



Health & Human Services Committee

Committee Meeting

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

~ Agenda ~

Thursday, September 14, 2017

9:00 AM

Room 304

Call to Order

Attendee Name	Present	Absent	Late	Arrived
District 2 Amy Cobb	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Vice Chair Sandra Price	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
District 5 Luke Snyder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Chair Mary Ann Discenza	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
District 7 Raylynn Knolls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
District 16 James Denkenberger	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
District 11 Christopher Newell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Minutes Approval

Health & Human Services Committee - Committee Meeting - Aug 10, 2017 9:00 AM

Presentation

Resolutions

Mental Health

ON MOTION OF DISCENZA

AGENDA ITEM NO. 1

Budget Amendment - Prevention Services for Youth - Mental Health

WHEREAS, Cortland County Mental Health receives funds from New York State Office of Mental Health that are allocated to the Prevention Services for Youth (PSY) program, AND

WHEREAS, any funding allocated in 2017 but not expensed in 2017 are required to be refunded to New York State Office of Mental Health, AND

WHEREAS, costs for training other agencies in the area of Youth Mental Health First Aide were not anticipated and therefore not budgeted in 2017, AND

WHEREAS, the 2017 budget for PSY shows a balance of \$713 that would need to be returned to the New York State Office of Mental Health if not used, NOW THEREFORE BE IT

RESOLVED, that the 2017 County Mental Health budget be amended as follows:

Increase County Share:

Account:	2017 Budget:	Increase:	Revised Budget:
	-\$ 713	\$713	\$ 0

Increase Expense:

A43155-54035-4206			
Education & Training	\$ 0	\$350	\$ 350
A43155-54060-4206			
Legal Advertising	\$ 0	\$363	\$ 363

ON MOTION OF DISCENZA

AGENDA ITEM NO. 2

Amend Contract with Cortland Regional Medical Center - Mental Health

WHEREAS, Cortland County Mental Health and Cortland Regional Medical Center has entered into a contract for 2017 numbered 158-17, AND

WHEREAS, the Cortland Regional Medical Center will continue to provide Crisis Assessments to the Cortland County Jail at a rate of \$250 per evaluation and the total cost of the assessments will not exceed the NYS Office of Mental Health funding for the assessments of \$15,738 for the calendar year 2017, AND

WHEREAS, Article 3 of the contract does not address this correctly and needs to be changed, NOW THEREFORE BE IT

RESOLVED, that the Chairman of the Cortland County Legislature, upon review and approval by the County Attorney is hereby authorized to execute the amendment to contract 158-17.

Area Agency on Aging

ON MOTION OF DISCENZA

AGENDA ITEM NO. 3

Miscellaneous Groceries and Frozen Foods

WHEREAS, bids were received on August 11, 2017 for the period October 1, 2017 through December 31, 2017 for the purchase of miscellaneous groceries and frozen foods in accordance with specifications on file in the Office of the Clerk of the Cortland County Legislature, for use by the Area Agency on Aging, the Sheriff’s Department and Horizon House, AND

WHEREAS, your Human Services Committee recommends that bids be awarded to the lowest responsible bidder, AND

WHEREAS, bids were received from the following:

- Ginsberg’s, PO Box 17, Route 66, Hudson, NY 12534
- Maines Paper & Food Service, 101 Broome Corp Pkwy, PO Box 450, Conklin, NY 13748

, NOW THEREFORE BE IT

RESOLVED, that bids of the said vendors, in accordance with the specifications, be and hereby are accepted at the bid prices on a per item basis, AND BE IT FURTHER

RESOLVED, that said departments have the right to award bids based on price and quality, AND BE IT FURTHER

RESOLVED, that the above departments are authorized and directed to purchase said items from the lowest responsible bidders and best value for the period October 1, 2017 through December 31, 2017.

Social Services

ON MOTION OF DISCENZA

AGENDA ITEM NO. 4

Amend Budget - Other Comp and Raises - Department of Social Services

WHEREAS, the cost for on-call Child Protective Services and the costs associated with vacation payouts to staff who have retired earlier this year are expected to exceed the amount appropriated in our 2017 budget, NOW THEREFORE BE IT

RESOLVED, that the 2017 County Budget be and hereby is amended as follows:

DECREASE:

Regular Payroll

A60105.51005 CURRENT \$ 4,921,777 DECREASE (\$35,000) NEW = \$4,886,777

INCREASE:

Other Comp & Raises

A60105.51035 CURRENT \$120,000 INCREASE +\$35,000 NEW = \$155,000

Health Department

ON MOTION OF DISCENZA

AGENDA ITEM NO. 5

Authorize Agreement/Accept Funds Health Education Traffic Safety and Injury Prevention Program

WHEREAS, the State of New York through the Governor’s Traffic Safety Committee has awarded the Cortland County Health Department \$40,094 to continue to fund the Traffic Safety and Injury Prevention Program, HS1-2018-Cortland County HD-00108-(012), CFDA# 20.600, for the period of 10/01/17-9/30/18, AND

WHEREAS, this will provide bike, pedestrian and traffic education programs to reduce the number of crashes, injuries, and deaths on New York’s roads, AND

WHEREAS, these funds will need to be added to the 2017 County Budget:

Increase Revenue:

A401043.43450.17TRS Traffic Safety Grant Current: \$0 Increase: (\$40,094)

Increase Expenditure:

A40105.51005.17TRS	Personal Service	Current: \$0	Increase: \$24,565
A40105.54005.17TRS	Office Supplies	Current: \$0	Increase: \$600
A40105.54035.17TRS	Education & Training	Current: \$0	Increase: \$300
A40105.54040.17TRS	Membership Dues	Current: \$0	Increase: \$500
A40105.54045.17TRS	Travel	Current: \$0	Increase: \$300
A40105.54047.17TRS	Mileage	Current: \$0	Increase: \$300
A40105.54048.17TRS	Program Supplies	Current: \$0	Increase: \$500
A40105.58020.17TRS	Retirement	Current: \$0	Increase: \$3,930
A40105.58030.17TRS	FICA	Current: \$0	Increase: \$1,879
A40105.58040.17TRS	Workers Comp	Current: \$0	Increase: \$1,000
A40105.58060.17TRS	Health Insurance	Current: \$0	Increase: \$6,179
A40105.58062.17TRS	Dental Insurance	Current: \$0	Increase: \$32
A40105.58065.17TRS	Vision Insurance	Current: \$0	Increase: <u>\$9</u>

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, NOW THEREFORE BE IT

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

Authorize Agreement/Accept Funds Health Department/Administration/Special Programs Traffic Safety and Injury Prevention Program Child Passenger Safety Program

WHEREAS, the State of New York through the Governor’s Traffic Safety Committee has awarded the Cortland County Health Department \$11,940 to continue to fund the Child Passenger Safety Program, CPS-2018-Cortland County HD-00128-(012), CFDA# 20.616, for the period of 10/01/17-9/30/18, AND

WHEREAS, this will provide education on the proper use and installation of child safety seats in New York State, AND

WHEREAS, these funds will need to be added to the 2017 County Budget:

Increase Revenue:
 A401043.43450.17TRS Traffic Safety Grant Current: \$0 Increase: (\$11,940)

Increase Expenditure:
 A40105.54005.17TRS Office Supplies Current: \$0 Increase: \$280
 A40105.54035.17TRS Education & Train Current: \$0 Increase: \$200
 A40105.54040.17TRS Membership Dues Current: \$0 Increase: \$300
 A40105.54045.17TRS Travel Current: \$0 Increase: \$200
 A40105.54047.17TRS Mileage Current: \$0 Increase: \$200
 A40105.54048.17TRS Program Supplies Current: \$0 Increase: \$160
 A40105.54365.17TRS Car Seat Expense Current: \$0 Increase: \$10,600

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, NOW THEREFORE BE IT

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

Authorize Agreement/Accept Funds Health Department/Emergency Preparedness (Health Research, Inc.)

WHEREAS, the Cortland County Health Department permission has been awarded a grant by Health Research, Inc. for funding for the Public Health Emergency Preparedness Program Grant, Contract #1596-11, CFDA #93.074. \$52,096 was awarded for the period of 7/1/17-6/30/18, AND

WHEREAS, these funds will be used to continue to assist our County in the development of a Public Health Emergency Response and Preparedness Plan, AND

WHEREAS, funds in the 2017 County Budget will need to be amended as follows:

Increase Revenue:
 A401044.44401.17BTE BT Grant Current: \$0 Increase: (\$52,096)

Increase Expenditures:
 A40105.51005.17BTE Personal Services Current: \$0 Increase: \$30,094
 A40105.54047.17BTE Travel Current: \$0 Increase: \$4,000
 A40105.58020.17BTE Retirement Current: \$0 Increase: \$4,815
 A40105.58030.17BTE FICA Current: \$0 Increase: \$2,302
 A40105.58040.17BTE Workers Comp Current: \$0 Increase: \$500

A40105.58060.17BTE	Health Insurance	Current: \$0	Increase: \$10,375
A40105.58062.17BTE	Dental Insurance	Current: \$0	Increase: \$6
A40105.58065.17BTE	Vision Insurance	Current: \$0	Increase: <u>\$4</u>
			-\$0-

, NOW THEREFORE BE IT

RESOLVED, that the Chairman of the County Legislature, upon review and approval by the County Attorney or Designee and subject to appropriation of funding by the Legislature, are hereby authorized and directed to sign an agreement with Health Research, Inc. to accept these funds.

ON MOTION OF DISCENZA

AGENDA ITEM NO. 8

Accept Funds Health Department/Children with Special Needs Program (EIP NYS GRANT)

WHEREAS, the New York State Dept. of Health has awarded the Cortland County Health Dept. \$109,400 for the period of 10/1/16-9/30/21 for funding for the Early Intervention Program (EIP), Contract #C31627GG, CFDA #84.181A, with \$21,880 being awarded for the 10/1/17-9/30/18 contract year, AND

WHEREAS, these funds will be used to supplement the administration of the counties Early Intervention Program, NOW THEREFORE BE IT

RESOLVED, the 2017 County Budget will need to be amended as follows:

Increase Revenue:

A405944.44451.17CSN 1718 EI Admin Grant	Current: \$0	Increase: (\$21,880)
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Increase Expenditures:

A40595.51005.17CSN Personal Services	Current: \$0	Increase: \$13,933
A40595.58020.17CSN Retirement	Current: \$0	Increase: \$3,938
A40595.58030.17CSN FICA	Current: \$0	Increase: \$1,673
A40595.58040.17CSN Workers Comp	Current: \$0	Increase: \$252
A40595.58060.17CSN Health Insurance	Current: \$0	Increase: <u>\$2,084</u>
		-\$0-

ON MOTION OF DISCENZA

AGENDA ITEM NO. 9

Accept Funds Health Department/Early Intervention (CSHCN Program) Cost of Living Adjustment (COLA)

WHEREAS, the Cortland County Health Dept. has been awarded an additional \$750 in the form of a Cost of Living Adjustment to the CSHCN Program funded by the NYS Dept. Health for the period 4/1/17 through 3/31/18, AND

WHEREAS, these funds will be used to promote the recruitment and retention of staff or respond to other critical non-personal service costs for the CSHCN Program, NOW THEREFORE BE IT

RESOLVED that the Cortland County Board of Legislature hereby authorizes the Director of Budget and Finance to make the following modifications to the 2017 budget:

	Current	Change	Revised
Increase Revenue:			
A405944.44451.17CSH 1718 CSHCN Grant	(\$19,276)	(\$750)	(\$20,026)
Increase Expenditures:			
A40595.51005.17CSH Personal Services	\$9,022	\$562	\$9,584

A40595.58020.17CSH	Retirement	\$1,443	<u>\$188</u>	\$1,631
			-\$0-	

ON MOTION OF DISCENZA

AGENDA ITEM NO. 10

Accept Funds Health Department/Tobacco (Advancing Tobacco Free Communities) Cost of Living Adjustment (COLA)

WHEREAS, the Cortland County Health Dept. has been awarded an additional \$26,780 in the form of a Cost of Living Adjustment to the Advancing Tobacco Free Communities Program, Contract# C-029671 funded by the NYS Dept. Health for the period 4/1/17 through 3/31/18, AND

WHEREAS, these funds will be used to promote the recruitment and retention of staff or respond to other critical non-personal service costs for the Advancing Tobacco Free Communities Program, NOW THEREFORE BE IT

RESOLVED that the Cortland County Board of Legislature hereby authorizes the Director of Budget and Finance to make the following modifications to the 2017 budget:

		Current	Change	Revised
Increase Revenue:				
A401043.43450.17TBC	17-18 ATFC Grant	(\$325,000)	(\$26,780)	(\$351,780)
Increase Expense:				
A40105.54048.17TBC	Program Supplies	\$13,844	\$3,780	\$17,624
A40105.54060.17TBC	Legal Advertising	\$37,050	\$10,000	\$47,050
A40105.54045.17TBC	Travel	\$7,112	\$4,000	\$11,112
A40105.54812.17TBC	PH Contracted Svc	\$46,146	<u>\$9,000</u>	\$55,146
			-\$0-	

ON MOTION OF DISCENZA

AGENDA ITEM NO. 11

Authorize Contract with Schools and University to Accept Interns - Mental Health

WHEREAS, the Cortland County Mental Health Department must execute contracts with several Schools and Universities to provide internship opportunities to students, AND

WHEREAS, there are no costs to Cortland County associated with these internships, NOW THEREFORE BE IT

RESOLVED, that the Chairman of the Cortland County Legislature, upon review and approval by the County Attorney, and subject to appropriation of funding by the Legislature, is hereby authorized to execute an agreement for 2017 with the following Schools and Universities:

- Binghamton University, 4400 Vestal Parkway, Binghamton, NY 13902
- Elmira Business Institute, 303 N. Main Street, Elmira, NY 14901
- Onondaga Cortland Madison Counties BOCES, 1710 State Route 13, Cortland, NY 13045
- State University of New York at Cortland, 21 Graham Avenue, Cortland, NY 13045
- Syracuse University, 900 South Crouse Ave., Syracuse, NY 13244
- Tompkins Cortland Community College, 170 North Street, Dryden, NY 13053
- Upstate Medical University, 750 E. Adams Street, Syracuse, NY 13210

Action Items

- a. Approval to Hire - Social Welfare Examiner Trainee - DSS
- b. Approval to Hire - Senior Account Clerk - Mental Health
- c. Approval to Hire - Senior Caseworker - Dept. of Social Services
- d. Approval to Hire - Caseworker - Dept. of Social Services
- e. Approval to Hire - Case Aide - Dept. of Social Services
- f. Approval to Hire - Medical Director/Psychiatrist - Mental Health
- g. Approval for Hire - RPN - Health Department

Discussion Items

Child Advocacy Center

Area Agency on Aging - Continued

1. Center Attendance Trend- Daily Average 2015 - 2017 - Area Agency on Aging

Youth Services

Veteran's Services Agency

Workforce Development

Adjournment