
- “Clean” Contract
- Supported by Largest National PBM (ExpressScripts)

Questions/Discussion

POWER through Partnership

Contents are confidential and proprietary

Packet Pg. 41

From: [Laurie Leonard](#)
To: [Savannah Hempstead](#)
Subject: BCPA Medicare Advantage - Info from Chemung County
Date: Monday, August 21, 2023 9:46:12 AM

Savannah-

Can you please send this to all legislators?

From Yvonne Drake, Chemung County's Coordinator of Employee Benefits:

Chemung County has been with a Medicare Advantage plan for their retirees since 2007 (most counties have done this change), so when they changed to the BCPA they were changing carriers and the financial arrangement.

I asked Yvonne what her retirees thought about the benefits with UHC and the BCPA. She said "they absolutely love it" and see it as a "win/win" for both them and the County.

I asked if there were any issues where a provider was out of network and the retirees had to pay up front and seek reimbursement. She said she had not heard of any with the medical but with the vision benefit, yes. This is typical with a vision benefit and occurs now with our current vision plan.

She also said the service with United Health Care has been amazing, both for the retirees and for her representing the employer.

Laurie Leonard
Personnel Officer
Cortland County Personnel
607-758-5546
lleonard@cortland-co.org

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1. Most Medicare Advantage plans have no premium. Why do I still have to pay a monthly premium to the County?

This Medicare Advantage plan has been customized to Cortland County and covers many things that most Medicare Advantage plans do not, including zero copays for office visits and \$0 and \$1 copays for prescriptions. Typical Medicare Advantage plans have higher copays and deductibles. This plan does not. You are continuing to pay a premium because of the increased coverage.

2. Does this Medicare Advantage plan have a donut hole for prescription coverage?

No, your copays for your prescriptions will be \$0 or \$1. There is no coverage gap or donut hole.

3. I do not find my doctor listed as in-network. Does this mean that I have to switch providers?

No, as long as your provider takes Medicare, they can accept this insurance.

4. If my provider is listed as out of network, does that mean that I will have to pay up front?

Providers have the right to charge up front if they are not participating, but most do not.

5. I have heard that common providers in the area do not accept this insurance, like Guthrie, Family Health Network and Cayuga Medical. Is this true?

Both Guthrie and Family Health Network are in network with this plan. Cayuga Medical is out of network but does not require up front payment. Your copay would still be zero.

6. I have heard that many providers do not accept United Health Care. Is this true?

Some do not accept United Health Care. However, this is UnitedHealthCare Medicare Advantage PPO. **There is a big difference. When you ask if your providers accepts this insurance, you ask "do you accepted United Health Care Medicare Advantage PPO."**

7. Since we are coming into the contract on the third year of a three year contract, how do we know that benefits will not change?

Benefits are determined by BCPA and the groups that are part of the BCPA. Benefits will not be changed unilaterally by United Healthcare, outside of any CMS (Center for Medicare Services) mandated changes.

8. Since rates will need to be negotiated next year, how do we know that we will not experience a large increase in premiums?

Insurance rates are evaluated each year to determine what increase, if any, is warranted. This is not unlike any other plan, including our current Excellus plan, which needs to be evaluated every year for potential premium increases.

9. It appears that with this plan, retirees may need to get preauthorization for some services. What are some examples of preauthorization that will now be required that are not with the current plan?

UnitedHealthcare is unable to provide a document which shows all the procedures which require prior authorization. It is important to point out that providers that are in-network are already familiar with the requirements around prior authorizations and what documentation is required when requesting a prior authorization. Out-of-network providers are not required to submit prior authorizations for services. The majority of prior authorizations are approved automatically at the time they are submitted.

10. Some retirees are reporting that they have found where UHC has the lowest customer satisfaction rating.

As we discussed during the education sessions, the Group Medicare Advantage plan being offered by the BCPA and Cortland County is not the standard individual plans that the general Medicare population can enroll into. It is a custom plan and is rated separately from the individual plan offerings. United Healthcare currently has a 5-star rating provided by the Centers for Medicare and Medicaid Services (CMS) and also has a high customer satisfaction rating from retirees on the customer service they receive while enrolled in the plan.

11. Will we still be required to pay the Part B premium? Will the premium for this plan still be deducted from my pension?

Yes to both

12. What happens to the dependent's coverage if the retiree passes?

There is no change to the existing policy; the surviving spouse would receive 3 months free and then would pay the full Individual rate going forward.

13. Who processes the prescriptions? Optum-Rx.

14. Are the mail order drugs through Optum Rx from out of the country?

Many drugs are manufactured outside of the US; Optum Rx does not require drugs to be manufactured in the US to be used in the mail-order program.

15. Do I need referrals?

No, referrals are not necessary.

16. Can a provider refuse to accept this insurance if they are an out-of-network provider?

If a provider does not want to accept the plan, the retiree would have the option to pay out of pocket and then get reimbursed. The only rule is that the provider must accept Medicare.

Ms. Sandra Price, Legislator
Cortland County Legislature
60 Central Avenue
Cortland, New York 13045
August 1, 2023

Dear Ms. Price,

I am writing to you as a concerned retiree of Cortland County as regards the proposed change in retiree health insurance. I am asking you to vote NO for this proposed change to retiree health insurance and not agree to the United Health Care PPO plan.

I began working for Cortland County Health Department in April 2001 as the Program nurse for Horizon House. In working with this population, I gained an appreciation for these clients whom I had no prior experience with. Around 2005 an opening for a service coordinator for the Early Intervention program happened and I was able to move to this position. I again experienced an appreciation for working with the families of Cortland County across all socio-economic status. I retired in June of 2011.

During my time in Cortland County, I was chosen by my fellow nurses to represent them as the president of the NYSNA bargaining unit. I was on the negotiating team for three contracts, the last being 2009-2012. One of the things that we were able to keep in those contracts was the ability to offer retirees who participated in the County health insurance the ability to keep that insurance with the understanding that the retiree would still require premiums.

As I have reviewed all the bargaining unit contracts currently available on the Cortland County website, I see that the county has moved as early as 2020 to change the offered health insurance to Choice PPO Plan. The nurses' contract does not have that change until 2023. With that said the County will continue to offer the traditional health insurance until such time as there are no more employees who have been hired prior to those changes.

I have also reviewed Medicare advantage plans in my Medicare and You 2023 handbook. I realize this may not be a comparison of apples to apples, however I do think it may be indicative of members ratings of plans. UHC PPO plans received the lowest member rating percentage of 80%. Excellus PPO Plans received a rating of 87%. This indicates that this proposed plan, though it sounds good, may not be as good as the current traditional plan.

I conclude by asking you again to vote NO for this proposed change to the Cortland County retiree health insurance plan.

Sincerely,

Robin Brennan, MS RN

Attachment: email_Brennan - health insurance proposal (123-23 : Authorize Agreement - Medicare Advantage Plan)

From: [Donna Johnson](#)
 To: [Savannah Hempstead](#)
 Subject: Health insurance concern
 Date: Tuesday, August 1, 2023 11:52:23 AM

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

Good morning Savannah,

I've contacted two legislators regarding the upcoming vote regarding changes to retiree health insurance.

If possible, I'm asking for your kind assistance to forward the following concerns to the full legislature.

1) With this program the retiree and their spouse or family will be on two different insurance policies. The person on Medicare one policy and the other, who is not on Medicare, will be on the County program. It's unconscionable to think that older people can manage that confusing issue.

2) The loyal retired employees who may have worked extra years to qualify for the County Health Plan are left in the dust! Concerned and unsure about their future health benefits.

3) Please know, if something sounds too good to be true it is too good to be true. Seniors are always watching for scams and this may be a big one!

4) Cost, when asked the cost at the information session NO One could answer that question other than we don't know yet. The legislature will know! Please let me know the answer!!! Many other questions asked were also referred back to HR or the legislature.

5) We were told, you'll never need to show your Medicare card again. I started working at age 13, I was thrilled to get a Medicare card and now the County is telling us it's not accepted. That disgraceful!

6) There are less than 6 months before this new insurance is forced on us....really? This should be grandfathered in. When you retire your benefits should continue as promised.

If you are looking to save a million dollars, I'll be happy to review the budget with you, as I assisted two departments with budgets while working 13 years for Cortland County. I'm sure other retirees have questions and concerns, I'm begging you to please listen to us.

Thank you, Donna Johnson
 607-745-8215

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Attachment: Email_Donna Johnson - Health insurance concern (123-23 : Authorize Agreement - Medicare Advantage Plan)

and deleting this email immediately.

From: [Mary Haley](#)
To: [Savannah Hempstead](#); [Laurie Leonard](#)
Subject: Retiree insurance proposal
Date: Sunday, July 30, 2023 4:08:58 PM

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

Savannah - please share this email with all Cortland County legislators.
 Thank you.

To the Cortland County Legislature:

I am writing this email to express my concern and disappointment that the Legislature is considering making a significant change in retiree health insurance benefits. My disappointment stems from the fact that employees negotiated retirement benefits in good faith over a period of many years. These benefits have always been viewed as an extremely valued asset. Many of us provided decades of dedicated professional services to Cortland's citizens at a far lower pay rate than neighboring counties knowing we would reap the benefit of good health insurance at retirement. Switching retirees from traditional Medicare to a Medicare Advantage Plan (MAP) is not what retirees were promised and is not in their best interest. Making this change feels like a betrayal.

I have listed below concerns based on my own research of MAPs.

1. Medicare Advantage Plans (MAP) do not provide the same coverage as Traditional Medicare. According to Consumer Reports; The Pros and Cons of Medicare Advantage Plans 11/3/2022 - MAP "are a good option for healthy individuals who can stick to providers in their area. It is not ideal for patients with chronic conditions or significant health needs." I'm pretty sure many of our retirees/spouses fall into one or both these categories - or will at some point in the near future.
 According to a spokesperson from Kaiser Health "Some people in MAPs end up paying unexpected high costs when they become ill or find their network lacks specialty providers they need."
2. With Traditional Medicare participants can see any provider in the USA that accepts Medicare. MAPs typically require participants receive care from a limited network of providers. According to a spokesperson from 65 Incorporated* (* an organization that provides unbiased Medicare guidance) MAP "is a riskier approach to healthcare which can end up being more expensive" especially if you visit the doctor frequently (providers can charge higher deductibles for extra visits) or travel outside of your coverage area or prefer to have more healthcare options.
3. A Kaiser study found that "about half of all Medicare Advantage enrollees would end up paying more than those with traditional Medicare for a 7 day hospital stay."
4. MAPs can be especially problematic for people in rural areas. A 2021 study coauthored by David Meyers PhD at Brown University found that rural MAP enrollees are nearly twice as likely to switch back to traditional Medicare due to the limited provider network making it harder to schedule appointments and access care.

As a aside here I notice that Cayuga Med does not participate with the MAP currently being considered - so any retiree accessing care from Cayuga Med will have to pay upfront or find a new provider from in network. Those of us who have switched providers in recent years knows it is not a simple process finding someone in network accepting new patients.

5. Since MAPs cannot choose who they cover (they must accept any Medicare eligible participant) they can and some do discourage people who are sick by the way they structure their copays and deductibles. Many MAP enrollees have been hit with unexpected costs and denials of benefits for types of care deemed not medically necessary.

6. Unlike with traditional Medicare there may be a lack of coverage or increased out of pocket cost to the patient if the become ill or need care while traveling.

I respectfully ask the Cortland County Legislature not to support the change over for retiree health insurance from traditional Medicare to a Medicare Advantage Plan for current retirees. Based on the research I've done and my understanding of medical systems in general I believe a MAP will prove not to be medically beneficial or a cost savings to many retirees.

Thank you.

Mary Ann Haley
Retiree

PS I can be contacted if you have questions or would like clarification on any of my comments.
#315-569-8698

Sent from my iPad

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From: [Savannah Hempstead](#)
To: [xLegislators](#)
Subject: Mary Ann Haley's concerns regarding the proposed Medicare Advantage plan
Date: Tuesday, August 1, 2023 4:29:49 PM

Good afternoon,

Please see the below responses to Mary Haley's concerns with the Medicare Advantage Program from our Personnel Officer.

Sincerely,

Savannah

*Savannah M. Hempstead, CLBC
 Clerk, Cortland County Legislature*

From: Laurie Leonard <lleonard@cortland-co.org>
Sent: Tuesday, August 1, 2023 3:59 PM
To: Savannah Hempstead <shempstead@cortland-co.org>
Subject: Mary Ann Haley's concerns regarding the proposed Medicare Advantage plan

Savannah-

Can you send this to all legislators and copy Rob, Tori and I? These are the responses to Mary Ann Haley's concerns regarding the proposed Medicare Advantage plan from the United HealthCare representative. I already responded to Mary Ann.

1. Medicare Advantage Plans (MAP) do not provide the same coverage as Traditional Medicare. According to Consumer Reports; The Pros and Cons of Medicare Advantage Plans 11/3/2022 - MAP "are a good option for healthy individuals who can stick to providers in their area. It is not ideal for patients with chronic conditions or significant health needs." I'm pretty sure many of our retirees/spouses fall into one or both these categories - or will at some point in the near future. According to a spokesperson from Kaiser Health "Some people in MAPs end up paying unexpected high costs when they become ill or find their network lacks specialty providers they need." **This is a GROUP custom Medicare Advantage plan. This plan covers EVERYTHING that Medicare covers plus many other benefit enhancements. Not only do we cover patients with chronic conditions and significant health care needs, we also provide additional programs above and beyond Medicare to assist those retirees with multiple clinical care programs designed specifically for their conditions.**
2. With Traditional Medicare participants can see any provider in the USA that accepts Medicare. MAPs typically require participants receive care from a limited network of providers. According to a spokesperson from 65 Incorporated* (* an organization that provides unbiased Medicare guidance) MAP "is a riskier approach to healthcare which can end up being more expensive" especially if you visit the doctor frequently (providers can

charge higher deductibles for extra visits) or travel outside of your coverage area or prefer to have more healthcare options. This plan is quoted on our national non-differential passive PPO that allows retirees to see any provider that accepts Medicare whether they are contracted with UHC or not. It is national service area covering the entire US and all US territories. The benefit travels with the retiree and provides the same level of coverage in and out of network. We went through this in detail at the retiree meetings.

3. A Kaiser study found that “about half of all Medicare Advantage enrollees would end up paying more than those with traditional Medicare for a 7 day hospital stay.” This plan covers everything that Medicare covers plus much more. And it covers ALL medical benefits at 100% with \$0 out of pocket cost share. And an inpatient hospital stay is covered at 100% with \$0 out of pocket.

4. MAPs can be especially problematic for people in rural areas. A 2021 study coauthored by David Meyers PhD at Brown University found that rural MAP enrollees are nearly twice as likely to switch back to traditional Medicare due to the limited provider network making it harder to schedule appointments and access care. Retirees can see any provider that accepts Medicare whether they are contracted with UHC or not. This statement makes more sense for a regional MAPD plan or an HMO MAPD plan. That is NOT how this plan works. UHC has the largest national network of any MAPD carrier in the country. AND, the retiree is not limited to that very broad network. They can see UHC providers and/or Medicare willing providers.

As a aside here I notice that Cayuga Med does not participate with the MAP currently being considered - so any retiree accessing care from Cayuga Med will have to pay upfront or find a new provider from in network. Those of us who have switched providers in recent years knows it is not a simple process finding someone in network accepting new patients. Cayuga is not a participating provider. However, they are a Medicare accepting / willing provider. They have been filing claims with us for years. Medicare willing providers work exactly like in network providers. Benefits are the same in and out of network as long as they see a Medicare willing provider or a UHC MAPD provider. We even have a proactive provider outreach team to educate providers on how to file a claim with us and also educating them on the fact that they do not have to contract with us. And we let them know that their reimbursement does not change when they file a claim with us. They continue receiving the Medicare allowed amount.

5. Since MAPs cannot choose who they cover (they must accept any Medicare eligible participant) they can and some do discourage people who are sick by the way they structure their copays and deductibles. Many MAP enrollees have been hit with unexpected costs and denials of benefits for types of care deemed not medically necessary. This is simply not true. We accept 100% of Medicare eligible enrollees. Anyone that is a retiree of Cortland that is Medicare eligible with Parts A and B is eligible to enroll in the plan. There are no medical copays or deductibles with this plan. It covers 100% of the medical and covers the RX with a maximum of \$1 for copays on drugs. This plan doesn't do individual underwriting or have any pre existing condition clauses. Everyone on the group enrolls and has access to

the same level of coverage. Plan 4 is 100% medical with \$0 out of pocket costs and up to \$1 copays for RX. Again, this statement appears to be referring to individual Med Supp or MAPD plans that require an Individual to do some sort of medical application. That doesn't apply to group plans. And this is a GROUP MAPD Plan. Big distinction between GROUP and INDIVIDUAL MAPD plans. Also, very big distinction between national passive PPO MAPD Plans and small HMOs, regional carriers or POS plans. This is a group, custom MAPD Plans with very rich benefits. Access is broad, benefits are rich, and care travels with the retiree.

6. Unlike with traditional Medicare there may be a lack of coverage or increased out of pocket cost to the patient if they become ill or need care while traveling. This plan covers the retiree at the same level of coverage when they are traveling that they have while in the US. If the retiree is traveling in the US, the plan works the same everywhere as the service area is national and covers the entire US and all US territories. If they are traveling to a foreign country, they are also covered for urgent or emergency care. So, if they get sick while traveling, they are covered at the same level of coverage they have while in the US. The only difference when in a foreign country, you may have to pay out of pocket and file a claim for reimbursement. Also, original Medicare doesn't cover care outside of the US. This MAPD plan does.

Laurie Leonard
 Personnel Officer
 Cortland County Personnel
 607-758-5546
lleonard@cortland-co.org

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From: [Laurie Leonard](#)
To: [Savannah Hempstead](#)
Subject: Can you please send this to legislators from me and copy Rob and me and Tori
Date: Thursday, July 27, 2023 8:21:50 AM
Attachments: [History of Health Insurance Rates.xlsx](#)
[2024 Medicare Advantage Benefits BCPA.pdf](#)
[Common Questions UHC Medicare Advantage PPO.docx](#)

Good morning,

In response to many questions by both legislators and retirees, I've attached a list of some of the most asked questions that have come up regarding the potential switch to a Medicare Advantage Plan under the Broome County Purchasing Alliance.

The Broome County Purchasing Alliance began January 1, 2022, with approximately 18 municipalities joining. As with anything, the costs for the insurance plans were able to be lower than average due to the increased buying power of a large group.

I've also attached a comprehensive list of benefits covered under the plan, as well as the history of Cortland County's health insurance premiums over the years. The figure shown on the insurance premium chart is the monthly premium equivalent rate, which is the total of both the employee/retiree and the employer (County) share. Cortland County is one of the very few municipalities left that does not split their Medicare eligible retirees out into a separate health insurance plan. We do not have a separately-rated premium equivalent for Medicare-eligible retirees; their premiums are calculated into the active group's premium. This is rarely still done.

To address the questions regarding the differences in claims processing between what retirees currently have and what they will have with this plan:

1. The current Excellus plan as a \$100/\$300 deductible that must be met before the coverage cost share kicks in. Under the UHC plan, there would be no deductible to meet, creating an upfront \$0 member cost share.
2. Primary care under the current Excellus plan is 20% coinsurance, so the member incurs 20% of the primary care cost whereas under the proposed plan, this is \$0 cost to the member. If however, the primary care costs are covered through a combination of Medicare parts A & B, with Excellus paying secondary, creating no cost share to the member, UHC's plan cost would still be the same (covered in full)
3. Under the current plan, the Rx copays are \$10/\$40/\$70/\$50. This plan's coverage is either \$0 (generic) or \$1 for tiers 2-4. There is no scenario in which the combo of Medicare and the Excellus plan would create a \$0 cost share to the member for medications.

I've reached out to municipalities participating in the BCPA. I specifically asked if their retirees have voiced any concerns after being on the plan and what costs savings they had realized. Martha Sauerbrey, Chair of the Tioga County Legislature, said that there have been no issues voiced from retirees and that there has been good service. She said Tioga County saved approximately \$800,000 in the first year.

The Vestal Town Supervisor John Schaffer said "there hasn't been one complaint yet" and that the

service is unbelievably good.

From Linda Parke, Personnel Director of Tioga County: "Tioga County is very pleased with the BCPA. Not only was there a savings for the County, but the retirees like UHC a lot. From an employer perspective, UHC has great customer support, and you are assigned a dedicated representative."

Representatives from United Health Care and the Broome County Purchasing Alliance and our health insurance consultants from Assured Partners will be presenting at the Government Operations Committee on August 15. I understand that there are many concerns about this change. We absolutely do not want negative impact to our retirees. We cannot say 100% that there will be no disruption to any of them, but we can never say that with any insurance transition. Overall, this plan has more coverage at a less expensive cost to both the County and the retiree.

Laurie Leonard
Personnel Officer
Cortland County Personnel
607-758-5546
lleonard@cortland-co.org

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From: [Laurie Leonard](#)
To: [Kevin Fitch](#); [Savannah Hempstead](#)
Cc: [Robert J. Corpora](#)
Subject: FW: retiree health plan proposal
Date: Monday, August 21, 2023 8:54:50 AM

See below regarding concern about St. Joseph's being out of network and people having to pay up front.

From: Laurie Leonard
Sent: Monday, August 21, 2023 8:53 AM
To: 'Mary Beach' <mbeach@twcnny.rr.com>
Subject: RE: retiree health plan proposal

Mary-

I just checked with our consultants and the UHC rep that did our presentations. He responded "St. Josephs are accepting the plan as out of network and billing UHC directly."

Laurie

From: Mary Beach <mbeach@twcnny.rr.com>
Sent: Friday, August 18, 2023 10:10 PM
To: Laurie Leonard <lleonard@cortland-co.org>
Subject: retiree health plan proposal

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Hi Laurie.

I communicated via email with the County Administrator Mr Fitch twice, as he had asked for retiree feedback on this issue. Below is the second email I sent him :

"Dear Mr. Fitch,

I see how the legislative committee voted to move forward.

I read the legislative presentation, and saw the assurance that the proposed plan is a "Passive PPO"- "any Medicare accepting provider will accept this coverage".

That all sounds great.

This brings me back to my out-of-network question to UHC, when they assured me of "no financial risk to the retiree using out of network, when using Medicare providers who will accept the UHC payment".

Therein lies the concern. Even when I pressed them on the issue, they said little about the

Medicare providers who will **NOT** accept the UHC payment (unless we want to be reassured by UHC's answer of "that rarely happens").

Onondaga County (with the same retiree PPO- UHC plan Cortland is looking into) posted online about this very issue. It came up for them due to the entire St Joseph's Health Network (hospital, doctors, labs, etc) canceling their contract, effective July 1, 2023. (contract reimbursement issues- St Joe's asked for more than UHC was offering.) This is what Onondaga told their retirees on-line:

"If the doctor refuses to accept this (UHC-PPO retiree group plan) plan, **you can continue to see the doctor, pay for the services upfront** and then submit the bill to United Health care for reimbursement."

How exactly would that work for a hefty ER or hospital bill???? Retirees get to pay upfront? Seriously? And then have to submit the bill ourselves to UHC to get paid, assuming they don't deny the service after the fact? (I still have not seen their service denial rates. That should be public record.) This would **never be a problem with our original Medicare and secondary county insurance**. Will this be a potential problem going forward with this PPO plan? This plan that can gain or lose in-network contacts on an annual basis?

Can some legislator at least ask this specific St. Joseph's health care system network question- Is St. Joseph's Hospital currently "accepting Medicare payment from Onondaga County's UHC group retiree Medicare Advantage PPO as an out of network provider?" If not, that is very problematic. You would have many unhappy retirees to contend with at some point in time. It would be lesser coverage than we were all promised when we earned these benefits."

Laurie, UHC told us to search their UHC in-network list of providers, so here's their most recent update on St. Joseph's: no St Joseph's providers listed that I could find. So I also looked at St Joseph's billing page directly:

- Medicare Plans- **OUT-OF-NETWORK EFFECTIVE JULY 1, 2023**
- United Healthcare Commercial Administered Plans - **OUT-OF-NETWORK EFFECTIVE JULY 1, 2023**
 - o Commercial Fully Insured/Underwritten Plans
 - Medical Group Services - **OUT-OF-NETWORK EFFECTIVE JULY 1, 2023**
 - Hospital Services - **OUT-OF-NETWORK EFFECTIVE SEPTEMBER 1, 2023**
 - Medicare Plans - **OUT-OF-NETWORK EFFECTIVE JULY 1, 2023**
 - o Medicaid/Essential Plan Plans
 - Medical Group Services - **OUT-OF-NETWORK EFFECTIVE AUGUST 1, 2023**
 - Hospital Services - **OUT-OF-NETWORK EFFECTIVE SEPTEMBER 1, 2023**

Do you have answers for us? I do not see any distinction between the Medicare Advantage group retiree PPO plan under discussion for our county and what is listed as out of network here. There is no "...but we are still Medicare certified AND will accept UHC's out of network

Medicare payment under Medicare Advantage government group retiree PPO policies". Since Onondaga County informed their retirees the entire St. Joseph's health system is now out of network for them, I assume it would be the same for Cortland County, if Cortland's contract does not meet what St Joseph's requires? Retirees then have to pay it all up-front (including high cost hospitalizations and tests) and beg for reimbursement, submit the bill ourselves to UHC and pray UHC does not deny for whatever reason after the fact? Am I missing something?

Thanks in advance.

Mary Beach

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To Cortland County Legislators:

July 22, 2023

I am writing to express my concerns regarding the proposal to move all Medicare eligible retirees and their Medicare eligible dependents who are on the County's health insurance plan to the UHC Medicare Advantage Plan. Listed below are my concerns.

*Members' rating of UHC Advantage Plans is the lowest rated of all Advantage Plans (80% approval), as per the official US Government Medicare Handbook, "Medicare and You 2023".

*The benefits presented are in the second of a third year contract meaning that the contract will need to be renegotiated in one year.

*Cayuga Medical does not contract with UHC, although we were told by David Scinto that they will bill for services. How will that impact care? Will they decline to accept new patients with UHC?

*Preauthorizations for certain medical tests, usually radiological we were told, is often required. Will that be a barrier to timely treatments ordered by a physician?

*We will no longer have our supplemental insurance, but only the Advantage Plan. Currently Medicare is primary and Excellus Blue Cross Blue Shield is our supplemental coverage. That means we are losing coverage.

*For current employees, will costs for their plan increase dramatically once retirees are removed from the "pool"?

The UHC salesman, David Scinto certainly presented a benefit package that sounded almost too good to be true. Is it? We were provided with only one side of the story.

Our current insurance has provided excellent health coverage and that is what so many of us counted on as we retired. I am very grateful for the current coverage.

I urge all Legislators to carefully examine and consider this proposal and what your vote means to the health of Cortland County employees. Please vote to allow us to keep our current health plan. We have no vote in this matter that directly affects our wellbeing.

Lastly, I would like to thank all members of the Legislature who I spoke with by phone or in person, for kindly listening to my concerns. I appreciate the respect you showed me.

Respectfully,

Karen Felker-Harrity, RN

From: [Laurie Leonard](#)
To: [Savannah Hempstead](#)
Subject: FW: United Healthcare PPO plan
Date: Friday, August 25, 2023 12:17:53 PM

-----Original Message-----

From: Vince Ann Wahlrab <vincenzawahlrab@gmail.com>
 Sent: Monday, August 21, 2023 10:36 AM
 To: Laurie Leonard <lleonard@cortland-co.org>
 Subject: Re: United Healthcare PPO plan

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Thank You Laurie. The information was helpful.
 Is Cortland County going in with Broome on the Health Care plan?
 Vince Ann

> On Aug 17, 2023, at 6:11 AM, Laurie Leonard <lleonard@cortland-co.org> wrote:

>

> Good morning,

>

> I've attached a more comprehensive outline of the benefits. If this is passed through the Legislature on 8/24, everyone will be receiving more information.

>

> Using today's rate (disclaimer here because Part B may increase, etc), this is how I figure your monthly premium with the new plan:

>

> You currently pay family at 20% contribution (\$394.06 minus your Part B premium of \$164.90) = \$229.16

>

> Under the new plan, you and your husband will each have an individual policy. Yours would be \$0 and his will be \$66.80 for a total of \$66.80 (using 2023 rates).

>

> Laurie

>

>

> -----Original Message-----

> From: Vince Ann Wahlrab <vincenzawahlrab@gmail.com>

> Sent: Wednesday, August 16, 2023 4:59 PM

> To: Laurie Leonard <lleonard@cortland-co.org>

> Cc: Victoria Staves <vstaves@cortland-co.org>

> Subject: United Healthcare PPO plan

>

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>

>

> Laurie

> When will retirees be able to view the full health plan and know the cost of the new plan?

> Thank you and I hope you are well.

> Vince Ann Wahlrab

Attachment: FW_ United Healthcare PPO plan (123-23 : Authorize Agreement - Medicare Advantage Plan)

>
> Sent from my iPad

>
> _____
>

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> <2024 Medicare Advantage Benefits BCPA.pdf>

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From: [Laurie Leonard](#)
To: [Savannah Hempstead](#)
Subject: FW: Management Compensation Plan
Date: Friday, August 25, 2023 12:18:55 PM

From: edwardgoehlerlaw <edwardgoehlerlaw@gmail.com>
Sent: Tuesday, August 15, 2023 2:46 PM
To: Laurie Leonard <lleonard@cortland-co.org>
Subject: Re: Management Compensation Plan

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Thanks Laurie I'll certainly watch the presentation...is it going to be available to watch before the legislature votes on the plan?

,But, as I mentioned in my prior email, the network issue wasn't my (and other retirees') only concern.

For example, did the presentation answer whether there will be more restrictive "prior authorization" policies with the 'advantage' plan than what Medicare has?

These advantage plans are infamous for not approving procedures, or long waits, denials of claims, and cumbersome pre-authorization policies for procedures.

Without looking very hard, it is easy to find these criticisms and facts about the problems with medicare advantage plans, for example, the quoted excerpt below:

I would guess all the written criticisms I read are not there because people are happy with their advantage plans.

The NYC plan that was subject to the successful lawsuit by the retirees also was a "Group" plan and the Judge in that case noted in his decision multiple issues with forcing the retirees to switch to that group plan which could cause problems for the retirees..

Thanks for your input and information on this, although I'm not at all yet convinced this proposal is all for the better.

Ed

Medicare Advantage plans have higher claim denial rates and more prior authorization restrictions than traditional Medicare plans. Last year, regulators found that nearly one in five payment requests rejected by Medicare Advantage plans in 2018 were wrongfully denied, representing an estimated 1.5 million claims.^{May 26, 2023}

On Tue, Aug 15, 2023 at 2:18 PM Laurie Leonard <lleonard@cortland-co.org> wrote:

Ed-

This morning in the Government Operations Committee, a presentation was made by

representatives of the Broome County Purchasing Alliance, which is the entity that we will be partnering with for our contract for the Medicare Advantage plan. I recommend that you watch it as it hits on many concerns you have. The recording should be posted on the legislative webpage soon.

Most importantly, the Medicare Advantage plan that is proposed is a GROUP plan, not an individual plan as you see when you search on the internet or see on the ads on TV. The benefits exceed our current benefits. Any provider that accepts Medicare will accept this plan.

Laurie

From: edwardgoehlerlaw <edwardgoehlerlaw@gmail.com>
Sent: Tuesday, August 15, 2023 2:13 PM
To: Laurie Leonard <lleonard@cortland-co.org>
Subject: Re: Management Compensation Plan

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Thanks Laurie, one of (but not the only) concerns I have regarding the county's proposed plan to force retirees into a medicare-advantage plan would pertain to any retiree who moves out of area, or splits their time between two residences...from what I read these medicare advantage networks are regional, not nationwide and if a retiree moves to another state that would mean the providers in the new residence area would be 'out of network'.

I've spoken to a number of retirees who are not in favor of being made to enroll in a med-advantage plan vs. their federal entitlement to medicare..

As Victoria may have mentioned to you, I sent her a copy of a very recent (last week) court case from a downstate Supreme Court Judge who has ruled the City could not force a similar plan onto its 250,000 retirees in that case.

Ed

On Tue, Aug 15, 2023 at 1:51 PM Laurie Leonard <lleonard@cortland-co.org> wrote:

Ed-
 See attached on page 8 and 9.

Laurie Leonard
 Personnel Officer
 Cortland County Personnel
 607-758-5546
lleonard@cortland-co.org

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--

Edward W. Goehler
Attorney at Law
11 Groton Avenue
Cortland, N.Y. 13045
(607) 758-8080

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--

Edward W. Goehler
Attorney at Law
11 Groton Avenue
Cortland, N.Y. 13045
(607) 758-8080

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From: [Laurie Leonard](#)
To: [Savannah Hempstead](#)
Subject: FW: Another out of network question
Date: Friday, August 25, 2023 12:23:34 PM

From: Laurie Leonard
Sent: Wednesday, July 19, 2023 10:29 AM
To: 'Scinto, David J' <dscinto@uhc.com>
Subject: RE: Another out of network question

Thank you!

From: Scinto, David J <dscinto@uhc.com>
Sent: Wednesday, July 19, 2023 10:28 AM
To: Laurie Leonard <lleonard@cortland-co.org>
Cc: Victoria Staves <vstaves@cortland-co.org>
Subject: RE: Another out of network question

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Hi Laurie,

Cayuga Medical is out of network, but they submit their claims directly to UHC. Members have not been required to pay upfront.

David Scinto

Sr. Strategic Account Executive, Account Management
 UnitedHealthcare Retiree Solutions

O 952-406-3224
 M 954-588-4635

PO Box 9472
 Minnetonka, MN 55343

From: Laurie Leonard <lleonard@cortland-co.org>
Sent: Wednesday, July 19, 2023 10:26 AM
To: Scinto, David J <dscinto@uhc.com>
Cc: Laurie Leonard <lleonard@cortland-co.org>; Victoria Staves <vstaves@cortland-co.org>
Subject: Another out of network question

Good morning David-

Just want to circle back on the out of network question – lots of people are saying that Cayuga

Attachment: FW_ Another out of network question (123-23 : Authorize Agreement - Medicare Advantage Plan)

Medical (which is our main urgent care facility) is out of network. I know you looked this up for me and said there were paid claims, but can you tell if the people had to pay up front? This would be an issue as everyone uses this urgent care facility here.

Laurie Leonard
Personnel Officer
Cortland County Personnel
607-758-5546
lleonard@cortland-co.org

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From: [Laurie Leonard](#)
To: [Savannah Hempstead](#)
Subject: FW: Cochlear implant
Date: Friday, August 25, 2023 12:27:46 PM

From: Laurie Leonard
Sent: Friday, July 21, 2023 3:43 PM
To: Richard Stock <rstock@cortland-co.org>
Subject: FW: Cochlear implant

From: Scinto, David J <dscinto@uhc.com>
Sent: Friday, July 21, 2023 3:36 PM
To: Laurie Leonard <lleonard@cortland-co.org>
Subject: RE: Cochlear implant

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Good afternoon Laurie,

Cochlear implants are covered by Medicare if individuals meet certain medical criteria. The benefit would be covered 100% if it meets Medicare guidelines, which it seems it does under her current Medicare benefits.

Thank you,

David Scinto

Sr. Strategic Account Executive, Account Management
 UnitedHealthcare Retiree Solutions

O 952-406-3224

M 954-588-4635

PO Box 9472
 Minnetonka, MN 55343

From: Laurie Leonard <lleonard@cortland-co.org>
Sent: Friday, July 21, 2023 3:16 PM
To: Scinto, David J <dscinto@uhc.com>
Subject: Cochlear implant

Another one for you...a retiree currently has her upgrade for her cochlear implant paid for 100% every five years through our Excellus plan as secondary. Do you know if this would be covered?

Attachment: FW_ Cochlear implant (123-23 : Authorize Agreement - Medicare Advantage Plan)

Laurie Leonard
Personnel Officer
Cortland County Personnel
607-758-5546
lleonard@cortland-co.org

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Attachment: FW_ Cochlear implant (123-23 : Authorize Agreement - Medicare Advantage Plan)

From: [Laurie Leonard](#)
To: [Savannah Hempstead](#)
Subject: FW: Retiree Health Insurance
Date: Friday, August 25, 2023 12:38:10 PM

From: Laurie Leonard
Sent: Monday, August 7, 2023 8:54 AM
To: 'wEbbh@ymail.com' <wEbbh@ymail.com>
Subject: RE: Retiree Health Insurance

If you pay zero now, you would still pay zero, yes.

From: wEbbh@ymail.com <wEbbh@ymail.com>
Sent: Sunday, August 6, 2023 5:02 PM
To: Laurie Leonard <leonard@cortland-co.org>
Subject: Fwd: Retiree Health Insurance

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Hi, Laurie,

I am just forwarding you an email I sent to my Legislator, Doug Bentley.

I know you have no vote in this, I am just checking on my last question. I pay \$0 for my Excellus Blue Cross and I would still pay \$0 if United Health Care is voted in. Is this correct?

Thanks,
 Harriet Webb

Sent from my iPad

Begin forwarded message:

From: webbh@ymail.com
Date: August 6, 2023 at 4:42:02 PM EDT
To: dbentley@cortland-co.org
Subject: Retiree Health Insurance

Hi, Doug,

I am emailing you with my concerns about the proposed new health insurance change for retirees. I did attend one of the informational meetings.

#1 When I retired I was told we would have the same benefits as current employees at the time.

#2 The fact that if your doctor is not in the network, you must pay up front and

then talk to someone at United Health Care and they will contact that practice and try to get them in the network. This requires at LEAST one phone call. These are older individuals who may not find this as simple as it sounds.

#3 Older individuals already have health care providers in place and will find it hard to change to an in-network provider.

#4 I found it difficult on their website to find out if my orthopedic surgeon was in-network. I was not able to. I consider myself somewhat knowledgeable on the computer. Not all older individuals are computer savvy.

#5 I am always in favor of saving the taxpayers money and I do know that employee and retiree benefits eat up a large portion of the County budget. Maybe this could be something to put in place for future retirees.

It is quite possible that I misunderstood some of this information, so please correct me if I am wrong. It is also my understanding that there would be no additional cost to the retiree.

Thanks for listening, Doug,
Harriet Webb

Sent from my iPad

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Cortland County Medicare Advantage Presentation August 15, 2023

Anthony Brothers
Senior Vice President, Sales
716-688-8888
Anthony.Brothers@assuredpartners.com

POWER

through Partnership

2.2.o

Attachment: Cortland County 2024 BCPA Presentation (123-23 : Authorize Agreement -

Packet Pg. 71

Agenda

Introductions

BCPA Overview

Medicare Advantage

- Purpose of Medicare Advantage

Benefit Comparison

- Current Benefits
- Proposed Benefits

Claim Examples

Questions and Discussion

Your Service Team



Jed Daughton
Agency President



Bill Brothers
Executive Vice President



Tony Brothers
Senior Vice President



Alex Hartley
Director of Data Analytics



Ted Butler
Vice President - Pharmacy



Sharese Golding
Account Executive



Susan Schrembs
Director of Operations



Kris McGuire
Stop Loss Manager



Ben Ratka
Ancillary Benefits Executive

Your UnitedHealthCare Team

UnitedHealthcare	Geoff Rensi Vice President, Account Management	David Scinto Senior Strategic Account Executive
	Renukha Newaldass Client Service Manager	Amy Potter Service Account Manager
	Donna Bucci Implementation Manager	



Broome County Purchasing Alliance (BCPA)

Empowered by Douglas Bulman, Consultant
Statewide Purchasing Alliance of NY, LLC - SPANY

BCPA - Overview

Broome County, through the formation of this cooperative purchasing alliance, pools the purchasing power with other municipalities to reduce costs, risks, and future rate instability for retiree health coverage by securing competitive coverage and rates for entities participating in the BCPA - Medicare Advantage and Prescription Drug (MAPD) program.

This cooperative purchasing initiative is referred to as the “Broome County Purchasing Alliance” (BCPA or Alliance). Broome County, through a formal RFP, selected MAPD coverage options through United HealthCare.

The Alliance achieved an average annual savings of 26% which includes multi-year rate guarantees and better-quality coverage and services for our retirees, now and in the future.

Your BCPA Contacts

BCPA Team:

Robin Laabs, Purchasing

Robin.Laabs@broomecounty.us

(607) 778-2188

Tom Dellapenna, Risk and Insurance

Thomas.dellapenna@broomecounty.us

(607) 778-2311

SPANY Team:

Douglas Bulman, President

dbulman@spany.org

(607) 778-2311

2022 BCPA ACCOMPLISHMENTS

Success Stories Projected 3-Year Savings

- Broome County Saves **\$840,294**
- Chemung County MAPD – 3-Year Savings - \$2,323,440
 - Chemung Shared Services Matching Funds at 95% - \$772,179
- Projected Total Financial Impact: **\$3,095,615**
- Tioga County MAPD – 3 Year Savings: \$2,525,609
- Tioga shared services matching funds at 95% - \$816,078
- Projected Total Financial Impact **\$3,341,687**

CWSSI - Eligibility

- Each County submits Shared Services Initiative.
- Groups moving onto the BCPA platform must shift **ALL** Medicare-eligible retirees over (full plan takeover)
- The Panel members from each County must approve and submit CWSSI paperwork by December 31st.
- Entities on the Panel can opt out of project and are not required to participate in the Medicare Advantage Initiative
- Towns, villages and cities are typically automatically included in Shared Service initiatives.
- Schools usually need to be invited to participate on the Panel by the County Leader
- Panel; for each county determines how matching funds are to be distributed.
- For additional guidance, forms, and resources on the CWSSI go to:

<https://www.ny.gov/shared-services-initiative/forms-guidance-resources>

BCPA Timelines

- **Resolutions and Data Submission Deadline – 9/1/23**
- **BCPA/UHC Account Registration Deadline - 10/01/23**
- **Communications and Onboarding - 10/15/23**
- **BCPA & UHC Dedicated Service Team Meetings 10/1/23**
- **Retiree Meetings (Virtual and On-site) 10/15/23 – 12/15/23**
- **Open Enrollment Meetings – 10/15/23 – 12/01/23**

The background of the slide is a blurred image of a financial market screen. It shows various data points, including numbers in parentheses (e.g., 18590 (2), 18594 (1), 18589 (4), 18590 (1), 18573 (2), 18567 (2), 18567 (9), 18560 (5), 18470 (1), 18390 (1), 18514 (1), 18511 (1), 18550 (1), 18390 (1), 17755 (1)) and percentage changes (e.g., -60, -0.322%, -70, -0.375%, 111, -0.598%). A hand is visible on the right side, holding a silver and black pen and pointing it towards the center of the slide. Overlaid on this background is a dark blue rectangular box with a thin white border. Inside this box, the words "Medicare Advantage" are written in a large, white, sans-serif font.

Medicare Advantage

Medicare Advantage – What is it?

Original Medicare

Provided by the federal government



Part A

Helps pay for hospital stays and inpatient care



Part B

Helps pay for doctor visits and outpatient care

Medicare Advantage plan

Offered by private companies



Part C

Combines Part A (hospital insurance) and Part B (medical insurance) in 1 plan



Part D

Usually includes prescription drug coverage



Provides additional benefits, services and programs not provided by Original Medicare

Notes:

- **Currently:** Retirees are covered under Original Medicare (Parts A & B), with any non-covered services falling under secondary coverage through the County's Excellus Traditional Health plan.
- **Proposed Scenario:** BCPA Medicare Advantage plan would become the sole payer of claims. Once enrolled, Medicare Parts A and B remain active, but the benefits are administered through UnitedHealthCare. Original Medicare does not pay medical claims while an individual is enrolled in a Medicare Advantage plan, with a few exceptions. Medicare Advantage Parts C and D through the BCPA would replace the Excellus secondary coverage at a lower cost to the individual at the point of service.

Current (Excellus Traditional Plan) vs Proposed (BCPA Plan 4) Side by Side

	Excellus BCBS		BCPA	
	Traditional Plan		Plan Option 4	
Benefits	In-Network	Out-of-Network	In-Network	Out-of-Network
In-Network:	Current (Medical Plan)		Proposed (Medicare Advantage Plan)	
Deductible	\$100/\$300		None	
Coinsurance	20% Coinsurance		None	
Out-of-Pocket Maximum	\$500/\$1,500		None	
Out-of-Network:	Current			
Deductible	\$100/\$300		None	
Coinsurance	20% Coinsurance		None	
Out-of-Pocket Maximum	\$500/\$1,500		None	
Medical Services:	In-Network		In/out of Network	
Preventive Services	Covered In Full		Covered In Full	
Primary Care	20% Coinsurance		Covered In Full	
Specialist	20% Coinsurance		Covered In Full	
X-rays	Covered In Full		Covered In Full	
Hospital Care:	In-Network		In/out of Network	
Urgent Care	\$0 Copayment		Covered In Full	
Emergency Room	\$0 Copayment		Covered In Full	
Inpatient Hospital	\$0 Copayment		Covered In Full	
Outpatient Surgery - Ambulatory Center	20% Coinsurance		Covered In Full	
Outpatient Surgery - Facility	20% Coinsurance		Covered In Full	

Current (Excellus Traditional Plan) vs Proposed (BCPA Plan 4) Side by Side, Cont...

	Current	Proposed
Prescription Drug:		In/out of Network
Generic/Formulary/Non-Formulary	\$10/\$20/\$35/\$50	\$0/\$1/\$1/\$1
Coverage Gap/Donut hole	No Coverage Gap	No Coverage Gap
Mail Order	\$10/\$40/\$70/\$50	\$0/\$1/\$1/\$1
Rehabilitation Services	In-Network	In/out of Network
Physical, Occupational, and Speech Therapy	Deductible then 20% Coinsurance	Covered In Full
Chiropractor	Deductible then 20% Coinsurance	Covered In Full
Cardiac Rehab	Deductible then 20% Coinsurance	Covered In Full
Vision	In-Network	In/out of Network
Routine Eye Exam Refraction (every 12 months)	\$0	\$0
Vision Hardware Allowance (in lieu of eyeglasses)	\$120	\$300
Replenishment Frequency	24 Months	12 Months
Dental	*Separate Dental Plan	In/out of Network
Deductible (Preventative & Diagnostic not included)	\$0	\$0
Calendar Year Maximum	\$1,000	\$500
Type 1 (Prev. & Diagnostic Services)	100%	100%
Type 2 (Minor Services)	100%	100%
Type 3 (Major Services)	Not Covered	Not Covered
Type 4 (Orthodontia)	Not Covered	Not Covered
Additional Details:		
Unique Benefits	N/A	Renew Active Fitness Benefit
Current vs Proposed	Current (Medical Plan)	Proposed (Medicare Advantage Plan)
Rate Guarantee	12 Months	12/31/2024
Monthly Premium		
Single	\$810.04	\$334.00

Important Details

Passive PPO – any Medicare accepting provider will accept this coverage

All benefits are **equal to or better** than the current offering

- *Out of Pocket expenses at the point of service are eliminated*
- *\$0 Copayments for generic medications, \$1 copay for all brand medications*

Retiree Contributions will be the same or lower than current contribution levels

Annual Dental Allowance

Annual Vision Allowance

County Impact

Cost Comparison	Current	Proposed
Medical Experience (12 Months)	\$857,561	Insured
Rx Experience (12 Months)	\$1,774,113	Insured
Total Plan Spend (Feb. 2022 - Jan. 2023)	\$2,631,674	\$1,703,400
Administrative Cost (12 Months)	\$168,861	N/A
Rebates	-\$486,464	N/A
RDS Subsidy	-\$294,770	N/A
Shared Services (95% match)	N/A	\$300,107
Total 1st Year Savings with Shared Services	N/A	\$616,008
Total 1st Year Savings	N/A	\$315,902

By implementing this program, Cortland County will be able to offer improved benefits to its Medicare eligible retirees while reducing the overall cost to administer those benefits to both the Taxpayer and the Retirees themselves

Claim Examples

Mental Health Specialist

Currently, a Primary Care Doctor Visit benefit is covered by Part B as follows:

Behavioral health integration services

If you have a behavioral health condition (like depression, anxiety, or another mental health condition), Medicare may pay your health care provider to help manage your care for that condition. Some health care providers may offer care management services using the Psychiatric Collaborative Care Model.

Costs

You pay a monthly fee, and the Part B deductible and coinsurance apply.

Part B Deductible = \$226 in 2023

Under Medicare Advantage BCPA Plan 4, claims would process as follows:

Inpatient Mental Health Lifetime Maximum	Unlimited	
Inpatient Mental Health/ Substance Abuse in a Psychiatric Hospital	\$0 Per Admit	\$0 Per Admit

Physical Therapy Claim

Currently, the Physical Therapy benefit is covered by Part B as follows:

Physical therapy services

Part B covers evaluation and treatment for injuries and diseases that change your ability to function, or to improve or maintain current function or slow decline, when your doctor or other health care provider (including a nurse practitioner, clinical nurse specialist, or physician assistant) certifies you need it.

Costs

After you meet the Part B deductible, you pay 20% of the Medicare-approved amount.

Part B Deductible = \$226 in 2023

Under Medicare Advantage BCPA Plan 4, claims would process as follows:

Occupational Therapy	\$0	\$0
Physical Therapy and Speech/Language Therapy	\$0	\$0

Inpatient Claim

Currently, the inpatient benefit is covered by Part A as follows:

Inpatient hospital care (continued)

Costs

You pay this for each benefit period (in 2023):

- Days 1-60: \$1,600 deductible.
- Days 61-90: A \$400 copayment each day.
- Days 91 and beyond: An \$800 copayment per each lifetime reserve day after day 90 (up to a maximum of 60 reserve days over your lifetime).
- Each day after the lifetime reserve days: All costs. Inpatient mental health care in a psychiatric hospital (but not in a Medicare-certified distinct part psychiatric unit of an acute care or critical access hospital) is limited to 190 days in a lifetime.

Under Medicare Advantage BCPA Plan 4, claims would process as follows:

Inpatient Services		
Inpatient Hospital Stay	\$0 Per Admit	\$0 Per Admit
Skilled Nursing Facility Care - Prior hospital stay requirement waived	Yes	Yes
Skilled Nursing Facility Care - Benefit Period	100 Days	
Skilled Nursing Facility Care	\$0 Per Day	\$0 Per Day
Day Range 1	Days 1 - 20	Days 1 - 20
	\$0 Per Day	\$0 Per Day
Day Range 2	Days 21 - 100	Days 21 - 100
Inpatient Mental Health Lifetime Maximum	Unlimited	
Inpatient Mental Health/ Substance Abuse in a Psychiatric Hospital	\$0 Per Admit	\$0 Per Admit

FAQ's

Do I need Original Medicare (Parts A & B)?

Yes, one must be entitled to Medicare Part A and enrolled in Part B. Retirees must continue paying Medicare Part B premium to Social Security in order to be eligible for coverage under the UHC Group Medicare Advantage (PPO) Plan.

Is this the Medicare Advantage plan advertised on TV?

No. This is a custom Group Medicare Advantage PPO Plan designed exclusively for retirees of Cortland County. This plan is different and should NOT be confused with individual UHC Medicare Advantage plans or Active plan.

Is this plan nationwide?

Yes, this plan offers nationwide coverage (benefits are the same in and out of network)

FAQ Fact sheet available in print

Questions

Jurisdiction: Cortland County
 Jurisdictional Class: Unclassified
 Adopted 10/20/05
 Amended: 4/10/09; 1/6/10; 5/28/15; 1/1/16; 10/24/22

CLERK OF THE COUNTY LEGISLATURE

DISTINGUISHING FEATURES OF THE CLASS:

The work involves responsibility for performing statutory duties imposed by County Law and other applicable laws or directives of the Legislature. The Clerk of the County Legislature also furnishes research, investigative and clerical support to Legislators as needed. The duties are both administrative and managerial, requiring the exercise of good judgment in dealing with the confidentiality of subject matter. The incumbent must be knowledgeable of legislative procedure and protocol. The work is performed under general supervision with leeway allowed for the use of independent judgment in carrying out the duties of the position. The Clerk of the Legislature also serves as County Historian, responsible for the collection, preservation and education relating to local history. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Provides clerical support to the Legislators and their statutory, standing and special committees;

Provides clerical and managerial support to all County boards and committees, and maintains By-laws for all County boards and committees;

Maintains records of all acts, local laws and proceedings of the Legislature;

Oversees and provides direction to the Deputy Clerk of the Legislature;

Researches and identifies sources of Federal and State revenues and assists in the writing, planning and development of applications for Federal and State grants;

Administration of congressional, legislative and other grants as directed;

Attends meetings of the County Legislature and its committees, undertakes research and submits to the Legislature reports and recommendations as requested;

Assists the Legislature in the development of policies, procedures, and goals;

Notifies members to convene Legislature organization meetings;

Communicates with Cortland County municipalities to relay pertinent information;

Attends meetings, provide remote access and prepares minutes of Legislative proceedings and edits and maintains such proceedings and recordings;

Prepares the calendar for Legislative meetings, public hearings, special events and tours, including screening and organizing all communications, reports, resolutions, acts, etc., for proper insertion in the calendar and disseminates agendas to Legislators;

Sets up of legislative events, press conferences, public hearings and tours;

Organizes, plans and attends at County events, with the assistance of other departments/agencies, as appropriate;

Manages legislative meeting rooms for use by all County departments;

Prepares and operates the annual budget for the Legislature and Clerk of the Legislature departments~~department~~, and is responsible for ordering, purchasing and processing payment of all Legislative needs;

Serves as liaison between the Legislature and other persons and agencies, including County departments and outside agencies and individuals;

With appropriate department heads, handles Freedom of Information Requests for all county departments;

Acts as liaison to the Legislature for the Industrial Development Agency;

Clerk of the County Legislature

Manages the Cortland County Tobacco Asset Securitization Corporation activity, schedules annual meetings, and maintains records;

Creates press releases and acts as the liaison between the legislature and local media, and acts as County Public Information Officer;

Maintains social media accounts for the Legislature;

Initiates and oversees county-wide historical projects, in conjunction with municipal historians;

Provides support to the Chair of the Board of Ethics; receives financial disclosures and confidential complaints;

Provides guidance and support to municipal historians and serves as a conduit of information between the State Historian in Albany and municipal historians;
 Identifies historic structures and districts and prepares nominations to the State and National Historic Registers;
 Advises general public in researching local and public history;
 Creates and updates county website for Historian and Legislature, and all other departments as needed:-
Act as webmaster for the County website and works with the Director of Information Technology on website updates;
Train County employees on website, MinuteTrag and other programs as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of parliamentary procedures and the Legislature's rules of order;
 Good knowledge of local, State and Federal laws pertinent to the operation of the Clerk's office;
 Good knowledge of the record retention schedule set by the New York State Education Department;
 Good knowledge of local, regional and New York State history;
 Good knowledge of the organization, structure and functions of County government and departments;
 Ability to interpret and implement policies set by the Legislature;
 Ability to write, edit and proofread a variety of documents;
 Ability to establish and maintain effective working relationships with others;
 Ability to communicate effectively both orally and in writing;
 Ability to perform close, detail work involving considerable visual effort and concentration;
 Ability to operate a personal computer and utilize common office software programs;
 Ability to deal effectively with the public;
 Physical condition commensurate with the demands of the position.

SUGGESTED MINIMUM QUALIFICATIONS: Either:

- (a) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant a bachelor's degree in Public Policy, English, Journalism, History or closely related field; OR
- (b) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate's degree in secretarial science or closely related field and two (2) years of clerical experience which involved the operation of a computer for word-processing, database or spreadsheet applications; OR
- (c) Graduation from high school or possession of a high school equivalency diploma and four (4) years of experience as defined in (b); OR
- (d) An equivalent combination of training and experience as defined by the limits of (a), (b), and (c).

NOTE:

Degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside of the United States and its territories, applicant must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <http://www.cs.ny.gov/jobseeker/cfm>. Applicants must pay the required evaluation fee.

INTERMUNICIPAL AGREEMENT

This agreement is by and between the County of Tompkins with offices at 125 East Court Street, Ithaca, New York, 14850, hereinafter called the “**TOMPKINS**” and the County of Cortland with offices at 60 central Avenue, Cortland NY 13045, hereinafter referred to as “**CORTLAND**”.

WITNESSETH:

WHEREAS, **TOMPKINS** received a grant from the New York State Department of State, Division of Local Government Services for the purpose of converting paper copies of municipal documents to digital versions and storing them in an organized, sustainable repository known as Laserfiche, AND

WHEREAS, **TOMPKINS** wishes to share services with **CORTLAND** for the conversion of certain documents belonging to **CORTLAND**, performed through **TOMPKINS** and its contractors, AND

WHEREAS, the project name is ***Tompkins/Cortland Shared Services Electronic Records Repository***, NOW

THEREFORE, In consideration of the promises, covenants, and agreements contained herein the parties agree as follows:

1. The term of this agreement is June 01, 2023 through May 31, 2028. This agreement will automatically renew at five (5) year increments upon the expiration date. However, this agreement may be terminated at any time upon 30 days’ written notice of one party to the other.
2. **TOMPKINS** shall provide consulting and oversight services to **CORTLAND** for the purpose of scanning and cataloging certain records designated by **CORTLAND**.
3. **TOMPKINS** agrees to provide said services at no charge to **CORTLAND**, other than charges outlined in the TSSERR User Group Agreement. (ATTACHED)
4. Documents scanned under this agreement will be scanned using the Laserfiche document storage system. Laserfiche offers the following security features:
 - Laserfiche Vault is a Laserfiche Cloud solution package of services and cloud-based features that support stringent non-alterable record archival requirements such as WORM (write once, read many) compliance required by SEC Rule 17a-4 for broker dealers. Beyond financial services, Laserfiche Vault’s strict compliance mode can also be applied to support

rigorous records management practices for electronically stored information (ESI) requiring prevention of any unauthorized alterations or deletions of digital records.

- Laserfiche Cloud protects data with encryption in transit and at rest. It is architected to support tenant isolation and provides granular controls that regulate access to information.
- Laserfiche Cloud supports single sign-on with Active Directory federated Services (AD FS) and SAML Authentication with identity providers such as Okta and Azure Active Directory.
- Laserfiche Cloud supports industry-standard password controls, such as password minimum length, complexity and history.
- Laserfiche performs a vulnerability scan of backend servers that run in the Laserfiche Cloud hosting environment.
- Laserfiche using a third party vendor to conduct penetration testing of the Cloud system
- Laserfiche Cloud utilizes host-based intrusion detection to reduce the risk of data theft by individuals or organizations attempting to gain unauthorized access.
- Laserfiche Cloud's firewall configuration settings are regularly reviewed based on industry standards
- Laserfiche Cloud supports auditing of both access and modification of object repositories
- Administrators can configure access rights and privileges to limit actions that users can perform across the repository based upon role assignments or group memberships
- Administrators can use access rights to limit control access to individual documents and objects. For example, security tags restrict access to documents on a document by document basis.
- The Laserfiche Cloud repository audit log includes details of user actions, including viewing, modifying, creating and deleting documents and similar operations on metadata and other repository objects.
- SOC 2 Type 2—This report details the controls for Laserfiche Cloud related to the criteria for the security availability and confidentiality principles set forth in TSP section 100, 2017 Trust Services Criteria for Security, Availability, Processing Integrity, Confidentiality and Privacy (AICPA, Trust Services Criteria)
- Laserfiche's SOC Type 2 Plus report covers the security requirements set forth in the Health Insurance Portability and Accountability Act of 1996

(HIPAA) provide within Title 45 Code of federal Regulations Sections 164.308-312 (45CFR Sections 164.308-312) (the Security Requirements)

- DoD 5015.2 details the department of Defense's baseline requirements for Records management Applications (RMA) that facilitate adequate and appropriate basis for addressing the basic challenges of managing records in the automated environment that increasingly characterizes the creation and use of records. Laserfiche Cloud records management controls are based on our self-hosted Department of Defense 5015.2 versions 3-certified electronic records management capabilities.
5. **CORTLAND** shall provide an appropriate location to host a server to house the data, which shall be shared by both Tompkins County and other municipalities within Cortland County. **TOMPKINS** facilitated the county-to county fiber optic connection performed by its subcontractor. **CORTLAND** agreed to provide access for subcontractors as needed.
 6. The provisions of this agreement shall be construed under the laws of the State of New York.
 7. **CORTLAND** warrants that they are officers or representatives of their respective offices and departments and, as such, are duly authorized to bind their respective offices and departments to the terms and provisions set forth herein and further acknowledge that the other party is entitled to rely upon this representation of authority.
 8. During the performance of this agreement, **CORTLAND** agrees that they will not discriminate against any employee or applicant for employment because of age, creed, race, color, sex, sexual orientation, gender identity, national origin, marital status, disability, military status, arrest record, conviction record, and domestic violence victim status. Such action shall be taken with reference, but not limited to : recruitment, employment, job assignment, promotion, upgrading, demotion, transfer, layoff or termination, rates of pay or other forms of compensation and selections for training or retraining, including apprenticeship and on the job training.
 9. **CORTLAND** shall indemnify, hold harmless and defend **TOMPKINS** and its officers, employees, agents and elected officials from and against any and all claims and actions brought against **TOMPKINS** and its officers, employees, agents and elected officials for injury or death to any person or persons or damage to property arising out of the performance of this contract by **CORTLAND** its employees, subcontractors or agents with the exception of all actions and claims arising out of the negligence **TOMPKINS**.
 10. Records of **CORTLAND** shall remain the sole custody of **CORTLAND**. No information from **CORTLAND** will be shared without the consent of **CORTLAND**.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year listed below.

Dated: _____

 Tompkins County

State of New York)
 County of _____)

On the ____ day of _____ in the year _____ before me, the undersigned, a Notary Public in and for said State, personally appeared _____ personally know to me or proved to me on the basis of satisfactory evidence to be the individual (s) whose name (s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity (ies) and that by his/her/their signature on the instrument, the individual (s) or the person upon behalf of which the individual (s) acted executed the instrument.

Dated: _____

Cortland County

State of New York)

County of _____)

On the ____ day of _____ in the year _____ before me, the undersigned, a Notary Public in and for said State, personally appeared _____ personally know to me or proved to me on the basis of satisfactory evidence to be the individual (s) whose name (s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity (ies) and that by his/her/their signature on the instrument, the individual (s) or the person upon behalf of which the individual (s) acted executed the instrument.

**TOMPKINS SHARED SERVICES ELECTRONIC RECORDS
REPOSITORY (TSSERR)
GROUP AGREEMENT**

Pursuant to Section 119-o of the General Municipal Law, the undersigned municipalities hereby enter into this Agreement to form a form a five year renewable Tompkins Shared Services Electronic Records Repository group, herein after referred to as TSSERR.

The participating voting local governments ("Members") are:

Tompkins County Information Technology Services
Tompkins County Clerk
City of Ithaca
Town of Caroline
Town of Danby
Town of Dryden
Town of Enfield
Town of Groton
Town of Ithaca
Town of Lansing
Town of Newfield
Town of Ulysses
Village of Cayuga Heights
Village of Dryden
Village of Freeville
Village of Groton
Village of Lansing
Village of Trumansburg
Cortland County Clerk
Town of Harford
Town of Virgil

The participating at large (non-voting) agencies include:

New York State Archives (Advisory Only)

Term:

This agreement shall become effective upon execution by each and every Participating Member and shall be in force for the period beginning upon full execution through December 31, 2018 and may be renewed for an additional five years by appropriate resolutions by each of the members on or before December 31, 2018, all other terms and conditions of this agreement remaining the same.

Establishing a Program

The parties hereby establish an ongoing partnership for the purpose of jointly planning, providing, and coordinating shared local government digital records technology services within Tompkins County. The TSSERR group will coordinate with the Tompkins County Clerk's Office, the Tompkins County Information Technology Services Department and other providers as necessary and agreed upon by TSSERR. TSSERR will be governed under the terms and conditions of the Tompkins Shared Services Electronic Records Repository By-Laws. TSSERR members may use the group as a vehicle for voluntarily sharing of information, equipment, publicity about programs, and/or coordinating their respective services.

The initial TSSERR focus is:

- Back-file conversion, indexing and import of defined, common record sets (Example: meeting minutes, building permits, City Attorney files) for local municipalities into the County hosted enterprise electronic document management system (EDMS).

- Review and improvement of future processes based on the management, retrieval and records retention requirements within the EDMS platforms and available software tools of the included municipal record sets.

- Redundancy of records based on alternative media and formats (e.g. paper, microfilm, digital) for long term preservation and disaster recovery requirements.

- Implementation of a true electronic disaster recovery solution for existing and future records stored within the EDMS platforms as a goal defined within the Tompkins County Records Management Program.

- Establishing a repository of public records and the improved “transparency” of public information in an electronic system which provides for more immediate access and retrieval.

- The creation of a local, government records management organization initially comprised of all participating municipalities and Tompkins County Departments to be based on the TSSERR By-laws. The purpose of this organization will be to define and continually address collective records management standards, practices and policies, frame level of service requirements of the Tompkins County hosted solution or other service provider hosted solutions, clarify fiscal and participation responsibilities and identify information technology related needs and issues.

Examples include, but not limited to:

- Electronic business process strategies.
- Provides structure and technical capacity for expansion of EDMS shared services model to additional records sets and other local government agencies.

Sharing Program Costs

TSSERR shall have an annual operational budget as determined by the Tompkins County budgeting process and successful grant funding programs, and other

approved local government contributions, as managed in the Tompkins County Clerk's Office budgetary unit. Currently, the projected cost for each member will be derived from a per license fee. This yearly support cost is projected to be \$205.00 per license per year (based on 2013 cost) and is subject to an incremental increase per year. A project review/work plan based on the use of these funds will be submitted to the Tompkins County Government Operations Committee no later than the first quarter of each year. Voting TSSERR participating members will receive the following:

1. Tompkins County shall provide TSSERR members secure access to and technical support for the following applications: Laserfiche RIO digital archiving repository and any other systems or services included in the annual TSSERR work plan.
2. Tompkins County shall provide TSSERR members with technical assistance and/or project planning assistance based on any new initiatives included in the annual TSSERR work plan.
3. Tompkins County shall provide services for TSSERR members between the hours of Monday through Friday, 8 a.m. – 5 p.m. Emergencies notwithstanding, any County provided service(s) outside of these core hours must be scheduled one week in advance and mutually agreed upon between Tompkins County and the TSSERR member.

Any proposed project outside of the scope of the base operational services described above must include a funding plan and be mutually agreed upon by the TSSERR group through a majority vote. Any additional funding required from Participating Members above and beyond the annual County Budget allocation must be approved by each individual member participating in the project.

Governance

Name: The governing board shall be called Tompkins Shared Services Electronic Records Repository (TSSERR) Group.

Membership: TSSERR shall have a total of 21 (twenty one) voting members. The partners include: City of Ithaca (1), Town of Caroline (1), Town of Danby (1), Town of Ithaca (1), Town of Lansing (1), Town of Dryden (1), Town of Groton (1), Town of Enfield (1), Town of Newfield (1), Town of Ulysses (1), Village of Cayuga Heights (1), Village of Dryden (1), Village of Freeville (1), Village of Groton (1), Village of Lansing (1), Village of Trumansburg (1), Tompkins County Clerk (1), Tompkins County Information Technology Services Department (1), Cortland County Clerk (1), Town of Harford (1), and the Town of Virgil (1).

Roles of the Tompkins Shared Services Electronic Records Repository Group

TSSERR shall operate under its own by-laws that have been approved by the Tompkins County Legislature and then ratified by all Participating Members.

Roles of the Tompkins County Clerk's Office & Tompkins County Information Technology Services Department

Staff from the Tompkins County Information Technology Services Department and the Tompkins County Clerk's Office will work with Participating Members to provide support to TSSERR that includes:

- assistance in developing an annual work plan of priority planning, oversight, and evaluation issues;
- assistance in developing options and guidelines as needed to implement the TSSERR work plan;

- staff support to TSSERR to implement work plan;
- preparation of meeting agendas in consultation with the TSSERR Group chair;
- preparation and management of meeting records;
- preparation of contracts with service providers as authorized by the TSSERR Group;
- coordination with the partners to assure that program meets the needs of the TSSERR Group;
- coordination with partners to assure that policy questions that require TSSERR decisions are acted on in a timely way;
- coordination with members to define and develop policy, procedures and information technology & records management security requirements specific to the scope of activities and responsibilities associated with TSSERR members.

Roles of Tompkins Shared Services Electronic Records Repository Participating Local Governments

The Participating Local Governments will be responsible for:

- upon request, provide a yearly summary of participation and periodically highlighting any trends or significant changes in program participation, feedback, expenses or revenues for TSSERR;
- tracking participation in formats and on a schedule requested by or acceptable to TSSERR;
- recommending programs or changes to improve services and/or lower costs.

Fiscal Accountability

The Tompkins County Clerk's Office is the fiscal agent for the Partnership. The County Clerk's Office will administer those funds in accordance with the TSSERR annual work plan.

As a condition of this agreement, the Tompkins County Clerk shall maintain records of expenses and revenues as required by TSSERR.

Liability

No party (Participating Member) shall have any financial liability to any other Participating Member other than the contributions agreed to by the Participating Member, and no Participating Member shall be liable to any other agency or any member of the public for the performance, non-performance, or any breach of this agreement.

Dispute Resolution

In the event of any dispute, claim, question, or disagreement arising from or relating to this agreement or the breach thereof, the members shall use their best efforts to settle the dispute, claim, question, or disagreement. To this effect, they shall consult and negotiate with each other in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to all parties.

County Clerk Monthly Report: January-July 2023

	YTD 2021	YTD 2022	YTD 2023
Clerk Fees	279,943.00	285,617.00	230,473.00
DMV Fees	243,531.00	202,557.00	224,069.00
User Fee	168,835.00	147,317.10	164,218.00,
Internet Fee	12,190.00	7,889.00	12,821.00
Local Mtg Tax	238,278.00	256,125.00	155,067.00,
DWI Fines	4,200.00	5,619.00	2,995.00
Mtg Tax Exp	36,351.00	36,351.00	36,551.00
TOTAL	983,328.00	941,475	825,994.00
% OF Est Rev	66.71%	56.57%	53.84%
Est Rev	1,474,216.00	1,487,516.00	1,534,316.00
Actual Rev	1,705,470.28	1,615,993.68	TBD

Deputy Co Clerk attended NYALGRO conference in Ithaca in June

Met with new scanning company to discuss completion of grant-progress on grant

Worked on budget

Set up meeting with Tompkins and Cortland County to discuss storage of future digital images

POSITION VACANCY REPORT

As of August 1, 2023

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Aging Services Specialist Grade 15/\$22.1642-\$28-0545	Aging	Resignation	6/2/2023	6/14/2023	6/15/2023	6/15/2023	Posted/Cert		
Aging Services Specialist Grade 15/\$22.1642-\$28-0546	Aging	Resignation	6/16/2023	6/14/2023	6/15/2023	6/15/2023	Posted/Cert		
Food Service Helper Grade 3/\$15.0557-19.0567	Aging	Resignation	6/20/2023	6/23/2023	6/23/2023	6/23/2023	7/10/2023	Tina McCroy	
Aging Services Specialist Grade 15/\$22.1642-\$28-0544	Aging	Resignation	7/28/2023	6/12/2023	6/12/2023	6/12/2023	Posted/Cert		
Data Officer Grade 4H/\$20.3240-\$27.0513	Assigned Counsel	Retirement	7/1/2023	5/25/2023	5/25/2023	5/25/2023	7/3/2023	Ellen Webb	Grant Funded
Information Processing Clerk Grade 8/\$17.7082-\$20.4141	Assigned Counsel	Promotion	7/3/2023	6/28/2023	6/28/2023	6/28/2023	Posted		
Custodian Grade 3/\$15.0557-\$19.0567	Buildings and Grounds	Termination	12/28/2022	1/3/2023	1/6/2023	1/6/2023	Posted		
Building Maintenance Mechanic Grade 10-\$18.8329-\$23.8377	Buildings and Grounds	Termination	4/7/2023	4/11/2023	4/13/2023	4/14/2023	7/17/2023	Cyle Glover	Grant Funded
Building Maintenance Mechanic Grade 10-\$18.8329-\$23.8378	Buildings and Grounds	Promotion	6/13/2023	6/13/2023	6/14/2023	6/15/2023	7/24/2023	Wesley Shoemaker	Grant Funded
Building Maintenance Foreperson Grade 19/\$25.4771-\$32.2476	Buildings and Grounds	Resignation	6/13/2023	6/13/2023	6/15/2023	6/15/2023	7/24/2023	Allan Pankhurst	
Custodian Grade 3/\$15.0557-\$19.0567	Buildings and Grounds	Promotion	7/24/2023	7/10/2023	7/10/2023	7/10/2023	exam file apps		
Paralegal Grade 6H/\$23.4869-\$31.2611	County Attorney	New	11/18/2022	11/17/2022	Approved by Resolution	11/17/2022	Posted		*
Chief Assistant County Attorney Grade 4/\$85,369-\$113,625	County Attorney	Resignation	6/20/2023	6/15/2023	6/15/2023	6/20/2023	Posted		
Senior Index Clerk Grade 8/\$17.7082-\$22.4141	County Clerk	Removal	4/10/2023	4/3/2023	4/3/2023	4/3/2023	Posted		
Senior Motor Vehicle Clerk Grade 11/\$18.2559-\$23.1072	County Clerk	Resignation	8/11/2023	7/26/2023	7/26/2023	7/26/2023	Posted		

Attachment: August 2023 (11581 : August 2023 Vacancy Report)

POSITION VACANCY REPORT

As of August 1, 2023

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Motor Vehicle Clerk Grade 9/\$18.2559-\$23.1072	County Clerk	Promotion	unknown	7/26/2023	7/26/2023	7/26/2023			
Assistant District Attorney Grade 6/\$73,873-\$98.324	District Attorney	Removal	11/7/2022	11/14/2022	11/14/2022	11/14/2022	7/3/2023	Zachariah Zallo	
Information Processing Clerk Grade 8/\$17.7082-\$20.4141	District Attorney	Removal	6/21/2023	6/30/2023	6/30/2023	6/30/2023	Posted		
Social Welfare Examiner Grade 12/\$20.0654-\$25.3977	DSS	Promotion	6/9/2012	6/16/2023	6/16/2023	6/16/2023			Grant Funded
Caseworker Grade 18/\$24.5868-\$31.1205	DSS	Promotion	10/28/2022	1/3/2023	1/3/2023	1/3/2023	7/3/2023	Ivy Aiken	
Senior Caseworker Grade 20/\$26.4087-\$33.467	DSS	Promotion	3/13/2023	2/24/2023	2/27/2023	3/1/2023	Posted		
Support Investigator Grade 12/\$20.0654-\$25.3977	DSS	Promotion	4/28/2023	4/14/2023	4/14/2023	4/17/2023	Posted		
Social Welfare Examiner Trainee Grade 10/\$18.8329-\$23.8377	DSS	New Postion	4/28/2023	4/27/2023	Approved by Resolution	4/27/2023	Posted		
Case Aide Grade 8/\$17.7082-\$22.4141	DSS	Resignation	5/6/2023	5/15/2023	5/15/2023	5/15/2023	7/10/2023	Daisy Allen	Grant Funded
Case Aide Grade 8/\$17.7082-\$22.4141	DSS	Resignation	5/7/2023	6/14/2023	6/15/2023	6/15/2023	Posted		Grant Funded
Case Aide Grade 8/\$17.7082-\$22.4141	DSS	Promotion	5/22/2023	5/1/2023	5/1/2023	5/1/2023	Posted		Grant Funded
Caseworker Grade 18/\$24.5868-\$31.1206	DSS	Resignation	6/2/2023	6/7/2023	6/13/2023	6/14/2023	Posted		Grant Funded
Senior Account Clerk Grade 10/\$18.8329-\$23.8377	DSS	Promotion	6/2/2023	5/16/2023	5/16/2023	5/16/2023	Posted		Grant Funded
Caseworker Grade 18/\$24.5868-\$31.1205	DSS	Resignation	6/7/2023	5/5/2023	5/8/2023	5/8/2023	7/3/2023	Michael Park	Grant Funded
Caseworker Grade 18/\$24.5868-\$31.1205	DSS	Resignation	6/12/2023	5/24/2023	5/24/2023	5/24/2023	Posted		Grant Funded
Senior Social Welfare Examiner Grade 15/\$22.1643-\$28.0544	DSS	Resignation	6/23/2023	5/30/2023	5/31/2023	5/31/2023	Posted		Grant Funded
Social Welfare Examiner Trainee Grade 10/\$18.8329-\$23.8377	DSS	Promotion	6/23/2023	5/30/2023	5/31/2023	5/31/2023	Posted		Grant Funded

Attachment: August 2023 (11581 : August 2023 Vacancy Report)

POSITION VACANCY REPORT

As of August 1, 2023

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Support Investigator Grade 12/\$20.0654-\$25.3977	DSS	Removal	7/23/2023	7/21/2023	7/21/2023	7/25/2023	Posted		
Senior Account Clerk Grade 10/\$18.8329-\$23.8377	DSS	Reinstatement	7/24/2023	7/10/2023	7/12/2023	7/13/2023	Posted		
Caseworker Grade 18/\$24.5868-\$31.1206	DSS	Resignation	8/11/2023	7/24/2023	7/25/2023	7/25/2023	Posted		
Community Service Worker Grade 5/\$16.2237-\$20.5351/hr	DSS	Temporary	N/A	7/7/2023	7/12/2023	7/13/2023	Posted		
Community Service Worker Grade 5/\$16.2237-\$20.5351/hr	DSS	Temporary	N/A	7/7/2023	7/12/2023	7/13/2023	Posted		
Community Service Worker Grade 5/\$16.2237-\$20.5351/hr	DSS	Temporary	N/A	7/7/2023	7/12/2023	7/13/2023	Posted		
Employment & Training Specialist Grade 13 \$20.7293-\$26.2381	E&T	New	6/15/2020	5/14/2020	Approved by resolution	5/14/2020	Posted		Grant Funded
Employment & Training Specialist Grade 13 \$20.7293-\$26.2381	E&T	Resignation	4/3/2023	3/31/2023	3/31/2023	3/31/2023	7/10/2023	Laura Maurer	Grant Funded
Deputy Election Commissioner Grade 12/\$47,566-\$63,710	Elections	Promotion	5/25/2023	5/17/2023	5/17/2023	5/17/2023	8/7/2023	Karen Jenney	
Senior Dispatcher Grade 8/\$25.0106-\$34.1584	ERAC	New Position	1/1/2023	11/21/2022	11/21/2022	11/21/2022	Exam File		
Dispatcher Grade 6/\$21.5102	ERAC	Resignation	3/17/2023	3/20/2023	3/21/2023	3/21/2023	7/10/2023	Kristi Walley	
Dispatcher Grade 6/\$21.5102	ERAC	Resignation	5/1/2023	5/3/2023	5/6/2023	5/6/2023	Posted		
RN/ \$29.6033-\$34.6753 hr PHN / \$31.8942-\$37.3569 hr	Health	Removal of Provisional	4/23/2022	5/2/2022	5/2/2022	5/2/2022	Posted		*
Senior Account Clerk Grade 10/\$18.8329-\$23.8377	Health	Promotion	9/10/2022	2/10/2023	2/10/2023	2/10/2023	7/17/2023	Scarlett Mead	
Public Health Technician Grade 15/\$22.1643-\$28.0544	Health	New	4/28/2023	4/28/2023	Approved by Resolution	4/28/2023	7/17/2023	Chris Quinlan	
Public Health Sanitarian Grade 19/\$25.4771-\$32.2476	Health	Temporary	5/3/2023	5/4/2023	5/4/2023	5/4/2023	7/10/2023	Marissa Pavlovich	
Early Invention Services Coordinator Grade 23/\$29.5259-\$37.3470	Health	Temp for Retirement	6/16/2023	6/16/2023	6/16/2023	6/16/2023	7/14/2023	Nicole Koekebacker	

Attachment: August 2023 (11581 : August 2023 Vacancy Report)

POSITION VACANCY REPORT

As of August 1, 2023

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Public Health Sanitarian Grade 19/\$25.4771-\$32.2476	Health	Retirement	6/23/2023	7/24/2023	7/24/2023	7/26/2023	7/26/2023	Marissa Pavlovich	
Public Health Educator Grade 16/\$22.9307-\$29.0244/hr	Health	Temporary	7/17/2023	6/29/2023	6/29/2023	6/29/2023	7/31/2023	Rose Walsh	
Public Health Fellow Grade 16/\$22.9307-\$29.0244/hr	Health	Resignation	7/28/2023	7/24/2023	7/24/2023	7/26/2023	Posted		
Public Health Educator Grade 16/\$22.9307-\$29.0244/hr	Health	Resignation	8/8/2023	7/26/2023	7/26/2023	7/26/2023	Posted		
Public Health Educator Grade 16/\$22.9307-\$29.0244/hr	Health	Resignation	8/15/2023	7/24/2023	7/24/2023	7/26/2023	Posted		
Heavy Equipment Operator Grade 16/\$22.0488-\$27.9023	Highway	Resignation	8/11/2022	8/12/2022	8/12/2022	8/12/2022	Post		Grant Funded
Park Attendant \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	7/17/2023	Lukas Quinn	
Park Attendant \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Park Attendant \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Seasonal Aide \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Seasonal Aide \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Seasonal Aide \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Seasonal Aide \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Wade Pool Attendant (PT) \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Wade Pool Attendant \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	7/10/2023	Daniel Foody	
Wade Pool Attendant \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Park Attendant \$15.20/hr	Highway	Temporary	3/2/2023	2/13/2023	2/13/2023	2/13/2023	Posted		

Attachment: August 2023 (11581 : August 2023 Vacancy Report)

POSITION VACANCY REPORT

As of August 1, 2023

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Heavy Equipment Operator Grade 16/\$22.0488-\$27.9023	Highway	Resignation	3/31/2023	4/5/2023	4/5/2023	4/5/2023	Posted		
Motor Equipment Operator Trainee Grade 11 \$19.4349/hr / Motor Equipment Operator	Highway	Promotion	5/8/2023	6/5/2023	7/12/2023	7/12/2023	Posted		
Heavy Equipment Operator Grade 16/\$22.0488-\$27.9024	Highway	Resignation	5/25/2023	6/2/2023	6/2/2023	6/5/2023	Posted		Grant Funded
Parts Chaser Grade 5/\$16.2237-\$20.5351/hr	Highway	Removal	7/25/2023	7/19/2023	7/19/2023	7/19/2023	Posted		
Network Technician Grade 18/\$24.5868-\$31.1265	IT	Resignation	6/9/2023	6/12/2023	6/12/2023	6/12/2023	Posted		
Staff Psychiatrist (Part-time) \$112/hour	Mental Health	Resignation	5/1/2011	3/28/2011	3/31/2011	3/31/2011	Posted/ Advertised		*
Senior Mental Health Clinician Grade 28/\$34.9958-\$40.0754	Mental Health	Temporary	11/28/2022	11/18/2022	11/18/2022	11/21/2022	Posted		*
Clinical Director of Mental Health Programs Grade 6/\$73.873-\$98.324	Mental Health	Removal	2/17/2023	2/13/2023	2/13/2023	2/13/2023	Cert/Posted		
Mental Health Rehab Specialist Grade 16/\$22.9307-\$29.0244	Mental Health	Retirement	4/22/2023	4/28/2023	4/28/2023	4/28/2023	7/10/2023	Ashley Tollner	
Mental Health Clinician Grade 26/\$33.0886-\$41.8817	Mental Health	Resignation	5/26/2023	5/10/2023	5/10/2023	5/10/2023	6/29/2023	Basha Zurbruegg	
Mental Health Clinician Grade 26/\$33.0886-\$41.8817	Mental Health	New	5/26/2023	5/25/2023	Approved by Resolution	5/25/2023	Posted		
Compliance/Privacy Officer Grade 7/\$68,718-\$91,464	Mental Health	New	6/23/2023	6/22/2023	Approved by Resolution	6/22/2023	8/7/2023	Aaron Hammond	
Mental Health Rehab Specialist Grade 16/\$22.9307-\$29.0244	Mental Health	Temporary	6/28/2023	6/28/2023	6/28/2023	6/28/2023	7/3/2023	Destiny Houghton	
Mental Health Rehab Specialist Grade 16/\$22.9307-\$29.0244	Mental Health	Resignation	6/29/2023	5/10/2023	5/10/2023	5/10/2023	Posted		
Mental Health Rehab Specialist Grade 16/\$22.9307-\$29.0244	Mental Health	Resignation	7/21/2023	7/25/2023	7/25/2023	7/26/2023	Posted		
Senior Medical Services Clerk Grade 10/\$18.8329-\$23.8377/hr	Mental Health	Resignation	8/4/2023	7/26/2023	7/26/2023	7/26/2023	Posted		
Driver, per diem Grade 4 \$15.0058-\$18.8989/hr	Nutrition	New Position	7/25/2013	7/26/2013	7/29/2013	7/31/2013	Posted		*

Attachment: August 2023 (11581 : August 2023 Vacancy Report)

POSITION VACANCY REPORT

As of August 1, 2023

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Grant Administrator Grade 10/\$55,315-\$75,625	Planning	New	1/1/2023	11/18/2022	11/21/2022	11/21/2022	Posted		*
GIS Planner Grade 19/\$25.4771-\$32.2476	Planning	Resignation	5/26/2023	5/3/2023	5/3/2023	5/4/2023	8/24/2023	Laura Herrling	
Mobility Coordinator Grade 17/\$23.7382-\$30.0465	Planning	New	5/26/2023	5/25/2023	Approved by Resolution	5/25/2023	Posted		
Alternatives to Incarceration Officer Grade 14/\$21.4282-\$27.1228	Probation	Resignation	4/21/2023	6/23/2023	6/23/2023	6/23/2023	7/17/2023	Brianne Shippey	
Probation Assistant Grade 12/\$20.0654-\$25.3977	Probation	New	6/23/2023	6/22/2023	Approved by Resolution	6/22/2023	Posted/Cert		
Keyboard Specialist Grade 5/\$16.2237-\$20.5351	Probation	Promotion	7/7/2023	7/7/2023	7/7/2023	7/7/2023	Posted		
Assistant Public Defender Grade 6/\$73,873-\$98,324	Public Defender	Resignation	5/17/2023	4/25/2023	4/26/2023	4/26/2023	Posted		Grant Funded
Public Defender Grade 3/\$91,771-\$122,148	Public Defender	Resignation	6/9/2023	5/18/2023	5/18/2023	5/18/2023	Posted		
Assistant Public Defender (PT) Grade 6/\$36,930-\$49,162	Public Defender	Resignation	6/28/2023	6/15/2023	6/16/2023	6/16/2023	7/10/2023	Jarrod Smith	Grant Funded
Case Manager for Indigent Defendants Grade 14/\$21.4282-\$27.1251	Public Defender	Resignation	7/19/2023	6/16/2023	6/16/2023	6/19/2023	Posted		
PT Jail Cook (12 hrs) Grade 2 \$17.4089-\$23.1381	Sheriff	Filled 32hr vacancy	10/20/2017	10/10/2017	10/13/2017	11/2/2017	Posted		*
Jail Cook-Per Diem Grade 2 \$17.4089-\$23.1381	Sheriff	Took 32hr Cook position	5/23/2018	6/5/2018	6/11/2018	6/20/2018	Posted		*
Correction Officer Grade 1 \$22.0637-\$36.4211	Sheriff	Resignation	7/24/2021	9/15/2021	9/15/2021	9/16/2021	Cert/Posted		*
Correction Officer Grade 1 \$22.0637-\$36.4207	Sheriff	Resignation	9/10/2021	9/9/2021	9/9/2021	9/13/2021	Cert/Posted		*
Correction Officer Grade 1 \$22.0637-\$36.4212	Sheriff	Resignation	11/6/2021	11/5/2021	11/5/2021	11/8/2021	Cert/Posted		*
Correction Officer Grade 1 \$22.0637-\$36.4206	Sheriff	Retirement	12/31/2021	12/23/2021	12/28/2021	1/4/2022	Cert/Posted		*
Correction Officer Grade 1 \$22.0637-\$36.4208	Sheriff	Resignation	1/9/2022	1/18/2022	1/19/2022	1/19/2022	Cert/Posted		*

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POSITION VACANCY REPORT

As of August 1, 2023

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Keyboard Specialist Grade 5/\$16.2237-\$20.5351	Sheriff	New	8/26/2022	8/25/2022	Approved by Resolution	8/25/2022	Cert		*
Correction Officer Grade 1 \$22.0637-\$36.4209	Sheriff	Resignation	9/30/2022	9/22/2022	9/22/2022	9/22/2022	Cert/Posted		*
County Police Officer (Deputy Sheriff) CPO \$27.9318-\$37.0972	Sheriff	New 2023	1/1/2023	11/29/2022	11/30/2022	11/30/2022	Cert		*
Correction Officer Grade 1 \$22.0637-\$36.4206	Sheriff	Resignation	1/18/2023	1/6/2023	1/6/2023	1/9/2023	Cert/Posted		
Correction Officer Grade 1 \$22.0637-\$36.4214	Sheriff	Resignation	1/27/2023	2/6/2023	2/7/2023	2/7/2023	Cert/Posted		
County Police Officer (Deputy Sheriff) CPO \$27.9318-\$37.0974	Sheriff	Promotion	3/2/2023	3/8/2023	3/16/2023	3/16/2023	Cert		
Correction Officer Grade 1 \$22.0637-\$36.4214	Sheriff	Retirement	3/29/2023	3/21/2023	3/21/2023	3/22/2023	Cert/Posted		
Correction Officer Grade 1 \$22.0637-\$36.4214	Sheriff	Retirement	3/31/2023	4/3/2023	4/3/2023	4/3/2023	Cert/Posted		
Correction Officer Grade 1 \$22.0637-\$36.4214	Sheriff	Resignation	4/6/2023	4/6/2023	4/17/2023	4/17/2023	Cert/Posted		
County Police Officer (Deputy Sheriff) CPO \$27.9318-\$37.0972	Sheriff	Resignation	4/6/2023	4/11/2023	4/17/2023	4/17/2023	Cert		
Correction Officer Grade 1 \$22.0637-\$36.4213	Sheriff	Retirement	4/7/2023	3/21/2023	3/21/2023	3/22/2023	Cert/Posted		
Correction Officer Grade 1 \$22.0637-\$36.4212	Sheriff	Resignation	4/13/2023	3/21/2023	3/21/2023	3/22/2023	Cert/Posted		
Correction Officer Grade 1 \$22.0637-\$36.4206	Sheriff	Resignation	4/14/2023	3/22/2023	3/23/2023	3/23/2023	Cert/Posted		
Keyboard Specialist Grade 5/\$16.2237-\$20.5351	Sheriff	Resignation	5/12/2023	4/28/2023	5/5/2023	5/13/2023	Cert		
County Police Officer (Deputy Sheriff) CPO \$27.9318-\$37.0973	Sheriff	Promotion	6/20/2023	6/26/2023	6/26/2023	6/26/2023	exam file apps		
Correction Officer Grade 1 \$22.0637-\$36.4207	Sheriff	Resignation	6/22/2023	6/26/2023	6/26/2023	6/26/2023	exam file apps		
Correction Officer Grade 1 \$22.0637-\$36.4208	Sheriff	Resignation	7/10/2023	7/6/2023	7/7/2023	7/25/2023	exam file apps		

Attachment: August 2023 (11581 : August 2023 Vacancy Report)

POSITION VACANCY REPORT

As of August 1, 2023

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Undersheriff Grade 4/\$85,369-\$113,625/yr	Sheriff	Retirement	7/27/2023	7/12/2023	7/24/2023	7/25/2023	N/A		

Attachment: August 2023 (11581 : August 2023 Vacancy Report)

NEW VACANCIES THAT OCCURRED IN JULY 2023

Department	Title	Date of Vacancy
Aging	Aging Services Specialist	7/28/2023
Assigned Counsel	Data Officer	7/1/2023
	Information Processing Clerk	7/3/2023
Buildings and Grounds	Custodian	7/24/2023
DSS	Support Investigator	7/23/2023
	Senior Account Clerk	7/24/2023
Health	Public Health Educator	7/17/2023
	Public Health Fellow	7/28/2023
Highway	Parts Chaser	7/25/2023
Mental Health	Mental Health Rehabilitation Specialist	7/21/2023
Probation	Keyboard Specialist	7/7/2023
Public Defender	Case Manager for Indigent Defendants	7/17/2023
Sheriff	Undersheriff	7/28/2023
	Correction Officer	7/10/2023

VACANCIES FILLED IN JULY 2023

[illegible]



**CORTLAND COUNTY ATTORNEY
VICTORIA J. MONTY**

Jeri A. DuVall
Assistant County Attorney

CORTLAND COUNTY OFFICE BUILDING
60 CENTRAL AVENUE, CORTLAND NY 13045
TEL: 607-753-5095

Nicole Compton
Secretary

MONTHLY REPORT – Dated July 10, 2023

DEBT COLLECTION & CLASS ACTION SETTLEMENTS:

YTD 2023	2022	2021	2020	2019
\$1,311.86	\$151,289.00	\$0.00	\$0.00	\$4,348.13

INSURANCE RECOVERIES & SETTLEMENTS

YTD 2023	2022	2021	2020	2019
\$0.00	\$13,280.98	\$20,622.62	\$22,219.98	\$122,477.76

FINES COLLECTED:

YTD 2023	2022	2021	2020	2019
\$400.00	\$400.00	(data unknown)	(data unknown)	(data unknown)

CONTRACTS & AGREEMENTS referred to County Attorney's Office for review:

NEW Since last report	YTD 2023	2022	2021	2020	2019
26	176	371	307	359	360

INCIDENT/ACCIDENT/THREAT REPORTS reviewed by County Attorney's Office:

NEW Since last report	YTD 2023	2022	2021	2020	2019
9	54	92	126	144	143

Attachment: June_Report_20230601_thru_20230630 (11562 : County Attorney Office Monthly Report)

JD/PINS PETITIONS - Family Court matters referred for prosecution by the County Attorney's Office in Juvenile Delinquency (JD), Persons in Need of Supervision (PINS) and Violation of Probation/Support matters:

Type	YTD 2023	2022	2021	2020	2019
JD	8	12	17	21	22
JD - RTA*	4	4	3	8	13
PINS	9	9	4	4	15
Probation Violations - Support	5	10	3	5	6

* Respondent 16 years of age at date of offense(s), committed 10/01/2018-9/30/2019; 17 years of age at date of offense(s), committed after 10/01/2019

JD (including RTA) referrals for petition by classification of offense:

	YTD 2023	2022	2021	2020	2019
Property Crimes	5	11	9	24	19
Crimes Against Persons	4	2	7	4	6
Sex Offenses	2	1	6	1	10
Other (e.g., Violation of Probation)	1	3	0	0	0

COURT ORDERS – Orders prepared in Family Court matters referred for prosecution by the County Attorney's Office in Juvenile Delinquency (JD), Persons in Need of Supervision (PINS) and Violation of Probation/Support matters:

NEW Since last report	YTD 2023	2022	2021	2020	2019
12	36	49	21	65	87

Weights and Measures
For June/July 2023
Government Operations Committee

For the month of June and July I completed the last of the gas stations. This included 318 petrol meters and 17 timing devices. The first week of July I pulled petrol samples for the New York State Petroleum Quality Program. Scales tested at grocery stores, berry farms and farmers market totaled 63. I did 1 rail scale at a butcher shop 3 platform scales at salvage/scrap yard and distillery. By the time of the meeting 8 fuel oil trucks will be complete for the last two months which will free the 100/30 gallon prover up so that Oswego County can start the shared use of the unit. The 100/30 prover was also used to do a gas station with above ground tanks and a truck stop with high flow diesel pumps that also has above ground tanks. Calibrations included 2 bulk tank for these last months..

Wesley Foley
Director of Weights and Measures
Office phone 607-753-5025



Cortland County Board of Elections

112 River Street, Suite 1

Cortland, NY 13045-2828

Tel: 607-753-5032 Fax: 607-597-2590

www.Cortland-Co.org

Thomas H. Brown
Democratic Commissioner
607-753-5033

Michelle S. Brown
Republican Commissioner
607-753-5125

MONTHLY REPORT – June 2023

Voter Registrations/Records:

New	Address	Party	Name	IA/Purge/Other	Duplicates	Incomplete	DOH	OCA	TOTAL
174	241	38	14	340	5	49	37	0	898

Notices Sent:

Acknowledgments	Transfers	Confirmations	HAVA ID	Cancellations	Incompletes	TOTAL
77	92	4	6	8	49	236

FOIL Requests:

Received	In process	Completed
7	0	7

- Initiated the transfer of management systems for 450+ pre-reg 16 and 17 yr olds.
- Received two town caucus, with nominations for GE23.



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Democratic Commissioner
607-753-5033

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MONTHLY REPORT – July 2023

Voter Registrations/Records:

New	Address	Party	Name	IA/Purge/Other	Duplicates	Incomplete	DOH	OCA	TOTAL
81	276	207	18	102	27	38	26	1	776

Notices Sent:

Acknowledgments	Transfers	Confirmations	HAVA ID	Cancellations	Incompletes	TOTAL
293	134		2	8	38	475

FOIL Requests:

Received	In process	Completed
14	0	14

- Received 16 town/village caucus with nominations for GE23.
- Pending party change applications were processed.
- 11 inspector training classes were held, for a total of 67 inspectors trained.



**CORTLAND COUNTY ATTORNEY
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Jeri A. DuVall
Assistant County Attorney

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TEL: 607-753-5095

Nicole Compton
Secretary

MONTHLY REPORT – Dated August 8, 2023

DEBT COLLECTION & CLASS ACTION SETTLEMENTS:

YTD 2023	2022	2021	2020	2019
\$1,311.86	\$151,289.00	\$0.00	\$0.00	\$4,348.13

INSURANCE RECOVERIES & SETTLEMENTS

YTD 2023	2022	2021	2020	2019
\$0.00	\$13,280.98	\$20,622.62	\$22,219.98	\$122,477.76

FINES COLLECTED:

YTD 2023	2022	2021	2020	2019
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CONTRACTS & AGREEMENTS referred to County Attorney's Office for review:

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Crimes Against Persons	4	2	7	4	6
Sex Offenses	2	1	6	1	10
Other (e.g., Violation of Probation)	1	3	0	0	0

COURT ORDERS – Orders prepared in Family Court matters referred for prosecution by the County Attorney's Office in Juvenile Delinquency (JD), Persons in Need of Supervision (PINS) and Violation of Probation/Support matters:

NEW Since last report	YTD 2023	2022	2021	2020	2019
4	40	49	21	65	87

Requests by Month

Run Date: 08/11/2023 3:24 PM

Create Date	Request Type	Completed/Closed	Close Date	Reference No
6/1/2023	Sheriff Department Request	Yes	6/4/2023	S000391-060123
6/1/2023	Sheriff Department Request	Yes	6/4/2023	S000392-060123
6/1/2023	Sheriff Department Request	Yes	6/4/2023	S000393-060123
6/1/2023	County FOIL Request	Yes	6/2/2023	R000179-060123
6/2/2023	Sheriff Department Request	Yes	6/4/2023	S000394-060223
6/2/2023	County FOIL Request	Yes	6/5/2023	R000180-060223
6/5/2023	Sheriff Department Request	Yes	6/26/2023	S000395-060523
6/5/2023	Sheriff Department Request	Yes	6/8/2023	S000396-060523
6/5/2023	Sheriff Department Request	No		S000397-060523
6/5/2023	Sheriff Department Request	Yes	6/15/2023	R000181-060523
6/5/2023	Sheriff Department Request	Yes	6/8/2023	S000398-060523
6/5/2023	Sheriff Department Request	Yes	6/8/2023	S000399-060523
6/5/2023	Sheriff Department Request	Yes	6/15/2023	S000400-060523
6/5/2023	Sheriff Department Request	Yes	6/8/2023	S000401-060523
6/5/2023	Sheriff Department Request	Yes	6/8/2023	S000402-060523
6/5/2023	Sheriff Department Request	Yes	6/8/2023	S000403-060523
6/5/2023	Sheriff Department Request	Yes	6/8/2023	S000404-060523
6/5/2023	Sheriff Department Request	Yes	6/8/2023	S000405-060523
6/5/2023	County FOIL Request	Yes	6/16/2023	R000182-060523
6/7/2023	Sheriff Department Request	Yes	6/8/2023	S000406-060723
6/8/2023	Sheriff Department Request	Yes	7/2/2023	S000407-060823
6/8/2023	Sheriff Department Request	Yes	7/2/2023	S000408-060823
6/9/2023	County FOIL Request	Yes	6/19/2023	R000183-060923
6/9/2023	Sheriff Department Request	Yes	6/15/2023	S000409-060923
6/9/2023	Sheriff Department Request	Yes	6/15/2023	S000410-060923
6/9/2023	Sheriff Department Request	Yes	6/15/2023	S000411-060923
6/9/2023	Sheriff Department Request	Yes	6/15/2023	S000412-060923
6/12/2023	Sheriff Department Request	Yes	6/15/2023	S000413-061223
6/12/2023	Sheriff Department Request	Yes	6/29/2023	R000184-061223
6/13/2023	Sheriff Department Request	Yes	6/15/2023	S000414-061323
6/13/2023	Sheriff Department Request	Yes	6/15/2023	S000415-061323
6/13/2023	Sheriff Department Request	Yes	6/15/2023	S000416-061323
6/13/2023	Sheriff Department Request	Yes	6/15/2023	S000417-061323
6/13/2023	Sheriff Department Request	Yes	6/15/2023	S000418-061323
6/13/2023	Sheriff Department Request	Yes	6/15/2023	S000419-061323
6/13/2023	Sheriff Department Request	Yes	6/15/2023	S000420-061323
6/13/2023	County FOIL Request	Yes	6/16/2023	R000185-061323
6/15/2023	Sheriff Department Request	Yes	7/2/2023	S000421-061523
6/15/2023	Sheriff Department Request	Yes	6/26/2023	S000422-061523
6/16/2023	Sheriff Department Request	Yes	7/31/2023	S000423-061623
6/16/2023	Sheriff Department Request	Yes	7/2/2023	S000424-061623
6/16/2023	County FOIL Request	Yes	7/6/2023	R000186-061623
6/16/2023	County FOIL Request	No		R000187-061623
6/16/2023	Unrecognized Email	Yes	6/16/2023	U000770-061623
6/17/2023	County FOIL Request	Yes	7/6/2023	R000188-061723

Attachment: August FOIL Report (11630 : Monthly FOIL Report - Clerk of the Legislature)

Create Date	Request Type	Completed/Closed	Close Date	Reference No
6/19/2023	Sheriff Department Request	Yes	6/20/2023	S000425-061923
6/19/2023	Sheriff Department Request	Yes	7/2/2023	S000426-061923
6/19/2023	Sheriff Department Request	Yes	6/20/2023	S000427-061923
6/19/2023	Sheriff Department Request	Yes	6/20/2023	S000428-061923
6/19/2023	Sheriff Department Request	Yes	6/20/2023	S000429-061923
6/19/2023	Sheriff Department Request	Yes	6/20/2023	S000430-061923
6/20/2023	Sheriff Department Request	Yes	6/20/2023	S000431-062023
6/20/2023	Sheriff Department Request	Yes	6/29/2023	S000432-062023
6/20/2023	Sheriff Department Request	Yes	6/26/2023	S000433-062023
6/20/2023	Sheriff Department Request	Yes	6/25/2023	S000434-062023
6/20/2023	Sheriff Department Request	Yes	6/20/2023	S000435-062023
6/20/2023	Sheriff Department Request	Yes	6/20/2023	S000436-062023
6/20/2023	County FOIL Request	Yes	7/18/2023	R000189-062023
6/21/2023	Sheriff Department Request	Yes	6/25/2023	S000437-062123
6/21/2023	Sheriff Department Request	Yes	6/25/2023	S000438-062123
6/21/2023	Sheriff Department Request	Yes	6/25/2023	S000439-062123
6/21/2023	Sheriff Department Request	Yes	6/25/2023	S000440-062123
6/21/2023	Sheriff Department Request	Yes	6/26/2023	S000441-062123
6/22/2023	County FOIL Request	Yes	6/22/2023	R000190-062223
6/23/2023	Sheriff Department Request	Yes	6/25/2023	S000442-062323
6/23/2023	County FOIL Request	Yes	7/6/2023	R000191-062323
6/26/2023	Sheriff Department Request	Yes	7/2/2023	S000443-062623
6/26/2023	Sheriff Department Request	Yes	7/30/2023	S000444-062623
6/27/2023	County FOIL Request	Yes	7/17/2023	R000192-062723
6/28/2023	Sheriff Department Request	Yes	7/2/2023	S000445-062823
6/28/2023	Sheriff Department Request	Yes	7/2/2023	S000446-062823
6/29/2023	Sheriff Department Request	Yes	7/2/2023	S000447-062923
6/29/2023	Sheriff Department Request	Yes	7/2/2023	S000448-062923
6/29/2023	Sheriff Department Request	Yes	7/2/2023	S000449-062923
6/29/2023	Sheriff Department Request	Yes	7/2/2023	S000450-062923
6/29/2023	Sheriff Department Request	Yes	6/29/2023	S000451-062923
6/30/2023	Sheriff Department Request	Yes	7/2/2023	S000452-063023
6/30/2023	Sheriff Department Request	Yes	7/2/2023	S000453-063023
6/30/2023	County FOIL Request	Yes	7/18/2023	R000193-063023
7/5/2023	Sheriff Department Request	Yes	7/9/2023	S000454-070523
7/5/2023	Sheriff Department Request	Yes	7/9/2023	S000455-070523
7/5/2023	Sheriff Department Request	Yes	7/9/2023	S000456-070523
7/5/2023	Sheriff Department Request	Yes	7/9/2023	S000457-070523
7/5/2023	Sheriff Department Request	Yes	7/9/2023	S000458-070523
7/5/2023	Sheriff Department Request	Yes	7/9/2023	S000459-070523
7/5/2023	Sheriff Department Request	Yes	7/9/2023	S000460-070523
7/7/2023	Sheriff Department Request	Yes	7/9/2023	S000461-070723
7/9/2023	Sheriff Department Request	Yes	7/9/2023	S000462-070923
7/10/2023	County FOIL Request	Yes	7/18/2023	R000194-071023
7/10/2023	County FOIL Request	No		R000195-071023
7/11/2023	Sheriff Department Request	Yes	7/31/2023	S000463-071123
7/11/2023	County FOIL Request	No		R000196-071123
7/11/2023	County FOIL Request	No		R000197-071123
7/12/2023	County FOIL Request	No		R000198-071223

Attachment: August FOIL Report (11630 : Monthly FOIL Report - Clerk of the Legislature)

Create Date	Request Type	Completed/Closed	Close Date	Reference No
7/12/2023	Sheriff Department Request	Yes	7/31/2023	S000464-071223
7/12/2023	Sheriff Department Request	Yes	7/31/2023	S000465-071223
7/12/2023	Sheriff Department Request	Yes	8/6/2023	S000466-071223
7/12/2023	Sheriff Department Request	Yes	8/6/2023	S000467-071223
7/12/2023	Sheriff Department Request	Yes	8/6/2023	S000468-071223
7/12/2023	County FOIL Request	Yes	7/25/2023	R000199-071223
7/12/2023	Sheriff Department Request	Yes	8/6/2023	S000469-071223
7/12/2023	Sheriff Department Request	Yes	8/6/2023	S000470-071223
7/17/2023	Sheriff Department Request	Yes	8/6/2023	S000471-071723
7/17/2023	County FOIL Request	No		R000200-071723
7/17/2023	County FOIL Request	Yes	7/25/2023	R000201-071723
7/19/2023	County FOIL Request	No		R000202-071923
7/19/2023	Sheriff Department Request	Yes	8/6/2023	S000472-071923
7/19/2023	Sheriff Department Request	Yes	8/6/2023	S000473-071923
7/21/2023	Sheriff Department Request	Yes	7/31/2023	S000474-072123
7/21/2023	Sheriff Department Request	Yes	8/6/2023	S000475-072123
7/21/2023	Sheriff Department Request	Yes	8/6/2023	S000476-072123
7/21/2023	County FOIL Request	Yes	7/25/2023	R000203-072123
7/24/2023	Sheriff Department Request	Yes	7/31/2023	S000477-072423
7/24/2023	Sheriff Department Request	No		S000478-072423
7/25/2023	Sheriff Department Request	Yes	7/31/2023	S000479-072523
7/25/2023	Unrecognized Email	Yes	7/25/2023	U000842-072523
7/25/2023	County FOIL Request	No		R000204-072523
7/25/2023	Sheriff Department Request	Yes	7/31/2023	S000480-072523
7/25/2023	County FOIL Request	No		R000205-072523
7/25/2023	Sheriff Department Request	Yes	7/31/2023	S000481-072523
7/25/2023	Sheriff Department Request	Yes	7/31/2023	S000482-072523
7/25/2023	Sheriff Department Request	Yes	7/31/2023	S000483-072523
7/25/2023	Sheriff Department Request	Yes	7/31/2023	S000484-072523
7/26/2023	Sheriff Department Request	Yes	7/31/2023	S000485-072623
7/26/2023	Sheriff Department Request	Yes	8/6/2023	S000486-072623
7/26/2023	Sheriff Department Request	Yes	8/6/2023	S000487-072623
7/26/2023	Sheriff Department Request	Yes	7/31/2023	S000488-072623
7/26/2023	County FOIL Request	No		R000206-072623
7/27/2023	Sheriff Department Request	Yes	7/31/2023	S000489-072723
7/27/2023	Sheriff Department Request	Yes	7/31/2023	S000490-072723
7/31/2023	Sheriff Department Request	Yes	7/31/2023	S000491-073123
7/31/2023	County FOIL Request	No		R000207-073123
7/31/2023	Sheriff Department Request	Yes	7/31/2023	S000492-073123
7/31/2023	Sheriff Department Request	Yes	7/31/2023	S000493-073123
7/31/2023	Sheriff Department Request	Yes	8/6/2023	S000494-073123

Attachment: August FOIL Report (11630 : Monthly FOIL Report - Clerk of the Legislature)

VACANCIES FILLED IN JUNE 2023

[illegible]

NEW VACANCIES THAT OCCURRED IN JUNE 2023

Department	Title	Date of Vacancy
Aging	Aging Services Specialist	6/2/2023
	Aging Services Specialist	6/16/2023
	Food Service Helper	6/20/2023
	Driver	6/26/2023
Buildings and Grounds	Building Maintenance Mechanic	6/13/2023
	Building Maintenance Foreperson	6/13/2023
County Attorney	Chief Asst. County Attorney	6/20/2023
DSS	Caseworker	6/2/2023
	Senior Account Clerk	6/2/2023
	Caseworker	6/7/2023
	Caseworker	6/12/2023
	Sr. Social Welfare Examiner	6/23/2023
	Social Welfare Examiner Trainee	6/23/2023
Health	Early Intervention Service Coord	6/16/2023
Information Technology	Network Technician	6/9/2023
Mental Health	Mental Health Rehabilitation Specialist	6/29/2023
	Compliance/Privacy Officer	6/23/2023*
Probation	Probation Assistant	6/23/2023*
Public Defender	Public Defender	6/9/2023
	Asst. Public Defender (PT)	6/28/2023
Sheriff	County Police Officer	6/20/2023
	Correction Officer	6/22/2023
*New position created through resolution in June 2023		

POSITION VACANCY REPORT

As of July 1, 2023

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Aging Services Specialist Grade 15/\$22.1642-\$28-0545	Aging	Resignation	6/2/2023	6/14/2023	6/15/2023	6/15/2023	Posted/Cert		
Aging Services Specialist Grade 15/\$22.1642-\$28-0546	Aging	Resignation	6/16/2023	6/14/2023	6/15/2023	6/15/2023	Posted/Cert		
Food Service Helper Grade 3/\$15.0557-19.0567	Aging	Resignation	6/20/2023	6/23/2023	6/23/2023	6/23/2023	Posted		
Driver Grade 4/\$15.3434-\$194728	Aging	Resignation	6/26/2023	5/31/2023	5/31/2023	5/31/2023	6/26/2023	Mack Sams	
Aging Services Specialist Grade 15/\$22.1642-\$28-0544	Aging	Resignation	7/28/2023	6/12/2023	6/12/2023	6/12/2023	Posted/Cert		
Data Officer Grade 4H/\$20.3240-\$27.0513	Assigned Counsel	Retirement	7/1/2023	5/25/2023	5/25/2023	5/25/2023	7/3/2023	Ellen Webb	Grant Funded
Information Processing Clerk Grade 8/\$17.7082-\$20.4141	Assigned Counsel	Promotion	7/3/2023	6/28/2023	6/28/2023	6/28/2023	Posted		
Custodian Grade 3/\$15.0557-\$19.0567	Buildings and Grounds	Termination	12/28/2022	1/3/2023	1/6/2023	1/6/2023	Posted		
Building Maintenance Mechanic Grade 10-\$18.8329-\$23.8377	Buildings and Grounds	Termination	4/7/2023	4/11/2023	4/13/2023	4/14/2023	7/24/2023	Wesley Shoemaker	Grant Funded
Custodian Grade 3/\$15.0557-\$19.0567	Buildings and Grounds	Resignation	4/21/2023	4/12/2023	4/12/2023	4/12/2023	6/5/2023	Katelyn Parshall	Grant Funded
Building Maintenance Mechanic Grade 10-\$18.8329-\$23.8378	Buildings and Grounds	Promotion	6/13/2023	6/13/2023	6/14/2023	6/15/2023	Posted		Grant Funded
Building Maintenance Foreperson Grade 19/\$25.4771-\$32.2476	Buildings and Grounds	Resignation	6/13/2023	6/13/2023	6/15/2023	6/15/2023	7/24/2023	Allan Pankhurst	
Paralegal Grade 6H/\$23.4869-\$31.2611	County Attorney	New	11/18/2022	11/17/2022	Approved by Resolution	11/17/2022	Posted		*
Chief Assistant County Attorney Grade 4/\$85,369-\$113,625	County Attorney	Resignation	6/20/2023	6/15/2023	6/15/2023	6/20/2023	Posted		
Senior Index Clerk Grade 8/\$17.7082-\$22.4141	County Clerk	Removal	4/10/2023	4/3/2023	4/3/2023	4/3/2023	Posted		

Attachment: July 2023 (revised) (11565 : July 2023 Vacancy Report)

POSITION VACANCY REPORT

As of July 1, 2023

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Assistant District Attorney Grade 6/\$73,873-\$98.324	District Attorney	Removal	11/7/2022	11/14/2022	11/14/2022	11/14/2022	7/3/2023	Zachariah Zallo	
Social Welfare Examiner Grade 12/\$20.0654-\$25.3977	DSS	Promotion	6/9/2012	6/16/2023	6/16/2023	6/16/2023			Grant Funded
Caseworker Grade 18 \$24.5868-\$31.1205	DSS	Promotion	10/28/2022	1/3/2023	1/3/2023	1/3/2023	7/3/2023	Ivy Aiken	
Caseworker Grade 18 \$24.5868-\$31.1205	DSS	Promotion	3/13/2023	2/24/2023	2/27/2023	3/1/2023	6/26/2023	Jason Vincent	
Senior Caseworker Grade 20/\$26.4087-\$33.467	DSS	Promotion	3/13/2023	2/24/2023	2/27/2023	3/1/2023	Posted		
Case Aide (PT) Grade 8/\$17.7082-\$22.4141	DSS	Resignation	4/7/2023	4/13/2023	4/13/2023	3/14/2023	6/5/2023	Jessica Riley-Jones	Grant Funded
Support Investigator Grade 12/\$20.0654-\$25.3977	DSS	Promotion	4/28/2023	4/14/2023	4/14/2023	4/17/2023	Posted		
Social Welfare Examiner Trainee Grade 10/\$18.8329-\$23.8377	DSS	New Postion	4/28/2023	4/27/2023	Approved by Resolution	4/27/2023	Posted		
Case Aide Grade 8/\$17.7082-\$22.4141	DSS	Resignation	5/6/2023	5/15/2023	5/15/2023	5/15/2023	7/10/2023	Daisy Allen	Grant Funded
Case Aide Grade 8/\$17.7082-\$22.4141	DSS	Resignation	5/7/2023	6/14/2023	6/15/2023	6/15/2023	Posted		Grant Funded
Case Aide Grade 8/\$17.7082-\$22.4141	DSS	Promotion	5/22/2023	5/1/2023	5/1/2023	5/1/2023	Posted		Grant Funded
Senior Case Aide Grade 10/\$18.8329-\$23.8377	DSS	New	5/26/2023	5/25/2023	Approved by Resolution	5/25/2023	6/26/2023	Martika Pealo	
Senior Case Aide Grade 10/\$18.8329-\$23.8377	DSS	New	5/26/2023	5/25/2023	Approved by Resolution	5/25/2023	6/19/2023	Alazae Spivey	
Senior Case Aide Grade 10/\$18.8329-\$23.8377	DSS	New	5/26/2023	5/25/2023	Approved by Resolution	5/25/2023	6/12/2023	Jade VanWagenen	
Caseworker Grade 18/\$24.5868-\$31.1206	DSS	Resignation	6/2/2023	6/7/2023	6/13/2023	6/14/2023	Posted		Grant Funded
Senior Account Clerk Grade 10/\$18.8329-\$23.8377	DSS	Promotion	6/2/2023	5/16/2023	5/16/2023	5/16/2023	Posted		Grant Funded
Caseworker Grade 18 \$24.5868-\$31.1205	DSS	Resignation	6/7/2023	5/5/2023	5/8/2023	5/8/2023	7/3/2023	Michael Park	Grant Funded

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POSITION VACANCY REPORT

As of July 1, 2023

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Caseworker Grade 18/\$24.5868-\$31.1205	DSS	Resignation	6/12/2023	5/24/2023	5/24/2023	5/24/2023	Posted		Grant Funded
Senior Social Welfare Examiner Grade 15/\$22.1643-\$28.0544	DSS	Resignation	6/23/2023	5/30/2023	5/31/2023	5/31/2023	Posted		Grant Funded
Social Welfare Examiner Trainee Grade 10/\$18.8329-\$23.8377	DSS	Promotion	6/23/2023	5/30/2023	5/31/2023	5/31/2023	Posted		Grant Funded
Employment & Training Specialist Grade 13 \$20.7293-\$26.2381	E&T	New	6/15/2020	5/14/2020	Approved by resolution	5/14/2020	Posted		Grant Funded
Employment & Training Specialist Grade 13 \$20.7293-\$26.2381	E&T	Resignation	4/3/2023	3/31/2023	3/31/2023	3/31/2023	7/10/2023	Laura Maurer	Grant Funded
Deputy Election Commissioner Grade 12/\$47,566-\$63,710	Elections	Promotion	5/25/2023	5/17/2023	5/17/2023	5/17/2023	Posted		
Senior Dispatcher Grade 8/\$25.0106-\$34.1584	ERAC	New Position	1/1/2023	11/21/2022	11/21/2022	11/21/2022	Exam File		
Dispatcher Grade 6/\$21.5102	ERAC	Resignation	1/24/2023	1/25/2023	1/26/2023	1/26/2023	6/14/2023	Nicholas Card	
Dispatcher Grade 6/\$21.5102	ERAC	Resignation	3/17/2023	3/20/2023	3/21/2023	3/21/2023	7/10/2023	Kristi Walley	
Dispatcher Grade 6/\$21.5102	ERAC	Resignation	5/1/2023	5/3/2023	5/6/2023	5/6/2023	Posted		
RN/ \$29.6033-\$34.6753 hr PHN / \$31.8942-\$37.3569 hr	Health	Removal of Provisional	4/23/2022	5/2/2022	5/2/2022	5/2/2022	Posted		*
Senior Account Clerk Grade 10/\$18.8329-\$23.8377	Health	Promotion	9/10/2022	2/10/2023	2/10/2023	2/10/2023	7/17/2023	Scarlett Mead	
Public Health Technician Grade 15/\$22.1643-\$28.0544	Health	New	4/28/2023	4/28/2023	Approved by Resolution	4/28/2023	7/17/2023	Chris Quinlan	
Public Health Sanitarian Grade 19/\$25.4771-\$32.2476	Health	Temporary	5/3/2023	5/4/2023	5/4/2023	5/4/2023	7/10/2023	Marissa Pavlovich	
Early Invention Services Coordinator Grade 23/\$29.5259-\$37.3470	Health	Temp for Retirement	6/16/2023	6/16/2023	6/16/2023	6/16/2023	7/14/2023	Nicole Koekebacker	
Heavy Equipment Operator Grade 16/\$22.0488-\$27.9023	Highway	Resignation	8/11/2022	8/12/2022	8/12/2022	8/12/2022	Post		Grant Funded
Park Attendant \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	6/28/2023	Baylee Jenney	

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POSITION VACANCY REPORT

As of July 1, 2023

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Park Attendant \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Park Attendant \$15.20/hr	Highway	Temporary	3/2/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Park Attendant \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Park Attendant \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Seasonal Aide \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	6/28/2023	Nathaniel Edsall	
Seasonal Aide \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Seasonal Aide \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Seasonal Aide \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Seasonal Aide \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Wade Pool Attendant (PT) \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	6/30/2023	Amelia Gleason	
Wade Pool Attendant (PT) \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Wade Pool Attendant \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	7/10/2023	Daniel Foody	
Wade Pool Attendant \$15.20/hr	Highway	Temporary	3/1/2023	2/13/2023	2/13/2023	2/13/2023	Posted		
Heavy Equipment Operator Grade 16/\$22.0488-\$27.9023	Highway	Resignation	3/31/2023	4/5/2023	4/5/2023	4/5/2023	Posted		
Heavy Equipment Operator Grade 16/\$22.0488-\$27.9024	Highway	Resignation	5/25/2023	6/2/2023	6/2/2023	6/5/2023	Posted		Grant Funded
Heavy Equipment Operator Grade 16/\$22.0488-\$27.9023	Highway-Solid Waste	Promotion	1/22/2023	4/13/2023	4/17/2023	4/17/2023	6/19/2023	Jack VanDenburg	
Network Technician Grade 18/\$24.5868-\$31.1265	IT	Resignation	6/9/2023	6/12/2023	6/12/2023	6/12/2023	Posted		

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POSITION VACANCY REPORT

As of July 1, 2023

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Deputy Clerk to County Legislature Grade 12/\$47,366-\$65,710	Legislature	Resignation	5/5/2023	4/12/2023	4/12/2023	4/12/2023	6/19/2023	Kimberly Bigladeri	
Staff Psychiatrist (Part-time) \$112/hour	Mental Health	Resignation	5/1/2011	3/28/2011	3/31/2011	3/31/2011	Posted/ Advertised		*
Senior Mental Health Clinician Grade 28/\$34.9958-\$40.0754	Mental Health	Temporary	11/28/2022	11/18/2022	11/18/2022	11/21/2022	Posted		*
Clinical Director of Mental Health Programs Grade 6/\$73,873-\$98,324	Mental Health	Removal	2/17/2023	2/13/2023	2/13/2023	2/13/2023	Cert/Posted		
Mental Health Rehab Specialist Grade 16/\$22.9307-\$29.0244	Mental Health	Retirement	4/22/2023	4/28/2023	4/28/2023	4/28/2023	7/10/2023	Ashley Taylor	
Peer Specialist PT (17hrs/week) Grade 9/\$18.2559-\$23.1072/hr	Mental Health	New Position	4/28/2023	4/27/2023	Approved by resolution	4/27/2023	6/6/2023	Lori Allen	
Mental Health Rehab Specialist Grade 16/\$22.9307-\$29.0244	Mental Health	Removal	5/2/2023	5/2/2023	5/2/2023	5/3/2023	6/26/2023	Jordan White	
Medical Services Clerk Grade 8/\$17.7082-\$22.4141	Mental Health	Resignation	5/26/2023	5/10/2023	5/10/2023	5/10/2023	6/29/2023	Basha Zurbruegg	
Mental Health Clinician Grade 26/\$33.0886-\$41.8817	Mental Health	New	5/26/2023	5/25/2023	Approved by Resolution	5/25/2023	Posted		
Mental Health Rehab Specialist Grade 16/\$22.9307-\$29.0244	Mental Health	Resignation	6/29/2023	5/10/2023	5/10/2023	5/10/2023	Posted		
Compliance/Privacy Officer Grade 7/\$68,718-\$91,464	Mental Health	New	6/23/2023	6/22/2023	Approved by Resolution	6/22/2023	Posted		
Driver, per diem Grade 4 \$15.0058-\$18.8989/hr	Nutrition	New Position	7/25/2013	7/26/2013	7/29/2013	7/31/2013	Posted		*
Grant Administrator Grade 10/\$55,315-\$75,625	Planning	New	1/1/2023	11/18/2022	11/21/2022	11/21/2022	Posted		*
GIS Planner Grade 19/\$25.4771-\$32.2476	Planning	Resignation	5/26/2023	5/3/2023	5/3/2023	5/4/2023	Posted		
Mobility Coordinator Grade 17/\$23.7382-\$30.0465	Planning	New	5/26/2023	5/25/2023	Approved by Resolution	5/25/2023	Posted		
Alternatives to Incarceration Officer Grade 14/\$21.4282-\$27.1228	Probation	Resignation	4/21/2023	6/23/2023	6/23/2023	6/23/2023	Posted		
Probation Assistant Grade 12/\$20.0654-\$25.3977	Probation	New	6/23/2023	6/22/2023	Approved by Resolution	6/22/2023	Posted		

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POSITION VACANCY REPORT

As of July 1, 2023

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Assistant Public Defender Grade 6/\$73,873-\$98,324	Public Defender	Resignation	5/17/2023	4/25/2023	4/26/2023	4/26/2023	Posted		Grant Funded
Public Defender Grade 3/\$91,771-\$122,148	Public Defender	Resignation	6/9/2023	5/18/2023	5/18/2023	5/18/2023	Posted		
Assistant Public Defender (PT) Grade 6/\$36,930-\$49,162	Public Defender	Resignation	6/28/2023	6/15/2023	6/16/2023	6/16/2023	7/10/2023	Jarrold Smith	Grant Funded
Case Manager for Indigent Defendants Grade 14/\$21.4282-\$27.1251	Public Defender	Resignation	7/19/2023	6/16/2023	6/16/2023	6/19/2023	Posted		
PT Jail Cook (12 hrs) Grade 2 \$17.4089-\$23.1381	Sheriff	Filled 32hr vacancy	10/20/2017	10/10/2017	10/13/2017	11/2/2017	Posted		*
Jail Cook-Per Diem Grade 2 \$17.4089-\$23.1381	Sheriff	Took 32hr Cook position	5/23/2018	6/5/2018	6/11/2018	6/20/2018	Posted		*
Correction Officer Grade 1 \$22.0637-\$36.4211	Sheriff	Resignation	7/24/2021	9/15/2021	9/15/2021	9/16/2021	Cert/Posted		*
Correction Officer Grade 1 \$22.0637-\$36.4207	Sheriff	Resignation	9/10/2021	9/9/2021	9/9/2021	9/13/2021	Cert/Posted		*
Correction Officer Grade 1 \$22.0637-\$36.4212	Sheriff	Resignation	11/6/2021	11/5/2021	11/5/2021	11/8/2021	Cert/Posted		*
Correction Officer Grade 1 \$22.0637-\$36.4206	Sheriff	Retirement	12/31/2021	12/23/2021	12/28/2021	1/4/2022	Cert/Posted		*
Correction Officer Grade 1 \$22.0637-\$36.4208	Sheriff	Resignation	1/9/2022	1/18/2022	1/19/2022	1/19/2022	Cert/Posted		*
Keyboard Specialist Grade 5/\$16.2237-\$20.5351	Sheriff	New	8/26/2022	8/25/2022	Approved by Resolution	8/25/2022	Cert		*
Correction Officer Grade 1 \$22.0637-\$36.4209	Sheriff	Resignation	9/30/2022	9/22/2022	9/22/2022	9/22/2022	Cert/Posted		*
County Police Officer (Deputy Sheriff) CPO \$27.9318-\$37.0972	Sheriff	New 2023	1/1/2023	11/29/2022	11/30/2022	11/30/2022	Cert		*
Correction Officer Grade 1 \$22.0637-\$36.4206	Sheriff	Resignation	1/18/2023	1/6/2023	1/6/2023	1/9/2023	Cert/Posted		
Correction Officer Grade 1 \$22.0637-\$36.4214	Sheriff	Resignation	1/27/2023	2/6/2023	2/7/2023	2/7/2023	Cert/Posted		
County Police Officer (Deputy Sheriff) CPO \$27.9318-\$37.0974	Sheriff	Promotion	3/2/2023	3/8/2023	3/16/2023	3/16/2023	Cert		

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POSITION VACANCY REPORT

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Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding
Correction Officer Grade 1 \$22.0637-\$36.4214	Sheriff	Retirement	3/29/2023	3/21/2023	3/21/2023	3/22/2023	Cert/Posted		
Correction Officer Grade 1 \$22.0637-\$36.4214	Sheriff	Retirement	3/31/2023	4/3/2023	4/3/2023	4/3/2023	Cert/Posted		
Correction Officer Grade 1 \$22.0637-\$36.4214	Sheriff	Resignation	4/6/2023	4/6/2023	4/17/2023	4/17/2023	Cert/Posted		
County Police Officer (Deputy Sheriff) CPO \$27.9318-\$37.0972	Sheriff	Resignation	4/6/2023	4/11/2023	4/17/2023	4/17/2023	Cert		
Correction Officer Grade 1 \$22.0637-\$36.4213	Sheriff	Retirement	4/7/2023	3/21/2023	3/21/2023	3/22/2023	Cert/Posted		
Correction Officer Grade 1 \$22.0637-\$36.4212	Sheriff	Resignation	4/13/2023	3/21/2023	3/21/2023	3/22/2023	Cert/Posted		
Correction Officer Grade 1 \$22.0637-\$36.4206	Sheriff	Resignation	4/14/2023	3/22/2023	3/23/2023	3/23/2023	Cert/Posted		
Keyboard Specialist Grade 5/\$16.2237-\$20.5351	Sheriff	Resignation	5/12/2023	4/28/2023	5/5/2023	5/13/2023	Cert		
County Police Sergeant (Deputy Sheriff) Sgt \$41.9045/hr	Sheriff	New	5/25/2023	5/24/2023	Approved by Resolution	5/24/2023	6/20/2023	Cody Sandy	
County Police Officer (Deputy Sheriff) CPO \$27.9318-\$37.0973	Sheriff	Promotion	6/20/2023	6/26/2023	6/26/2023	6/26/2023	exam file apps		
Correction Officer Grade 1 \$22.0637-\$36.4207	Sheriff	Resignation	6/22/2023	6/26/2023	6/26/2023	6/26/2023	exam file apps		
Correction Officer Grade 1 \$22.0637-\$36.4208	Sheriff	Resignation	7/10/2023	7/6/2023	7/7/2023	7/7/2023	exam file apps		

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POSITION VACANCY REPORT**As of July 1, 2023**

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding

Attachment: July 2023 (revised) (11565 : July 2023 Vacancy Report)

POSITION VACANCY REPORT**As of July 1, 2023**

Position (Title, Grade, Salary)	Department	Reason for Vacancy	Date of Vacancy	Date of Request to Take Action	Date forms sent to County Admin.	Date of Approval of Action	Date Filled	Filled By	Funding

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