



AGENDA
HEALTH & HUMAN SERVICES COMMITTEE
Thursday, October 12, 2023 at 5:30PM
Live Stream Link: <https://www.youtube.com/watch?v=0CNj3X0sYVA>

CALL TO ORDER: By Hon. Elane Daly, Chair

MEMBERS: Legislators Christina Calarco, Michael Didio, Aileen McNabb-Coleman, Brian Muldrow, Heidi Nightengale (Vice Chair), and Lydia Patti Ruffini

MINUTES TO APPROVE: September 14, 2023

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

Kathleen Cuddy (Health) – No updates

Lauren Walsh (Community Services) – No updates

Christine Bianco (Social Services) – No updates

Brenda Wiemann (Office for the Aging) –

- The annual Senior Fair at the Fingerlakes Mall September 13th had over 300 participants and 50 vendors. We received great feedback.
- Hired a Jr. Accountant to fill our long-vacant fiscal position. Should help us catch up on overdue work to be done including our annual application for funding and required quarterly reports for NYSOFA.
- We were notified on Sept. 21st that our nutrition vendor, Advanced Meals, is ending their contract with us 12/31/23. Working with Purchasing Director Amanda O’Grady to get an RFP out asap to find and get in place a new vendor to avoid a disruption in our congregate and Meals on Wheels service for more than 500 seniors a year.
- Our Volunteer Coordinator and Aging Services Assistant positions remain vacant.
- Our certified Medicare Insurance counselors have over 100 people already scheduled to review their coverage during the Medicare Annual Enrollment Oct. 15th – Dec. 7th.

Debra Dennis (Youth Bureau) –

- Requests for applications have been sent out with a deadline of 10/27/24. We have some flexibility on this. New allocations for 10/1/23-9/30/24 will be \$142,096 from NYS OCFS for Youth Development. Meeting with Youth Advisory Board 10/19/23 to begin program year discussions.
- Contracts from the County Attorney’s Office have been received for 2023 OCFS funded programs. State Aid Vouchers will be sent out this month.
- Student Government Day- Tuesday, October 24th. RSVP and student lists are due 10/6. Assignments will be made after this date. Dr. Brian Durant will be our guest speaker.

RESOLUTIONS:

HEALTH:

- 10-23-HH-1 Authorizing the Cayuga County Legislature and the Public Health Director to rescind resolution 309-23 and fill a Supervising Nutritionist position in the WIC program.
- 10-23-HH-2 Authorizing the Chair of the Legislature and the Public Health Director to Enter into a Contract with the County’s Information Technology Department for Provision of Services
- 10-23-HH-3 Authorizing the Public Health Director and the Chair of the County Legislature to amend the current contract with James McGuinness & Associates, Inc. for Preschool Special Education electronic software

SOCIAL SERVICES:

- 10-23-HH-4 Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter into a Contract with Cayuga County Mental Health for Reports and Assessments on the Placement of a Child in a Qualified Residential Treatment Program
- 10-23-HH-5 Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter Into a Contract with Chapel House for Provision of a Supportive Case Manager
- 10-23-HH-6 Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter into a Contract with Chapel House for the provision of Transitional Housing Alternative for Homeless Clients
- 10-23-HH-7 Authorizing the Commissioner of Social Services to Fill a Caseworker Vacancy in the Adult Protective Services Unit

MENTAL HEALTH:

- 10-23-HH-8 Amending the Mental Health 2023 Budget to adjust State Aid funding for Contract Agencies
- 10-23-HH-9 Authorize the Chair of the Cayuga County Legislature and the Director of Community Services to Accept Funds and Enter into Contract with Farnham Family Services
- 10-23-HH-10 Authorizing the Chairman of the Cayuga County Legislature and the Director of Community Services to accept a grant from the US Department of Health and Human Services Substance Abuse and Mental Health Services Administration for System of Care Expansion and Sustainability

OFA:

- 10-23-HH-11 Authorizing the Office for the Aging to Advertise for Bid for Preparation of Meals for the Senior Nutrition Program and Award the Meal Contract to the bidder with the best value for the county.

ADJOURNMENT: Thursday, November 9, 2023 at 5:30PM

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.

RESOLUTION NO. _____ 10/24/23 HD Rescind Res 309-23 & Fill WIC Supervising Nutritionist

Authorizing the Cayuga County Legislature and the Public Health Director to rescind resolution 309-23 and fill a Supervising Nutritionist position in the WIC program.

BY: Elane Daly, Chairman of the Health & Human Service Committee
Hans Pecher, Chairman of the Ways & Means Committee

WHEREAS the federally funded Women, Infant and Children's Program (WIC) identifies the positions and qualifications for the WIC program, which Cayuga County must be compliant with; and

WHEREAS the WIC department has a vacant Nutritionist position, grade 17 in the CSEA Bargaining Unit (position control #007605) due to a resignation; and

WHEREAS, the Department was given permission to fill this vacant position in certified resolution 309-23; and

WHEREAS, the Department has recently had a candidate better suited for the supervising nutritionist position (position control # 7606) that is also vacant; and

WHEREAS, the Department wishes to rescind certified resolution 309-23 and request permission to fill the vacant supervising nutritionist position in the WIC program that meets the WIC program requirements; and

WHEREAS, the Supervising Nutritionist position is 100% reimbursed under the WIC grant; and

WHEREAS, the Supervising Nutritionist position can be difficult to find qualified candidates in the current job market; now therefore be it

RESOLVED, that the Public Health Director be authorized and directed to fill the fully funded WIC-Supervising Nutritionist position at a grade 19 in the CSEA Bargaining Unit, and be it further

RESOLVED, that the position be filled as a Supervising Nutritionist, along with any fill behinds that may occur, in accordance with Civil Service Rules and Regulations and the policies of the County of Cayuga; and be it further

RESOLVED, this authorization to fill is valid through December 31, 2023 in accordance with policy resolution 307-20.

Diann Ferris

From: noreply@cayugacounty.us
Sent: Wednesday, September 27, 2023 2:22 PM
To: Diann Ferris; Denise Prieto
Subject: Online Form Submittal: Authorization to Create/Fill

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 9/27/2023

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 Public Health

Job Title Being Requested (Exact Civil Service Title) Supervising Nutritionist

Position Control Number 7606

Position Status Permanent

Position Designation Full-Time

Budget Account Number A40821 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	51,129
Step 4 Amount (CSEA)	57,235
Starting Salary for Position Requested	51,129
Justification for Salary Requested	Already outlined in the current CSEA comp plan
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	Supervising Nutritionist is an important role to help high risk participants receive the services they need.
How is this position funded?	Grant
Identify the Grant	WIC Program Grant
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	100% Grant Funded
Department Head	Kathleen Cuddy
Date	9/27/2023
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	Megan Bell
Title of Person Submitting on Behalf of Department or Agency Head	Administrative Assistant

(Section Break)

Approved 10-03-23

Diann Ferris

Diann Ferris
Human Resources Administrator

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RESOLUTION NO. _____

10/24/23

HD Information Tech Contract 2023

Authorizing the Chair of the Legislature and the Public Health Director to Enter into a Contract with the County's Information Technology Department for Provision of Services

BY: Hon. Elane Daly, Chairman of the Health & Human Services Committee
Hon. Hans Pecher, Chairman of the Ways & Means Committee

WHEREAS, the Information Technology (IT) Department provides services to support PCs, laptops, servers, e-mail, internet, phones, printers and other related computer equipment; and

WHEREAS, the Health Department desires to maximize State reimbursement for existing County expenses; and

WHEREAS, the Health Department has successfully contracted in the past with the Cayuga County IT Department to provide these services, and these services have been budgeted for in the Health Department 2023 Budget; and

WHEREAS, the Health Department will reimburse the County's IT Department at a rate of \$60 per hour; NOW, THEREFORE, BE IT

RESOLVED, that the Chair of the Legislature and the Public Health Director enter into a 3-year contract with the Information Technology Department for provision of services, for the period of January 1, 2023, to December 31, 2025; and be it further

RESOLVED, that expenses incurred will be paid out of Account A40104 54059.

RESOLUTION NO. _____

10/24/23

HD Amend McGuinness Contract 2023

Authorizing the Public Health Director and the Chair of the County Legislature to amend the current contract with James McGuinness & Associates, Inc. for Preschool Special Education electronic software

BY: Elane Daly, Chair of the Health & Human Services Committee
Hans Pecher, Chair of the Ways & Means Committee

WHEREAS, the Health Department administers the mandatory and highly regulated Preschool Special Education program for Cayuga County and

WHEREAS, the Health Department utilizes the McGuinness Software system (McGuinness) that established and maintains a data base of program and service data; retains and retrieves data for purpose of program and service documentation; electronically submits and receives data from the NYS Department of Education data base system, enters invoice data and calculates and documents vendor payments; and

WHEREAS, McGuinness has an additional module for this system that allows school districts to directly input the required paperwork for STAC 1, STAC 5 and Individual Education Plans necessary to provide services to children in the preschool special education program, into a portal that will reduce the time required by fiscal staff to manually enter this required data, and

WHEREAS, utilization of this module will create standardization of required paperwork submission by school districts, improved time efficiency for payment processing, and reduced staff time related to direct input of PreSchool Special Education data, and

WHEREAS, this service will reduce the potential for billing errors, reinforce regulatory compliance and increase efficiencies of the Preschool Special Education Program fiscal staff time overseeing the program; and

WHEREAS, this service will allow for storage of a complete electronic record for students enrolled in Preschool Special Education services; and

WHEREAS, the Health Department has received unexpected funds in the current year to fully cover the cost of the purchase of the additional module; NOW THEREFORE BE IT

RESOLVED, that the Chair of the Cayuga county Legislature and the Public Health Director be authorized to enter into a revised contract with James McGuinness & Associates, Inc., to purchase the additional module and pay the increased monthly service charge for the current module, beginning 7/1/2023 for \$1333.00 per month, and pay the monthly service charge for the new module of \$1,000 per month, to begin upon activation of the new module through 12/31/24 with automatic annual renewal; and be it further

RESOLVED, that the Finance Director be directed to make the following adjustments to the Health Department 2023 budget;

Increase revenue account A441000 42000	\$50,000.00
Increase expenditure account A40104 54019	\$50,000.00

RESOLUTION NO. _____ 10/24/23 HS Cayuga County Mental Health Reports and Assessments

Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter into a Contract with Cayuga County Mental Health for Reports and Assessments on the Placement of a Child in a Qualified Residential Treatment Program

BY: Elane Daly, Chairman of the Health & Human Services Committee
Hans Pecher, Chairman of the Ways & Means Committee

WHEREAS, the Family First Prevention Services Act (FFPSA) requires substantial efforts to keep children at home or with relatives, reduce congregate care placements and shorten foster care stays; and

WHEREAS, effective September 29, 2021, as part of the FFPSA, in the event that a foster child is placed at a Qualified Residential Treatment Program (QRTP), the Department of Social Services is required to arrange for a Qualified Individual (QI) to conduct an assessment of the child and complete a report for Family Court that will be used by the Family Court Judge to determine whether or not the child can remain placed at the QRTP level of care; and

WHEREAS, a Qualified Individual (QI) for the purpose of conducting assessments of youth in foster care in accordance with the federal Family First Prevention Services Act and corresponding New York State standards is required to be a mental health clinician with a minimum of two (2) years of experience in the child welfare field; and

WHEREAS, Cayuga County Mental Health has staff who meet those specific qualifications required to be a Qualified Individual; and

WHEREAS, Cayuga County Mental Health desires to conduct assessments and complete reports pertaining to foster care youth placed in QRTP's at a cost of \$100.00 per unit of service up to a total maximum of \$2,500 per youth assessed; and

WHEREAS, due to FFPSA's very strict time frames related to when assessments and reports must be completed and submitted by a QI, it would be beneficial to have more than one voluntary agency contract with the Department of Social Services to complete these assessments on foster care youth; and

WHEREAS, the Department of Social Services desires to contract with Cayuga County Mental Health, as well as any other qualified voluntary agency with staff who can serve as Qualified Individuals, in order to meet our mandate to arrange for these assessments of foster care youth; NOW, THEREFORE, BE IT

RESOLVED, that the Chairman of the Legislature and the Commissioner of Social Services are hereby authorized to enter into a contract with Cayuga County Mental Health and any other necessary voluntary agencies to provide these services for the contract period of January 1, 2023, through December 31, 2024, and upon such form as may be approved by the County Attorney. Any eligible costs will be reimbursed by federal and state aid where applicable.

RESOLUTION NO. _____ 10/24/23 HS Chapel House Supportive Case Manager

Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter Into a Contract with Chapel House for Provision of a Supportive Case Manager

BY: Elane Daly, Chairman of the Health & Human Service Committee
Hans Pecher, Chairman of the Ways & Means Committee

WHEREAS, Cayuga County Department of Social Services is responsible for providing emergency shelter to homeless men and women and also required to provide case management services that move these homeless individuals as quickly as possible into permanent housing; and

WHEREAS, Case Management services have not previously been provided by Chapel House to those individuals housed in motels/hotels and the Department wishes to provide these services to be in compliance with current emergency shelter regulations and also to shorten hotel/motel stays and thereby reduce expenditures for emergency housing which can be \$110/night, and

WHEREAS, a Supportive Case Manager would provide case management services to a homeless single man or woman wherever they are housed with such services as screening, intake, service planning, case management, crisis intervention, client education, referrals, reports, record keeping and consultation; and will aggressively assist a homeless individual in obtaining permanent housing by assisting with housing searches, advocating for and negotiating with landlords expeditiously to move individuals into permanent housing; and

WHEREAS, the Department desires to purchase Supportive Case Manager Services from Chapel House to assess, identify and make recommendations for a homeless individual in the areas of mental health, substance abuse and other disabilities, which may assist them with obtaining alternate income or make them eligible for other housing subsidy programs; and

WHEREAS, these funds are budgeted for in the 2023 budget; NOW, THEREFORE BE IT

RESOLVED, that the Chairman of the Legislature and the Commissioner of Social Services enter into a contract with Chapel House for the provision of case management services as noted above for the period November 1, 2023, to October 31, 2024, at an annual cost of \$79,644.

RESOLUTION NO. _____

10/24/23

HS Chapel House Transitional Housing 2023

Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter into a Contract with Chapel House for the provision of Transitional Housing Alternative for Homeless Clients

BY: Elane Daly, Chairman of the Health & Human Service Committee
Hans Pecher, Chairman of the Ways & Means Committee

WHEREAS, the Department of Social Services is required to provide emergency housing for individuals that are determined to be homeless; and

WHEREAS, the Department has contracted with Chapel House to provide 16 emergency housing beds at Ray of Light and that contract has expired; and

WHEREAS: the Department wishes to enter into a new contract with Chapel House to provide 16 emergency housing beds and shelter staffing/services consistent with NYSOTDA emergency housing regulations; and

WHEREAS, the cost per night at the Ray of Light at 100% occupancy is \$84.94/night and hotel/motel rooms currently can cost \$110/night, placements at Ray of Light will be lower than the cost per night at hotels/motels and the increase capacity may drive down hotel/motel stays; and

WHEREAS, Chapel House is willing to provide emergency housing and related services to homeless clients at an annual cost of \$496,032. This cost includes case management services at the Ray of Light shelter; NOW, THEREFORE, BE IT

RESOLVED, that the Department of Social Services and the Chairman of the Legislature are authorized to enter into a contract with Chapel House from November 1, 2023 to October 31, 2024 for the provision of emergency housing/services for homeless clients.

RESOLUTION NO. _____

10/24/23

HS Fill Caseworker Adult Protective Services

Authorizing the Commissioner of Social Services to Fill a Caseworker Vacancy in the Adult Protective Services Unit

BY: Elane Daly, Chairman of the Health & Human Service Committee
Hans Pecher, Chairman of the Ways & Means Committee

WHEREAS, there is a Caseworker vacancy in the Adult Protective Services Unit of Social Services (position #8448); and

WHEREAS, the Department is required to be the safety net and provide adult protective services to those individuals unable to protect themselves; and

WHEREAS, this position is critical to having adequate staff in the unit to manage the open adult protective cases and handle incoming referrals; and

WHEREAS, sufficient funding exists in the Social Services Department's 2023 budget to support this position, and the position is reimbursed at 62% Federal and State; NOW, THEREFORE BE IT

RESOLVED, that the Authorization to Fill is valid through April 23, 2024, per resolution 307-20; and be it further

RESOLVED, that the Commissioner of Social Services be authorized and directed to fill the vacated Caseworker position in the Adult Protective Services Unit, and any fill behind that may occur, in accordance with Civil Services Rules and Regulations and the policies of the County of Cayuga.

Diann Ferris

From: noreply@cayugacounty.us
Sent: Monday, September 25, 2023 9:23 AM
To: Diann Ferris; Denise Prieto
Subject: Online Form Submittal: Authorization to Create/Fill

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 9/25/2023

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 8448

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	48,998
Step 4 Amount (CSEA)	54,638
Starting Salary for Position Requested	48,998
Justification for Salary Requested	The Caseworker position is a CSEA bargaining employee, so the salary is dictated by the CSEA CBA and is a Grade 17.
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	This position works in the Adult Protective Services Unit and focuses on working with vulnerable adults. This is a mandated position and it is crucial for the department.
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 within the 2023 DSS budget and is reimbursed at 62%
Department Head	Christine Bianco
Date	9/25/2023
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	Deputy Director of Social Services

(Section Break)

Approved 10-03-23

Diann Ferris

Diann Ferris
Human Resources Administrator

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Amending the Mental Health 2023 Budget to adjust State Aid funding for Contract Agencies

By: Elane Daly, Chair, Health and Human Services Committee, and
Hans Pecher, Chair, Ways and Means Committee.

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

WHEREAS, additional 2023 State Aid has been allocated to several contract agencies requiring adjustment to the County Budget for 2023; and

WHEREAS, these 100% State funds were not anticipated in the 2023 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 2023 budget be modified as follows:

Increase	A43410 43509	State Aid-MH-Nick's Ride	Revenue by	\$1,167.00
Increase	A43414 54000	Contractual Expenses	Expense by	\$1,167.00
Increase	A43450 43514	State Aid-MH-Liberty Resources	Revenue by	\$9,604.00
Increase	A43454 54000	Contractual Expenses	Expense by	\$9,604.00
Increase	A43100 43508	State Aid-MH Grants	Revenue by	\$46,359.00
Increase	A43104 54015	Contractual Expenses	Expense by	\$46,359.00

And be it further

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

RESOLUTION NO. _____

10/24/23

MH FARNHAM NARCAN FUNDS 2023

Authorize the Chair of the Cayuga County Legislature and the Director of Community Services to Accept Funds and Enter into Contract with Farnham Family Services

By: Elane Daly, Chair, Health and Human Services Committee, and
Hans Pecher, Chair, Ways and Means Committee.

WHEREAS, the Department of Health and Human Services, Health Resources and Services Administration (HRSA) has awarded Farnham Family Services (FFS) a Rural Communities Opioid Response Program (RCORP) Grant; and

WHEREAS, FFS is partnering with the Cayuga County Community Mental Health (CCCMHC) to promote harm reduction strategies, reduce stigma and raise awareness through education on access to SUD treatment and providing training and distribution of Naloxone kits within Cayuga County; and

WHEREAS, FFS will provide funding for CCCMHC to provide staffing, supplies and transportation related to the project in the amount of \$40,000.00; now therefore be it

RESOLVED, that Cayuga County accept the funds, and be it further

RESOLVED, that the 2023 budget be modified as follows:

Increase line	A43100 41625	MH Farnham Family Services Contracts Revenue by \$ 40,000.00
Increase line	A43104 54118	Contractual Agreements Expense by \$ 40,000.00

And therefore be it further,

RESOLVED, that the Chair of the Legislature and the Director of Community Services be authorized to enter into any contracts necessary to carry out the goals of described funding upon such forms as may be approved by the County Attorney.

RESOLUTION NO. _____ 10/24/23 MH DBT IN SCHOOLS GRANT v3

Authorizing the Chairman of the Cayuga County Legislature and the Director of Community Services to accept a grant from the US Department of Health and Human Services Substance Abuse and Mental Health Services Administration for System of Care Expansion and Sustainability

By: Elane Daly, Chair, Health and Human Services Committee, and
Hans Pecher, Chair, Ways and Means Committee.

WHEREAS, the Cayuga County Mental Health Department applied for and was awarded a \$4,000,000 grant (\$1,000,000 per year for a total of four (4) years) by Substance Abuse and Mental Health Services Administration (SAMHSA); and

WHEREAS, the funds for this grant will be used to implement Dialectical Behavior Therapy (DBT) as a community solution to address the mental health crisis among youth which includes a focus on mental health education and prevention, early identification, and access to high quality mental healthcare which will involve several school districts within the County; and

WHEREAS, the grant includes (2) staff social worker positions at CSEA pay grade 30 and (1) grant assistant position at CSEA pay grade 8; and

WHEREAS, these 100% Federal funds were not anticipated in the 2023 budget it is now necessary to amend the budget to include these dollars; now, therefore be it

RESOLVED, that the Chair of the Cayuga County Legislature and the Director of Community Services are hereby authorized to accept this grant and to sign any and all documents necessary for acceptance and execution of the grant; and be it further

RESOLVED, that the 2023 budget be modified as follows:

Increase	A43400 44490	SAMHSA GRANT	Revenue by	\$4,000,000.00
Increase	A43404 54000	SAMHSA GRANT	Expense by	\$4,000,000.00

And, be it further

RESOLVED, that remaining grant funds will be rolled forward to subsequent years until they are expended within the required grant period; and be it further

RESOLVED, that the Director of Community Services be authorized and directed to fill (2) staff social worker positions at CSEA pay grade 30 and (1) grant assistant position at CSEA pay grade 8, in accordance with the Cayuga County Civil Service Rules and Regulations and the policies of Cayuga County with the understanding that said position will be eliminated when grant funding ceases, and be it further

RESOLVED, that the Finance Director be authorized to make the journal entries appropriate and necessary to implement this resolution.

RESOLUTION NO. _____

10/24/23

OFA Sr Meals contract

Authorizing the Office for the Aging to Advertise for Bid for Preparation of Meals for the Senior Nutrition Program and Award the Meal Contract to the bidder with the best value for the county.

BY: Elane Daly, Chair, Health & Human Services Committee, and
Hans Pecher, Chair, Ways and Means Committee

WHEREAS, the Office for Aging receives Federal, State, Medicaid managed care, participant contributions, local, and county funding designated to carry out a program to provide meals for qualifying older adults in Cayuga County under the Senior Nutrition Program; and

WHEREAS, The Office for Aging's current meal vendor has chosen not to exercise their option to continue for 2024, with the current agreement expiring 12/31/23; and

WHEREAS, the magnitude of implementing this program with a new vendor to serve 350 seniors daily throughout the entire county requires significant planning and implementation to avoid a disruption in service; and

WHEREAS, it is necessary for the County of Cayuga to advertise for sealed bids for the purpose of securing a new vendor to provide the meals for the Senior Nutrition Program; now therefore it be

RESOLVED that the Director of the Office for Aging and Purchasing Director be authorized to work together in collaboration with the County Attorney's Office to advertise, receive, open, evaluate and asses the bids to provide meals for the Senior Nutrition Program and award the contract to the bidder with the best value for the county; and be it further

RESOLVED, that the Chair of the Legislator and the Director of Office for the Aging be authorized to sign a contract with the successful bidder for the provision of meals for the Senior Nutrition Program for the period January 1, 2024 through December 31, 2024.