



Health & Human Services Committee

Committee Meeting

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

~ Agenda ~

Tuesday, May 10, 2022

9:00 AM

Board Room

WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=m4c713efa3b87590844cf09e5054f5546>

Tuesday, May 10, 2022 9:00 am | 1 hour | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2343 681 7819

Password: XiGpYUvA686

Join by phone

+1-415-655-0001 US Toll

Access code: 234 368 17819

Call to Order

Attendee Name	Present	Absent	Late	Arrived
Committee Chair Sandra Price	☐	☐	☐	
Committee Member George Wagner	☐	☐	☐	
Committee Vice Chair Ann Homer	☐	☐	☐	
Committee Member Kelly L. Fairchild-Preston	☐	☐	☐	
Committee Member Paul Heider	☐	☐	☐	
Committee Member Richard Stock	☐	☐	☐	
Committee Member Joseph Nauseef	☐	☐	☐	

Minutes Approval

1. Health & Human Services Committee - Committee Meeting - Mar 8, 2022 8:30 AM

Resolutions

ON MOTION OF PRICE

AGENDA ITEM NO. 1

Award Bid/Authorize Agreement - Disability Resource Coordinator - Cayuga/Cortland Workforce Development Board

WHEREAS, the Cayuga Cortland Workforce Development Board issued a Request for Proposals for a Disability Resource Coordinator, AND

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

WHEREAS, one proposal was received in response to the request for proposals as follows:

Company	Address	Amount
J.M. Murray Center, Inc.	823 NYS Route 13, Cortland, NY 13045	\$62,269.73

, AND

WHEREAS, based upon the results of the bid, the Health and Human Services Committee recommends that bid be awarded to the lowest responsible bidder, AND

WHEREAS, the Cayuga Cortland Workforce Development Board recommends the bid be awarded to J.M. Murray Center, Inc., NOW THEREFORE BE IT

RESOLVED, that the contract for Workforce Innovation and Opportunity Act (WIOA) advertising and outreach for all WIOA Young Adult programs be awarded to J.M. Murray Center, Inc., AND BE IT FURTHER

RESOLVED, that the Legislature along with the Cayuga Cortland Workforce Development Board, authorizes the County Administrator, upon review and approval of the County Attorney or designee, to enter into an agreement with J.M. Murray Center, Inc. for a Disability Resource Coordinator for the Cayuga Cortland Workforce Development Board.

ON MOTION OF PRICE

AGENDA ITEM NO. 2

Authorize One-Stop System Operator Agreement - Workforce Development/Grants Administration

WHEREAS, the Cayuga Cortland Workforce Development Board Director, hereinafter referred to as "WDB", has been appointed by the Chair of the Cortland County Legislature, who is the Chief Elected Official for the Cayuga Cortland Workforce Development Area under the Workforce Innovation and Opportunity Act, hereinafter referred to as "WIOA", AND

WHEREAS, in accordance with WIOA regulations, Cortland County has been designated the Grant Recipient/Fiscal Agent for the Cayuga Cortland Workforce Development Area, AND

WHEREAS, in accordance with WIOA regulations, the WDB hereby designates and certifies the Cayuga Cortland WDB Director as the Operator of the One-Stop delivery system in the local area, AND

WHEREAS, the duties and job title of the Cayuga Cortland One-Stop System Operator (OSSO) shall reside with the individual who occupies the role of Director of the Employment and Training Grant Administration office, AND

WHEREAS, the One-Stop System Operator will be defined by its own duties, roles, responsibilities, and chain of command hierarchy, AND

WHEREAS, the Cayuga Cortland One-Stop System Operator has submitted a plan of service, and desires to execute this Local Agreement with the Cayuga Cortland WDB, NOW THEREFORE BE IT

RESOLVED, that the Chair of the Cortland County Legislature, upon review of the County Attorney or designee, be and hereby is authorized to execute the One-Stop System Operator agreement for the Cayuga Cortland Workforce Development Board.

ON MOTION OF PRICE

AGENDA ITEM NO. 3

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 the Cortland and Cayuga Counties, which have been designated as a Workforce Area, to appoint/reappoint members to the Workforce Development Board for said Area, NOW THEREFORE BE IT

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

Name	Address	Sector	Term
Peter Schug	1 Penny Lane Dryden, NY 13053	Business/Private - QMC Group	7/1/22 - 6/30/25

ON MOTION OF HEIDER

AGENDA ITEM NO. 4

Amend Resolution 68-22/Authorize County Administrator to Enter into Agreements for the Cortland County Age Well Center - Buildings & Grounds/Area Agency on Aging

WHEREAS, the Cortland County Legislature adopted Resolution No. 68-22, which authorized the allocation of \$175,000 of the federal aid revenue to the Cortland County Age Well Center, AND

WHEREAS, it was the intent of the Legislature to authorize the County Administrator, upon recommendation of the Director of the Area Agency on Aging and/or the Superintendent of Buildings and Grounds, to execute agreements for the Cortland County Age Well Center, NOW THEREFORE BE IT

RESOLVED, that Resolution No. 68-22 be and hereby is amended to authorize the County Administrator, upon review and approval by the County Attorney or designee, to enter into agreements for the Cortland County Age Well Center.

ON MOTION OF PRICE

AGENDA ITEM NO. 5

Create Position - Food Services Helper (17 Hours/Week)/Accept American Rescue Plan for Nutrition Services Funding/Amend 2022 Budget - Area Agency on Aging

WHEREAS, the New York State Office for the Aging has made available the sum of \$55,939 under the American Rescue Plan for Nutrition Services, for the period April 1, 2021 through September 30, 2024, through Area Agency on Aging Revenue Account No. A677444.44772 HDC6, AND

WHEREAS, the needs of the agency will be better served by creating one part-time, no benefits, position of Food Service Helper (17 hours/week), AND

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

RESOLVED, that one-part time position of Food Service Helper (17 hours/week, CSEA, Grade 2, \$13.8960-17.5013/HR, labor class) be created with approval to fill on May 27, 2022, AND BE IT FURTHER

RESOLVED, that the 2022 County Budget be and hereby is amended as follows:

Increase:

Revenues:

A677444 44772 HDC6	Federal Aid - HDC6	\$55,939
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Expenses:

A67745 51010 HDC6	Personal Services	\$30,575
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A67745 58030 HDC6	FICA	\$2,339
A67745 58040 HDC6	Workers Comp	\$2,239
A67745 54078 HDC6	Fuel	\$8,500
A67745 54007 HDC6	Janitorial Supplies	\$6,500
A67745 54800 HDC6	Program Expense	\$5,786

, AND BE IT FURTHER

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

Monthly Reports

1. Health Department Monthly Report
2. Department of Social Services First Quarter Statistics

Adjournment