



Health & Human Services Committee

Committee Meeting

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

~ Agenda ~

Thursday, September 11, 2025

11:00 AM

Room 302

WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=ma159ca87874505d64d0c7c49a0a7381e>

Thursday, September 11, 2025 11:00 AM | 1 hour | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2347 244 3719

Password: 8hyYXtJVS85

Join by phone

+1-415-655-0001 US Toll

Access code: 234 724 43719

Call to Order

Attendee Name	Present	Absent	Late	Arrived
Committee Member Douglas Bentley	☐	☐	☐	
Committee Member Reed Cleland	☐	☐	☐	
Committee Member William McGovern	☐	☐	☐	
Committee Member Christopher Newell	☐	☐	☐	
Committee Member Jason Prentice	☐	☐	☐	
Committee Vice-Chair Keith VanGorder	☐	☐	☐	
Committee Chair Ronald J. Van Dee	☐	☐	☐	

Minutes Approval

1. Health & Human Services Committee - Committee Meeting - Aug 14, 2025 11:00 AM

Resolutions

ON MOTION OF VAN DEE

AGENDA ITEM NO. 1

Authorize Purchase of OQ Analyst FFT Software and Entering into a BAA with OQ Measures, LLC - Mental Health Department

WHEREAS, the Cortland County Mental Health Department has an approved contract with FFT, LLC (Contract No. 169-25, authorized by Resolution No. 189-24), to provide Functional Family Therapy intensive training for three (3) staff members, funded through the SAMHSA Grant; AND

WHEREAS, the expectation of the training and the program is to use specific electronically-based assessments based on real time contact with clients requiring special treatment and protection of HIPAA; AND

WHEREAS, FFT, LLC partner's with OQ Measures, LLC to provide these specific electronic assessments; AND

WHEREAS, Cortland County Mental Health is requesting approval to purchase this unique software and enter into a specific BAA with OQ Measures, LLC; AND

WHEREAS, funding for the software will be paid through the SAMHSA Grant; NOW THEREFORE BE IT

RESOLVED, that the County Administrator or Chairman of the Legislature, upon review and approval by the County Attorney or designee, approve entering into the BAA with OQ Measures, LLC and the purchase of the software for a cost not to exceed \$675 from Account No. A43105-54005-ISCEI.

ON MOTION OF VAN DEE

AGENDA ITEM NO. 2

Amend Budget Unmet Need Program - Office for Aging

WHEREAS, the New York State Office for the Aging has made available the sum of \$404,830 under the Unmet Need Program, for the period of April 01, 2025 through March 31, 2026, through Cortland County Office for Aging Revenue Account No. A677243-43772-UNAS; AND

WHEREAS, these funds reflect an increase of \$183,284 over what was originally anticipated; AND

WHEREAS, these funds are to be used for additional home care, meals, transportation, case management, home modifications and/or any need for the aging community that absent the funding could not be provided otherwise; NOW THEREFORE BE IT

RESOLVED, that the 2025 County Budget be and hereby is amended as follows; AND BE IT FURTHER

RESOLVED, that 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.

		Current	Change	Revised
Revenue:				
A677243-43772-UNAS	Aging Services - State Aid	\$221,546.00	+183,284.00	\$404,830.00
Expense:				
A67725-51005-UNAS	Personal Services Full-Time	126,594.00	+39,006.00	165,600.00
A67725-51010-UNAS	Personal Services Part-Time	8,826.00	+39,278.00	48,104.00
A67725-54055-UNAS	Professional Services	7,566.00	+5,000.00	12,566.00
A67725-54800-UNAS	Program Expense	16,933.00	+50,000.00	66,933.00
A67725-54400-UNAS	Food Supplies	0.00	+50,000.00	50,000.00

Discussion Items

Monthly Reports

1. Health Department Monthly Report

Adjournment