



AGENDA
HEALTH & HUMAN SERVICES COMMITTEE
Monday, June 14, 2021 at 5:30PM
Live Stream Link: <https://youtu.be/uojDLY-mJVI>

CALL TO ORDER: By Hon. Elane Daly, Chair

MEMBERS: Legislators Michael Didio, Ryan Foley, Tricia Kerr, Timothy Lattimore, Heidi Nightengale (Vice Chair), and Mark Strong

MINUTES TO APPROVE: May 10, 2021

APPOINTMENTS:

Community Services Board

Monika Salvage, 146 North Street, Auburn, NY 13021, Term – 6/1/21 to 12/31/24

Alcohol and Substance Abuse Subcommittee

Sarah Dawson, 250 Lake Avenue, Auburn, NY 13021, Term – 6/1/21 to 12/31/24

DEPARTMENT UPDATES FOR COMMITTEE:

Brenda Wiemann (Office for the Aging) –

- Waiting on cost estimates for proposed build out of office space for OFA at Boyle.
- Five senior citizens have contributed in significant ways to their communities for decades and will be recognized through our newsletter, Facebook and a small event in August.
- Working with CCHD to increase availability of vaccines for homebound individuals.

Kathleen Cuddy (Health) –

- COVID-19 vaccination update
- ELC grant school focus
- Funding maximization for response—state aid, FEMA, insurance
- HAB awareness
- WIC move update

Ray Bizzari (Mental Health/Social Services) –

Mental Health

- The clinic remains very busy, caseloads for both therapists and prescribers are higher than they've ever been and our visit count exceeds projections. We struggle to see patients as often as they need because of caseload size and the pace of new intakes
- Spikes in overdoses and suicide ideation/attempt/completions remains alarmingly high
- Working to add resources to mobile crisis to open it to all behavioral health emergencies and also open the service for the public to call
- In-person visits are increasing
- The Local Plan is due for submission on 7/1/21
- We are developing plans for strengthening behavioral health infrastructure
- Will be restarting a suicide prevention steering committee to review practices, make recommendations and guide infrastructure investments
- The clinic's move into a more integrated treatment model is progressing with staff gaining competency through trainings and experience
- HEALing Communities Study moves into its second year of implementation
- The adult, 4 bed peer supported respite program opens 7/1

Social Services

- New York State's Emergency Rental Assistance Program (ERAP) began accepting applications on June 1. Our community-based partners are doing a great job with assisting county residents with applying for the funds (updated numbers to be brought to HHS).

- DSS continues to work on Family First Readiness....may need more resources for supervision/case management and JD Diversion. We have to decide on the Qualified Individual (QI) who will be conducting assessments of youth in foster care.
- The Department continues to become the Guardian of vulnerable individuals.
- Telephone waivers for applications and recertification for Temporary Assistance remains in effect.
- Emergency housing numbers hover around 75 with approximately 20 of the cases involving families.
- DSS will do some work with the school districts over the summer to work on strategies related to Education Neglect CPS reports as we expect there to be spikes in attendance issues as the schools move to more in-person instruction.

RESOLUTIONS:

OFA:

- 6-21-HH-1 Authorization to accept additional funding from the NYS Office for Aging (NYSOFA) through the Corona Aid, Relief and Economic Security (CARES) Act
- 6-21-HH-2 Authorization to create and fill one (1) full-time Aging Services Specialist to provide additional services through CARES Act revenue
- 6-21-HH-3 Authorization to abolish a senior typist position and create and fill one (1) full-time Aging Services Assistant position in the Office for Aging
- 6-21-HH-4 Authorization to accept additional funding from the NYS Office for Aging (NYSOFA) for Expanding Access to COVID-19 Vaccines via the Aging Network (VAC5)

HUMAN SERVICES:

- 6-21-HH-5 Authorizing the Director of Community Services to fill 2 FT Caseworker Positions in the Child Welfare Services Units of the Department of Social Services.
- 6-21-HH-6 Authorizing the Director of Community Services to Fill a Principal Social Welfare Examiner Position in the Department of Social Services
- 6-21-HH-7 Authorizing the Director of Community Services to Fill a Sr. Account Clerk position in the Child Support Services Unit

MENTAL HEALTH:

- 6-21-HH-8 Amending the Mental Health 2021 Budget to adjust State Aid funding for Contract Agencies
- 6-21-HH-9 Authorizing the Chair of the Cayuga County Legislature and the Director of Community Services to accept a grant from the New York State Office of Mental Health
- 6-21-HH-10 Authorize the creation and filling of one (1) full-time staff Social Worker (CMH) position at the Community Mental Health Center of Cayuga County and unfunding one (1) full-time Health Home Care Manager

ADJOURNMENT: Monday, July 12, 2021

IF YOU HAVE A DISABILITY AND NEED ACCOMMODATIONS, PLEASE CALL THE CLERK OF THE LEGISLATURE'S OFFICE AT 253-1308 AT LEAST 48 HOURS BEFORE THE SCHEDULED MEETING TO ADVISE WHAT ACCOMMODATIONS WILL BE NECESSARY.

**COUNTY OF CAYUGA
REQUEST FOR APPOINTMENT FORM**

Requested Appointment To:

**Name of Recommended Appointee:
Address:**

This appointment is recommended by:

Length of Term: (Start date and End date, not just years)

New Term or Unexpired Term?	New Term	Unexpired Term
------------------------------------	-----------------	-----------------------

Name of person previously in this position:

Is this a compensated position?	Yes	No
--	------------	-----------

Is this a new appointment or reappointment?	New appt.	Re-appt.
--	------------------	-----------------

If it is a reappointment, how long have they served?

Describe briefly the duties required of the proposed appointee.

Please provide a brief sketch of the proposed appointee(s) background (education, outside interests, etc.)

**COUNTY OF CAYUGA
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Is this a compensated position?	Yes	No
--	------------	-----------

Is this a new appointment or reappointment?	New appt.	Re-appt.
--	------------------	-----------------

If it is a reappointment, how long have they served?

Describe briefly the duties required of the proposed appointee.

Please provide a brief sketch of the proposed appointee(s) background (education, outside interests, etc.)

RESOLUTION NO. _____

6/22/21

OFA CARES amend budgt 21

Authorization to accept additional funding from the NYS Office for Aging (NYSOFA) through the Corona Aid, Relief and Economic Security (CARES) Act

BY: Elane Daly, Chair, Health & Human Services Committee, and
Keith Batman, Chair, Ways and Means Committee

WHEREAS, NYSOFA has received federal stimulus funds through CARES; and

WHEREAS, because New York State has received a Major Disaster Declaration (MDD) from the federal government, these funds can be utilized through 9/30/2024 and can be used for any disaster relief services for older adults; and

WHEREAS, additional funding in the total amount of \$311,682 has been allocated from NYSOFA to Cayuga County through the Cayuga County Office for Aging under five separate grants- CARES Act for Nutrition Services (CMC6-\$66,338 & HDC6-\$99,308), CARES Act for Supportive Services (SSC6-\$101,388), CARES Act for Disease Prevention (PHC6-\$10,208) and CARES Act for Family Caregiver Support Program (FCC6-\$34,440); and

WHEREAS, the Office for the Aging 2021 budget needs to be amended to reflect the additional funding and services to be provided; now therefore be it

RESOLVED, that the Office for the Aging be authorized to accept additional funding from NYSOFA and the 2020 budget be modified as follows:

Increase Revenue Account A67720 44773 – Fed. Aid –Title IIIB Supportive Services	\$ 101,388
Increase Revenue Account A67720 44778 - Fed. Aid – Title IIIE Caregiver Services	34,440
Increase Revenue Account A67730 43776 – Fed. Aid – Title IIIC Cong/Home	165,646
Increase Revenue Account A67720 44772 - Fed. Aid – Title IIID Disease Prevention	10,208
Increase Expense Account A67721 51001 – Full-Time Salaries	18,639
Increase Expense Account A67721 58001 – Social Security	1,426
Increase Expense Account A67721 58003 - Health Insurance	2,900
Increase Expense Account A67724-54074 - Department Expense	100,000
Increase Expense Account A67734-54073 – Department Expense	63,527
Increase Expense Account A67734 54420 - Senior Nutrition Meals	125,190

And be it further

RESOLVED, that the Cayuga County Treasurer be authorized and directed to make the journal entries appropriate and necessary to implement this resolution; and be it further

RESOLVED, that the Cayuga County Treasurer, at the end of the current year, be authorized and directed to carry funds forward into future budget years until the funding is exhausted.

Health & Human Services Committee

Ways & Means Committee

Elane Daly, Chair

Keith Batman, Chair

Michael Didio

Elane Daly

Ryan Foley

Ryan Foley

Tricia Kerr

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Mark Strong

Tucker Whitman

Co. Atty: RJG

RESOLUTION NO. _____

6/22/21

OFA Create Fill FT Ag Ser Spec

Authorization to create and fill one (1) full-time Aging Services Specialist to provide additional services through CARES Act revenue

BY: Elane Daly, Chair, Health & Human Services Committee, and
Keith Batman, Chair, Ways and Means Committee.

WHEREAS, there is a growing number of older adults in Cayuga County, with the growth in those 80 years old and older increasing at the fastest rate, and,

WHEREAS, the COVID pandemic and the aging of our population is necessitating more services to be provided for more seniors through the Office for the Aging under the Older Americans Act, and,

WHEREAS, the Office for Aging is accepting unanticipated additional revenue from the NYS Office for Aging (NYSOFA) through the Corona Aid, Relief and Economic Security (CARES) Act for which personnel is an approved expense and,

WHEREAS, to meet the expectations of deliverables of the CARES funding, it is necessary to fill a F/T Aging Services Specialist to provide these services and,

WHEREAS, when accepting and adding this funding to the Office for Aging budget in 6/22/21 resolution OFA CARESamendbudgt21, an amount was designated for F/T salaries A67721-51001 and an amount to cover applicable fringe is available sufficient to meet the expense of a F/T Aging Services Specialist and,

WHEREAS, while the Office for Aging anticipates sustained revenue through NYSOFA to cover the costs of this position ongoing, along with the flexibility to use CARES Act funding through 2024, the position will be abolished if ongoing revenue is insufficient to fund the position in the future, therefore be it

RESOLVED, that the Director of the Office for the Aging be hereby authorized to create and fill a F/T Aging Services Specialist position (pos # to be assigned) effective 7/1/21 at a probationary rate of \$44,733 annually (\$45,083 Step 1) in accordance with the Civil Service Rules and Regulations and the policies of the County of Cayuga; and it is further

RESOLVED, this authorization to fill is valid through December 31, 2021 in accordance with policy resolution 307-20.

Health & Human Services Committee

Ways & Means Committee

Elane Daly, Chair

Keith Batman, Chair

Michael Didio

Elane Daly

Ryan Foley

Ryan Foley

Tricia Kerr

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Mark Strong

Tucker Whitman

Co. Atty: ___RJG___

From: noreply@cayugacounty.us
To: [Brenda Wiemann](#)
Subject: Online Form Submittal: Authorization to Create/Fill
Date: Wednesday, June 2, 2021 12:32:35 PM

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Authorization to Create/Fill

A copy of this completed form **MUST** be attached to ALL Civil Service MSD-426 forms when filling a position.

Date 6/2/2021

Authorization To: Create and Fill **

** New Position Duties Statement (NPDS) - Short Form
REQUIRED IF the title exists within the department

** New Position Duties Statement (NPDS) - Long Form
REQUIRED IF the title does NOT exist within the department

Do you anticipate this request to result in fill-behinds? No

Cayuga County Office for the Aging
Department

Job Title Being Requested (Exact Civil Service Title) Aging Services Specialist

Position Status Permanent

Position Designation Full-Time

Budget Account Number A67721-51001

Is a position being abolished to create the new position? No

Is the salary of requested position in the current comp plan? Yes

Comp Plan Requested CSEA

IS IN

CSEA Grade	17
Probationary Salary Amount	44733
Step 4 Amount (CSEA)	50206
Starting Salary for Position Requested	44733
Justification for Salary Requested	per CSEA contract
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	There is an increase in the percentage of older adults in Cayuga County, with growth in the 80+ population especially significant. With this increased aging of the population there is an increased need for non-medical services and supports provided through the Office for the Aging that are proven effective in eliminating or delaying the need for more expensive long-term care medical interventions. Current Office for the Aging staffing levels are insufficient to meet the growing need. Additional revenue is being provided to the Office for the Aging to meet the increased needs for services to seniors. It is essential that we add this position to be able to meet the needs of the growing senior population in Cayuga County and to meet the deliverables required under the Older Americans Act.
How is this position funded?	Budget
Is this a reimbursed position?	Yes
How is this position reimbursed (percentage, dollar amount)?	100% reimbursed through federal and state funding
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	Due to unanticipated revenue being accepted into the 2021 Office for Aging budget which can be claimed through 2024 and due to additional revenue expected ongoing through the NYSOFA Unmet Needs funding stream, this position is expected to be fully covered under federal and state revenue to the department

Department Head Brenda Wiemann

Date 6/2/2021

Attestation I am the department or agency head listed above authorized to
submit by the appointing authority

(Section Break)

Email not displaying correctly? [View it in your browser.](#)

LHLippoldt Approve 6/9/2021 Still need Commissioners final approval 6/15

RESOLUTION NO. _____ 6/22/2021 OFA create and fill FT Ag Serv Asst

Authorization to abolish a Senior Typist position and create and fill one (1) Full-Time Aging Services Assistant position in the Office for Aging

BY: Elane Daly, Chair, Health & Human Services Committee, and
Keith Batman, Chair, Ways and Means Committee.

WHEREAS, the Office for Aging is increasingly required to provide more complex data collection, information processing, intake, outreach, publicity, program monitoring, needs assessments, registries and many other tasks requiring significant technology knowledge and professional skill for a growing senior population, and;

WHEREAS, the position of Aging Services Assistant can best meet these job requirements and fulfill the deliverables required by NYSOFA, and;

WHEREAS, due to a vacancy in the Office for Aging Senior Typist position resulting from a retirement, there is sufficient funding in the salaries line for 2021 to cover the increased expense for this position, and recurring state and federal revenue is expected to be available for this position ongoing, hereby be it;

RESOLVED that the Senior Typist position (#006617) be abolished, and be it;

RESOLVED that the Director of the Office for the Aging be hereby authorized to create and fill an Aging Services Assistant (pos # to be assigned) position effective 7/1/21 at a probationary rate of \$41,909 annually (\$42,259 Step 1) in accordance with the Civil Service Rules and Regulations and the policies of the County of Cayuga; and it is further

RESOLVED, this authorization to fill is valid through December 31, 2021 in accordance with policy resolution 307-20.

Health & Human Services Committee

Ways & Means Committee

Elane Daly, Chair

Keith Batman, Chair

Michael Didio

Elane Daly

Ryan Foley

Ryan Foley

Tricia Kerr

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Mark Strong

Tucker Whitman

Co. Atty: __RJG__

From: noreply@cayugacounty.us
To: [Brenda Wiemann](#)
Subject: Online Form Submittal: Authorization to Create/Fill
Date: Wednesday, June 2, 2021 12:04:40 PM

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Authorization to Create/Fill

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Date 6/2/2021

Authorization To: Create and Fill **

**** New Position Duties Statement (NPDS) - Short Form
*REQUIRED IF the title exists within the department***

**** New Position Duties Statement (NPDS) - Long Form
*REQUIRED IF the title does NOT exist within the department***

Do you anticipate this request to result in fill-behinds? No

Cayuga County Office for the Aging
Department

Job Title Being Requested (Exact Civil Service Title) Aging Services Assistant

Position Status Permanent

Position Designation Full-Time

Budget Account Number A67721-51001

Is a position being abolished to create the new position? Yes

Position Control Number of Position Being Abolished 006617

Civil Service Title of Senior Typist

Position Being
Abolished

Comp Plan Abolished Position Was Included In	CSEA
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CSEA Grade of Abolished Position	8
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Minimum/Probationary Salary for Abolished or Vacated Position	37309
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Maximum Salary for Abolished or Vacated Position	40579
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Is the abolished position currently filled?	No
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When was the position vacated?	05/31/21
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What was the salary at the time of separation for, the last person appointed to, the abolished position?	40879
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Is the salary of requested position in the current comp plan?	Yes
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Comp Plan Requested IS IN	CSEA
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CSEA Grade	14
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Probationary Salary Amount	41909
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Step 4 Amount (CSEA)	46596
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Starting Salary for Position Requested	41909
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Justification for Salary Requested	per CSEA
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Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	The Office for Aging is increasingly required to provide more complex data collection, information processing, intake, outreach, publicity, program monitoring, needs assessments, registries, website management, and many other tasks requiring significant technology knowledge and professional skill for a growing senior population and this position would make a significant impact in our ability to meet the deliverables required by our Older Americans Act and NYSOFA funding
How is this position funded?	Budget
Is this a reimbursed position?	Yes
How is this position reimbursed (percentage, dollar amount)?	100% reimbursed through federal and state funding
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	Since there is a current vacancy, and unused 2021 program funding, there is sufficient funding to cover the upgrade to create this position for 2021. This position is expected to be reimbursed under Older Americans Act and NYSOFA funding ongoing.
Department Head	Brenda Wiemann
Date	6/2/2021
Attestation	I am the department or agency head listed above authorized to submit by the appointing authority
(Section Break)	

Email not displaying correctly? [View it in your browser.](#)

LHLippoldt Approved 6/9/2021

RESOLUTION NO. _____

6/22/21

OFA VAC5 amend budgt

Authorization to accept additional funding from the NYS Office for Aging (NYSOFA) for Expanding Access to COVID-19 Vaccines via the Aging Network (VAC5)

BY: Elane Daly, Chair, Health & Human Services Committee, and
Keith Batman, Chair, Ways and Means Committee

WHEREAS, NYSOFA has received funding from the ACL to help increase COVID-19 vaccinations among older adults and people with disabilities and;

WHEREAS, additional funding in the total amount of \$11,062 has been allocated from NYSOFA and the ACL to Cayuga County through the Cayuga County Office for Aging to be used to serve older adults and their caregivers in receiving information, assistance scheduling, arranging transportation and other supports in order to increase COVID-19 vaccinations among the targeted population and;

WHEREAS, the Office for the Aging 2021 budget needs to be amended to reflect the additional funding and services to be provided; now therefore be it

RESOLVED, that the Office for the Aging be authorized to accept additional funding from NYSOFA and the 2021 budget be modified as follows:

Increase Revenue Account A67720-43771 – State Aid – NY Connects POE	\$11,062
Increase Expense Account A67720-54074 - Department Expense	\$11,062

And be it further

RESOLVED, that the Cayuga County Treasurer be authorized to make the journal entries appropriate and necessary to implement this resolution.

Health & Human Services Committee

Ways & Means Committee

Elane Daly, Chair

Keith Batman, Chair

Michael Didio

Elane Daly

Ryan Foley

Ryan Foley

Tricia Kerr

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Mark Strong

Tucker Whitman

Co. Atty: _ RJG _____

RESOLUTION NO. _____ 6/22/21 HS Fill 2 FT Caseworker Positions (Services Units)

Authorizing the Director of Community Services to fill 2 FT Caseworker Positions in the Child Welfare Services Units of the Department of Social Services.

BY: Elane Daly, Chairman of the Health & Human Services Committee
Keith Batman, Chairman of the Ways & Means Committee

WHEREAS, there are two (2) Caseworker vacancies, in the Child Welfare Units of Social Services (position control #2145, and #8183) due to a resignation and a promotion; and

WHEREAS, these positions are responsible for managing a caseload of open protective, preventive and foster care cases in the Child Welfare Units of Social Services and the services provided are mandated services; and

WHEREAS, these positions are reimbursed at a minimum of 62% State and federal funding; and

WHEREAS, they are funded positions in the Social Services Department’s 2021 budget; NOW, THEREFORE BE IT

RESOLVED, that the Authorization to Fill is valid through December 31, 2021, per resolution 307-20; and be it further

RESOLVED, that the Director of Community Services is authorized and directed to fill 2 Caseworker positions in the Child Welfare Unit and any fill behinds that may occur in accordance with Civil Services Rules and Regulations and the policies of the County of Cayuga.

Health & Human Services Committee

Ways & Means Committee

Elane Daly, Chair

Keith Batman, Chair

Michael Didio

Elane Daly

Ryan Foley

Ryan Foley

Tricia Kerr

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Mark Strong

Tucker Whitman

Co. Atty: __RJG__

Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

Date 5/13/2021

Authorization To: Fill Only

**** New Position Duties Statement (NPDS) - Short Form
REQUIRED IF the title exists within the department**

**** New Position Duties Statement (NPDS) - Long Form
REQUIRED IF the title does NOT exist within the department**

Do you anticipate this request to result in fill-behinds? No

Cayuga County Department Social Services

Job Title Being Requested (Exact Civil Service Title) Caseworker

Position Control Number 2145 and 8183

Position Status Permanent

Position Designation Full-Time

Budget Account Number 60101 51001

Is a position being abolished to create the new position? No

Is the salary of requested position in the current comp plan? Yes

Comp Plan Requested IS IN CSEA

CSEA Grade 17

Probationary Salary Amount 44,733

Step 4 Amount (CSEA) 50,206

Starting Salary for Position Requested 44,733

Justification for Salary Requested The salary for this position is determined by the CSEA contract.

Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	The Caseworker positions are vital in providing the front line mandated services for Child Welfare. They are responsible for the day to day work with vulnerable children and families. The Caseworker provides social work services for individuals and/or their families, including children, to assist them with their economic, emotional, social, and environmental difficulties.
How is this position funded?	Budget
Is this a reimbursed position?	Yes
How is this position reimbursed (percentage, dollar amount)?	62%
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	The positions have been included in the 2021 DSS Budget , and were budgeted at a Step 4 salary of \$50,206, but both positions will be filled at the Probationary Step Salary of \$44,733 therefore there will be a savings in 2021. In addition these positions are reimbursed at 62%.
Department Head	Ray Bizzari
Date	5/13/2021
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Jennifer Marshall
Title of Person Submitting on Behalf of Department or Agency Head	Staff Development Supervisor

(Section Break)

Lhlippoldt approved 5/13/21

RESOLUTION NO. _____

6/22/21

HS Fill Principal Social Welfare Examiner

Authorizing the Director of Community Services to Fill a Principal Social Welfare Examiner Position in the Department of Social Services

BY: Elane Daly, Chairman of the Health & Human Service Committee
Keith Batman, Chairman of the Ways & Means Committee

WHEREAS, there is an anticipated Principal Social Welfare Examiner vacancy (position control #2165) in the Department of Social Services, due to a retirement effective May 31, 2021; and

WHEREAS, this position is necessary for the effective and efficient operation of the Department of Social Services; and

WHEREAS, this position is reimbursed based on program area assignment; and

WHEREAS, sufficient funding exists in the 2021 Social Services' Budget to support this position; NOW, THEREFORE, BE IT

RESOLVED, that the Authorization to Fill is valid through December 31, 2021, per resolution 307-20; and be it further

RESOLVED, that the Director of Community Services be authorized to fill the Principal Social Welfare Examiner vacancy in the Department of Social Services and any fill behind that may occur, in a manner consistent with the rules and regulations of the County of Cayuga and the Cayuga County Civil Service Commission.

Health & Human Services Committee

Ways & Means Committee

Elane Daly, Chair

Keith Batman, Chair

Michael Didio

Elane Daly

Ryan Foley

Ryan Foley

Tricia Kerr

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Mark Strong

Tucker Whitman

Co. Atty: RJG

Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

Date	5/13/2021
Authorization To:	Fill Only
** New Position Duties Statement (NPDS) - Short Form REQUIRED IF the title exists within the department	
** New Position Duties Statement (NPDS) - Long Form REQUIRED IF the title does NOT exist within the department	
Do you anticipate this request to result in fill-behinds?	Yes
Cayuga County Department	Social Services
Job Title Being Requested (Exact Civil Service Title)	Principal Social Welfare Examiner
Position Control Number	2165
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	60101 51001
Is a position being abolished to create the new position?	No
Is the salary of requested position in the current comp plan?	Yes
Comp Plan Requested IS IN	CSEA
CSEA Grade	19
Probationary Salary Amount	46,797
Step 4 Amount (CSEA)	52,722
Starting Salary for Position Requested	46,797
Justification for Salary Requested	This is the probation rate set by the CSEA contract.

Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	This position supervises the TANF program of our local Social Services agency, including the direct supervision of 8-10 workers in this unit. This is a vital role in providing the mandated services to the vulnerable of our community.
How is this position funded?	Budget
Is this a reimbursed position?	Yes
How is this position reimbursed (percentage, dollar amount)?	62%
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	This is a budgeted position in the 2021 DSS Budget, and its budgeted at the Step 4 rate of \$52,722. We will hire a new person at a lower step, so it will be a budget saving for 2021.
Department Head	Ray Bizzari
Date	5/13/2021
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Jennifer Marshall
Title of Person Submitting on Behalf of Department or Agency Head	Staff Development Supervisor

(Section Break)

Lhlippoldt 5/13/21 approved

RESOLUTION NO. _____ 6/22/21 HS Fill Sr. Account Clerk position in the Child Support Services Unit

Authorizing the Director of Community Services to Fill a Sr. Account Clerk position in the Child Support Services Unit

BY: Elane Daly, Chairman of the Health & Human Service Committee
Keith Batman, Chairman of the Ways & Means Committee

WHEREAS, there currently is a Sr. Account Clerk vacancy in the Child Support Services Unit of the Department of Social Services (position control #8189); and

WHEREAS, this position is necessary for the effective and efficient operation of the Child Support Services Unit; and

WHEREAS, this position is at least 62% state and federally funded; and

WHEREAS, funding for this position has been budgeted in the 2021 Department of Social Services' budget;

NOW, THEREFORE, BE IT

RESOLVED, that the Authorization to Fill is valid through December 31, 2021, per resolution 307-20; and be it further

RESOLVED, that the Director of Community Services be authorized and directed to fill the Sr. Account Clerk position in the Child Support Services Unit of Social Services and any fill behind that may occur, in a manner consistent with the rules and regulations of the Cayuga County Civil Service Commission and the policies of the County of Cayuga.

Health & Human Services Committee

Ways & Means Committee

Elane Daly, Chair

Keith Batman, Chair

Michael Didio

Elane Daly

Ryan Foley

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Tricia Kerr

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Mark Strong

Tucker Whitman

Co. Atty: __RJG__

Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

Date 5/24/2021

Authorization To: Fill Only

**** New Position Duties Statement (NPDS) - Short Form
REQUIRED IF the title exists within the department**

**** New Position Duties Statement (NPDS) - Long Form
REQUIRED IF the title does NOT exist within the department**

Do you anticipate this request to result in fill-behinds? No

Cayuga County Department Social Services

Job Title Being Requested Senior Account Clerk
(Exact Civil Service Title)

Position Control Number 8189

Position Status Permanent

Position Designation Full-Time

Budget Account Number 60101 51001

Is a position being abolished to create the new position? No

Is the salary of requested position in the current comp plan? Yes

Comp Plan Requested IS IN CSEA

CSEA Grade 10

Probationary Salary Amount 38,652

Step 4 Amount (CSEA) 42414

Starting Salary for Position Requested 38,652

Justification for Salary Requested This is a CSEA union position, so the starting salary is dictated by union contract. The new employee will start on the probationary step which is \$38,652 and will advance steps as directed by the CBA.

Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	This position is crucial to the effective function of the Child Support Enforcement Unit of DSS. This position is mandated and reimbursed at a minimum of 62% state and federal.
How is this position funded?	Budget
Is this a reimbursed position?	Yes
How is this position reimbursed (percentage, dollar amount)?	62%
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	This position is budgeting in the 2021 DSS budget, and will continue to be budgeted in future years.
Department Head	Ray Bizzari
Date	5/24/2021
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Jennifer Marshall
Title of Person Submitting on Behalf of Department or Agency Head	Staff Development Supervisor
(Section Break)	

Lhippoldt approved 5/24/2021

RESOLUTION NO. _____

(06/22/21)

MH REV 2021 BUDADJ STATE AID

Amending the Mental Health 2021 Budget to adjust State Aid funding for Contract Agencies

By: Elane Daly, Chair; Health and Human Services Committee, and
Keith Batman, Chair; Ways and Means Committee.

WHEREAS, the Cayuga County Community Mental Health Center receives 100 percent Federal and State Aid funding for programs to serve adults, children, and families with disabilities who reside in Cayuga County; and

WHEREAS, additional 2021 State Aid has been allocated to several contract agencies requiring adjustment to the County Budget for 2021; and

WHEREAS, these 100% State funds were not anticipated in the 2021 budget and it is now necessary to reflect those dollars to allow the County to make payments to those agencies; now, therefore, be it

RESOLVED, that the 2021 budget be modified as follows:

Increase	A43470-43503	State Aid – MH – Cayuga Home	Revenue by	\$49,432.00
Increase	A43474-54000	Contractual Expenses – Cayuga Home	Expenses by	\$49,432.00
Increase	A43450-43514	State Aid – MH – Liberty Resources	Revenue by	\$12,728.50
Increase	A43454-54000	Contractual Expenses - Liberty Resources	Expenses by	\$12,728.50
Increase	A43100-43489	State Aid-MH - Nick's Ride	Revenue by	\$635.00
Increase	A43104-54118	Contractual Agreements	Expenses by	\$635.00
Decrease	A43430-43495	State Aid – MH – Cayuga Counseling	Revenue by	\$48,582.00
Decrease	A43434-54000	Contractual Expenses – Cayuga Counseling	Expenses by	\$48,582.00
Decrease	A43460-43497	State Aid – MH – Unity House	Revenue by	\$9,019.50
Decrease	A43464-54000	Contractual Expenses – Unity House	Expenses by	\$9,019.50

And be it further

RESOLVED, that the Cayuga County Treasurer be authorized to make the journal entries appropriate and necessary to implement this resolution.

Health & Human Services Committee**Ways & Means Committee**

Elane Daly, Chair

Keith Batman, Chair

Michael Didio

Elane Daly

Ryan Foley

Ryan Foley

Tricia Kerr

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Mark Strong

Tucker Whitman

Co. Atty: RJG

Authorizing the Chair of the Cayuga County Legislature and the Director of Community Services to accept a grant from the New York State Office of Mental Health

By: Elane Daly, Chair; Health & Human Services Committee
Keith Batman, Chair; Ways & Means Committee

WHEREAS, the Cayuga County Community Mental Health Center has completed the System of Care Action Planning Workshop and has a plan of action to meet the needs of children, youth, and young adults in our community; and

WHEREAS, the CCCMHC will be applying and receiving a one-time fund grant of \$25,000 to support our System of Care efforts detailed in the action plan from the NYS Office of Mental Health; and

WHEREAS, it is necessary to amend the 2021 Mental Health budget in order to accept this funding; now, therefore be it

RESOLVED, that the Cayuga County Treasurer be authorized and directed to amend the 2021 Mental Health budget in the following manner and make the necessary journal and accounting entries to accept these funds:

- Increase Revenue Account A43400-44490 Federal Aid – MH - SAMHSA
- Increase Expense Account A43404-54000 Contractual Expenses - SAMHSA

and be it further

RESOLVED, that the Chairman of the Legislature and the Director of Community Services be authorized to execute and deliver such contracts, documents or writings as may be necessary to implement this grant upon such forms as may be approved by the County Attorney.

Health & Human Services Committee

Ways & Means Committee

Elane Daly, Chair

Keith Batman, Chair

Michael Didio

Elane Daly

Ryan Foley

Ryan Foley

Tricia Kerr

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Mark Strong

Tucker Whitman

Co. Atty: __RJG__

RESOLUTION NO. _____

06/22/2021

MH CREATE/FILL SSW CMH 2021 REV

AUTHORIZE THE CREATION AND FILLING OF ONE (1) FULL-TIME STAFF SOCIAL WORKER (CMH) POSITION AT THE COMMUNITY MENTAL HEALTH CENTER OF CAYUGA COUNTY AND UNFUNDING ONE (1) FULL-TIME HEALTH HOME CARE MANAGER

By: Elane Daly, Chair; Health & Human Services Committee
Keith Batman, Chair; Ways & Means Committee

WHEREAS, there is one (1) full-time Grade 14 Health Home Care Manager position (Control #007730) vacant at the Community Mental Health Center of Cayuga County (CMHCCC); and

WHEREAS, this position is vital to the Health Homes Care Management program at Mental Health; however, residents of the community would be better served by a Staff Social Worker due to the high demand of clinical services requested at the present time; and

WHEREAS, a New Position Duties Statement was submitted to the Civil Service Commission at its April, 20, 2021 meeting and was classified as a Staff Social Worker (CMH); and

WHEREAS, there is enough money in salaries account A43101 51001 in the 2021 Mental Health budget to cover the cost of this position; now, therefore be it

RESOLVED, that one (1) full-time Staff Social Worker (CMH) position be created and placed within Part I of the Cayuga County Compensation Plan under Community Mental Health at a pay grade 30; and be it further

RESOLVED, that the Director of Community Services be authorized and is hereby directed to fill the one (1) full-time Grade 30 Staff Social Worker (CMH) position in accordance with Cayuga County Civil Service Rules and Regulations and the policies of the County of Cayuga and any fill behind that may occur and unfund the one (1) full-time Grade 14 Health Home Care Manager position (Control #007730); and be it further

RESOLVED, that the Cayuga County Treasurer be authorized to make the journal entries appropriate and necessary to implement this resolution; and it be further

RESOLVED, this authorization is valid through December 31, 2021 in accordance with policy resolution 307-20.

Health & Human Services Committee

Ways & Means Committee

Elane Daly, Chair

Keith Batman, Chair

Michael Didio

Elane Daly

Ryan Foley

Ryan Foley

Tricia Kerr

Chris Petrus

Tim Lattimore

Paul Pinckney

Heidi Nightengale

Ben Vitale

Mark Strong

Tucker Whitman

Co. Atty: __RJK__

Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

Date	5/21/2021
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Authorization To:	Create and Fill
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**** New Position Duties Statement (NPDS) - Short Form
REQUIRED IF the title exists within the department**

**** New Position Duties Statement (NPDS) - Long Form
REQUIRED IF the title does NOT exist within the department**

Do you anticipate this request to result in fill-behinds?	No
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Cayuga County Department	Mental Health
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Job Title Being Requested (Exact Civil Service Title)	Staff Social Worker (CMH)
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Position Control Number	NOT AVAILABLE UNTIL AFTER RESO PASSES if approved
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Position Status	Permanent
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Position Designation	Full-Time
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Budget Account Number	A43101 51001
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Is a position being abolished to create the new position?	No
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Is the salary of requested position in the current comp plan?	Yes
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Comp Plan Requested IS IN	CSEA
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CSEA Grade	30
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Probationary Salary Amount	\$60,410
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Step 4 Amount (CSEA)	\$67,413
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Starting Salary for Position Requested	\$60,410
Justification for Salary Requested	Salary set in the comp plan for 2021. Staff will start at probationary level.
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	We would like to fill this position because of the current demand of clinical therapy requested by residents of the community.
How is this position funded?	Budget
Is this a reimbursed position?	No
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	This position is a revenue-generating position that pays for itself.
Department Head	Raymond Bizzari
Date	5/21/2021
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Elizabeth Piwinski
Title of Person Submitting on Behalf of Department or Agency Head	Administrative Assistant
(Section Break)	

Email not displaying correctly? [View it in your browser.](#)

LHLippoldt 5/24/2021 with Adjustment – to create and fill from fill only