



**Cortland County Health &
Human Services
Committee
Committee Meeting
~ Agenda ~**

60 Central Ave.
Cortland, NY 13045
www.cortlandcountyny.gov

Thursday, August 13, 2026

10:00 AM

Room 302

View Meeting Virtually

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/257190603215500?p=HwHlbsxlAjMwFLP6Zm>

Meeting ID: 257 190 603 215 500

Passcode: 4q9Ph243

Call to Order

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

Approval of Minutes

- 1. June 11, 2026 - Health & Human Services Committee Minutes**

Resolutions

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 1.

Amend Cortland County Youth Board By-Laws - Health Department

WHEREAS, the Cortland County Youth Board has submitted updated By-Laws for review and approval; AND

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

RESOLVED, that the Cortland County Legislature be and hereby approves the By-Laws of the Cortland County Youth Board; AND BE IT FURTHER

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

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 2.

Write Off Uncollectible Account Balances - Mental Health Department

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

WHEREAS, the department invoiced a total of \$3,241,026.61 received a total of \$2,708,706.81 and recorded insurance adjustments of \$458,040.45 for the fiscal year 2023; AND

WHEREAS, \$74,279.35 in unpaid balances that were invoiced between Jan. 1, 2023 and Dec. 31, 2023 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 that will try to recoup the back payments, and if unable to do so will write off any balance over two years old, so these do not carry forward as 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 \$74,279.35 be written off as uncollectible by year-end December 31, 2026; AND BE IT FURTHER

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

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 3.

Authorizing Collaboration Agreement LIFEPlan CCO NY, Inc. - Mental Health Department

WHEREAS, LIFEPlan CCO NY, Inc. has requested that the Cortland County Department of Mental Health enter into a Collaboration Agreement to strengthen coordination and collaboration between Care Coordination Organizations (CCOs), local government units, and community service providers; AND

WHEREAS, the New York State Office for People with Developmental Disabilities (OPWDD) has encouraged Care Coordination Organizations to develop and maintain collaborative networks of providers to improve access to services and support for individuals with intellectual and developmental disabilities; AND

WHEREAS, LIFEPlan CCO NY has expanded its Collaboration Agreements to include Local Government Units and has developed the Disability Services NY (DSNY) directory, a statewide resource intended to identify specialized service providers and improve awareness of available services throughout New York State; AND

WHEREAS, participation in this collaborative network will provide an opportunity for the Cortland County Department of Mental Health to strengthen partnerships, enhance communication and referrals, and

ensure that individuals and families are better informed of available behavioral health and developmental disability services; AND

WHEREAS, execution of this Collaboration Agreement is solely for the purpose of fostering inter-agency collaboration and participation in the Disability Services NY (DSNY) provider network and has no fiscal impact or financial obligation to Cortland County; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the County Administrator, upon approval by the County Attorney or designee, to execute a Collaboration Agreement with LIFEPlan CCO NY, Inc.

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 4.

Acceptance of New York State Office of Mental Health (OMH) State Aid For Children's Single Point of Access (C-SPOA) and Creating a Children's Single Point of Access (CSPOA) Coordinator

WHEREAS, the County of Cortland recognizes the importance of maintaining and strengthening community-based behavioral health services for children, youth, and their families; AND

WHEREAS, the New York State Office of Mental Health (NYS OMH) has made available State Aid funding to support Children's Single Point of Access (C-SPOA) initiatives, including the establishment of a dedicated position to coordinate and administer the C-SPOA process; AND

WHEREAS, the Cortland County Mental Health Department has been identified as the appropriate recipient and administrator of these funds to support the planning, development, enhancement, and ongoing operation of the County's Children's Single Point of Access (C-SPOA); AND

WHEREAS, the New York State Office of Mental Health has awarded funding in the amount of \$160,648 to the Cortland County Mental Health Department for these purposes; AND

WHEREAS, the acceptance of this funding will allow the County to establish a Children's Single Point of Access (C-SPOA) Coordinator position to provide centralized coordination of referrals, improve access to behavioral health services for children and families, strengthen inter-agency collaboration, and ensure compliance with New York State Office of Mental Health expectations; AND

WHEREAS, no local matching funds are required for this State Aid, the position will be fully supported through OMH funding; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the acceptance of \$160,648 in funding from the New York State Office of Mental Health by the Cortland County Mental Health Department for the purpose of supporting the Children's Single Point of Access (C-SPOA) program; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby authorizes the creation of one (1) Children's Single Point of Access (C-SPOA) Coordinator position within the Cortland County Mental Health Department, CSEA Contracted position, grade 21 (\$30.1348-\$38.1429 hourly rate); AND BE IT FURTHER

RESOLVED, that the Mental Health Department is authorized to administer and expend said funds in accordance with NYS OMH requirements and all applicable federal, state, and county laws, rules, and regulations; AND BE IT FURTHER

RESOLVED, that there is no additional County financial impact associated with the creation of this position, as it will be fully funded through New York State Office of Mental Health State Aid; AND BE IT FURTHER

RESOLVED, that the 2026 budget be amended as follows:

INCREASE:

EXPENDITURES:

A43105.51005	Personal Services	\$119,001.39
A43105.54000	Telephone	\$1,000.00
A43105.54001	Copying/Printing	\$250.00
A43105.54005	Office Supplies	\$500.00
A43105.54035	Education & Training	\$1,000.00
A43105.54045	Travel	\$1,000.00
A43105.58020	Retirement	\$9,359.57
A43105.58030	FICA	\$4,211.80
A43105.58040	Workers' Compensation	\$1,420.00
A43105.58060	Health Insurance	\$22,790.04
A43105.58062	Dental Insurance	\$95.64
A43105.58065	Vision Insurance	\$19.56
REVENUE:		
A43105.43490	MH OMH State Aid	\$160,648.00

RESOLVED, that this Resolution shall take effect immediately.

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 5.

Amend Resolution No. 189-24, as Amended by Resolution No. 187-25 - 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, the Cortland County Legislature adopted Resolution No. 187-25 which authorized contracts with some agencies for the remaining three (3) years of the grant; AND

WHEREAS, an amendment is required to increase the authorized funds designated for CACTC/RHI from \$634,000 to \$797,184 to expand services to include a Systems of Care Suicide Prevention Coordinator utilizing grant funds for the remaining two (2) 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	\$797,184
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 CACTC/RHI, in an amount of up to \$797,184, 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 VANDEE

AGENDA ITEM NO. 6.

Award Bid/Authorize Agreement for Use of JUUL Settlement Funds - Health Department

WHEREAS, Cortland County has received JUUL settlement funds from the New York State Attorney General's Office in the amount of \$103,789.16; representing years one through three of the anticipated total award of \$276,771.10; to be used for approved JUUL prevention, treatment, law and regulation enforcement, research and surveillance, and proper disposal of vaping products as hazardous waste; AND

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

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

WHEREAS, sealed proposals were received by and opened in the Office of the Clerk of the Legislature on June 30, 2026; AND

WHEREAS, the County received bids from the following for utilization of the JUUL settlement funding:

Access to Independence of Cortland County, Inc
26 North Main Street
Cortland, NY 13045

Family and Children's Counseling Services
165 Main Street, Suite A
Cortland, NY 13045

InVeritas Investigations and Compliance, LLC
286 Genesee Street, Suite 3
Utica, NY 13502

Rural Health Institute of New York
45 Crandall Street
Cortland, NY 13045

Show the Good

495 Henry Street #1084
Brooklyn, NY 11231

Titan Haven Group, LLC
30 North Gould Street #56898
Sheridan, WY 82801

; AND

WHEREAS, based upon the results of the bid, the bid is being awarded to the qualified organizations or programs to implement initiatives consistent with the approved uses of the JUUL Settlement fund; AND

WHEREAS, it is the recommendation of the Health and Human Services Committee of the Cortland County Legislature to award the amount of \$7,900 to Family and Children's Counseling Services of 165 Main Street, Suite A, Cortland, NY 13045; AND

WHEREAS, it is the recommendation of the Health and Human Services Committee of the Cortland County Legislature to award the amount of \$42,500 to the Rural Health Institute of New York at 45 Crandall Street, Cortland, NY 13045; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby awards the bid to Family and Children's Counseling Services, located at 165 Main Street, Suite A, Cortland NY 13045, in the amount of \$7,900; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature be and hereby awards the bid to the Rural Health Institute of New York, located at 45 Crandall Street, Cortland, NY 13045, in the amount of \$42,500; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee, is and hereby authorized to enter into an agreement with the Rural Health Institute of New York of 45 Crandall Street, Cortland, NY 13045 and Family and Children's Counseling Services of 165 Main Street, Suite A, Cortland, NY 13045 for the amounts designated above to implement initiatives consistent with the approved uses of the JUUL Settlement fund as outlined in their bid responses; AND BE IT FURTHER

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

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 7.

Abolish Staff Development Coordinator (35 hrs/week)/Create Staff Development Coordinator (40 hrs/week) and Abolish Part Time Case Aide (Up to 9 hrs/week) - Department of Social Services

WHEREAS, the needs of the Department of Social Services will be better served by abolishing one (1) position of Staff Development Coordinator (35 hrs/week), abolishing one (1) position of Case Aide (up to 9 hrs/week), and creating one (1) position of Staff Development Coordinator (40 hrs/week); 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 Staff Development Coordinator (Grade 20, CSEA, \$29.0528-36.7735/hr, competitive class, 35 hrs/week) and one position of Case Aide (Grade 8, CSEA, \$19.4812-24.6583/hr, competitive class, up to 9 hrs/week) be abolished effective August 27, 2026 at midnight; AND BE IT FURTHER

RESOLVED, that one (1) position of Staff Development Coordinator (Grade 20, CSEA, \$29.0528-36.7735/hr, competitive class, 40 hrs/week) be created with permission to fill effective August 27, 2026 at 12:01 a.m.

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 8.

Accept Funds Resource Allocation Plan New York State 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 \$128,089 to Cortland County, through the Youth Bureau; AND

WHEREAS, the funding allocations are as follows. Youth Development Funding of \$66,067, Youth Team Sports funding of \$20,923, Youth Sports and Education Opportunity Funding of \$26,099, and Runaway and Homeless Youth funding of \$15,000; AND

WHEREAS, the County Youth Bureau has designated the funds to the various county municipalities and agencies for the year October 1, 2026 through September 30, 2027 and for which a copy is in the County Youth Bureau Office; AND

WHEREAS, \$109,627 will be allocated to Cortland County municipalities and \$18,462 will be allocated to the Cortland County Youth Bureau administration; NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review by the County Attorney or designee, be and hereby is authorized to execute the Resource Allocation Planning Agreement with the New York State Office of Children and Family Services and contract with approved agencies; AND BE IT FURTHER

RESOLVED, that the Director of Finance 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 New York 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; AND BE IT FURTHER

RESOLVED, that the 2026 County Budget be and hereby is amended as follows:

Revenue:		Current	Inc/Dec	Balance
A73125.43820.YB	Youth Bureau	\$103,688	\$128,089	\$231,777
Expenditure:		Current	Inc/Dec	Balance
A73125.51005	Personal Services	\$6,452	\$8,663	\$15,115
A73125.54020	Postage	\$200	\$200	\$400

A73125.54035	Education & Training	\$1,325	\$-0-	\$1,325
A73125.54040	Dues	\$120	\$120	\$240
A73125.54045	Travel	\$3,154	\$3,154	\$6,308
A73125.54048	Program Supp	\$4,430	\$4,430	\$8,860
A73125.58060	Health Ins	\$1,014	\$1,895	\$2,909
A73125.54815	Contracted Svcs	\$87,101	\$109,627	\$196,728

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 9.

Amend Resolution No. 53-26 Accept Children and Youth w/ Special Health Care Needs (CYSHCN) Supplemental Funding and Authorize Memorandum of Understanding with local Municipalities - Health Department

WHEREAS, by Resolution No. 53-26, the Cortland County Legislature accepted funds from the New York State Department of Health (NYSDOH) for the Children with Special Health Care Needs supplemental funding for Community Accessibility and Inclusion, Contract C41711GM in the amount of \$31,340.00 for a contract period of 10/1/2025-9/30/2026; AND

WHEREAS, the New York State Department of Health for Children with Special Health Care Needs has amended the contract to extend the use of these funds to 9/30/27; AND

WHEREAS, the Cortland County Legislature now wishes to amend Resolution No. 53-26 to reflect this extension; NOW THEREFORE BE IT

RESOLVED, that Resolution No. 53-26 is hereby amended to include the new term end date of 9/30/2027 for contract C41711GM; AND BE IT FURTHER

RESOLVED, that all other provisions of Resolution No. 53-26 shall remain in full force and effect.

ON MOTION OF RONALD VANDEE

AGENDA ITEM NO. 10.

Amend 2026 Budget for Additional Rent Expenses - Workforce Development Office

WHEREAS, the Cortland County Legislature adopted Resolution No. 136-26, authorizing an extension of the lease with 91–101 Main Street, LLC for premises known as 99 Main Street, Cortland, New York, through December 31, 2026; AND

WHEREAS, additional appropriations totaling \$17,589.60 are required in the Workforce Development budget to pay rent for August, September, and October 2026; AND

WHEREAS, funding is available from the County's allocation under the Local Assistance and Tribal Consistency Fund, which must be obligated prior to the end of the current fiscal year and will otherwise expire; NOW THEREFORE BE IT

RESOLVED, that the 2026 Cortland County Budget is hereby amended as follows:

Increase:

Account Number	Account Name	Amount
A99010.99012	I/F Transfers out – Special Grant Fund	\$17,589.60
A132544.44089.ARP	Federal Aid	\$17,589.60
CD62925.54067	Rent	\$17,589.60
CD99010.45031	I/F Transfers in – General Fund	\$17,589.60

; AND BE IT FURTHER

RESOLVED, that the Director of Finance is hereby authorized and directed to make the necessary accounting entries and interfund transfer to effectuate this budget amendment.

Action Items

Discussion Items

1. **Resolution No. 66-26 Authorizing Contract with Eleos Health Inc. - Mental Health Department**

Monthly Reports

1. **Health Department Monthly Report**
2. **Office for Aging Monthly Report**

Adjournment