



Health & Human Services Committee

Committee Meeting

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

~ Agenda ~

Tuesday, August 10, 2021

11:00 AM

Board Room

Call to Order

Attendee Name	Present	Absent	Late	Arrived
Committee Member Douglas Bentley	☐	☐	☐	
Committee Vice-Chair Ann Homer	☐	☐	☐	
Committee Member Richard Stock	☐	☐	☐	
Committee Chair Cathy Bischoff	☐	☐	☐	
Committee Member Susan Wilson	☐	☐	☐	
Committee Member Kevin Fitch	☐	☐	☐	
Committee Member Joseph Nauseef	☐	☐	☐	

Minutes Approval

1. Health & Human Services Committee - Committee Meeting - Jul 6, 2021 11:00 AM

Resolutions

Social Services

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 1

Amend 2021 Budget Other Compensation - Department of Social Services

WHEREAS, expenditures for vacation payouts have increased due to staff turnover and whereas expenditures for Child Protective Services on-call pay are trending higher this year our expenses in the Other Compensation and Raises account are expected to exceed the amount appropriated in our 2021 budget, NOW THEREFORE BE IT

RESOLVED, that the 2021 County Budget be and hereby is amended as follows:

DECREASE:

Health Insurance
A60105.58060 current 1,214,504.98 DECREASE (\$60,000) new = \$1,154,504.98

INCREASE:

Other Compensation & Raises
A60105.51035 current \$122,000 INCREASE +\$60,000 new = \$182,000

Health Department

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 2

Approval of Revised Cortland County Board of Health Bylaws

WHEREAS, the Cortland County Board of Health has submitted updated Bylaws for review and approval, AND

WHEREAS, the Health and Human Services Committee reviewed and recommends the approval of the proposed bylaws of the Cortland County Board of Health, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby approves the Bylaws of the Cortland County Board of Health, AND BE IT FURTHER

RESOLVED, that a copy of the bylaws shall be kept on file with the Clerk of the Legislature.

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 3

Create Position Principal Account Clerk - Health Department

WHEREAS, the needs of the County will be better served by creating one full time position of Principal Account Clerk in the Health Department, AND

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

RESOLVED, that one position of Principal Account Clerk (CSEA, Grade 13, \$19.1113-23.9499/hr, competitive class, full-time with benefits) be created effective August 26, 2021 at 12:01 A.M., with approval to fill.

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 4

Accept Funds Resource Allocation Plan NYS Office of Children and Family Services - Health Department/Youth Bureau

WHEREAS, the New York State Office of Children and Family Services, through the Resource Allocation Plan has made available the sum of \$68,686 to the Cortland County Youth Bureau, AND

WHEREAS, the County Youth Bureau has designated the funds to various county municipalities and agencies for the year 2021, for which a copy is in the County Youth Bureau Office, AND

WHEREAS, \$53,821 will be allocated to Cortland County municipalities and \$14,865 will be allocated to the Cortland County Youth Bureau for administration, NOW THEREFORE BE IT

RESOLVED, that the 2021 County Budget be amended as follows:

<u>Increase Revenue:</u>		<u>Current</u>	<u>IncreaseBalance</u>	
A73125.43820.21YB	Youth Bureau	\$0	\$68,686	\$68,686
<u>Increase Expenditure:</u>		<u>Current</u>	<u>IncreaseBalance</u>	
A73125.51005.21YB	Personal Service	\$0	\$9,271	\$9,271
A73125.54020.21YB	Postage	\$0	\$30	\$30
A73125.54035.21YB	Educ/Train	\$0	\$200	\$200
A73125.54045.21YB	Travel & Sustenance	\$0	\$200	\$200
A73125.54048.21YB	Program Supplies	\$0	\$100	\$100
A73125.54800.21YB	Program Exp	\$0	\$53,821	\$53,821
A73125.58020.21YB	Retirement	\$0	\$1,483	\$1,483
A73125.58030.21YB	FICA	\$0	\$709	\$709
A73125.58060.21YB	Health Ins	\$0	\$2,872	\$2,872

, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute the Resource Allocation Plan agreement with the NY State Office of Children and Family Services and contract with approved agencies, AND BE IT FURTHER

RESOLVED, that the Treasurer's office is authorized to pay from the appropriate expense account and that in the event that the County does not receive the appropriate funds from the NY State Office of Children and Family Services, the County shall not be liable to pay any of its own funds to meet any deficiency under the terms of the contract.

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 5

Amend 2021 Budget/Authorize Agreement Lead Poisoning Prevention Grant - Health Department

WHEREAS, the New York State Department of Health has awarded the Cortland County Health Department \$40,297 for the Lead Poisoning Prevention Program for the period of 10/1/20-9/30/21, Contract# T36464GG, CFDA# 93.994, AND

WHEREAS, these funds will be used to support and enhance local efforts to reduce the prevalence of elevated blood lead levels in children under six years of age through implementation of a comprehensive program of primary and secondary prevention which includes: public and professional outreach and education, collaboration with local primary care providers; screening, diagnostic evaluation, medical management and education and environmental interventions, NOW THEREFORE BE IT

RESOLVED, the 2021 Budget will need to be amended as follows:

<u>Increase Revenue</u>	<u>Current</u>	<u>Increase</u>	<u>Balance</u>
A40115.43450.20LED 2021 LPPP	\$39,032	\$1,265	\$40,297
<u>Increase Expenditures</u>	<u>Current</u>	<u>Increase</u>	<u>Balance</u>
A40115.58060.20LED Health Insurance	\$14,640	\$1,483	\$16,123
<u>Decrease Expenditures</u>	<u>Current</u>	<u>Decrease</u>	<u>Balance</u>
A40115.51005.20LED Personal Services	\$24,392	(\$218)	\$24,174

, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of the funding by the Legislature, is hereby authorized and directed to sign an agreement with New York State Department of Health to accept these funds, 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.

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 6

**Amend Budget/Authorize Agreement EIP NYS GRANT Children with Special Needs Program-
Health Department**

WHEREAS, the New York State Dept. of Health has awarded the Cortland County Health Dept. \$170,305 for the period of 10/1/21-9/30/26 for funding the Early Intervention Program (EIP), Contract #C36399GG, CFDA #84.181A, with \$34,061 being awarded each year of the grant, AND

WHEREAS, these funds will be used to supplement the administration of the County's Early Intervention Program, AND

WHEREAS, the 2021 County Budget will need to be amended as follows:

<u>Increase Revenue</u>		<u>Current</u>	<u>Increase</u>	<u>Balance</u>
A40595.44451.21CSN	2122 EI Admin Grant	\$0	\$34,061	\$34,061
<u>Increase Expenditure</u>		<u>Current</u>	<u>Increase</u>	<u>Balance</u>
A40595.51005.21CSN	Personal Services	\$0	\$20,710	\$20,710
A40595.58020.21CSN	Retirement	\$0	\$3,314	\$3,314
A40595.58030.21CSN	FICA	\$0	\$1,584	\$1,584
A40595.58060.21CSN	Health Insurance	\$0	\$8,453	\$8,453

, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of the funding by the Legislature, is hereby authorized and directed to sign an agreement with New York State Department of Health to accept these funds, 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.

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 7

Create Positions - Public Health Nurse and Epidemiology Manager - Health Department

WHEREAS, the needs of the County will be better served by creating one full time position of Public Health Nurse and one full time position of Epidemiology Manager in the Health Department, AND

WHEREAS, these positions are being funded by COVID ELC grants, AND

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

RESOLVED, that one position of Public Health Nurse (NYSNA, \$30.0662-35.2175/hr. competitive class, full-time with benefits) and one position of Epidemiology Manager (Management Compensation Plan, Grade 6, \$ 59,571-72,477, competitive class, full-time with benefits) be created effective August 26, 2021 at 12:01 A.M., with approval to fill.

Mental Health

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 8

Authorize 2022 Annual Agreements - Mental Health Department

WHEREAS, Cortland County Department of Mental Health must execute several contracts for various administrative and program services for the calendar year 2022, AND

WHEREAS, such contracts, costs, terms, functional areas and associated account numbers are listed in the attached chart, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee

and subject to appropriation of funding by the Legislature, be and hereby is authorized to execute agreements between 1/1/22 and 12/31/22 for or with the following:

**Abel Screening
Ability Network
Catholic Charities of Cortland County
Contact Community Services
Cortland County Department of Social Services
Coordinated Care Services, Inc.
Cortland Enlarged City School District
Family & Children Counseling Services
Franziska Racker Center
Guthrie Cortland Medical Center
Identrust
InnovaTel
Insero & Co. CPA's
JM Murray Center
Joe Armideo
Kinney Management Services
Language Line Translation Solutions
MEDENT (Community Computers)
Mental Health Association of Cortland County
Seven Valleys Health Coalition
SUNY Upstate Medical University
TalkSoft**

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 9

Authorize 2022-2023 Agreements with Cortland Area Communities that Care and Columbia University - Mental Health Department

WHEREAS, Cortland County Department of Mental Health must execute contracts with Cortland Area Communities That Care (CACTC) and Columbia University for various administrative and program services related to the HEALing Communities Grant for the calendar years 2022 and 2023, AND

WHEREAS, such contracts, costs, terms, functional areas and associated account numbers are listed in the attached chart, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee and subject to appropriation of funding by the Legislature, be and hereby is authorized to execute agreements between 1/1/22 and 12/31/23 with Cortland Area Communities That Care (CACTC) and Columbia University.

Workforce Development

ON MOTION OF BISCHOFF

AGENDA ITEM NO. 10

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
Danielle Chase	4 Wall Street Homer, NY 13077	Business/Private - William George Agency for Children's Services	9/1/21-6/30/24

Discussion Items

1. Opioid Overdose Numbers - Where We Are & Possible Future Action
2. COVID Numbers - Where We Are & Possible Future Action

Monthly Reports

1. Employment & Training Monthly Budget Report
2. Grant Administration Monthly Budget Report
3. Veterans' Services Monthly Budget Report
4. Area Agency on Aging July 2021 Budget Report
5. Health Department Monthly Budget Review-July
6. Monthly Budget Report - Mental Health
7. 2Nd Quarter Statistics - Department of Social Services

Adjournment