



Health & Human Services Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<https://www.cortlandcountyny.gov>

~ Minutes ~

Thursday, August 14, 2025

11:00 AM

Room 302

Call to Order

The meeting was called to order at 11:00 AM by Committee Chair Ronald J. Van Dee

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County	Committee Member	Present	
Reed Cleland	Cortland County	Committee Member	Excused	
William McGovern	Cortland County	Committee Member	Present	
Christopher Newell	Cortland County	Committee Member	Excused	
Jason Prentice	Cortland County	Committee Member	Present	
Keith VanGorder	Cortland County	Committee Vice-Chair	Present	
Ronald J. Van Dee	Cortland County	Committee Chair	Present	
Kevin Fitch	Cortland County	Chair of the Legislature	Present	
Ashley Millard	Cortland County	Deputy Clerk of the Legislature	Present	
Aaron Hammond	Cortland County	Mental Health Compliance Officer	Present	
Maria Adsit	Cortland County	Deputy Director for Office of Aging	Present	
Nicole Anjeski	Cortland County	Public Health Director	Present	
Rebecca Main	Cortland County	Public Health Program Manager	Present	
Laurie Leonard	Cortland County	Personnel Officer	Present	
Kristen Monroe	Cortland County	Commissioner of Social Services	Present	
Kristen Beard	Cortland County	Child Advocacy Center Director	Present	
Amy Buggs	Cortland County	Workforce Development Director	Present	
Andrea Herzog	Cortland County	Director of Finance	Remote	
Patty Schaap	Cortland County	Director of Community Services	Remote	
Gail Spitzer	Cortland County	Administrative Assistant to the Mental Health Director	Remote	10:22 AM

Minutes Approval

1. Health & Human Services Committee - Committee Meeting - Jun 12, 2025 11:00 AM

RESULT:	APPROVED
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Resolutions

AGENDA ITEM NO. 1 – Agreement with YWCA for Non-Residential Enhanced Services - Department of Social Services

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/28/2025 6:00 PM
MOVER:	Jason Prentice, Committee Member
SECONDER:	Douglas Bentley, Committee Member
AYES:	Bentley, McGovern, Prentice, VanGorder, Van Dee
EXCUSED:	Reed Cleland, Christopher Newell

ON MOTION OF VAN DEE

RESOLUTION NO.

Agreement with YWCA for Non-Residential Enhanced Services - Department of Social Services

WHEREAS, the NYS Office of Children and Family Services has allocated Temporary Assistance for Needy Families (TANF) funds for Non-Residential Domestic Violence Services; AND

WHEREAS, the Young Women's Christian Association (YWCA) Aid to Victims of Violence (AVV) program is an authorized provider of such services; AND

WHEREAS, the funding needed for this Agreement is provided through a State allocation of Federal TANF money and will be paid from Account A60105.54800.4693 titled Enhanced Non-Residential Domestic Violence and the revenue will be posted in Account A601044.44689.4693; NOW THEREFORE BE IT

RESOLVED, the County Administrator and/or Chair of the Legislature, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, be and hereby is authorized to sign an agreement for the time period of October 1, 2025, through September 30, 2026, in an amount not to exceed \$25,000 of said funding with the YWCA of Cortland.

AGENDA ITEM NO. 2 – Abolish Safe Harbour Coordinator Position/Create Child Advocacy Center Assistant Director Position

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/19/2025 9:00 AM
MOVER:	William McGovern, Committee Member
SECONDER:	Jason Prentice, Committee Member
AYES:	Bentley, McGovern, Prentice, VanGorder, Van Dee
EXCUSED:	Reed Cleland, Christopher Newell

ON MOTION OF VAN DEE

RESOLUTION NO.

Abolish Safe Harbour Coordinator Position/Create Child Advocacy Center Assistant Director Position

WHEREAS, the needs of the Child Advocacy Center will be better served by abolishing one (1) part-time position of Safe Harbour Coordinator and creating one (1) full-time position of Child Advocacy Center Assistant Director; AND

WHEREAS, the Child Advocacy Center Assistant Director position will be fully grant funded; AND

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

RESOLVED, that one (1) position of Safe Harbour Coordinator (CSEA, Grade 13, \$22.2053-28.1062/hr., competitive class, part-time, 17 hours per week, no benefits) be abolished effective September 30, 2025; AND BE IT FURTHER

RESOLVED, that one (1) position of Child Advocacy Center Assistant Director (Grade 12, Management Compensation Plan, \$51,274-\$68,246/yr., competitive class, full time, 35 hours per week, with benefits) be created with approval to fill on October 1, 2025; AND BE IT FURTHER

RESOLVED, that the newly created position is contingent upon continued grant funding and will be abolished once said grant funding is exhausted.

AGENDA ITEM NO. 3 – Write Off Uncollectible Account Balances - Mental Health Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/19/2025 9:00 AM
MOVER:	Douglas Bentley, Committee Member
SECONDER:	William McGovern, Committee Member
AYES:	Bentley, McGovern, Prentice, VanGorder, Van Dee
EXCUSED:	Reed Cleland, Christopher Newell

ON MOTION OF VAN DEE

RESOLUTION NO.

Write Off Uncollectible Account Balances - Mental Health Department

WHEREAS, the Mental Health Department invoices clients and their health insurance companies for services provided; AND

WHEREAS, the department invoiced a total of \$2,636,906.57, received a total of \$2,392,058.87, and recorded insurance adjustments of \$185,142.85 for the fiscal year 2022; AND

WHEREAS, \$59,704.85 in unpaid balances that were invoiced between Jan. 1, 2022 and Dec. 31, 2022 are still listed in Mental Health's records as accounts receivable; AND

WHEREAS, Cortland County Mental Health Department will serve county residents regardless of their ability to pay; AND

WHEREAS, the Mental Health Department has a "Write-Off" policy to write off any balance over two years old and does not want to carry forward these uncollectible balances; AND

WHEREAS, the Cortland County Mental Health Department realizes that unpaid account balances will continue due to changes in availability of health insurance and plans that offer health insurance coverage with deductibles as high as \$10,000; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes that these balances, totaling \$59,704.85 be written off as uncollectible by year end December 31, 2025; AND BE IT FURTHER

RESOLVED, Cortland County will continue collection efforts when and where possible.

AGENDA ITEM NO. 4 – Amend Resolution No. 189-24 - Authorize Agreements for Substance Abuse & Mental Health Services Administration (SAMHSA) 2024-2028 Youth Grant - Mental Health Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/28/2025 6:00 PM
MOVER:	William McGovern, Committee Member
SECONDER:	Douglas Bentley, Committee Member
AYES:	Bentley, McGovern, Prentice, VanGorder, Van Dee
EXCUSED:	Reed Cleland, Christopher Newell

ON MOTION OF VAN DEE

RESOLUTION NO.

Amend Resolution No. 189-24 - Authorize Agreements for Substance Abuse & Mental Health Services Administration (SAMHSA) 2024-2028 Youth Grant - Mental Health Department

WHEREAS, the Cortland County Mental Health Department has been awarded a grant from Substance Abuse & Mental Health Services Administration (SAMHSA) for expansion and sustainability of comprehensive community mental health services for children with Serious Emotional Disturbances (SED); AND

WHEREAS, the grant award period is from October 2024 through September 2028 and award amount total is \$3,526,362.00; AND

WHEREAS, the grant has designated the funds to be used to fund specific positions and provider contracts matching the approved SAMHSA budget and action plans; AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 189-24 which authorized contracts with some agencies for only the first year of the grant; AND

WHEREAS, an amendment is required to complete the contracts for the remaining three (3) years of the grant; AND

WHEREAS, it is the recommendation of the Health and Human Services Committee to authorize the Chair of the Cortland County Legislature and/or the County Administrator to approve the designation of funds to the following Cortland County contracted agencies for the next three (3) years of the grant to work under the Grant leadership oversight of the Mental Health Department; within the budget requirements in the grant; NOW THEREFORE BE IT

RESOLVED, that the Chair of the Legislature and/or the County Administrator, upon review by the County Attorney or designee, is hereby authorized to execute contracts with the following agencies for an amount not to exceed the amount listed:

2024-2028 SAMHSA Approved Contacted Providers	Authorized Funds Four (4) Year Totals
FFT, LLC Functional Family Therapy	\$85,460
Family & Children's Counseling Services of Cortland	\$38,000
CAPCO	\$367,258
CACTC / RHI	\$634,000
SUNY Upstate Medical University	\$17,680
RHI (Web Design and Development)	\$38,500
RHI (Marketing)	\$313,000
Functional Family Therapy, LLC	\$71,750

; AND BE IT FURTHER

RESOLVED, that funding to RHI for marketing, in an amount of up to \$313,000, shall be determined and authorized in accordance with SAMHSA's approval, and the funding level may be adjusted accordingly; AND BE IT FURTHER

RESOLVED, the Director of Finance is authorized to pay the approved county contracted agencies from the appropriate expense account for this SAMHSA Grant.

AGENDA ITEM NO. 5 – Award Bid/Authorize Agreements for Use of Opioid Reserve Funding

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/19/2025 9:00 AM
MOVER:	Jason Prentice, Committee Member
SECONDER:	Douglas Bentley, Committee Member
AYES:	Bentley, McGovern, Prentice, VanGorder, Van Dee
EXCUSED:	Reed Cleland, Christopher Newell

ON MOTION OF VAN DEE

RESOLUTION NO.

Award Bid/Authorize Agreements for Use of Opioid Reserve Funding

WHEREAS, Cortland County has received opioid settlement funds from both the New York State Attorney General allocation ("Attorney General Funds") in the amount of \$184,000 and the Local Governmental Unit (LGU) Regional Abatement Funds in the amount of \$369,955, for a combined total of \$553,955, to be used for approved opioid prevention, treatment, recovery, and harm reduction programs; AND

WHEREAS, the County issued a Request for Proposals (RFP) for qualified agencies to submit funding requests consistent with the opioid settlement spending categories; AND

WHEREAS, proposals were reviewed and funding recommendations were made in accordance with the percentage allocations established for each category: Prevention (10%), Treatment (35%), Recovery (35%), and Harm Reduction (20%); NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby awards the opioid settlement funds as follows:

- I. Prevention - 10% of Total Funds (\$55,395.50)
 - Rural Health Institute (RHI) - \$25,000
 - Access to Independence (ATI) - \$30,395.50 (CANDLE program)
- II. Treatment - 35% of Total Funds (\$196,675)
 - Access to Independence (ATI) - \$6,000 (CANDLE program), \$4,000 Recovery Community Organization (RCO support groups) - Total: \$10,000
 - Family & Children's Counseling Services (FCCS) - \$183,883 (Methadone Clinic) plus \$2,792 transferred from Recovery category for a total of \$186,675
- III. Recovery - 35% of Total Funds (\$191,091.25)
 - Access to Independence (ATI) - \$110,300 (TC3 program), \$66,791.25 (ATI programming), \$14,000 Recovery Community Organization (RCO) - Total: \$191,091.25
 - Note: \$2,792 of Recovery funds reallocated to Treatment category (FCCS)

IV. Harm Reduction - 20% of Total Funds (\$110,791)

- Rural Health Institute (RHI) - \$45,000
- Family & Children's Counseling Services (FCCS) - \$65,791

; AND BE IT FURTHER

RESOLVED, that the Chair of the Legislature and/or County Administrator, upon review and approval of the County Attorney or designee, is hereby authorized to execute agreements with Rural Health Institute, Access to Independence, and Family & Children's Counseling Services, in accordance with the funding allocations above; AND BE IT FURTHER

RESOLVED, that any unspent funds shall be returned to the opioid settlement account to be reallocated by future legislative action.

AGENDA ITEM NO. 6 – Authorize Increase in Hours Medical Director/Psychiatrist - Mental Health Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/28/2025 6:00 PM
MOVER:	Douglas Bentley, Committee Member
SECONDER:	William McGovern, Committee Member
AYES:	Bentley, McGovern, Prentice, VanGorder, Van Dee
EXCUSED:	Reed Cleland, Christopher Newell

ON MOTION OF VAN DEE

RESOLUTION NO.

Authorize Increase in Hours Medical Director/Psychiatrist - Mental Health Department

WHEREAS, the Cortland County Legislature adopted Resolution No. 40-25 which created one (1) Medical Director/Psychiatrist (4 hrs/week) and one (1) Medical Director/Psychiatrist (10 hrs/week); AND

WHEREAS, the needs of the Mental Health Department would be better served by allowing both Medical Director/Psychiatrist positions to work up to fourteen hours per week, with the aggregate number of hours worked between the two positions not to exceed fourteen hours in one (1) week; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the two Medical Director/Psychiatrist positions to work up to 14 hours per week effective September 1, 2025.

AGENDA ITEM NO. 7 – Authorize 5-Year Agreement with Syracuse University to Accept Interns - Mental Health Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/28/2025 6:00 PM
MOVER:	Jason Prentice, Committee Member
SECONDER:	William McGovern, Committee Member
AYES:	Bentley, McGovern, Prentice, VanGorder, Van Dee
EXCUSED:	Reed Cleland, Christopher Newell

ON MOTION OF VAN DEE

RESOLUTION NO.

Authorize 5-Year Agreement with Syracuse University to Accept Interns - Mental Health Department

WHEREAS, the Cortland County Mental Health Department authorizes agreements with several schools and universities to provide internship opportunities to students; AND

WHEREAS, there are no costs to Cortland County associated with these internships; AND

WHEREAS, the current 5-year contract with Syracuse University expires in 2025; NOW THEREFORE BE IT

RESOLVED, that the Chair of the Cortland County Legislature and/or County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute a 5-year agreement with the following:

Syracuse University, 900 South Crouse Ave., Syracuse, NY 13244

Discussion Items

1. Child Advocacy Center Second Quarter Statistics

RESULT:	COMPLETED
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2. DSS Second Quarter Statistics

RESULT:	COMPLETED
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3. Health Department Monthly Report

RESULT:	COMPLETED
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Adjournment

The meeting was closed at 11:57 AM



Health & Human Services Committee

60 Central Ave.
Cortland, NY 13045

Committee Meeting

<https://www.cortlandcountyny.gov>

~ Minutes ~

Thursday, June 12, 2025

11:00 AM

Room 302

Call to Order

The meeting was called to order at 11:04 AM by Committee Chair Ronald J. Van Dee

Attendee Name	Organization	Title	Status	Arrived	Departed
Douglas Bentley	Cortland County	Committee Member	Present		
Reed Cleland	Cortland County	Committee Member	Present		
William McGovern	Cortland County	Committee Member	Present		
Christopher Newell	Cortland County	Committee Member	Present		
Jason Prentice	Cortland County	Committee Member	Present		
Keith VanGorder	Cortland County	Committee Vice-Chair	Present		
Ronald J. Van Dee	Cortland County	Committee Chair	Present		
Kevin Fitch	Cortland County	Ex-Officio Member/Chair of the Legislature	Present	11:10 AM	11:20 AM
Ashley Millard	Cortland County	Deputy Clerk of the Legislature	Present		
Beau Harbin	Cortland County	Legislator	Present		
Patty Schaap	Cortland County	Director of Community Services	Present		
Kristen Monroe	Cortland County	Commissioner of Social Services	Present		
Shannon Phillips	Cortland County	Employment & Training Director	Present		
Rebecca Main	Cortland County	Public Health Program Manager	Present		
Amber Giamei	Cortland County	Deputy Director of Area Agency on Aging	Present		
Nicole Anjeski	Cortland County	Public Health Director	Present		11:53 AM
Morgan Spaulding	Cortland County	Grants Administrator	Present		
Kim Cameron	Cortland	Resident	Present		
Carol Costell Corbin	Cortland	Resident	Present		
Andrea Herzog	Cortland County	Director of Finance	Remote		11:20 AM
Nicole	Cortland	Executive Assistant	Remote		

Minutes Acceptance: Minutes of Jun 12, 2025 11:00 AM (Minutes Approval)

Compton	County				
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Minutes Approval

1. Health & Human Services Committee - Committee Meeting - May 8, 2025 11:00 AM

RESULT:	ACCEPTED
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Resolutions

AGENDA ITEM NO. 1 – Authorize Agreement with Brisbane Consulting Group, LLC - Department of Social Services

RESULT:	APPROVED [6 TO 0]
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Next: 6/26/2025 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Reed Cleland, Committee Member

AYES: Bentley, Cleland, Newell, Prentice, VanGorder, Van Dee

AWAY: William McGovern

ON MOTION OF VAN DEE

RESOLUTION NO.

Authorize Agreement with Brisbane Consulting Group, LLC - Department of Social Services

WHEREAS, the Cortland County Department of Social Services (CCDSS) must provide adult protective representative payee services pursuant to Social Services Law 473 and 18 NYCRR 457.5; AND

WHEREAS, CCDSS is currently managing the money of up to 200 disabled individuals using an archaic and unreliable software system; AND

WHEREAS, CCDSS desires to contract with Brisbane Consulting Group, LLC for the implementation of an AccuFund software system for the performance of representative payee and reporting functions of the Department; AND

WHEREAS, the cost of the one-time professional service implementation fee is \$12,000; AND

WHEREAS, the cost of the AccuFund Cloud Anywhere Solution for a year's subscription is \$9,060.00, but would be \$7,927.50 in the first year if engagement occurs prior to July 1, 2025; AND

WHEREAS, this purchase and contract shall be for a one (1) year period including implementation fees and software with cloud storage in an amount not to exceed \$19,999.00; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the County Administrator or Chair of the Legislature, upon review and approval by the County Attorney or designee, to enter into an agreement with Brisbane Consulting Group, LLC for the initial time period of July 1, 2025 - June 30, 2026, for an amount not to exceed \$19,999.00; AND BE IT FUTHER

RESOLVED, that the following budget accounts be changed for 2025:

Increase:

Expense A60105.54015 Maintenance Agreements	current \$2,730	change \$7,999 new
\$10,729		

Minutes Acceptance: Minutes of Jun 12, 2025 11:00 AM (Minutes Approval)

Expense A6010.54800 Program Expense	current \$2,143,905	change	\$19,999
new \$2,123,906			

RESULT: APPROVED [6 TO 1]

Next: 6/26/2025 6:00 PM

MOVER: William McGovern, Committee Member

SECONDER: Jason Prentice, Committee Member

AYES: Bentley, McGovern, Newell, Prentice, VanGorder, Van Dee

NAYS: Reed Cleland

RESOLUTION NO.

Amend 2025 Budget/Authorize Agreements for Code Blue for 2025-2026 Season

WHEREAS, the New York State Office of Temporary and Disability Assistance mandates counties to implement regulations in Title 18NYCRR Section 304.1 titled Protection of Vulnerable Homeless Persons, otherwise referred to as “Code Blue” to provide shelter during inclement weather when air temperatures are at or below 32 degrees Fahrenheit; AND

WHEREAS, the New York State (NYS) Code Blue policy was established as an emergency Executive Order on December 16, 2016, with a commitment of reimbursement for additional costs to counties that are directly related to the requirements of the Code Blue regulation; AND

WHEREAS, the current Code Blue policy is no longer adequate or effective given the significant changes in affordable housing availability and evolving complex human needs of unhoused individuals since that time: AND

WHEREAS, the cost of delivering Code Blue services continues to escalate due to increasing numbers of individuals in need, rising behavioral challenges stemming from untreated mental health conditions, substance use disorders, developmental disabilities, and the rising costs of staffing, utilities, and essential supplies; AND

WHEREAS, NYS has capped the amount of funding allocated to counties for the operation of Code Blue programs, with Cortland County receiving funding equal to the expenditures of the previous year, which does not account for the annual increase in operational costs or the growing demand for services; AND

WHEREAS, NYS passed a SFY 25-26 budget that does not increase Code Blue funding and the current level of funding is inadequate to cover the increased staffing and resources necessary to safely operate warming centers, Cortland County is forced to place the burden of these rising costs on local taxpayers as a new unfunded mandate; AND

WHEREAS, Cortland County was allocated \$323,648 by NYS for the 2024-2025 Code Blue season; AND

WHEREAS, Cortland County estimates the cost to operate Code Blue contracts and services for the 2025-2026 season will be approximately \$543,700 leaving approximately \$220,052 to be funded by Cortland County if NYS provides an allocation consistent with the prior year; AND

WHEREAS, the Salvation Army has agreed to contract with Cortland County to provide Warming Center services for the 2025-2026 season; AND

WHEREAS, the Salvation Army cannot be open for all hours when the County Office Building is closed so another location may need to be leased for approximately 12 hours each week; AND

WHEREAS, the need for an on-site security officer has been identified for all warming center locations and hours outside of when the County Office Building is open to enhance safety of warming center staff and guests; AND

WHEREAS, the Salvation Army will contract with a security firm for all hours they open a warming center and the estimated cost of such service is \$139,000; AND

WHEREAS, a majority of the costs for Code Blue services will be paid from expense account A60105.54800.4696; AND

WHEREAS, the first two months and start-up costs of the Salvation Army contract for the Code Blue season will fall within the 2025 County fiscal year requiring \$176,900 to be available; NOW THEREFORE BE IT

RESOLVED that the County Administrator upon review and approval by the County Attorney or designee, is hereby authorized to sign an agreement with the Salvation Army for Warming Center services for the term October 1, 2025 – April 30, 2026, in an amount not to exceed \$518,700.00; AND BE IT FURTHER

RESOLVED that the County Administrator upon review and approval by the County Attorney or designee, is hereby authorized to sign an agreement with a landlord of a location to be determined for hours the Salvation Army is not open in an amount not to exceed \$25,000; AND BE IT FURTHER

RESOLVED that the following budget accounts be changed for 2025:

Increase:

Expense A60105.54800.4696	current \$320,000	change \$67,000.66	new \$387,000.66
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Revenue A601043.43689.4696	current \$320,000	change \$67,000.66	new \$387,000.66
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AGENDA ITEM NO. 3 – Award Bid/Authorize Agreement for Cortland County Integrated System of Care Expansion Initiative Marketing and Advertising - Cortland County Mental Health Department

RESULT: APPROVED [UNANIMOUS]

Next: 6/26/2025 6:00 PM

MOVER: Ronald J. Van Dee, Committee Chair

SECONDER: Jason Prentice, Committee Member

AYES: Bentley, Cleland, McGovern, Newell, Prentice, VanGorder, Van Dee

ON MOTION OF VAN DEE

RESOLUTION NO.

Award Bid/Authorize Agreement for Cortland County Integrated System of Care Expansion Initiative Marketing and Advertising - Cortland County Mental Health Department

Minutes Acceptance: Minutes of Jun 12, 2025 11:00 AM (Minutes Approval)

WHEREAS, Cortland County was awarded and accepted funding through SAMHSA Systems of Care Expansion Grant in September 2024; AND

WHEREAS, this is a four (4) year grant focused on promoting mental health education, reducing stigma and increasing awareness of the System of Care, it is the expectation of the proposal to identify effective marketing campaign strategies that will support this work; AND

WHEREAS, a Request for Proposals (RFP) was issued on April 24, 2025 to solicit proposals for the Integrated System of Care Expansion Initiative Marketing and Advertising; AND

WHEREAS, Eight (8) Proposals were received from the following:

Advanced Media New York
220 South Warren St.
Syracuse, NY 13202

A to Z Communications
307 Fourth Ave.
Suite 1500
Pittsburg, PA 15222

Banyan Communications, Inc.
777 Memorial Drive SE
Suite B200
Atlanta, GA 30316

BusySeed, Inc.
2196 3rd. Ave.
10706 Beaver Dam Road
Hunt Valley, MD 21030

Initium Health
1401 Wewatta St.
Suite 103
Denver, CO 80202

NikiJones Agency
39 Front St.
Port Jervis, NY 12771

Sinclair, Inc.
10706 Beaver Dam Road
Hunt Valley, MD 21030

Rural Health Institute of
45 Crandall St.
Cortland, NY 13045

; AND

WHEREAS, sealed bids were received and publicly opened on May 19, 2025 at 2:30 PM; AND

WHEREAS, upon review, it is the recommendation to accept the RFP from the local vendor, Rural Health Institute (RHI) of NY, of 45 Crandall Street, Cortland, NY 13045; AND

Minutes Acceptance: Minutes of Jun 12, 2025 11:00 AM (Minutes Approval)

WHEREAS, the Health and Human Services Committee of the Cortland County Legislature has reviewed and agrees with the recommendation; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby approves and awards the contract to Rural Health Institute of NY (RHI), of 45 Crandall Street, Cortland, NY 13045, in the amount of \$417,500; AND BE IT FURTHER

RESOLVED, that the funds be disbursed over the four-year grant as follows:

Year 1- \$117,000 (contract start date - 8/01/2025-09/29/2025),

Year 2- \$125,000 (9/30/2025 - 9/29/2026),

Year 3- \$117,000 (9/30/2026 - 9/29/2027),

Year 4- \$58,500 (9/30/2027 - 9/29/2028)

Totaling: \$417,500

; AND BE IT FURTHER

RESOLVED, that the Chairman of the Legislature, upon approval of the County Attorney or designee, is hereby authorized to enter into an agreement with Rural Health Institute of NY at 45 Crandall Street, Cortland NY, 13045 for said amount and purposes.

AGENDA ITEM NO. 4 – Amend Contract with New York State Office of Mental Health and Office of Addiction Services and Support (OASAS) - Mental Health Department

RESULT: **APPROVED [UNANIMOUS]**

Next: 6/26/2025 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Reed Cleland, Committee Member

AYES: Bentley, Cleland, McGovern, Newell, Prentice, VanGorder, Van Dee

ON MOTION OF VAN DEE

RESOLUTION NO.

Amend Contract with New York State Office of Mental Health and Office of Addiction Services and Support (OASAS) - Mental Health Department

WHEREAS, the Cortland County Legislature approved to contract with and accept funds from New York State Office of Mental Health and Office of Addiction Services and Support (OASAS) for various County community programs for the year 2025; AND

WHEREAS, Cortland County has received Opioid Stewardship Funds from New Your State; AND

WHEREAS, it is necessary to revise the contract per the OASAS State Aid Funding Authorization (SAFA) of June 2, 2025 to include \$3,523 to provider 70030, Cortland County Mental Health program 408410 for the purchase and distribution of FDA-approved formulations of naltrexone and buprenorphine-naloxone to treat county jail inmates with opioid use disorder under Opioid Stewardship Funds as of July 1, 2025; NOW THEREFORE BE IT

RESOLVED, that the Chairman of the County Legislature, upon review and approval by the County Attorney or designee, is hereby authorized to accept these funds and amend the contracts as needed for the distribution of \$3,523 to Cortland County Mental Health as of July 1, 2025: AND BE IT FURTHER

RESOLVED, that the 2025 County Mental Health budget be amended as follows:

Minutes Acceptance: Minutes of Jun 12, 2025 11:00 AM (Minutes Approval)

Account	Account Number	Budget Amt	Total Alloc.	Inc/Dec
INCREASE EXPENDITURE:				
Contracted Medical Services	A43105.54615	\$40,000	\$43,523	\$3,523
INCREASE REVENUE:				
OASAS	A43105.43492	\$1,652,048	\$1,655,571	\$3,523

AGENDA ITEM NO. 5 – Amend 2025 Budget/Accept Increased State Aid OASAS Funding - Mental Health Department

RESULT: **APPROVED [UNANIMOUS]**

Next: 6/26/2025 6:00 PM

MOVER: Christopher Newell, Committee Member

SECONDER: Douglas Bentley, Committee Member

AYES: Bentley, Cleland, McGovern, Newell, Prentice, VanGorder, Van Dee

ON MOTION OF VAN DEE

RESOLUTION NO.

Amend 2025 Budget/Accept Increased State Aid OASAS Funding - Mental Health Department

WHEREAS, the Cortland County Legislature approved to contract with and accept funds from NYS Office of Mental Health and Office of Addiction Services and Support (OASAS) for various County community programs for the year 2025; AND

WHEREAS, Cortland County Mental Health Department has received confirmation from OASAS that State Aid funding for Catholic Charities of Cortland County has been increased by \$63,271 for 2025 for a new program; NOW THEREFORE BE IT

RESOLVED, that the Chairman of the County Legislature, upon review and approval by the County Attorney or designee, is hereby authorized to execute an agreement to accept the additional funds as listed; AND BE IT FURTHER

RESOLVED, that the 2025 County Mental Health budget be amended as follows:

Agency	Account Number	Budget Amt	Total Alloc.	Inc/Dec
INCREASE EXPENDITURE:				
Catholic Charities of Cortland County	A43105.54815.4213	\$419,313	\$482,584	\$63,271
INCREASE REVENUE:				
OASAS	A43105.43492	\$1,588,777	\$1,652,048	\$63,271

AGENDA ITEM NO. 6 – Appoint Substance Use Disorder and Developmental Disabilities Subcommittees - Mental Health Department

Minutes Acceptance: Minutes of Jun 12, 2025 11:00 AM (Minutes Approval)

RESULT:	APPROVED [UNANIMOUS]
	Next: 6/26/2025 6:00 PM
MOVER:	Keith VanGorder, Committee Vice-Chair
SECONDER:	Christopher Newell, Committee Member
AYES:	Bentley, Cleland, McGovern, Newell, Prentice, VanGorder, Van Dee

ON MOTION OF VAN DEE**RESOLUTION NO.**

Appoint Substance Use Disorder and Developmental Disabilities Subcommittees - Mental Health Department

WHEREAS, the By-laws of the Cortland County Community Services Board, Article 3, Section 1 states that the Board shall have separate Subcommittees for Mental Health, Developmental Disabilities, and Substance Use Disorder, each have no more than nine (9) members; AND

WHEREAS, the term of each member of the Subcommittee shall be four (4) years except for the vacancies of unexpired terms; AND

WHEREAS, the Substance Use Disorder and Developmental Disabilities Subcommittees have vacancies due to term completion and resignations; NOW THEREFORE BE IT

RESOLVED, that the following Subcommittees' appointments be made:

SUBSTANCE USE DISORDER SUBCOMMITTEE:NAME/ADDRESSTERM EXPIRATION

Jessica Woodard
6 Delaware Ave
Cortland, NY 13045
Peer constituent

12/31/2028

Brad Walworth
10 Preston Dr.
Glen Aubrey, NY 13777
Substance Use Treatment agency in Cortland

12/31/2026
(Completing term of Darrin Jones)

DEVELOPMENTAL DISABILITIES SUBCOMMITTEE:

Jillian Perkins
8 Center St
Homer NY 13077
OPWDD Agency Rep / Regional Director

12/31/2028

Kimberly VanEtten
9 Clinton St
Homer, NY 13077
Parent / Liberty Partnerships

12/31/2028

Neil Cavalieri
6525 Thunder Road
LaFayette, NY 13084
New to area - JM Murray

12/31/2026
(Completing term of Crystol Benedict)

Minutes Acceptance: Minutes of Jun 12, 2025 11:00 AM (Minutes Approval)

AGENDA ITEM NO. 7 – Amend Resolution No. 204-24/Authorize Lease Extension at 91-101 Main Street, LLC - Workforce Development

RESULT:	APPROVED [UNANIMOUS]
	Next: 6/26/2025 6:00 PM
MOVER:	Christopher Newell, Committee Member
SECONDER:	Jason Prentice, Committee Member
AYES:	Bentley, Cleland, McGovern, Newell, Prentice, VanGorder, Van Dee

ON MOTION OF VAN DEE

RESOLUTION NO.

Amend Resolution No. 204-24/Authorize Lease Extension at 91-101 Main Street, LLC - Workforce Development

WHEREAS, the Cortland County Legislature adopted Resolution No. 204-24, authorizing a lease extension at 91-101 Main Street, LLC from November 30, 2024 to February 28, 2025 with an additional three (3) month extension through May 31, 2025; AND

WHEREAS, there is a need to extend the lease contract by seven (7) months from May 31, 2025 to December 31, 2025 with no increase in rent; NOW THEREFORE BE IT

RESOLVED, that the County Administrator or a designee is hereby authorized to execute an extension on the current lease for 91-101 Main Street, LLC through December 31, 2025; AND BE IT FURTHER

RESOLVED, that upon agreement of both parties, the County Administrator or designee be and hereby is authorized to execute an additional seven (7) month extension on the lease for 91-101 Main Street, LLC through December 31, 2025 with no increase in rent.

AGENDA ITEM NO. 8 – Resolution Calling on Congress to Reject the Harmful Medicaid and Nutrition Assistance Cuts Included in the Final Budget Reconciliation Bill

RESULT:	APPROVED [UNANIMOUS]
	Next: 6/26/2025 6:00 PM
MOVER:	Reed Cleland, Committee Member
SECONDER:	William McGovern, Committee Member
AYES:	Bentley, Cleland, McGovern, Newell, Prentice, VanGorder, Van Dee

ON MOTION OF VAN DEE

RESOLUTION NO.

Resolution Calling on Congress to Reject the Harmful Medicaid and Nutrition Assistance Cuts Included in the Final Budget Reconciliation Bill

WHEREAS, the recently passed House Budget, H.R.1, dramatically cuts federal funding for Medicaid, the Affordable Care Act, and supplemental nutrition assistance (SNAP) in New York State; AND

WHEREAS, these cuts amount to over \$15 billion dollars annually to New York State, which would devastate county governments, healthcare providers, hospitals, food assistance recipients, and vulnerable residents throughout the State; AND

Minutes Acceptance: Minutes of Jun 12, 2025 11:00 AM (Minutes Approval)

WHEREAS, these cuts include over \$7.5 billion annually to New York's Essential Plan and \$2.5 billion to Medicaid, and the elimination of \$3.1 billion in federal funding allocated for New York State Medicaid; AND

WHEREAS, the budget would add \$3.3 billion in Medicaid costs to New York taxpayers, and \$1.3 billion in added uncompensated care costs to hospitals; AND

WHEREAS, over 1 million Medicaid enrollees, representing 15% of the entire program, would lose health insurance, and administrative costs would rise by over 20% due to new program requirements, and healthcare providers would close because of the cost increases; AND

WHEREAS, nutrition program (SNAP) cuts would represent an additional \$2.1 billion in state impact beyond Medicaid cuts; AND

WHEREAS, the SNAP program changes would change the funding ratio from 50/50 federal/state-county to 25/75 federal/state-county cost share, and new program requirements would create significant new administrative costs for counties; AND

WHEREAS, county governments will be forced to choose between raising property taxes and cutting vital services to fill the resulting budget shortfalls; AND

WHEREAS, the proposed federal cost-shifting will lead to the closure of hospitals, community health centers, and the elimination of healthcare jobs, creating healthcare deserts, particularly in rural counties, and destabilizing local economies; AND

WHEREAS, county Departments of Social Services are already operating with limited staff and resources, and the increased administrative demands resulting from the proposed eligibility and work requirements would be unmanageable without significant new investments; AND

WHEREAS, the 57 counties of New York State and New York City do not have the capacity to assume any more cost shifts, which would certainly place a significant financial burden on already overtaxed New Yorkers; AND

WHEREAS, the bill now heads to the U.S. Senate to be amended and returned to the House of Representatives for final passage; NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature hereby calls upon the New York Congressional Delegation in the U.S House and Senate to reject these spending cuts that disproportionately target New York State, and would decimate the state's county budgets; AND BE IT FURTHER

RESOLVED, NYSAC calls upon the Governor and the State Legislature to enact program reform, ensuring that potential program changes would not jeopardize the ability of New York's counties to offer these essential services without reductions, raised taxes, or both; AND BE IT FURTHER

RESOLVED, a copy of this resolution shall be provided to the counties of New York State; AND BE IT FURTHER

RESOLVED, a copy of this resolution shall be submitted to Governor Kathy Hochul, the New York State Legislature, Congressmen Josh Riley and John Mannion, Senators Charles Schumer and Kristen Gillibrand, and all others deemed necessary and proper.

Discussion Items

1. Child Care Assistance Program Discussion

RESULT:	COMPLETED
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Monthly Reports

1. Health Department Monthly Report

RESULT:	COMPLETED
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Adjournment

The meeting was closed at 12:08 AM

ON MOTION OF RONALD J. VAN DEE, COMMITTEE CHAIR**AGENDA ITEM NO. 1****Agreement with YWCA for Non-Residential Enhanced Services - Department of Social Services**

WHEREAS, the NYS Office of Children and Family Services has allocated Temporary Assistance for Needy Families (TANF) funds for Non-Residential Domestic Violence Services; AND

WHEREAS, the Young Women's Christian Association (YWCA) Aid to Victims of Violence (AVV) program is an authorized provider of such services; AND

WHEREAS, the funding needed for this Agreement is provided through a State allocation of Federal TANF money and will be paid from Account A60105.54800.4693 titled Enhanced Non-Residential Domestic Violence and the revenue will be posted in Account A601044.44689.4693; NOW THEREFORE BE IT

RESOLVED, the County Administrator and/or Chair of the Legislature, upon review and approval by the County Attorney or designee and subject to appropriation of funding by the Legislature, be and hereby is authorized to sign an agreement for the time period of October 1, 2025, through September 30, 2026, in an amount not to exceed \$25,000 of said funding with the YWCA of Cortland.

ON MOTION OF RONALD J. VAN DEE, COMMITTEE CHAIR**AGENDA ITEM NO. 2****Abolish Safe Harbour Coordinator Position/Create Child Advocacy Center Assistant Director Position**

WHEREAS, the needs of the Child Advocacy Center will be better served by abolishing one (1) part-time position of Safe Harbour Coordinator and creating one (1) full-time position of Child Advocacy Center Assistant Director; AND

WHEREAS, the Child Advocacy Center Assistant Director position will be fully grant funded; AND

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

RESOLVED, that one (1) position of Safe Harbour Coordinator (CSEA, Grade 13, \$22.2053-28.1062/hr., competitive class, part-time, 17 hours per week, no benefits) be abolished effective September 30, 2025; AND BE IT FURTHER

RESOLVED, that one (1) position of Child Advocacy Center Assistant Director (Grade 12, Management Compensation Plan, \$51,274-\$68,246/yr., competitive class, full time, 35 hours per week, with benefits) be created with approval to fill on October 1, 2025; AND BE IT FURTHER

RESOLVED, that the newly created position is contingent upon continued grant funding and will be abolished once said grant funding is exhausted.



Personnel Change Justification Form

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

Position Name (s): Create Assistant Director Child Advocacy Center Abolish Safe Harbour Coordinator

Bargaining Unit: CSEA / Management

Purpose and Background:

An Assistant Director position is requested to enhance the Multidisciplinary Team Model by increasing team supports, scheduling specialized training topics, providing trafficking presentations and trainings to public schools and the community, and conducting forensic interviews to approximately 200 child abuse victims per year. The part-time Family Advocate position was abolished in December, 2024. The part-time Safe Harbour Coordinator position is being abolished, since these services will be provided by the Assistant Director.

Fiscal Impact: ☐ County Funded _____ % ☒ Grant Funded 100 % Grant Exp. Date 2030

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

Requested Grade/Salary of Position: Grade 12 Salary Range \$ \$51,274-\$68,246/year

Annual Increase: \$ 3% County Share: \$ 0 # of Positions Affected: 1

Goals:

To provide oversight and support to the MDT, revise the MOU and Protocols in accordance with the National Children's Alliance and NYS OCFS Program Standards, bring in specialized trainings to increase MDT knowledge, increase trafficking awareness by offering trainings and presentations in public schools and community agencies, and conduct forensic interviews to child victims of abuse.

Operational Impact:

This position will bring more focus and insight to the Multidisciplinary Team Model in order to increase the level of team knowledge and support services provided to approximately 200 child victims of abuse and their non-offending family members per year.

Requested By:

Kris Beard

Signature of Requesting Department Head

07/22/2025

Date

Personnel Officer Approval

Travis Zeman

Signature of Personnel Officer

7/22/25

Date

County Administrator Budget Impact Statement:

County Administrator Approval

Kris Beard

Signature of County Administrator

7/23/25

Date

Statutory Committee Approval

Signature of Committee Chair after Committee Vote

Date

Attachment: Personnel Change Justification (13151 : Abolish Safe Harbour Coordinator Position/Create Child Advocacy Center Assistant

ON MOTION OF RONALD J. VAN DEE, COMMITTEE CHAIR

AGENDA ITEM NO. 3

Write Off Uncollectible Account Balances - Mental Health Department

WHEREAS, the Mental Health Department invoices clients and their health insurance companies for services provided; AND

WHEREAS, the department invoiced a total of \$2,636,906.57, received a total of \$2,392,058.87, and recorded insurance adjustments of \$185,142.85 for the fiscal year 2022; AND

WHEREAS, \$59,704.85 in unpaid balances that were invoiced between Jan. 1, 2022 and Dec. 31, 2022 are still listed in Mental Health's records as accounts receivable; AND

WHEREAS, Cortland County Mental Health Department will serve county residents regardless of their ability to pay; AND

WHEREAS, the Mental Health Department has a "Write-Off" policy to write off any balance over two years old and does not want to carry forward these uncollectible balances; AND

WHEREAS, the Cortland County Mental Health Department realizes that unpaid account balances will continue due to changes in availability of health insurance and plans that offer health insurance coverage with deductibles as high as \$10,000; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes that these balances, totaling \$59,704.85 be written off as uncollectible by year end December 31, 2025; AND BE IT FURTHER

RESOLVED, Cortland County will continue collection efforts when and where possible.

ON MOTION OF RONALD J. VAN DEE, COMMITTEE CHAIR**AGENDA ITEM NO. 4****Amend Resolution No. 189-24 - Authorize Agreements for Substance Abuse & Mental Health Services Administration (SAMHSA) 2024-2028 Youth Grant - Mental Health Department**

WHEREAS, the Cortland County Mental Health Department has been awarded a grant from Substance Abuse & Mental Health Services Administration (SAMHSA) for expansion and sustainability of comprehensive community mental health services for children with Serious Emotional Disturbances (SED); AND

WHEREAS, the grant award period is from October 2024 through September 2028 and award amount total is \$3,526,362.00; AND

WHEREAS, the grant has designated the funds to be used to fund specific positions and provider contracts matching the approved SAMHSA budget and action plans; AND

WHEREAS, the Cortland County Legislature adopted Resolution No. 189-24 which authorized contracts with some agencies for only the first year of the grant; AND

WHEREAS, an amendment is required to complete the contracts for the remaining three (3) years of the grant; AND

WHEREAS, it is the recommendation of the Health and Human Services Committee to authorize the Chair of the Cortland County Legislature and/or the County Administrator to approve the designation of funds to the following Cortland County contracted agencies for the next three (3) years of the grant to work under the Grant leadership oversight of the Mental Health Department; within the budget requirements in the grant; NOW THEREFORE BE IT

RESOLVED, that the Chair of the Legislature and/or the County Administrator, upon review by the County Attorney or designee, is hereby authorized to execute contracts with the following agencies for an amount not to exceed the amount listed:

2024-2028 SAMHSA Approved Contacted Providers	Authorized Funds Four (4) Year Totals
FFT, LLC Functional Family Therapy	\$85,460
Family & Children's Counseling Services of Cortland	\$38,000
CAPCO	\$367,258
CACTC / RHI	\$634,000
SUNY Upstate Medical University	\$17,680
RHI (Web Design and Development)	\$38,500
RHI (Marketing)	\$313,000
Functional Family Therapy, LLC	\$71,750

; AND BE IT FURTHER

RESOLVED, that funding to RHI for marketing, in an amount of up to \$313,000, shall be determined and authorized in accordance with SAMHSA's approval, and the funding level may be adjusted accordingly; AND BE IT FURTHER

RESOLVED, the Director of Finance is authorized to pay the approved county contracted

agencies from the appropriate expense account for this SAMHSA Grant.

ON MOTION OF RONALD J. VAN DEE, COMMITTEE CHAIR**AGENDA ITEM NO. 5****Award Bid/Authorize Agreements for Use of Opioid Reserve Funding**

WHEREAS, Cortland County has received opioid settlement funds from both the New York State Attorney General allocation (“Attorney General Funds”) in the amount of \$184,000 and the Local Governmental Unit (LGU) Regional Abatement Funds in the amount of \$369,955, for a combined total of \$553,955, to be used for approved opioid prevention, treatment, recovery, and harm reduction programs; AND

WHEREAS, the County issued a Request for Proposals (RFP) for qualified agencies to submit funding requests consistent with the opioid settlement spending categories; AND

WHEREAS, proposals were reviewed and funding recommendations were made in accordance with the percentage allocations established for each category: Prevention (10%), Treatment (35%), Recovery (35%), and Harm Reduction (20%); NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby awards the opioid settlement funds as follows:

I. Prevention - 10% of Total Funds (\$55,395.50)

- Rural Health Institute (RHI) - \$25,000
- Access to Independence (ATI) - \$30,395.50 (CANDLE program)

II. Treatment - 35% of Total Funds (\$196,675)

- Access to Independence (ATI) - \$6,000 (CANDLE program), \$4,000 Recovery Community Organization (RCO support groups) - Total: \$10,000
- Family & Children’s Counseling Services (FCCS) - \$183,883 (Methadone Clinic) plus \$2,792 transferred from Recovery category for a total of \$186,675

III. Recovery - 35% of Total Funds (\$191,091.25)

- Access to Independence (ATI) - \$110,300 (TC3 program), \$66,791.25 (ATI programming), \$14,000 Recovery Community Organization (RCO) - Total: \$191,091.25
- Note: \$2,792 of Recovery funds reallocated to Treatment category (FCCS)

IV. Harm Reduction - 20% of Total Funds (\$110,791)

- Rural Health Institute (RHI) - \$45,000
- Family & Children’s Counseling Services (FCCS) - \$65,791

; AND BE IT FURTHER

RESOLVED, that the Chair of the Legislature and/or County Administrator, upon review and approval of the County Attorney or designee, is hereby authorized to execute agreements with Rural Health Institute, Access to Independence, and Family & Children’s Counseling Services, in accordance with the funding allocations above; AND BE IT FURTHER

RESOLVED, that any unspent funds shall be returned to the opioid settlement account to

be reallocated by future legislative action.

ON MOTION OF RONALD J. VAN DEE, COMMITTEE CHAIR

AGENDA ITEM NO. 6

Authorize Increase in Hours Medical Director/Psychiatrist - Mental Health Department

WHEREAS, the Cortland County Legislature adopted Resolution No. 40-25 which created one (1) Medical Director/Psychiatrist (4 hrs/week) and one (1) Medical Director/Psychiatrist (10 hrs/week); AND

WHEREAS, the needs of the Mental Health Department would be better served by allowing both Medical Director/Psychiatrist positions to work up to fourteen hours per week, with the aggregate number of hours worked between the two positions not to exceed fourteen hours in one (1) week; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the two Medical Director/Psychiatrist positions to work up to 14 hours per week effective September 1, 2025.

ON MOTION OF RONALD J. VAN DEE, COMMITTEE CHAIR

AGENDA ITEM NO. 7

Authorize 5-Year Agreement with Syracuse University to Accept Interns - Mental Health Department

WHEREAS, the Cortland County Mental Health Department authorizes agreements with several schools and universities to provide internship opportunities to students; AND

WHEREAS, there are no costs to Cortland County associated with these internships; AND

WHEREAS, the current 5-year contract with Syracuse University expires in 2025; NOW THEREFORE BE IT

RESOLVED, that the Chair of the Cortland County Legislature and/or County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to execute a 5-year agreement with the following:

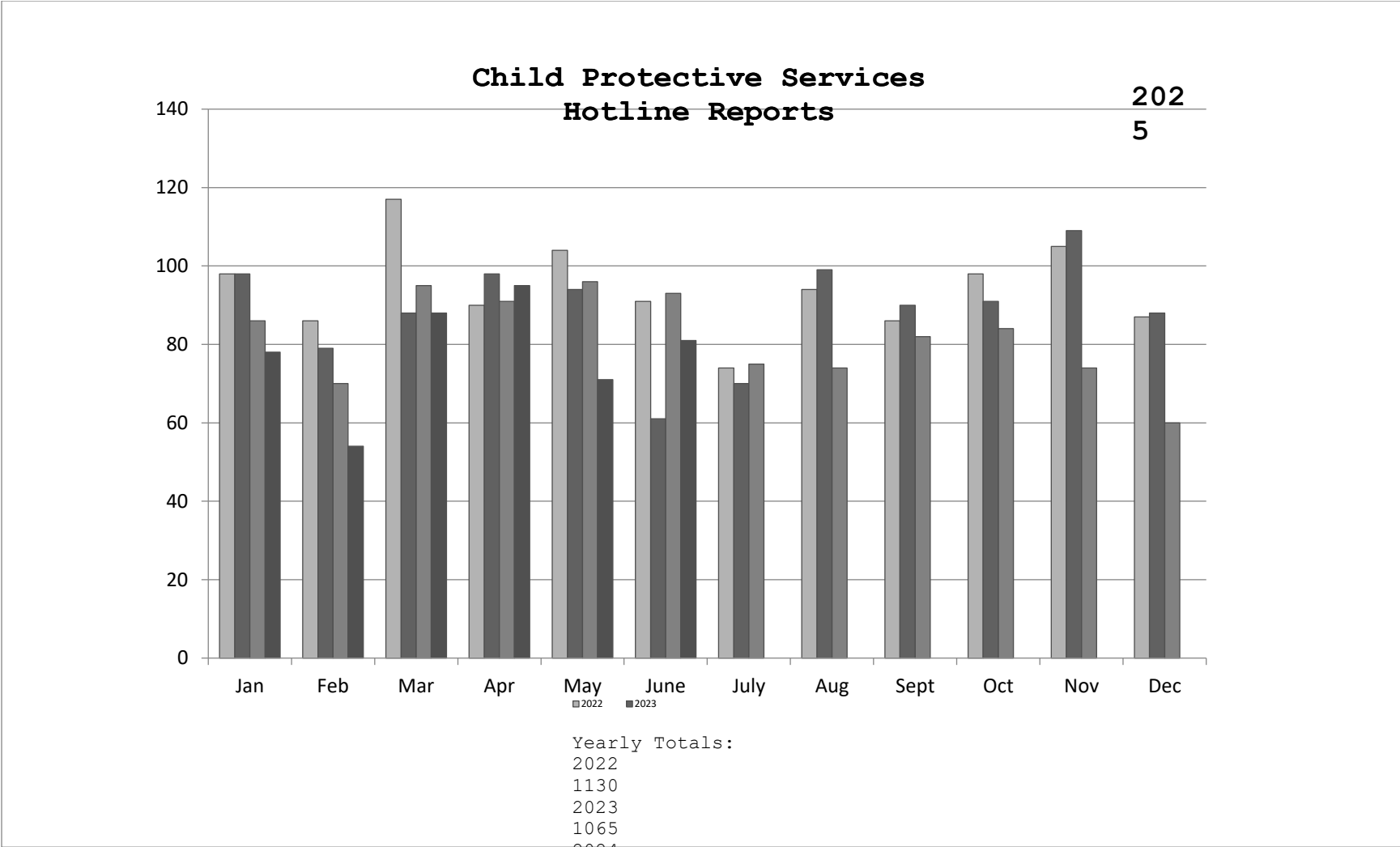
Syracuse University, 900 South Crouse Ave., Syracuse, NY 13244

Child Advocacy Center Statistical Summary 2021 - 2025 Q2 (Apr-Jun) Comparison					
	2021	2022	2023	2024	2025
Victim: Female	43	27	23	32	31
Victim: Male	27	11	17	13	26
Victim: Intersex	0	0	0	0	0
Victim: TOTAL	70	38	40	45	57
Victim: 0-6 yrs old	18	8	17	12	
Victim: 7-12 yrs old	31	18	17	15	
Victim: 13-18+ yrs old	21	12	6	18	
Suspect: Parent	15	14	10	14	0
Suspect: Other Known Person	15	7	7	18	14
Suspect: Other Relative	17	7	8	12	16
Suspect: Parent's Boy/Girlfriend	1	1	3	1	2
Suspect: Step-Parent	2	2	1	2	2
Suspect: Unknown	0	1	4	6	5
Suspect: <13 yrs old	11	0	9	8	
Suspect: 13-17 yrs old	16	3	12	14	
Suspect: 18+ yrs old	34	29	20	35	
Suspect: Unknown Age	0	0	1	4	
Abuse: Sexual	41	30	25	31	27
Abuse: Physical	13	9	6	5	22
Abuse: Drug Endangerment	1	2	1	3	1
Forensic Interview: On-site	29	27	20	20	30
Forensic Interview: Off-site	25	0	0	3	0
% of Interviews On-site	54%	100%	100%	87%	100%
CPS: Indicated	5	9	9	1	14
CPS: Unfounded/Ruled Out	16	18	14	11	16
LE: # of suspects charged	7	12	5	6	
DA: # of Cases Accepted	6	8	3	4	
DA: # of Convictions	0	0	1	0	
DA: # of Pleas	6	1	2	3	
DA: # of Acquittals	2	0	0	0	

DSS Caseload Statistics

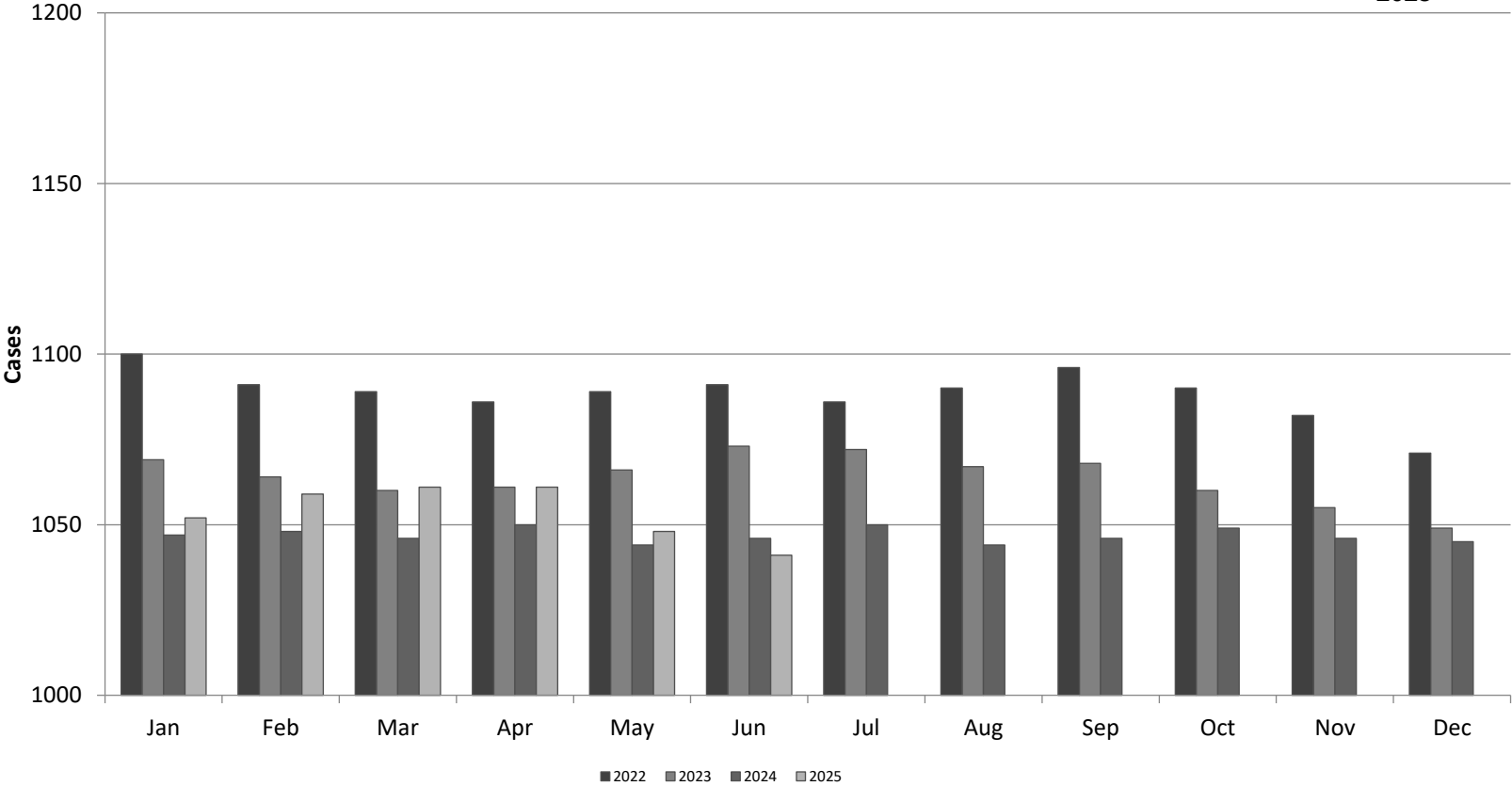
	2024						2025					
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	Apr	May	June
TA Cases	394	390	391	395	380	369	379	390	382	388	388	387
Emergency Housed Total	100	102	112	115	110	98	102	98	105	113	127	90
Safety Net Housed	80	84	100	103	100	90	94	89	93	96	111	80
TANF Housed	20	18	12	12	10	8	8	9	12	17	16	10
SNAP Cases	3193	3207	3223	3207	3238	3236	3272	3319	3273	3294	3264	3218
Managed Care Individuals	8736	8592	8479	8352	8265	8207	8176	8198	8207	8187	8213	8157
MA Only Cases												
Medicaid MAGI	434	415	416	406	395	408	394	392	383	375	380	387
Medicaid Chronic Care	1673	1674	1677	1744	1770	1767	1767	1773	1799	1798	1815	1816
MA/SSI Cases	1050	1044	1046	1049	1046	1045	1052	1059	1061	1061	1048	1041
MA Total Cases	3157	3133	3139	3199	3211	3220	3213	3224	3243	3234	3243	3244
Foster Care Total	72	74	77	79	82	83	79	79	82	81	87	91
Adult Services Cases	177	177	178	168	168	171	174	174	178	178	179	178
Long Term Care Cases	37	36	36	38	37	36	37	38	32	32	32	35
CPS Hotline Cases	75	74	82	84	74	60	78	54	88	95	71	81
Child Preventive Cases	87	94	87	72	73	78	69	70	73	66	65	63
Day Care Cases	169	172	180	200	201	205	204	203	203	203	191	192
Child Support Cases	2228	2231	2240	2210	2205	2196	2198	2197	2192	2196	2185	2240
Front End Detection Fraud Referrals (FEDS)	33	31	29	19	23	25	17	20	27	16	11	7
Fraud Under Care	5	2	0	3	9	6	2	2	0	4	1	8

Attachment: Caseload Stats - Second Quarter 2025 (13147 : DSS Second Quarter Statistics)

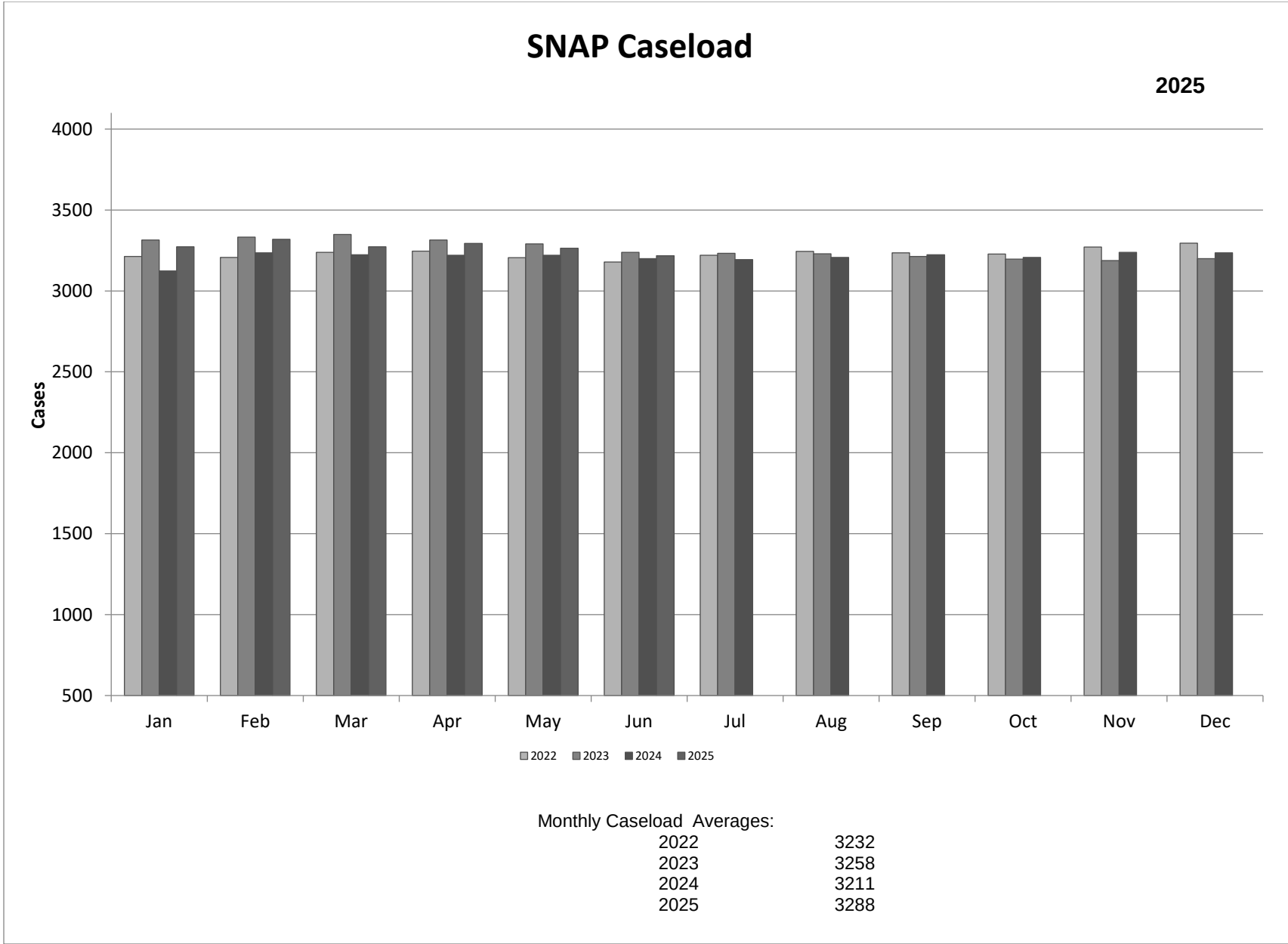


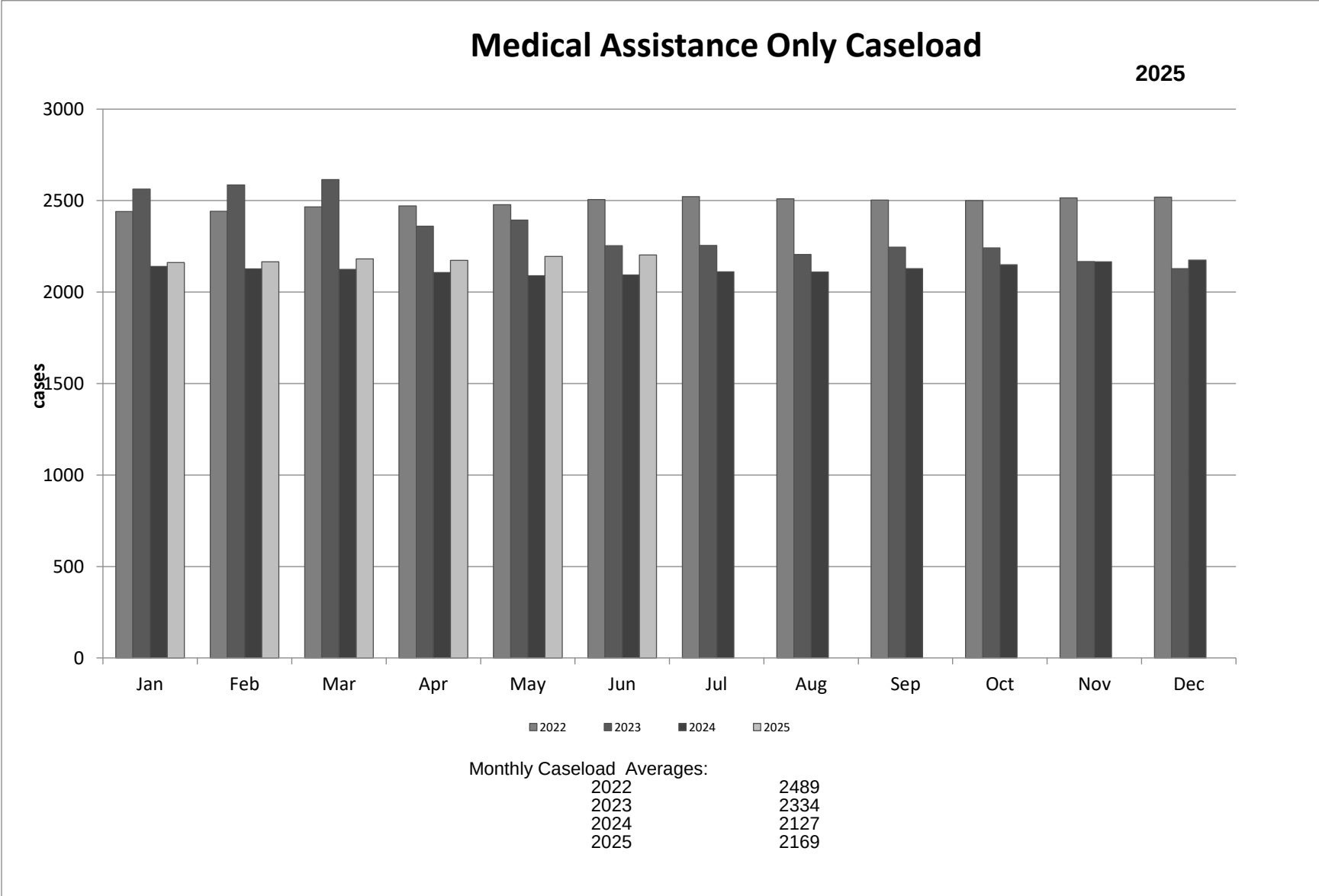
Medical Assistance - Supplemental Security Income Caseload

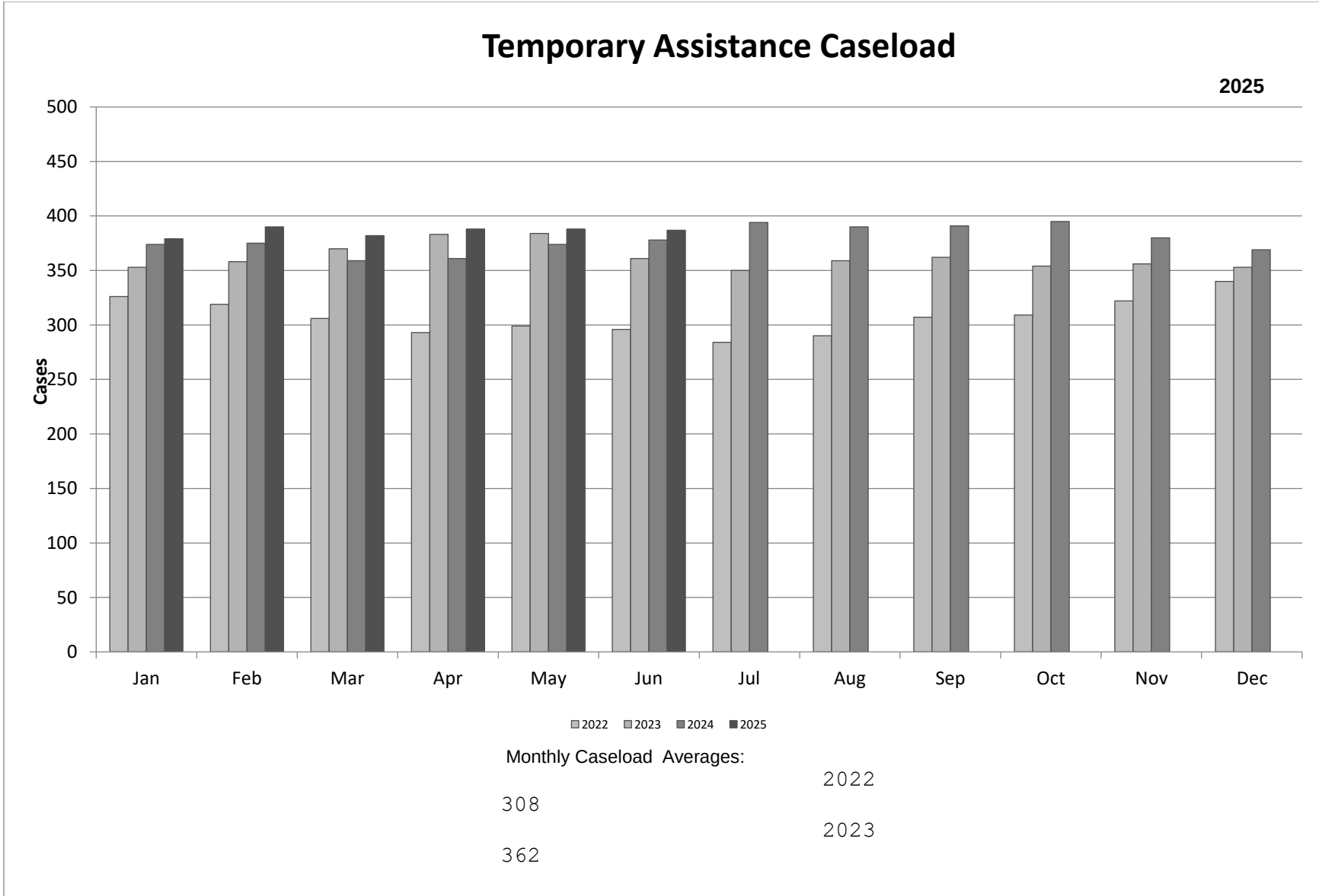
2025



Monthly Caseload Averages:
2022 1088
2023 1064
2024 1047
2025 1057









Public Health
Prevent. Promote. Protect.

Cortland County Health Department

Administration

Nicole Anjeski, MS, MPH

Public Health Director

Lisa Perfetti, BSN, RN

Deputy Public Health Director

Douglas MacQueen, MD, MS, FIDSA

Medical Consultant

Board of Health

Bonni C. Hodges, Ph.D., President

Susan Williams, Vice-President

Marisa Clifford, D.M.D.

Matthew Noble, D.O.

Erica Skipton, M.D.

Mary Wright, R.N.

Ronald VanDee, Legislator

Cheryl Mrozowski, Secretary



Health and Human Services Committee Report August 2025

COMMUNITY HEALTH ASSESSMENT SURVEY (CHA)

The Cortland County Health Department (CCHD), in collaboration with Guthrie Cortland Medical Center, has launched its 2025 Community Health Assessment (CHA) Survey to gather input from residents about local health needs, concerns, and priorities.

Open to all Cortland County residents ages 18 and older, this survey is an important step in shaping the next Community Health Improvement Plan (CHIP) for 2025–2027. Responses are anonymous and will help guide future programs, services, and partnerships that support a healthier community.

The survey will be available online in **English and Spanish** from **August 7 through September 15, 2025**, and takes about 10 minutes to complete. Both languages are available through the same link—simply select your preferred language on the first question. We encourage residents to complete the survey digitally to make data collection easier and more accurate.

For those who have difficulty accessing the online version, **paper copies of the survey are available upon request.**

To participate, visit:

Survey: <https://www.surveymonkey.com/r/BXBSXF8>

IMPORTANCE OF EARLY INTERVENTION SERVICES

On July 30, NCPR wrote a very informative article showing the critical need for early intervention services and the need for early intervention therapists in NYS. This article discusses the importance of reaching babies and toddlers (0-3 years old) and the potential negative implications of not providing these early interventions services in a timely manner or in some cases not at all. To access the article visit:

<https://www.northcountrypublicradio.org/news/story/52111/20250730/half-of-new-york-s-babies-and-toddlers-who-need-therapy-for-developmental-delays-aren-t-getting-it>

MANDATED/NON-MANDATED SERVICES/PROGRAMS

Funding sources: Article 6 Base Grant (\$750,000), State, Federal and County funds, Medicaid Reimbursement

MANDATED SERVICES/PROGRAMS

Health Administration

- **Purpose:**
 - Initiate, plan, direct local public health programs. Enforce State/County Sanitary Code.
- **Funding:**
 - 36% Article 6, 64% County. Because of Article Six State Aid, the Health Administration division yields a return, not a cost. However, Article Six encompasses Administration, Emergency

Preparedness, Health Education, Nursing and Environmental Health. The revenue is captured only in Health Administration.

- **Statute/Law:**
 - NYS Public Health Law, NYS and Cortland County Sanitary Code

Emergency Preparedness

- **Purpose:**
 - Prepare to respond to and recover from Public Health Emergencies
- **Funding:**
 - 60% Federal grant, 36% Article 6, 4% County
- **Statute/Law:**
 - Public Health Law-Article 6-Title 1

Health Education

- **Purpose:**
 - Grant writing, administration, reporting and public education
- **Funding:**
 - 100% State and Federal Grants
- **Statute/Law:**
 - Public Health Law-Article 6-Title 1

Nursing Division (programs listed below)

- We are required to maintain an Article 28 licensed clinic (Diagnostic and Treatment Center) to provide immunizations in the department's immunization clinics
- We are also required to maintain an Article 36 license (Licensed Home Care Agency) to provide home visits for TB cases.
- Both of these licensed agencies are highly regulated by the New York State Department of Health and require a significant amount of administrative time. While we can bill for some of these services, the reimbursement rate does not cover administrative or nursing fees.

Tuberculosis (TB)

- **Purpose:**
 - The purpose of this program is to identify and coordinate treatment for active TB cases.
- **Funding:**
 - 36% Article 6, 64% County
- **Statute/Law:**
 - Public Health Law-Article 6-Title 1, Article 22-Title 1 and 2

Communicable Disease

- **Purpose:**
 - Prevent/Control infectious disease
- **Funding:**
 - 36% Article 6, 64% County
- **Statute/Law:**
 - Public Health Law-Article 6-Title 1; Article 21-Title 1

Lead Poisoning Prevention

- **Purpose:**
 - Decrease childhood lead exposure

- **Funding:**
 - 50% State grant, 36% Article 6, 14% County
- **Statute/Law:**
 - Public Health Law-Article 6-Title 1; Article 13

Immunization

- **Purpose:**
 - Reduce vaccine-preventable diseases
- **Funding:**
 - Medicaid Reimbursement, 60% State grant, 36% Article 6, 4% County
- **Statute/Law:**
 - Public Health Law-Article 6-Title 1; Article 2-Title-1; Article 3-Title 3; Article 21-Title 6

Sexually Transmitted Diseases

- **Purpose:**
 - Prevent the spread of STIs. Education and ensure treatment provision. Control infectious disease
- **Funding:**
 - 36% Article 6, 64% County
- **Statute/Law:**
 - Public Health Law-Article 6-Title 1; Article 23

ChildFind & Early Intervention (birth-3)

- **Purpose:**
 - Identify/evaluate at risk infants, with suspected or confirmed developmental delay/disability, ensure delivery of intervention for improvement.
- **Funding:**
 - 7% State Grant, 68% Medicaid Admin (DSS), 21% Reimbursement, 4% County.
- **Statute/Law:**
 - Public Health Law, Article 25-Title 2-A

Pre-School Special Education (ages 3-5) special note: Not Mandated for the Health Department but Mandated for the County

- **Purpose:**
 - Identify/provide services to children w/disabilities that impact their education. This includes transportation costs associated with getting children to and from preschool services. Transportation costs continue to rise.
- **Funding:**
 - Medicaid Reimbursement, 59.5% State, 21% Reimbursement, 19.5% County. Net County Cost
- **Statute/Law:**
 - Education Law- Title 6-Article 88, Article 89

Environmental Health (programs listed below)

- **Purpose:**
 - Responsible for a variety of environmental health programs as written in the NYS and Cortland County Sanitary Codes
- **Funding:**
 - Article 6, State Grants, Fees/Fines, County.
- **Statute/Law:**
 - Public Health Law-Article 6-Title 1, NYS and Cortland County Sanitary Codes

Rabies Control

- **Purpose:**
 - Respond to/control rabies exposure
- **Funding:**
 - 20% State grant, 36% Article 6, 44% County
- **Statute/Law:**
 - NYS and Cortland County Sanitary Codes; Public Health Law-Article 21-Title 4

Public Health Nuisances

- **Purpose:**
 - Respond to complaints/conditions that exist/may become a detriment/menace to human health.
- **Funding:**
 - 36% Article 6, 64% County
- **Statute/Law:**
 - NYS and Cortland County Sanitary Codes, Public Health Law-Article 6-Title 1

Temporary Residences

- **Purpose:**
 - Ensure hotels, motels, and campgrounds are compliant with Public Health standards.
- **Funding:**
 - 36% Article 6, 64% County
- **Statute/Law:**
 - NYS and Cortland County Sanitary Codes, Public Health Law-Article 2-Title 2

Vector Surveillance/Control

- **Purpose:**
 - Education to reduce mosquito-borne illness in humans.
- **Funding:**
 - 36% Article 6, 64% County
- **Statute/Law:**
 - NYS and Cortland County Sanitary Codes; Public Health Law-Volume A-1 (Title 10)-Section 44.10

Food Service Establishments

- **Purpose:**
 - Inspect all food operations.
- **Funding:**
 - 36% Article 6, 64% County
- **Statute/Law:**
 - NYS and Cortland County Sanitary Codes, Public Health Law-Article 6-Title 1; Article 13

Public Water Supplies

- **Purpose:**
 - Oversee quality of all public water supplies.
- **Funding:**
 - 64% State grant, 36% Article 6
- **Statute/Law:**
 - NYS and Cortland County Sanitary Codes, Public Health Law-Article 2-Title 2; Article 11

Well Head Protection & Aquifer Monitoring

- **Purpose:**
 - Guide remainder of water supplies.

- **Funding:**
 - 64% State grant, 36% Article 6
- **Statute/Law:**
 - NYS and Cortland County Sanitary Codes; Article A (Title 10)-Subpart 5-1

Mobile Home Parks

- **Purpose:**
 - Inspect/Issue Permits.
- **Funding:**
 - 36% Article 6, 64% County
- **Statute/Law:**
 - NYS and Cortland County Sanitary Codes; Public Health Law-Volume A-Title 10-Support 17

Pools/Beaches

- **Purpose:**
 - Inspect/Issue Permits-public pools, beaches and waterparks.
- **Funding:**
 - 36% Article 6, 64% County
- **Statute/Law:**
 - NYS and Cortland County Sanitary Codes, Article A (Title 10)-Subpart 6-2

Children's Camps

- **Purpose:**
 - Ensure safety/inspect day & overnight camps.
- **Funding:**
 - 36% Article 6, 64% County
- **Statute/Law:**
 - NYS and Cortland County Sanitary Codes, Public Health Law-Article 2-Title 2; Article 13

Clean Indoor Air Act

- **Purpose:**
 - Limit indoor smoking.
- **Funding:**
 - 64% State grant, 36% Article 6
- **Statute/Law:**
 - NYS and Cortland County Sanitary Codes; Public Health Law-Article 13-E

Adolescent Tobacco Use Prevention Act (ATUPA)

- **Purpose:**
 - Ensure compliance of facilities selling tobacco products.
- **Funding:**
 - 64% State grant, 36% Article 6
- **Statute/Law:**
 - NYS and Cortland County Sanitary Codes, Public Health Law-Article 13-F

Radiation Protection

- **Purpose:**
 - Respond to radiation emergencies.
- **Funding:**
 - 36% Article 6, 64% County

- **Statute/Law:**

- NYS and Cortland County Sanitary Codes; Public Health Law-Article 2-Title 2

Environmental Assessment Program

- **Purpose:**

- Investigate hazardous waste sites, facilitate remedial action, respond to air quality/chemical exposure.

- **Funding:**

- 36% Article 6, 64% County

- **Statute/Law:**

- NYS and Cortland County Sanitary Codes, Public Health Law-Article 6; Article 10

Cooling Towers

- **Purpose:**

- To control the spread of Legionellosis, by monitoring cooling tower maintenance programs

- **Funding:**

- 36% Article 6, 64% County

- **Statute/Law:**

- NYS and Cortland County Sanitary Codes, Public Health Law-Volume A (Title 10)- Subpart 4-1

Migrant Farm Workers

- **Purpose:**

- To inspect the health and safety of Migrant Farm Worker housing facilities

- **Funding:**

- 36% Article 6, 64% County

- **Statute/Law:**

- NYS and Cortland County Sanitary Codes, Public Health Law-Volume A (Title 10)- Part 15

Agricultural Fairgrounds

- **Purpose:**

- To inspect agricultural fairgrounds to ensure that there is no unreasonable risk to public health and to ensure that appropriate permits are obtained.

- **Funding:**

- 36% Article 6, 64% County

- **Statute/Law:**

- NYS and Cortland County Sanitary Codes, Article A (Title 10)-Subparts 7, 7-5

NON-MANDATED SERVICES/PROGRAMS

Youth Bureau

- **Purpose:**

- Develop/account for countywide system of youth services.

- **Funding:**

- 100% State grant

- **Statute/Law:**

- none

Early Intervention Therapy Team

- ***Purpose:***
 - Provides therapy services to EI and PREK children. County is required to ensure delivery of services, but not required to provide the services. We have an early intervention therapy team, this helps to keep children off of wait list, many other counties have high waitlist
- ***Funding:***
 - 49% Reimbursement, 51% County
- ***Statute/Law:***
 - none

Children and Youth with Special Health Care Needs (CYSHCN)

- ***Purpose:***
 - Improve system of care for children w/special health care needs.
- ***Funding:***
 - 80% State grant, 20% County
- ***Statute/Law:***
 - none

Individual Water Supply

- ***Purpose:***
 - Guide remainder of water supplies.
- ***Funding:***
 - 64% State grant, 36% Article 6
- ***Statute/Law:***
 - none

Individual Sewage Systems

- ***Purpose:***
 - Ensure compliant septic systems.
- ***Funding:***
 - 64% State grant, 36% Article 6
- ***Statute/Law:***
 - none

RESOURCES (STATUTE/LAW)

- [*Cortland County Sanitary Code*](#)
- [*NYS Sanitary Code*](#)
- [*Public Health Law \(PBH\)*](#)
- [*Education Law \(EDN\)*](#)