



Health & Human Services Committee

Committee Meeting

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

~ Minutes ~

Tuesday, May 9, 2023

8:30 AM

Room 302

Call to Order

The meeting was called to order at 8:30 AM by Committee Chair Sandra Price

Attendee Name	Organization	Title	Status	Arrived
Sandra Price	Cortland County, NY	Committee Chair	Present	
George Wagner	Cortland County, NY	Committee Member	Present	
Ann Homer	Cortland County, NY	Committee Vice Chair	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Committee Member	Present	
Paul Heider	Cortland County, NY	Committee Member	Excused	
Richard Stock	Cortland County, NY	Committee Member	Present	
Joseph Nauseef	Cortland County, NY	Committee Member	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Sharon MacDougall	Cortland County, NY	Director of Community Services	Present	
Rebecca Smith	Cortland County, NY	Public Health Program Manager	Present	
Shannon Phillips	Cortland County, NY	Employment & Training Director	Present	
Laurie Leonard	Cortland County, NY	Personnel Officer	Present	
Tom Tedesco	Cortland County, NY	Director of Veterans Services	Present	
Pearl Reed-Klein	Cortland County, NY	Director of Area Agency on Aging	Present	
Brian Moore	Cortland County, NY	Deputy Commissioner of Social Services	Present	
Kristen Monroe	Cortland County, NY	Commissioner of Social Services	Present	
Christopher Newell	Cortland County, NY	Board Member	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Lisa Hoeschele	Family & Children's Counseling Services	Executive Director	Present	
Amy Buggs	Cortland County, NY	Grants Administrator	Remote	
Andrea Herzog	Cortland County, NY	Director of Finance	Remote	
Donald Chu		Resident	Remote	

Minutes Approval

1. Health & Human Services Committee - Committee Meeting - Apr 11, 2023 8:30 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ann Homer, Committee Vice Chair
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Price, Wagner, Homer, Fairchild-Preston, Stock, Nauseef
EXCUSED:	Paul Heider

Discussion Items

1. Lisa Hoeschele of Family and Children's Counseling Services - School Social Workers

RESULT:	COMPLETED
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2. Department of Social Services First Quarter Statistics 2023

RESULT:	COMPLETED
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Resolutions

AGENDA ITEM NO. 1 – Appoint Members - Cayuga/Cortland Workforce Development Board - Employment and Training Grant Administration

RESULT:	APPROVED [UNANIMOUS]
	Next: 5/25/2023 6:00 PM
MOVER:	George Wagner, Committee Member
SECONDER:	Ann Homer, Committee Vice Chair
AYES:	Price, Wagner, Homer, Fairchild-Preston, Stock, Nauseef
EXCUSED:	Paul Heider

ON MOTION OF PRICE

RESOLUTION NO.

Appoint Members - Cayuga/Cortland Workforce Development Board - Employment and Training Grant Administration

WHEREAS, pursuant to the Workforce Innovation and Opportunity Act of 2017, the Governor of the State of New York has authorized and directed the Chief Local Elected Officials of Cortland and Cayuga Counties, which have been designated as a workforce area, to appoint/reappoint members to the Workforce Development Board for said area, AND

WHEREAS, due to a resignation from the board, a vacancy exists, NOW THEREFORE BE IT

RESOLVED, that the following be and hereby are appointed effective immediately to serve on the Cayuga/Cortland Workforce Development Board for the term and from the sector listed below:

Name	Sector	Term Ending
Carrie Coates Whitmore	Business - TC3	6/30/2024

AGENDA ITEM NO. 2 – Abolish Two Positions of Case Aide/Create Three Positions of Senior Case Aide - Department of Social Services

RESULT:	APPROVED [UNANIMOUS]
	Next: 5/25/2023 6:00 PM
MOVER:	Ann Homer, Committee Vice Chair
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Price, Wagner, Homer, Fairchild-Preston, Stock, Nauseef
EXCUSED:	Paul Heider

ON MOTION OF PRICE

RESOLUTION NO.

Abolish Two Positions of Case Aide/Create Three Positions of Senior Case Aide - Department of Social Services

WHEREAS, the needs of the Department of Social Services will be better served by abolishing two positions of Case Aide and creating three positions of Senior Case Aide, AND

WHEREAS, the Health & Human Services Committee recommends the abolition and creation of these positions, NOW THEREFORE BE IT

RESOLVED, that two positions of Case Aide (Grade 7, \$17.1917-21.7603/HR, CSEA, competitive, full time with benefits) be and hereby are abolished effective May 25, 2023 at midnight, AND BE IT FURTHER

RESOLVED, that three positions of Senior Case Aide (Grade 9, \$18.2559-23.1072/HR, CSEA, competitive, full time with benefits) be created with permission to fill effective May 26, 2023 at 12:01 am with approval to fill.

AGENDA ITEM NO. 3 – Authorize Agreement for Data Support Specialist/Public Health Fellow Coordinator - Health Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 5/16/2023 10:00 AM
MOVER:	Ann Homer, Committee Vice Chair
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Price, Wagner, Homer, Fairchild-Preston, Stock, Nauseef
EXCUSED:	Paul Heider

ON MOTION OF PRICE

RESOLUTION NO.

Authorize Agreement for Data Support Specialist/Public Health Fellow Coordinator - Health Department

WHEREAS, Resolution No. 10-23 extended Resolution No. 90-22 giving the Cortland County Health Department permission to enter into a grant with Health Research, Inc. for the New York State Public Health Corps (NYSPHC) Fellowship Program, AND

WHEREAS, Benjamin Love, will provide his technical/data support services and continue his Public Health Fellow Coordinator duties to help administer the deliverables of said grant at a rate of \$36/per hour for a maximum of 35 hours per week plus the cost of any travel and training expenses, AND

WHEREAS, the agreement will be funded from the NYSPHC Fellowship Program grant and will be in effect from 7/1/2023 until 6/30/2024, NOW THEREFORE BE IT

RESOLVED, that the County Administrator and Public Health Director, upon review and approval

by the County Attorney or designee and subject to appropriation of funding by the Legislature, are hereby authorized to execute the agreement for the provision of said services.

AGENDA ITEM NO. 4 – Create Compliance/Privacy Officer - Mental Health Department

RESULT: POSTPONED [4 TO 2]

Next: 6/6/2023 9:00 AM

MOVER: Ann Homer, Committee Vice Chair

SECONDER: Kelly L. Fairchild-Preston, Committee Member

AYES: Ann Homer, Kelly L. Fairchild-Preston, Richard Stock, Joseph Nauseef

NAYS: Sandra Price, George Wagner

EXCUSED: Paul Heider

ON MOTION OF PRICE

RESOLUTION NO.

Create Compliance/Privacy Officer - Mental Health Department

WHEREAS, the needs of the agency will be better served by creating one full-time position of Compliance/Privacy Officer, AND

WHEREAS, the Health and Human Services Committee recommends the creation of this position, NOW THEREFORE BE IT

RESOLVED, that one full time position of Compliance/Privacy Officer (Management, grade 7, \$68,718-91,464/yr, competitive class, with benefits) be created with approval to fill on May26, 2023.

AGENDA ITEM NO. 5 – Create Mental Health Clinician - Mental Health Department

RESULT: APPROVED [UNANIMOUS]

Next: 5/16/2023 10:00 AM

MOVER: Ann Homer, Committee Vice Chair

SECONDER: Kelly L. Fairchild-Preston, Committee Member

AYES: Price, Wagner, Homer, Fairchild-Preston, Stock, Nauseef

EXCUSED: Paul Heider

ON MOTION OF PRICE

RESOLUTION NO.

Create Mental Health Clinician - Mental Health Department

WHEREAS, the needs of the agency will be better served by creating one full-time position of Mental Health Clinician, AND

WHEREAS, the Health and Human Services Committee recommends the creation of this position, NOW THEREFORE BE IT

RESOLVED, that one full time position of Mental Health Clinician (CSEA, Grade 26, \$33.0886-41.8817/hr, competitive class, with benefits) be created with approval to fill on May 26, 2023.

Monthly Reports

1. Health Department Monthly Report

RESULT:	COMPLETED
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Adjournment

The meeting was closed at 10:16 AM



Health & Human Services Committee

Committee Meeting

~ Minutes ~

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

2.1

Tuesday, April 11, 2023

8:30 AM

Room B20

Call to Order

The meeting was called to order at 8:30 AM by Committee Member Joseph Nauseef

Attendee Name	Organization	Title	Status	Arrived
Sandra Price	Cortland County, NY	Committee Chair	Excused	
George Wagner	Cortland County, NY	Committee Member	Present	
Ann Homer	Cortland County, NY	Committee Vice Chair	Excused	
Kelly L. Fairchild-Preston	Cortland County, NY	Committee Member	Present	
Paul Heider	Cortland County, NY	Committee Member	Present	
Richard Stock	Cortland County, NY	Committee Member	Present	
Joseph Nauseef	Cortland County, NY	Committee Member	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Patricia Dawson	Cortland County, NY	Deputy Clerk of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Nicole Anjeski	Cortland County, NY	Public Health Director	Present	
Tom Tedesco	Cortland County, NY	Director of Veterans Services	Present	
Kristen Monroe	Cortland County, NY	Commissioner of Social Services	Present	
Sharon MacDougall	Cortland County, NY	Director of Community Services	Present	
Shannon Phillips	Cortland County, NY	Employment & Training Director	Present	
Rebecca Smith	Cortland County, NY	Public Health Program Manager	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Christopher Newell	Cortland County, NY	Board Member	Present	
Laurie Leonard	Cortland County, NY	Personnel Officer	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	

Minutes Acceptance: Minutes of Apr 11, 2023 8:30 AM (Minutes Approval)

	NY			
Pamela Abbott	Cortland County, NY	Deputy Personnel Officer	Present	
Amy Buggs	Cortland County, NY	Grants Administrator	Present	
Mecke Nagel	Cortland County, NY	Resident	Remote	
Eddie Velazquez	Cortland Voice	Reporter	Remote	
Donald Chu	Cortland County, NY	Resident	Remote	
Margaret Mellot	Cortland Standard	Reporter	Remote	

Minutes Approval

1. Health & Human Services Committee - Committee Meeting - Mar 7, 2023 8:30 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelly L. Fairchild-Preston, Committee Member
SECONDER:	Paul Heider, Committee Member
AYES:	Wagner, Fairchild-Preston, Heider, Stock, Nauseef
EXCUSED:	Sandra Price, Ann Homer

Resolutions

AGENDA ITEM NO. 1 – Accept Funds/Amend Budget for Office of Addiction Services and Supports (OASAS) Cortland Mental Health Department Opioid Settlement Funds (OSF) 2023 - Mental Health Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 4/27/2023 6:00 PM
MOVER:	Kelly L. Fairchild-Preston, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Wagner, Fairchild-Preston, Heider, Stock, Nauseef
EXCUSED:	Sandra Price, Ann Homer

ON MOTION OF PRICE

RESOLUTION NO.

Accept Funds/Amend Budget for Office of Addiction Services and Supports (OASAS) Cortland Mental Health Department Opioid Settlement Funds (OSF) 2023 - Mental Health Department

WHEREAS, the New York State (NYS) Office of Addiction Services and Supports (OASAS) has awarded the Cortland County Mental Health Department abatement Opioid Settlement Funds (OSF) in the amount of \$313,890 for NYS Attorney General and OASAS legally defined program and service, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon approval of the County Attorney or designee, is hereby authorized and directed to accept these funds and contract with the following providers, AND BE IT FURTHER

RESOLVED that the 2023 Cortland County Budget be amended as follows:

Increase:

Revenue:	A43115-42690.OPD	\$313,890.00
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Expense: A43115-54815-OPD

CCSI, Fiscal Administration & Reporting	\$10,000.00
CACTC, Data Administration & Reporting	\$15,000.00
Family Counseling Services of Cortland, Prevention & Treatment Integrated OASAS/OMH Clinic	\$96,296.67
Cayuga Addiction Recovery Services (CARS), Treatment OASAS Clinic	\$96,296.67
Alcohol & Drug Council of Tompkins, Treatment & Recovery OASAS Open Access Detox & Crisis	\$96,296.66

AGENDA ITEM NO. 2 – Create Peer Specialist (Part-Time) - Mental Health Department

RESULT: APPROVED [UNANIMOUS]

Next: 4/13/2023 9:00 AM

MOVER: Paul Heider, Committee Member

SECONDER: Kelly L. Fairchild-Preston, Committee Member

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

EXCUSED: Sandra Price, Ann Homer

ON MOTION OF PRICE

RESOLUTION NO.

Create Peer Specialist (Part-Time) - Mental Health Department

WHEREAS, the needs of the agency will be better served by creating one part-time position of Peer Specialist, AND

WHEREAS, the Health and Human Services Committee recommends the creation of this position, NOW THEREFORE BE IT

RESOLVED, that one position of Peer Specialist (CSEA, Grade 9, \$18.2559-23.1072/hr, competitive class, part-time, 17 hrs/week, no benefits) be created with approval to fill on April 28, 2023 at 12:01 AM.

AGENDA ITEM NO. 3 – Abolish One Position of Senior Account Clerk and Two Positions of Principal Account Clerk/Create One Position of Senior Medical Billing Clerk and Two Positions of Principal Medical Billing Clerk - Mental Health Department

RESULT: APPROVED [UNANIMOUS]

Next: 4/27/2023 6:00 PM

MOVER: Kelly L. Fairchild-Preston, Committee Member

SECONDER: Richard Stock, Committee Member

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

EXCUSED: Sandra Price, Ann Homer

Minutes Acceptance: Minutes of Apr 11, 2023 8:30 AM (Minutes Approval)

Abolish One Position of Senior Account Clerk and Two Positions of Principal Account Clerk/Create One Position of Senior Medical Billing Clerk and Two Positions of Principal Medical Billing Clerk - Mental Health Department

WHEREAS, the needs of the Mental Health Department will be better served by abolishing one position of Senior Account Clerk and two positions of Principal Account Clerk and creating one position of Senior Medical Billing Clerk and two positions of Principal Medical Billing Clerk, AND

WHEREAS, the Health & Human Services Committee recommends the abolition and creation of these positions, NOW THEREFORE BE IT

RESOLVED, that one position of Senior Account Clerk (Grade 10, \$18.8329-23.8377/HR, CSEA, competitive, full time with benefits) and two positions of Principal Account Clerks (Grade 13, \$20.7293-26.2381/HR, CSEA, competitive, full time with benefits) be and hereby is abolished effective April 27, 2023 at midnight, AND BE IT FURTHER

RESOLVED, that one position of Senior Medical Billing Clerk (Grade 10, \$18.8329-23.8377/HR, CSEA, competitive, full time with benefits) and two positions of Principal Medical Billing Clerk (Grade 13, \$20.7293-26.2381/HR, CSEA, competitive, full time with benefits) be created with permission to fill effective April 28, 2023 at 12:01 am.

AGENDA ITEM NO. 4 – Appoint Community Services Board and Subcommittee Members - Mental Health Department

RESULT: APPROVED [UNANIMOUS]

Next: 4/27/2023 6:00 PM

MOVER: Kelly L. Fairchild-Preston, Committee Member

SECONDER: Richard Stock, Committee Member

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

EXCUSED: Sandra Price, Ann Homer

ON MOTION OF PRICE

RESOLUTION NO.

Appoint Community Services Board and Subcommittee Members - Mental Health Department

WHEREAS, the Bylaws of the Cortland County Community Services Board (CSB), Article 3, Section 1 states that membership of the organization shall consist of (15) fifteen members appointed by the Cortland County Legislature, and Article 7, Section 1 states that the membership of the Mental Health (MH), Developmental Disability (DD) and Chemical Dependence (CD) Subcommittees shall consist of nine (9) members appointed by the Cortland County Legislature, AND

WHEREAS, the term of each member of the Board and Subcommittees shall be four years except when completing the term created by a member resignation or death, AND

WHEREAS, members may serve for a maximum of two consecutive terms unless no recruitment is available, AND

WHEREAS, individuals have been nominated to fill vacancies on the Community Services Board and all the Subcommittees, NOW THEREFORE BE IT

RESOLVED, that the following members be and hereby are appointed to the Cortland County Community Services Board and three Subcommittees for terms beginning January 1, 2023 and ending as

Minutes Acceptance: Minutes of Apr 11, 2023 8:30 AM (Minutes Approval)

December 31, 2026.

APPOINT FIRST TERM (TERM EXPIRATION 12/31/2026) except as listed:

Community Services Board (CSB)

Jeanette Dippo	2444 Ridge Rd., McGraw, NY 13101 - Parent / Family
Pearl Reed-Klein	122 Indian Brook Rd., Greene, NY 13778 - Psychologist

Chemical Dependence Subcommittee (CD)

Darrin Jones	34 Charles St., Cortland, NY 13045 - Peer
Angela Romano	18 Old Dryden Rd., Cortland, NY 13045 - Professional

Development Disability Subcommittee (DD):

Crystol Benedict	31 Burgett Dr., Homer, NY 13077 - Parent/Family
Amanda Hudson	3914 Highland Rd., Cortland, NY 13045 - School SEC

Mental Health Subcommittee (MH)

Jeanette Dippo	2444 Ridge Rd., McGraw, NY 13101 - Parent/Family
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AGENDA ITEM NO. 5 – Abolish One Position of Senior Social Worker Examiner and One Position of Support Investigator/Create One Position of Senior Support Investigator and One Position of Social Welfare Examiner Trainee - Department of Social Services

RESULT:	APPROVED [UNANIMOUS]
	Next: 4/27/2023 6:00 PM
MOVER:	Kelly L. Fairchild-Preston, Committee Member
SECONDER:	Richard Stock, Committee Member
AYES:	Wagner, Fairchild-Preston, Heider, Stock, Nauseef
EXCUSED:	Sandra Price, Ann Homer

ON MOTION OF PRICE

RESOLUTION NO.

Abolish One Position of Senior Social Worker Examiner and One Position of Support Investigator/Create One Position of Senior Support Investigator and One Position of Social Welfare Examiner Trainee - Department of Social Services

WHEREAS, the needs of the Department of Social Services will be better served by abolishing one position of Senior Social Welfare Examiner and one position of Support Investigator and creating one position of Senior Support Investigator and one position of Social Welfare Examiner Trainee, AND

WHEREAS, the Health & Human Services Committee recommends the abolition and creation of these positions, NOW THEREFORE BE IT

RESOLVED, that one position of Senior Social Welfare Examiner (Grade 12, \$20.0654-25.3977/HR, CSEA, competitive, full time with benefits) and one position of Support Investigator (Grade 10, \$18.8329-23.8377/HR, CSEA, competitive, full time with benefits) be and hereby is abolished effective April 27, 2023 at midnight, AND BE IT FURTHER

RESOLVED, that one position of Senior Support Investigator (Grade 12, \$20.0654-25.3977/HR,

Minutes Acceptance: Minutes of Apr 11, 2023 8:30 AM (Minutes Approval)

CSEA, competitive, full time with benefits) and one position of Social Welfare Examiner Trainee (Grade 9, \$18.2559-23.1072/HR, CSEA, competitive, full time with benefits) be created with permission to fill effective April 28, 2023 at 12:01 am.

AGENDA ITEM NO. 6 – Create Public Health Technician Position/Accept Funds - Health Department

RESULT: APPROVED [UNANIMOUS]

Next: 4/27/2023 6:00 PM

MOVER: Kelly L. Fairchild-Preston, Committee Member

SECONDER: Richard Stock, Committee Member

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

EXCUSED: Sandra Price, Ann Homer

ON MOTION OF PRICE

RESOLUTION NO.

Create Public Health Technician Position/Accept Funds - Health Department

WHEREAS, Cortland County Health Department has been awarded a grant from Health Research Inc./New York State Department of Health (HRI/NYSDOH) in the amount of \$112,682 each year for the period of 12/1/22 - 11/30/27, for a total of \$563,411 for the life of the grant, AND

WHEREAS, the Cortland County Health Department will use this funding opportunity to address long-standing weaknesses due to chronic under investment in New York's public health system and strengthen preparedness to address new challenges and future public health emergencies, AND

WHEREAS, the investments in the local public health workforce and foundational capabilities supports Local Health Departments (LHDs) to address health inequities and disparities more effectively across populations and regions throughout their jurisdiction and better meet the ongoing and future public health needs of New Yorkers, AND

WHEREAS, the Cortland County Health Department would best benefit from this funding by creating a full-time Public Health Technician position, updating office and computer equipment and offering Education and Training opportunities for Health Department staff, AND

WHEREAS, the Cortland County Health Department needs to create one full-time Public Health Technician position (CSEA, Grade 15, \$22.1643-28.0544/HR, competitive class, full-time with benefits), AND

WHEREAS, the Health and Human Services Committee recommends the creation of one full-time Public Health Technician position effective May 1, 2023, NOW THEREFORE BE IT

RESOLVED, that this position is dependent on the related grant and will be abolished unless extended by resolution prior to grant funding being exhausted, AND BE IT FURTHER

RESOLVED, that funds be appropriated in the 2023 County Budget as follows:

A40125.51005.EH	Personnel	\$41,564
A40105.52005.4000	Office Equip	\$9,311
A40105.52060.4000	Computer Equip	\$15,000
A40105.54005.4000	Office Supplies	\$3,000
A40105.54035.4000	Education/Training	\$15,000
A40125.58020.EH	Retirement	\$5,819
A40125.58030.EH	FICA	\$3,810

A40125.58040.EH	Workers Comp	\$2,045
A40125.58060.EH	Health Ins	\$17,023
A40125.58062.EH	Dental Ins	\$90
A40125.58065.EH	Vision Ins	\$20
TOTAL Expense		\$112,682
A40105.44401	CDC Revenue	\$112,682

Discussion Items

Monthly Reports

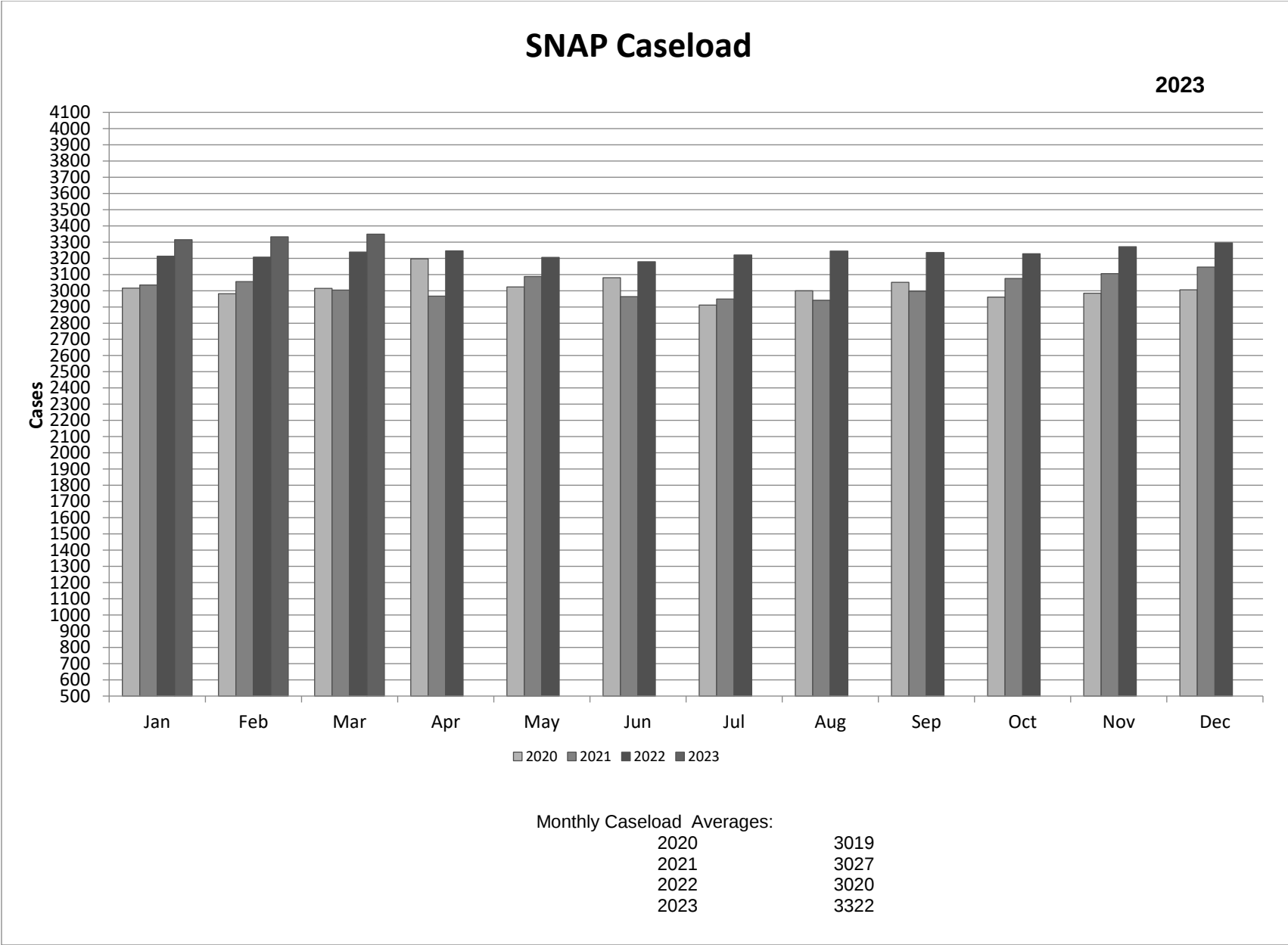
1. Cortland County Health Department Monthly Report

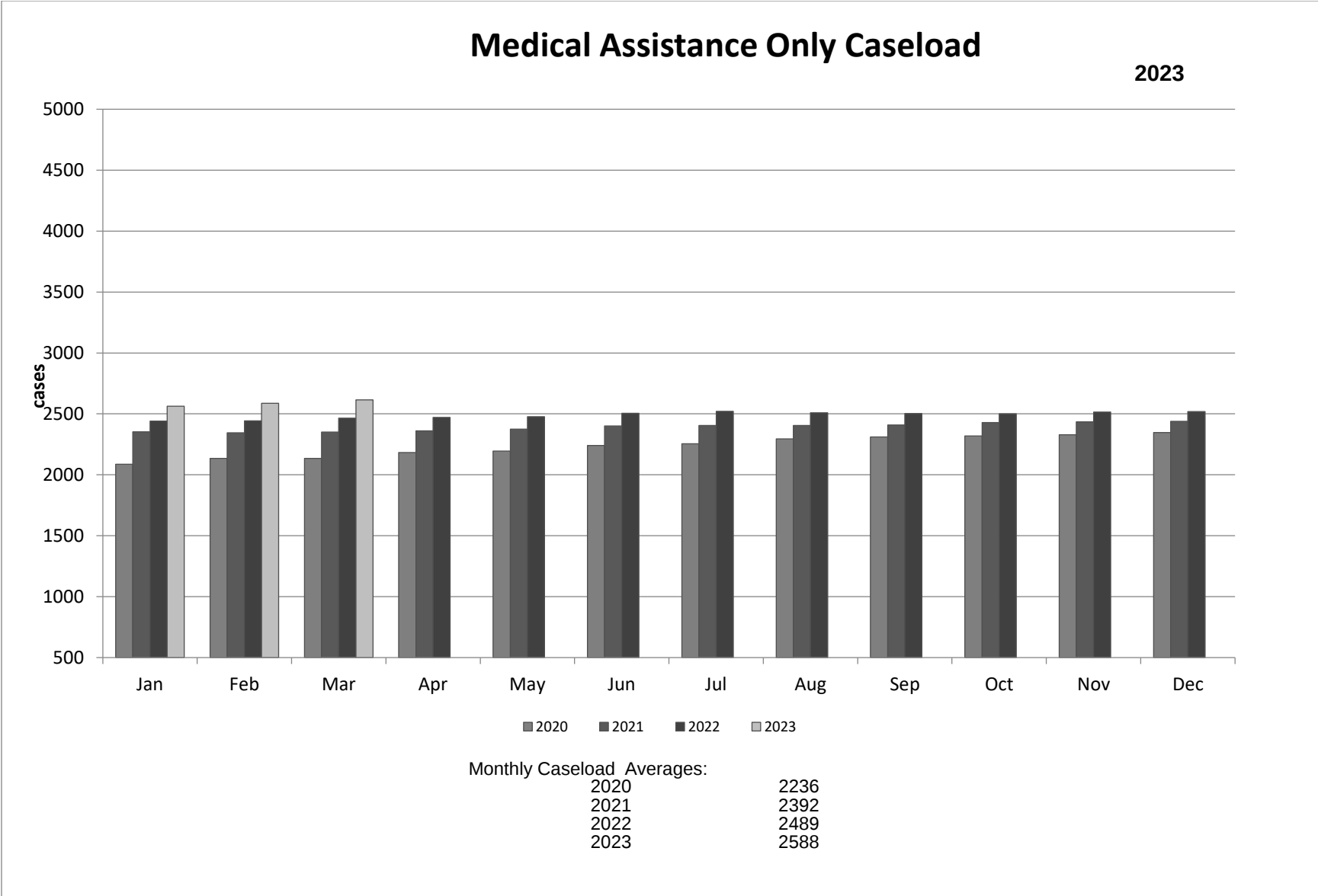
RESULT:	COMPLETED
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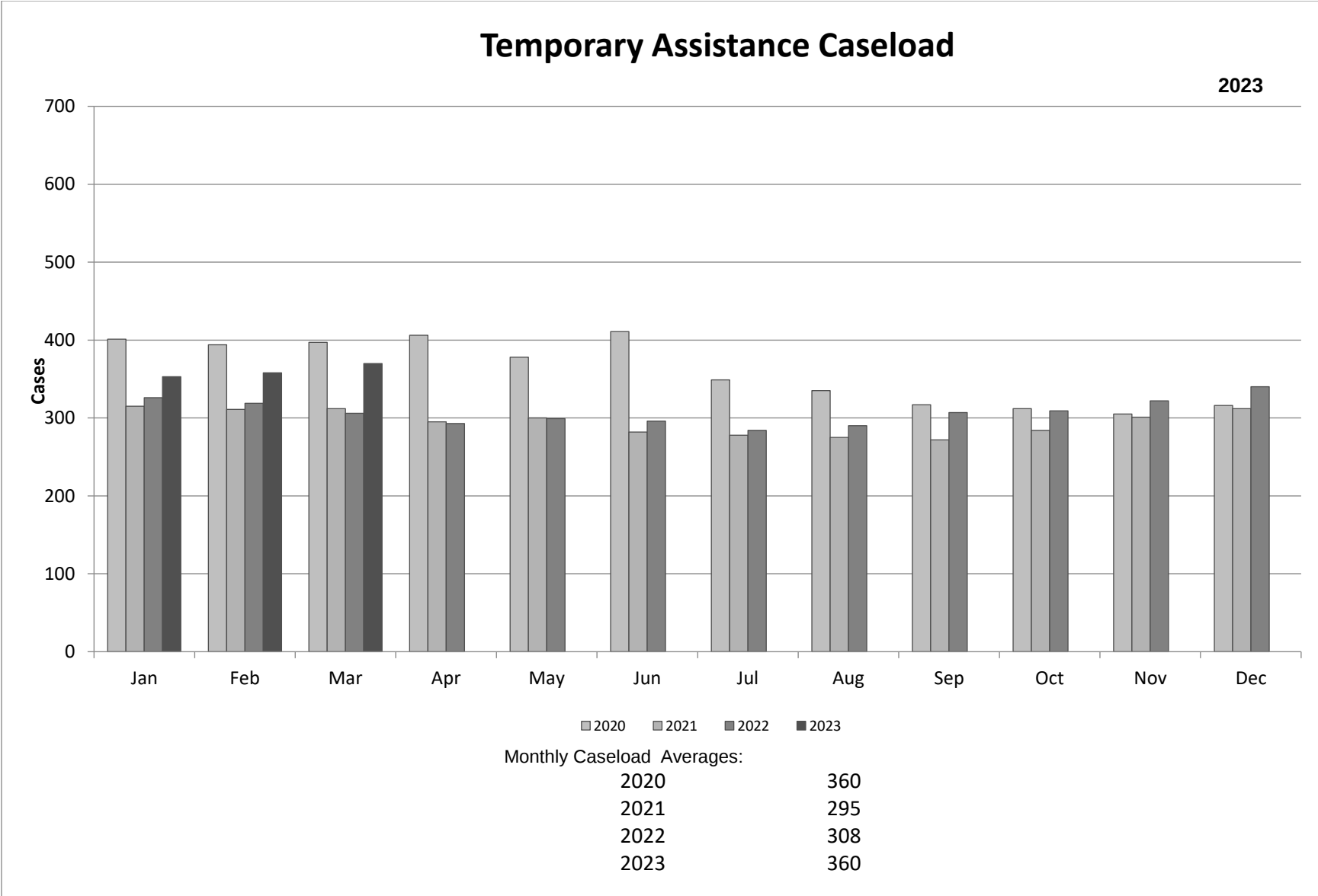
Adjournment

The meeting was closed at 9:40 AM

	2022									2023		
	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
TA Cases	293	299	296	284	290	307	309	322	340	353	358	370
SNAP Cases	3245	3206	3179	3221	3244	3235	3228	3271	3295	3315	3332	3349
Managed Care Individuals	10261	10317	10395	10468	10431	10479	10530	10573	10663	10719	10738	10831
MA Only Cases												
Medicaid MAGI	963	969	993	1005	997	992	993	1006	1001	1007	1009	1012
Medicaid Chronic Care	1508	1508	1512	1516	1512	1511	1507	1509	1518	1556	1577	1603
MA/SSI Cases	1086	1089	1091	1086	1090	1096	1090	1082	1071	1069	1064	1060
MA Total Cases	3557	3566	3596	3607	3599	3599	3590	3597	3590	3632	3650	3675
Foster Care Total	65	74	81	91	84	88	88	98	98	94	95	100
Adult Services Cases	209	208	201	202	201	197	204	211	203	197	187	184
Long Term Care Cases	38	34	35	36	36	37	37	38	41	40	42	43
CPS Hotline Cases	90	104	91	74	94	86	98	105	87	98	79	88
Child Preventive Cases	87	79	103	88	89	95	100	90	86	91	86	90
Day Care Cases	73	71	65	68	83	87	92	99	93	108	117	124
Services Individual Total	1065	1065	1097	1115	1164	1163	1190	1235	1249	1264	1268	1291
Child Support Cases	2728	2729	2740	2733	2717	2719	2719	2690	2708	2707	2706	2699
Front End Detection Fraud Referrals (FEDS)	29	31	20	22	21	29	22	20	25	26	26	35
Fraud Under Care	1	3	5	4	4	2	5	6	1	2	6	4
Estimated Total Clients	12839	12787	12722	12877	12908	12820	12011	12180	12406	12637	12858	12982

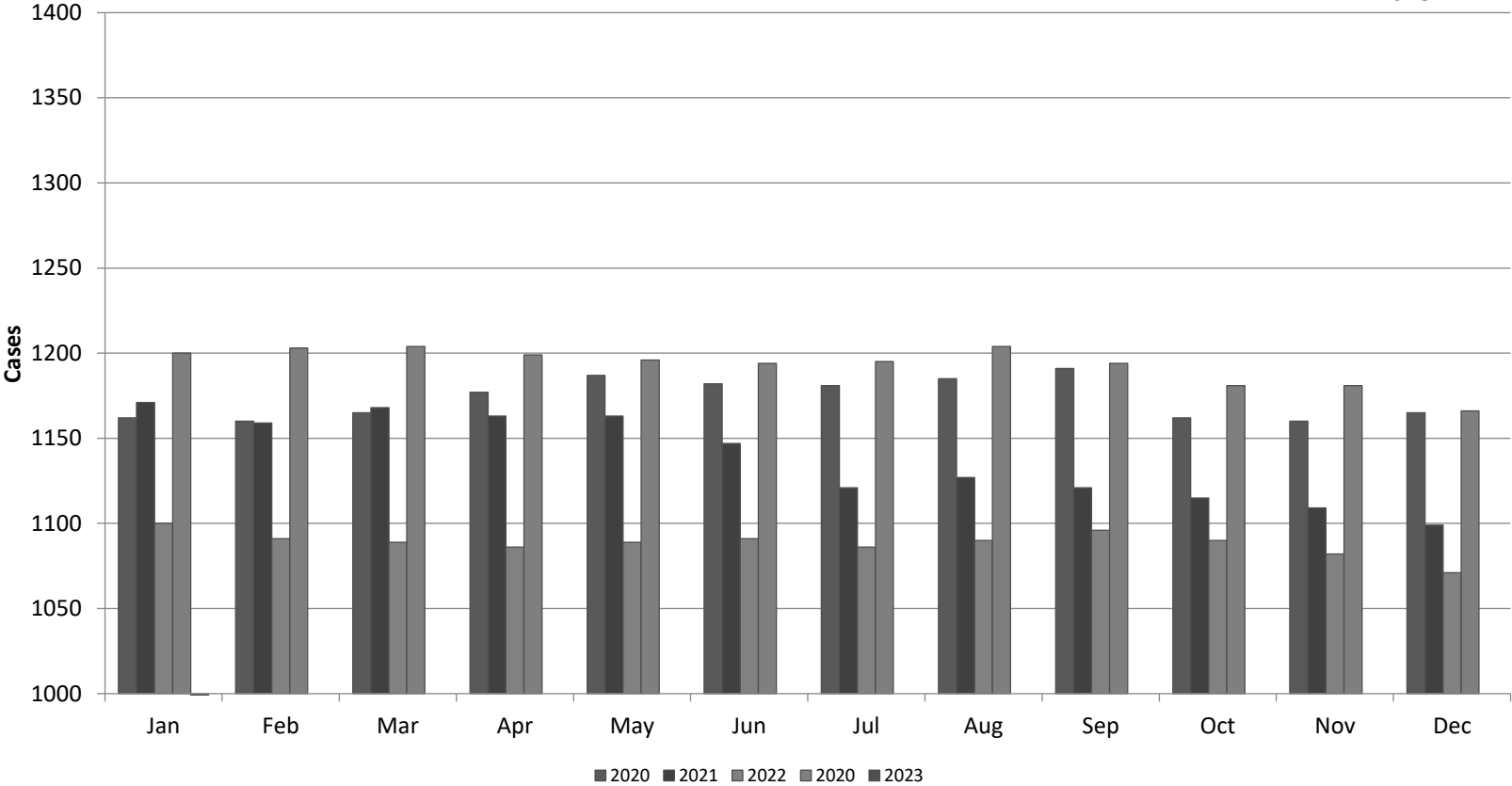






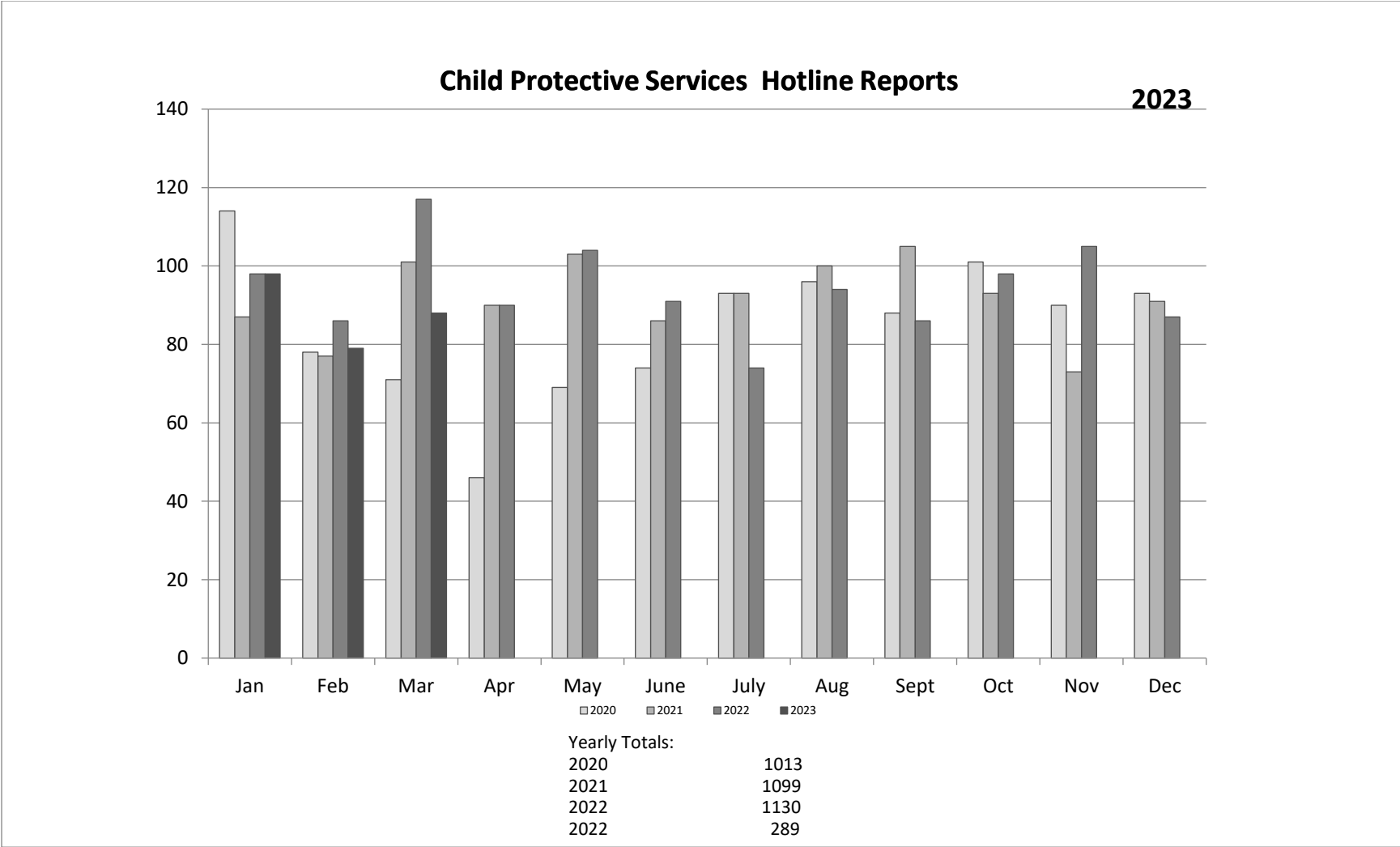
Medical Assistance - Supplemental Security Income Caseload

2023



Monthly Caseload Averages:

2020	1173
2021	1139
2022	1093
2023	1064





Personnel Change Justification Form

Requested Change: ☐ Abolish/Create ☐ Reallocation ☐ Abolish ☒ Create

Position Name (s): Create Senior Case Aide Abolish _____

Bargaining Unit: CSEA

Purpose and Background:

There are currently 2 Case Aide positions and 1 Senior Case Aide position under the oversight of a Manager doing all of the homeless assessments and placements, screening everyone who comes to the department for any need, offering community services, and assisting people to apply for benefits when necessary. There is another request to reallocate the 2 Case Aides to Senior Case Aide titles due to the job duties required. That would make 3 Senior Case Aide positions, but it is not enough to cover the workload. The homeless numbers are more than double what they have been in the past and keep growing. We are housing almost 100 individuals all of the time now. Additionally, our Reception area addresses the needs of approximately 120 people who walk in each day. Two of the current three positions are tied up with client interviews almost all day and the other one is left to answer the phone, greet visitors, process paperwork and connect clients to other department employees when they arrive. This is not adequate to do the best job we can and is causing employees to burn out. We are pulling different people to cover for illness, vacancies, vacations and lunch breaks which impacts our ability to be effective.

Fiscal Impact: ☒ County Funded 65 % ☐ Grant Funded _____ % Grant Exp. Date _____

Current Grade/Salary of Position: Grade 9 Salary Range \$ 19.26 - 23.12

Requested Grade/Salary of Position: Grade _____ Salary Range \$ _____

Annual Increase: \$ 33,350 County Share: \$ 21,678 # of Positions Affected: 1

Goals:

1. If we can adequately staff our Reception/Intake area, we might be able to stabilize the staff and provide more consistency in resolving problems and meeting complex needs of the clients we are seeing.
2. We would have a chance to address other non-emergency projects such as records retention projects.

Operational Impact:

We can avoid having to pull people with higher job titles down to cover this work. When we pull people from their own workloads, we compromise their ability to do quality work in their assigned areas, create much frustration due to the complexity of the work, and do not achieve the best outcomes we can.

Requested By:

[Signature]
Signature of Requesting Department Head

5/1/23
Date

Personnel Officer Approval

[Signature]
Signature of Personnel Officer

5/1/23
Date

County Administrator Budget Impact Statement:

County Administrator Approval

[Signature]
Signature of County Administrator

5/2/2023
Date

Statutory Committee Approval

Signature of Committee Chair after Committee Vote

Date



Personnel Change Justification Form

Requested Change: ☒ Abolish/Create ☐ Reallocation ☐ Abolish ☐ Create

Position Name (s): Create 2 Senior Case Aides Abolish 2 Case Aides

Bargaining Unit: CSEA

Purpose and Background:

Two case aide positions are assigned to manage the reception desk for DSS. The job duties they need to perform warrant a reclassification. The work being assigned includes responsibility for assessing client needs, determining what benefits should be applied for, and for assisting clients through that process. This includes assessing emergency needs including housing. The work requires much independent judgment in an unpredictable and busy setting. There have been 3 employees leave employment from these positions since January 2023. The work is extremely challenging and difficult.

Fiscal Impact: ☒ County Funded 65 % ☐ Grant Funded _____ % Grant Exp. Date _____

Current Grade/Salary of Position: Grade 7 Salary Range \$ 17.19 - 21.76

Requested Grade/Salary of Position: Grade 9 Salary Range \$ 18.26 - 23.12

Annual Increase: \$ 1,944 each County Share: \$ 1,264 each # of Positions Affected: 2

Goals:

1. We will have people in job titles that match the job duties.
2. We hope to stabilize the positions by reducing turnover

Operational Impact:

It is essential that we have well trained stable employees working the front end of our service delivery system. It is busy and the better we assess, divert and engage with those coming in to apply for services, the better all of our service delivery will be.

Requested By:

[Signature]
Signature of Requesting Department Head

5/1/23
Date

Personnel Officer Approval

[Signature]
Signature of Personnel Officer

5/1/23
Date

County Administrator Budget Impact Statement:

Minor increase - help with Recruitment and retaining employees

County Administrator Approval

[Signature]
Signature of County Administrator

5/2/2023
Date

Statutory Committee Approval

Signature of Committee Chair after Committee Vote

Date



Personnel Change Justification Form

Requested Change: ☐ Abolish/Create ☐ Reallocation ☐ Abolish ☒ Create

Position Name (s): Create Compliance/Privacy Officer Abolish N/A

Bargaining Unit: Management

Purpose and Background:

Create 1.0 FTE Compliance/Privacy Officer for Mental Health Dept. After significant regulatory updated requirements by NYS Office of Inspector General (OMIG) for all healthcare providers billing Medicaid for client services implemented March 2023; compliance/privacy job duties & responsibilities now require a FT manager for success. This position would ensure compliance with regulatory & quality of care for treatment/services and estimated \$3M annual billing revenue by the MH Dept. to protect county's risk/liability under OMIG requirements.

Fiscal Impact: ☒ County Funded 70 % ☒ Grant Funded 30 % Grant Exp. Date annual revenue est.

Current Grade/Salary of Position:

Grade

Salary Range \$

Requested Grade/Salary of Position:

Grade 6-7

Salary Range \$ 73,873 - 98,324 68718-91464

Annual Increase: \$ 98K

County Share: \$ 19K

of Positions Affected: 1.0 FTE

Goals:

Responsibility for ensuring that the codes, rules, and regulations based on applicable Federal, State, and County statutes are adhered to throughout the MH Department. Ensure MH Dept. compliance with Title 18- Part 521 -Provider Compliance Programs. Responsible for the continuous improvement of these policies and programs and implementing compliance/privacy methods for MH dept. success. Ensure full MH Dept. compliance with all federal and state compliance and privacy practices to protect department and county risk/liability under OMIG requirements. Support quality and compliance improvement for MH treatment and services.

Operational Impact:

This position would ensure regulatory and quality of care compliance for close to \$3M in billing revenue by the MH Dept. to protect county's risk/liability from OMIG audit. This new position will free up other Managers for need capacity in their other required assignments. Creates fiscal and clinical quality protection for department & county's risk under OMIG requirements.

Requested By:

Signature of Requesting Department Head

5-1-23

Date

Personnel Officer Approval

Signature of Personnel Officer

5-1-23

Date

County Administrator Budget Impact Statement:

Will increase efficiency by not having Deputy spend alot of time performing these duties instead of her duties.

County Administrator Approval

Signature of County Administrator

5/2/2023

Date

Statutory Committee Approval

Signature of Committee Chair after Committee Vote

Date



Personnel Change Justification Form

Requested Change: ☐ Abolish/Create ☐ Reallocation ☐ Abolish ☒ Create

Position Name (s): Create Mental Health Clinician Abolish N/A

Bargaining Unit: CSEA

Purpose and Background:

Create 1.0 FTE Mental Health Clinician (MHC) for Mental Health Dept. to respond to the demand for clinical treatment from licensed therapists - increase beyond current MHC capacity. 2022 end of year and Q1 2023 client demand data shows continued 3-5yr trend of increase in total clients and total sessions providers. Caseloads will exceed 80-90 clients per MHC/Senior MHC for all by May 2023. Just in March 2022 new intakes exceed 100 in our outpatient clinic.

Fiscal Impact: ☐ County Funded none % ☒ Grant Funded 100 % Grant Exp. Date annual revenue

Current Grade/Salary of Position: Grade _____ Salary Range \$ _____

Requested Grade/Salary of Position: Grade 28 Salary Range \$ _____

Annual Increase: \$ _____ County Share: \$ _____ # of Positions Affected: 1.0 FTE

Goals:

Respond to absorb increased client demand for verbal therapy by MHC at our Dept. Clinic Program by adding 1.0 FTE new MHC. Will take at least 6 weeks to interview/hire + 3 weeks to train.

Operational Impact:

This position would ensure MH Dept. responsiveness to community need for mental health therapy needs.

Budget neutral with 100% MHC Salary/Fringe offset by Clinic billing revenue.

Requested By:


Signature of Requesting Department Head

5-1-23
Date

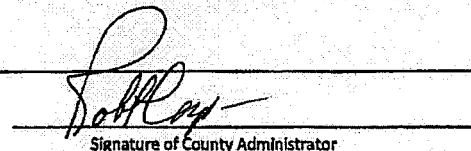
Personnel Officer Approval


Signature of Personnel Officer

5-2-23
Date

County Administrator Budget Impact Statement:

County Administrator Approval


Signature of County Administrator

5/2/2023
Date

Statutory Committee Approval

Signature of Committee Chair after Committee Vote

Date



CORTLAND COUNTY HEALTH DEPARTMENT

COUNTY OFFICE BUILDING
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<http://www.cortland-co.org/432/Health-Department>

Nicole Anjeski, MS, MPH
Public Health Director
Lisa Perfetti, BSN, RN
Deputy Public Health Director
Ngozi Mezu-Patel, MD
Medical Advisor

Cortland County Health Department

Health and Human Services Committee Report May 2023

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COVID-19 Update

COVID-19 cases:

- a. 4/2-4/8=27
- b. 4/9-4/15=16
- c. 4/16-4/22=20
- d. 4/23-4/29=13

4 week total of **76** new cases.

As of April 27: Cortland County's community level remains Low

FLU 2022-2023 Season Update

Flu cases:

- a. 4/2-4/8=1
- b. 4/9-4/15=1
- c. 4/16-4/22=0
- d. 4/23-4/29=1

4 week total of **3** new cases.

Lyme Disease

Lyme disease is the most common vector-borne disease in the United States. Lyme disease is caused by the bacterium *Borrelia burgdorferi* and rarely, *Borrelia mayonii*. It is transmitted to humans through the bite of infected blacklegged ticks. Tick exposures can occur year-round, but ticks are most active during warmer months. For more information on what Lyme disease is and preventing tick bites visit the CDC @ <https://www.cdc.gov/lyme/index.html>

Cortland County Lyme Disease #'s

2023 through March-24

2022 Total-105

2021 Total-91

2020 Total-75

2019 Total-104



Wastewater Surveillance

Cortland County Health Department
1h · 🌐

Our Public Health Director Nicole Anjeski, Epidemiology Manager Margaret Broderick, and the City of Cortland Superintendent of Wastewater Bruce Adams had the pleasure of sitting down with WCNY for their recent episode of Cycle of Health on Wastewater Surveillance. We use the weekly results of wastewater testing in the City of Cortland, in addition to our other data sources like testing and hospitalization, to determine how COVID-19 is spreading in our community. Wastewater surveillance does not rely on people getting tested, which helps fill gaps in the data we have related to COVID-19 spread. Thank you WCNY for helping share this important information with our community, Syracuse University for their leadership and reporting, and Bruce & the City of Cortland Wastewater Treatment Facility for leading this effort in our own county!

Hear our interviews, and interviews from the Epidemiologist's at Syracuse University, to learn more about wastewater surveillance: <https://video.wcny.org/video/wastewater-surveillance-1drdus/>

Check out the wastewater section of our COVID-19 dashboard to learn more: <https://sites.google.com/./cort./wastewater-surveillance>



Here is the link: https://video.wcny.org/video/wastewater-surveillance-1drdus/?fbclid=IwAR0GzB_a22blcXZ76ifg4mN-fhq5M5r58PADgpLQ4nf0fBm-uQerwYHSi9M

End of the Federal Public Health Emergency (PHE) for COVID-19 on May 11

Based on current COVID-19 trends, the Department of Health and Human Services (HHS) is planning for the federal PHE for COVID-19, to expire at the end of the day on May 11, 2023. For more information visit: <https://www.hhs.gov/about/news/2023/02/09/fact-sheet-covid-19-public-health-emergency-transition-roadmap.html>

What will **not be affected** according to the Department of HHS:

- Access to COVID-19 vaccinations and certain treatment, such as Paxlovid and Lagevrio
 - When this transition to traditional health care coverage occurs later this year, many Americans will continue to pay nothing out-of-pocket for the COVID-19 vaccine. Vaccines recommended by the Advisory Committee on Immunization Practices (ACIP) are a preventive health service for most private insurance plans and will be fully covered without a co-pay. Currently, COVID-19 vaccinations are covered under Medicare Part B without cost sharing, and this will continue. Medicaid will continue to cover all COVID-19 vaccinations without a co-pay or cost sharing through September 30, 2024, and will cover ACIP-recommended vaccines for most beneficiaries thereafter.
 - Out-of-pocket expenses for certain treatments may change, depending on an individual's health care coverage, similar to costs that one may experience for other drugs through traditional coverage. Medicaid programs will continue to cover COVID-19 treatments without cost sharing through September 30, 2024. After that, coverage and cost sharing may vary by state.
- FDA's EUAs for COVID-19 products (including tests, vaccines, and treatments)
- Major Medicare telehealth flexibilities
- Medicaid telehealth flexibilities
- The process for states to begin eligibility redeterminations for Medicaid

Some things that **will be affected**:

- Certain Medicare and Medicaid waivers and broad flexibilities for health care providers are no longer necessary and will end
- Coverage for COVID-19 testing for Americans will change
- Reporting of COVID-19 laboratory results and immunization data to CDC will change
- Certain FDA COVID-19-related guidance documents for industry that affect clinical practice and supply chains will end or be temporarily extended
- FDA's ability to detect early shortages of critical devices related to COVID-19 will be more limited

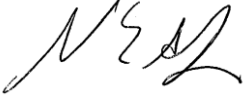
FDA Authorizes Changes to COVID-19 Vaccines

On April 18th, the FDA amended its emergency use authorizations (EUAs) ([FDA announcement](#)) to authorize bivalent Moderna and Pfizer-BioNTech COVID-19 vaccines to be used for all doses administered to individuals 6 months of age and older. The monovalent Moderna and Pfizer-BioNTech COVID-19 vaccines are no longer authorized for use in the United States. Still waiting for updated guidance from NYSDOH.

Staffing

- Active recruitment for one nursing position
- Active recruitment for one senior account clerk
- Active recruitment for one public health technician

Sincerely,



Nicole Anjeski, MS, MPH
Public Health Director