

Cayuga County Administrator's MONTHLY REPORT

Reporting Period: February 1 - 28, 2019

County Coroner Dr. Adam Duckett received Citizen of the Year Award for his work supporting drug addiction recovery



"THE GREATNESS OF A COMMUNITY IS MOST ACCURATELY MEASURED BY THE COMPASSIONATE ACTIONS OF ITS MEMBERS, A HEART OF GRACE AND A SOUL GENERATED BY LOVE."

- Coretta Scott King



MY *HEART* IS WHERE MY *COMMUNITY* IS.



ICMA | #ILoveLocalGov

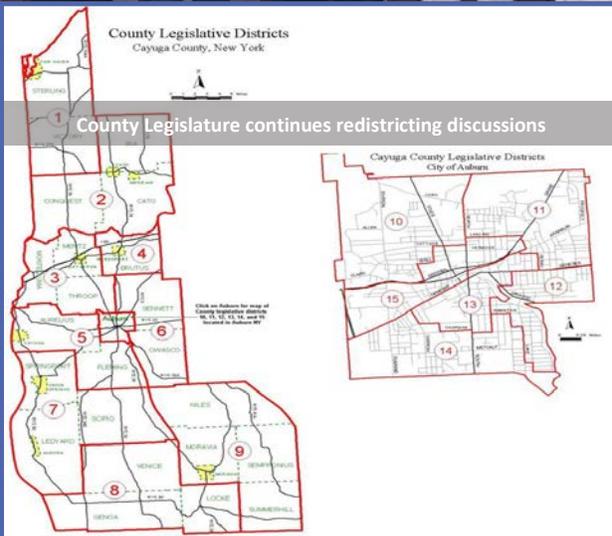
EVERY DAY THAT PASSES BY, MAKES MY *LOVE* FOR #LOCALGOV GROW EVEN *STRONGER*.



County Health Department hosted speaker to talk to parents and students about vaping
(Photo credit: Kevin Rivoli/The Citizen)



County Planning Director Steve Lynch moderated I-81 town hall meeting (Photo credit: Robert Harding/The Citizen)



CONTENTS

County Administrator’s Message3

ADMINISTRATION4

Administrator’s Office4

Human Resources5

Information Technology6

Planning & Economic Development.....7

COUNTY ATTORNEY.....9

BOARD OF ELECTIONS10

CLERK OF THE LEGISLATURE.....11

COMMUNITY & SOCIAL SERVICES.....12

Employment & Training Cayuga Works 12

Social Services | Mental Health 13

COUNTY CLERK.....15

Motor Vehicles, Recording Office.....15

Record Retention, Historian.....15

EMERGENCY SERVICES18

E-911 Center18

Emergency Management19

HEALTH & HUMAN SERVICES.....21

Office for the Aging.....21

Veteran’s Services Agency22

JUSTICE SYSTEM.....24

Assigned Counsel | Stop DWI 24

Coroner 26

Probation..... 27

Sheriff 29

PUBLIC WORKS.....31

Highway..... 31

Buildings/Grounds, Parks/Trails, Sealer..... 31

REAL PROPERTY & TAX SERVICES33

TREASURER.....35

CONTRACT AGENCY UPDATES36

Cayuga Economic Development Agency 36

Soil & Water Conservation District..... 38

Convention & Visitor’s Bureau (Tourism)..... 40

Cornell Cooperative Extension Cayuga..... 41

OTHER REPORTS.....43

Sales Tax Report.....43

2018 Health Dept. Statistical Report.44

CEDA Workplan..... 55

Department Updates

Reporting Period: Feb. 1-28, 2019

County Administrator's Message

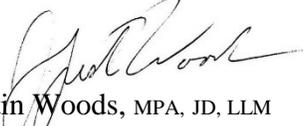
I hope you had a Happy Valentine's Day and can feel all the love our employees put into preparing the latest edition of the County Administrator's Monthly Report. The Monthly Report is designed to provide up-to-date data and information on the operations of County Government. Within you will find monthly updates from departments and contract agencies, and special reports.

February is also Black History Month, and we celebrate loving our community on this month's cover with a great quote from Coretta Scott King. Congratulations to County Coroner Dr. Duckett, who the Elks named Citizen of the Year, and to the Health Department for hosting a great event on the dangers of vaping. Thanks also to County Planning Director Steve Lynch, who has been helping out everywhere from Emergency Services to assisting Congressman Katko to facilitate a session on the future of I-81.

Last month we discussed a number of transitions, and I am happy to report that the new Public Works management team is settling in well, as is the Interim CIO (Information Technology). We have started advertising for a number of vacant or soon to be vacant leadership positions, including CIO, Director of Emergency Services, and Human Resources Administrator, and we welcome your help in promoting these vacancies! Please encourage potential applicants to visit <https://mycivilservice.cayugacounty.us/jobopps>.

Lastly, as we continue optimizing content and rolling out new features, please visit <https://www.cayugacounty.us> and let us know what you think!

On behalf of the Cayuga County employees and department heads, we hope the Legislature finds this report an informative tool that assists them in serving their constituents as policymakers, and we hope it provides transparency and useful information to the community at large. As always, we look forward to hearing your feedback!



J. Justin Woods, MPA, JD, LLM
County Administrator

ADMINISTRATION



County Administrator's Office

J. Justin Woods, JD, MPA

County Administrator

- Met with the Fire Advisory Board and other first responders to discuss their needs during the reorganization of the Emergency Management Office. Met with NYS DHSES to discuss technical assistance and transitional support.
- Launched kick-off meeting with staff for the Non-Bargaining Compensation Study approved by the Legislature.
- Participated in several phone calls with the Governor's Office, Mayor, NYS DHSES, and Congressman Katko regarding the Lake Ontario water levels.
- Started planning for the production of a video series for the County website with CGI to highlight the different aspects of the County to potential new residents and businesses. This program comes at no cost to the County and is a result of our membership with the National Association of Counties.
- Continue to optimize the new website content and work with departments and municipalities on citizen engagement features.
- Conversations with the City of Auburn regarding a shared Public Safety Building continue.
- Discussed NYS Election Reform implications with the Board of Election Commissioners.
- Met with the Civil Service Commission to discuss transition planning for the HR Administrator's announced retirement.
- Meet with NYS DOT who is very happy with our performance on the snow and ice contracts.
- [Testified](#) before the NYS Senate Committee on Environmental Conservation at SUNY ESF.

Department Updates

Reporting Period: Feb. 1-28, 2019



Department of Human Resources

Michael T. Russell

Human Resources Administrator

YEAR-TO-DATE COMBINED TRANSACTIONS: 687

- County departments: 376 total transactions
- Schools, Towns, Villages, BOCES & Special Districts:

99	Schools
87	Towns
10	Villages
92	BOCES
0	CCC
22	Seymour Library
1	Soil & Water
0	Water & Sewer
311	Total Transactions

- Specific personnel action that was taken (year to date):

Transaction Type	No.
Permanent Appointments	71
Provisional Appointments	5
Contingent-Permanent Appointments	4
End of Probationary Period	21
Layoffs Due to Abolishment of Positions	0
Layoffs Due to Lack of Funds or Work	0
Promotions	16
Reinstatements	6
Removals	50
Resignations	39
Retirements	0
Seasonal Appointments	3
Temporary Appointments	7

- Exams administered & Application fees collected:

Exams Administered		Application Fees Collected:	
February Only	0	February Only	\$75
Year-to-Date	1	Year-to-Date	\$285

Department Updates

Reporting Period: Feb. 1-28, 2019



Information Technology

Paul Bornemann, *Interim Chief Information Officer*

Patrick Stack, *Interim Deputy Chief Information Officer*



- We continue to:
 - Develop an assessment of current IT capabilities and recommendations for the future;
 - Meet with department leadership to understand their needs/priorities;
 - Review security requirements and posture to rebalance with user functionality;
 - Migrate DSS users from NYS-owned desktops to county-owned devices;
 - Identify opportunities for continuous improvement in service delivery & communication, including an IT Tips webpage/document that we will begin to distribute shortly.

- We have identified the need to purchase and implement a replacement phone system for the entire county in early 2020.

- We are working with Verizon Wireless to improve the user experience and performance for county-owned devices.

- IT Support activity – we continue to work to improve tracking all of our work:

● In process from prior months:	127
● New Requests this month:	71
● Resolved this month:	411
● Currently in process:	94

Department Updates

Reporting Period: Feb. 1-28, 2019



Department of Planning & Economic Development

Stephen F. Lynch, AICP

Director

WATER QUALITY

- **WATERSHED RULES & REGULATIONS:** Final draft Watershed R&R is being presented to the Steering Committee and Extended Staff Working Group on Friday, March 1st. Public stakeholder meetings, including Agriculture, Lakeshore Property Owners / Lake Association, and Municipal Elected Officials (including but not limited to the Auburn City Council and Owasco Town Board) will follow in April and May.

PUBLIC HEALTH PREPAREDNESS PLANNING

- **PUBLIC HEALTH ASSET DISTRIBUTION “JUST IN TIME” TRAINING AND EXERCISE:** Associate Planner Michele Wunderlich is contracted with the County Health Department to assist in the development and implementation of Public Health Preparedness Planning and Training Exercises.

On February 27th, a Medical Material Management and Distribution 3-of-3 Drill exercise was successfully staged within the County. The exercise, sponsored by the County Health Department, provided a series of three drills at the designated County Staging Site. The exercise moved the County and its partner agencies through the activation of the County Staging Site, the receipt of Medical Assets needed to address the simulated health crisis (e.g., antibiotics, vaccines), storage and staging of the assets, quality assurance and control of the assets and distribution for Public Points of Dispensing.

This exercise and the comprehensive planning behind it is an excellent example of how closely County Departments are working together to leverage the skill sets of staff members and coordinate resources to protect and serve the public.

PARK PLANNING & DEVELOPMENT

- **EMERSON PARK STRATEGIC PROGRAMMING INITIATIVE:** The Biederman Redevelopment Ventures (BRV) programming team came in for project kick-off meetings on January 31st and February 1st. Select

Department Updates

Reporting Period: Feb. 1-28, 2019

stakeholders from Tourism, Planning, Economic Development, the Emerson Foundation, and certain park venues participated in these two days of introductory meetings.

The BRV Team is returning to Cayuga County on Thursday, March 14th for a full day of Public and Stakeholder Participation meetings at the Emerson Park Pavilion. The Public Participation meetings are being held at the Emerson Park Pavilion from 1:00 PM to 2:30 PM and from 6:30 to 8:00 PM and will be broadly marketed. The BRV team will give a short presentation to inform the public, followed by a guided discussion and charrette activities.

- **STERLING NATURE CENTER FACILITY DESIGN:** Beardsley Architects of Auburn NY is under contract to prepare schematic building design and construction cost estimates. The project team continued to meet with the architects in February and schematic facility designs and cost estimates will be presented to the County Parks Commission at their regularly scheduled evening meeting on Wednesday, March 27th.

ECONOMIC DEVELOPMENT–COORDINATION WITH CEDA

- **CAYUGA COUNTY DEVELOPMENT CORPORATION LOAN PROGRAM:** The Planning Director and Administrative Assistant are staff to the CCDC loan program. Staff is currently working with the Bonadio Group CPAs on the annual financial audit.

The CCDC Board authorized the extension of loan terms to the Auburn Public Theater in support of their extensive renovations and expansion of programming space. In addition, the staff is currently working with applicants and CEDA on a number of funding requests that will likely be finalized in March.

Department Updates

Reporting Period: Feb. 1-28, 2019

COUNTY ATTORNEY



County Attorney's Office

Christopher Palermo, Esq.

County Attorney

- Reviewed monthly resolutions, contracts, and legal inquiries from departments.
- Providing legal support for numerous HR/personnel investigations.
- Preparing for Tobacco Asset Securitization Corporation Meeting.
- Partnered with Clerk of Legislature to digitize and make all Local Laws and Resolutions searchable on the County Portal.
- Working on updates to Rules of Procedure and Bylaws for Legislature and various boards/committees.
- Researched ownership of a bridge on Old Genoa-Locke Road.
- Worked on several real estate transactions for the County and the Community College.

BOARD OF ELECTIONS



Board of Elections

Cherl A. Heary (R)

Katie Lacey (D)

Commissioners



- Staff processed 217 new registrations, address changes or name changes during the month of February.
- Our office hosted 18 Commissioners, Deputy Commissioners and Techs from four other counties for a demonstration by ES&S (Election Systems and Software). The company demonstrated their new vote scanner, the software for ballot creation and e-poll books. At the least, electronic poll books will be needed for early voting in the General Election this November. We should also note that our voting systems are reaching the end of their expected useful life and we are evaluating future needs, finances, and products currently being offered in New York State.
- Staff completed a software and hardware assessment (with the help of County IT staff). The comprehensive survey was required by the Center for Internet Security Elections Infrastructure. This is a continuation of cybersecurity risk assessment including the security of physical space, software, hardware configurations and any vulnerabilities to establish budget priorities. We will continue the assessment of office cameras, bipartisan lock, and chain of custody.
- Staff completed three foil request.
- The department continues to assess early voting, the number of poll sites needed to complete the geographical needs of our county, and the financial impact.
- Made changes to the signature requirements for petitions and notified local parties of the last minute changes passed by the State.
- Continued work on the NCOA (National Change of Address) and our elected official directory.

CLERK OF THE LEGISLATURE



Clerk of the Legislature

Sheila Smith

Clerk of the Legislature

AUDITING

- Completed auditing for the effective date of 2/1/19, a couple of minor corrections.

CODIFICATION

- Working with Claudia Zuch, General Code. I have received the organizational analysis and proposed table of contents and have emailed several local laws that were missing to General Code. The project is moving along nicely.

OTHER

- Amanda Morgan, Deputy Clerk, has done the training for the new website. We have cleaned up the Clerk of the Legislature page and will continue to update our web page.

COMMUNITY & SOCIAL SERVICES



Employment & Training Cayuga Works Career Center

Ann Kubarek

Director

- In February, over 650 people used the services of the Cayuga Works Career Center and 97 individuals participated in the various employment and job readiness workshops that are offered at the Career Center.
- Currently, there are 352 jobs posting for Cayuga County listed in the New York State Job Bank <https://newyork.us.jobs/index.asp>.
- A mini-job fair was held at the Cayuga Works Career Center on February 7. Six employers and over 40 job seekers attended the event.
- The Cayuga-Cortland Workforce Development area met all performance standards under the Workforce Innovation and Opportunity Act for the program year 2017 (7/1/17-6/30/18).
- A workgroup has been formed to address the development of the Workforce Development Center planned for the Cooperative Extension building on Grant Avenue. Stakeholders from Cayuga Community College, Cayuga Works Career Center and Cornell Cooperative Extension will meet weekly with the architect and building staff to formulate the best use of the space and function in the building rehabilitation project.
- The Cayuga-Cortland Workforce Development Board and staff participated in Board Development training with Melinda Mack, Executive Director of the New York Association of Employment & Training Professionals.
- Unemployment data:

	Cayuga County	New York State	United States
Dec 2018	4.1%	3.8%	3.7%
Dec 2017	5.1%	4.4%	3.9%

Department Updates

Reporting Period: Feb. 1-28, 2019



Dept. of Social Services | Mental Health

Raymond Bizzari

Director of Community Services

- CHASE (Community Hub and Spoke model of comprehensive addiction treatment) is a grant application submitted to the National Institute of Health by Columbia University and Montefiore. Cayuga County is included in this. We participated in two site visits. If awarded, at least \$2 million would flow through MH to hubs and spokes (treatment sites). The challenge with the other resources brought into the county is that OASAS went around the local government unit so the services were not coordinated or integrated as well as they should be. In this model, we retain our traditional oversight responsibility. Several positions would be funded through this grant and we'd be part of a study design that identifies the efficacy of certain treatment strategies.
- Raise the Age update: The plan has been resubmitted yet again. One unanticipated outcome of the legislation is the cases pending before 10/1/18 are working their way thru the criminal justice systems and justice courts are relying on DSS to provide jail alternatives.
- Community First Choice Option, a Medicaid Waiver community alternative to nursing home placements, begins 7/1/19. The Department is responsible for FSS Medicaid recipient's assessment/Plan of Care and capacity building. Many Fair Hearings will be lost by DsSS statewide as this is an impossible lift.
- NYS obtained a waiver on the Family First Prevention Services Act implementation, related to new foster care regulatory/reimbursement/monitoring rules per Federal Legislation. There are considerable process and policy changes this Act requires DsSS to implement.
- We've begun meeting with the school district about the implantation of our new threat assessment protocols based on FBI post-Columbine recommendations.
- The out-patient clinic is feeling the stress of patient walk-ins related to an inability to get services at Cayuga Counseling Services. Much like the challenges CHAD has faced with changing the practice and business model, the impact hits the staff hard. We've seen some days with >20 walk-ins.

Department Updates

Reporting Period: Feb. 1-28, 2019

- The \$60,000 OASAS jail funding is going to CHAD. They will provide peer and treatment services in the jail. The money has to be used for new services and cannot be used to supplant existing funds.
- We continue to write the onerous Homeless Services Plan which is due 3/31/19 and annually thereafter.
- Family Accessing Services Team and Mental Health Subcommittee are coordinating Mental Health Awareness activities for the month of May. Banner/blue lights downtown and events are planned.
- Working with the Administrator to plan for potentially integrating the Youth Bureau into DSS.

Department Updates

Reporting Period: Feb. 1-28, 2019

COUNTY CLERK



County Clerk's Office

Susan M. Dwyer

County Clerk

DEPARTMENT OF MOTOR VEHICLES

- Total retention to Clerks Office (in-office transactions):
February \$41,325 - YTD \$88,181
- Total transactions completed in our DMV office: February \$4,820 –
YTD \$ 10,381
- Total online transactions conducted by Cayuga County residents:
February \$1,293 – YTD \$2,822
- Total online County sharing retention: \$0
- Total Sales Tax collected and paid to the NYS Dept. of Taxation and
Finance: \$70,862
- We continue to receive lots of dealer work from area businesses. To
assist our local auto dealers, we email them a quarterly newsletter called
The Transporter Reporter. It contains helpful reminders, updates, and
our contact phone numbers.
- There have been several recent newspaper articles publicizing the
October 2020 change that will require people who are traveling by air
within the United States (domestic air travel) to obtain a REAL ID
document. We continue to see an increase in customers who are
choosing to upgrade their licenses to the Enhanced Driver's License
(EDL) which is a REAL-ID-compliant document. This document allows
a person to travel to Canada and Mexico by land or by sea; it will not
allow them to travel by air to these countries. A U.S. Passport is also a
REAL ID document.

CLERK'S RECORDING OFFICE

- Total amount remitted to County Treasurer: \$99,586
- List of the transactions processed in which fees are collected:
485 land documents: Deeds, easements, mortgages, mortgage discharges
& assignments, etc. (this includes electronically-submitted recordings)

Department Updates

Reporting Period: Feb. 1-28, 2019

- 14 survey maps filed
- 62 business certificates: DBA/Partnership/Corporation – new, amendments, discontinuances
- 81 passport applications submitted to the US Department of State and 127 passport photos for passport processing, passport renewals (\$4,900)
- 164 judgments filed and docketed: Supreme Court, lower courts, State of NY
- 36 Notary Public transactions: New and renewals (this does not include the number of documents that were notarized by staff as free service mandated by the State of New York)
- 125 Supreme Court Index Numbers issued: Supreme Court cases started this month
- 26 Uniform Commercial Code (UCC) transactions: New, continuation, termination, search
- 0 military discharge filed (Veterans are not charged a fee to file or obtain copies of their DD214)
- February 1: Five new Sheriff staff were given their oath of office and sworn in on this day.
- Passport Mania! This was an extremely busy month for passports because people make travel plans in winter months and schools had a week off in February.
- February 11: I swore in the members of the Cayuga County Fire Advisory Board at their monthly meeting.
- February 12: The Records Advisory Committee met to review the changes to the County Records Policies and Procedures Manual. It was Legislator Joe DeForest's first meeting as the Government Operations representative on this committee. We explained our mission and discussed the manual that we have been working on for the last six months. After the County IT Director resigned, we will begin to work with Paul Bornemann, the Interim IT Director. I met with Mr. Bornemann to discuss this manual and other records retention issues. He will review the manual and make some changes before the next Records Advisory Meeting. We hope to bring this manual to next month's Government Operations Committee and ultimately get it approved by the full Legislature either in March or April. Appointments: All of the Records Advisory Committee members took their oath of office.

Department Updates

Reporting Period: Feb. 1-28, 2019

- February 12: I am one of three County Clerks who serves on the NYS Organ Donor Task Force and I participated in a phone conference to brainstorm about ideas for activities regarding this year's theme "Life is a Beautiful Ride." We will share our information and ideas with all of the County Clerks in New York State.
- March 2: Looking forward to bringing our services to the people by holding another "County Clerk on the Road" event. My staff and I will partner with the County Veterans Office to offer Passport Processing and Veterans Discount Cards at the Finger Lakes Mall from 10 a.m. till 1:30 p.m. It helps families to offer these events on the weekend!

RECORDS RETENTION CENTER

- Health and Human Services Department shredding continues
- District Attorney's Office scanning project continues
- The number of documents scanned in February: 47,984
- Records requests in February: 387

HISTORIAN'S OFFICE

- 15 in-person visitors to the office with queries and research projects
- 21 queries through phone, email and letter requests
- Our County Historian, Dr. Ruth Bradley, has agreed to contribute a monthly column to The Citizen newspaper starting in April. We look forward to reading them!
- Indexes and detailed summaries for Special Collections continue to be developed
- Queries arrive from local and regional citizens; they also come from around the world; for example, this month a question arrived from Scotland requesting info on a long-lost relative in Scipio!
- Received confirmation that the Seymour Library, with our collaboration, was awarded funding to digitize microfilm of the Auburn Advertiser-Journal newspaper (1913-1931) from holdings in the Historian Office collections.
- Improved signage will be installed in the Spring to make it easier for people to find the County Historian's Office on Court Street.

Department Updates

Reporting Period: Feb. 1-28, 2019

EMERGENCY SERVICES



E-911 Center

Denise Spingler

911 Administrator

CENTER UPDATES

- Hiring two new employees – currently going through the background process; expected start date 4/1/19

ADMINISTRATOR UPDATES

- Attended NYS NextGen 911 conference in Albany Feb 19-21; great dialogue with state DHSES representatives regarding the plan for NextGen 911; cost will be the biggest roadblock for deployment.
- Working with DHSES to facilitate open EMO Grants.
- Working with Coordinators to understand their needs for the grant monies available.
- Cache Radios – Working with Cayuga County Fire Chiefs to better understand their needs as we have some spare radios to distribute; they will be distributed based on urgency and amount needed.
- New PSAP and SIEC Grant applications expected in June 2019.
- E911 Administrator attended a meeting with DHSES Deputy Commissioner Wisely 2/19/19. Deputy Administrator attended the Cayuga County Association of Emergency Services meeting on 2/25/19.

EMERGENCY COMMUNICATIONS SYSTEM UPDATES

- Microwave cutover to MPLS is completed; Redundant prime is now online.
- Start additional microwave upgrades this spring – grant-funded.
- Master Site / Core Upgrade – part of our maintenance contract – April 15 – April 26.

Department Updates

Reporting Period: Feb. 1-28, 2019



Emergency Management Office

Stephen F. Lynch, AICP

Director of Planning (Interim Management Oversight)

- Outreach and communication regarding the staffing changes at the EMO office have been made to various stakeholders, including but not limited to:
 - Coordinators Meeting on 1/31/2019
 - Fire Chiefs & Ambulance Providers Meeting on 2/7/19
 - Fire Advisory Board Meeting on 2/11/19
 - Meeting with State Commissioner of NYS Department of Homeland Security and Emergency Services on 2/19/19
 - EMO Continuity of Operations Meeting on 2/19/19
- NYS DHSES Regional Directors have been in close coordination with the County during the EMO transition and stand ready to fully assist the County in the event that the EOC is activated. There was close coordination with DHSES during the extreme wind/weather events February 24-25.
- The E-911 Administrator has taken on active administration of open EMO state grants, working closely with the State Grant Representatives and ES Coordinators and Operational Partners.
- The Part-Time EMO ES Coordinators have been taking shifts within the EMO office to provide administrative and operational assistance.
- The EMO continues to monitor weather and extreme cold conditions and is communicating with stakeholders as needed.
- Environmental Engineer Bruce Natale (Planning Dept.) continues to monitor rivers and streams for frazzle ice and potential ice jams in coordination with local and state partners.
- The EMO Office is moving forward with ongoing EMS classes.
- On the immediate horizon, awards were announced for a state application for grant funding submitted by the EMO Deputy Director in

Department Updates

Reporting Period: Feb. 1-28, 2019

2017 to DHSES to be used to update the Countywide Hazard Mitigation Plan approved in 2014 (up for renewal on 4/15/19).

- Total Project Budget: \$112,000
 - Federal DHS Funding Award: \$84,375
 - Local Cost Share (in-kind staff / reimbursable costs) \$28,125
-
- Having a current Countywide Hazard Mitigation Plan in place makes the County and its municipalities eligible for the annual Pre-Disaster Mitigation and Flood Mitigation Grants and for the Hazard Mitigation Grant Program associated with declared disasters.

HEALTH & HUMAN SERVICES



Office for the Aging

Brenda Wiemann

Director

- Held quarterly No Wrong Door Implementation Team meeting with representatives from DSS LTC and PSA, OFA, OMRDD, and ARISE ILC to continue efforts to improve access to assistance through cross-agency collaboration.
- Held planning meeting for 2019 Senior Fair with OFA staff, DSS LTC staff, and local care provider committee members.
- Identified an upswing in the need for Project Lifesaver to help protect individuals who are at risk of wandering. Collaboration between the new Sheriff, Brian Schenk, and Aging Services Specialist, Danielle Schneider, has been initiated to increase awareness of this program.

Department Updates

Reporting Period: Feb. 1-28, 2019



Veteran's Service Agency

Jessica Strassle

Director

- Supported 254 veterans including 52 walk-in clients, 34 scheduled appointments, and 68 follow-up services provided for existing clients.
- Submitted 21 new claims for disability benefits.
- Met with 2 veterans in an assisted living facility.
- Did outreach at the SK Post 1324 to provide services and answer veterans' questions regarding STG International.
- Connected 2 veterans to Aide and Attendance, which allows the veteran to live successfully in the community and receive assistance with activities of daily living.
- Aided 2 veterans in receiving a pension.
- Submitted 4 applications for health care insurance and connected 8 veterans to the Auburn Clinic or Syracuse Hospital.
- Connected veterans to employment services and daycare services.
- Worked with a veteran and the patient advocate at the VA to resolve medical bills.
- Assisted 2 veterans with receiving their GI Bill benefits to go back to school at Cayuga Community College.
- Connected 1 veteran to emergency funding in the community to assist with paying utilities.
- Transported 104 veterans to and from Syracuse VAMC for scheduled doctor appointments.
- 5 claims were awarded with monthly earnings totaling \$11,184 and retroactive payments were made to local veterans with service connection totaling \$39,590 in VA payments. Monthly payments to veterans will range from \$135 – \$4,564 for compensation benefits.
- Office phone calls averaged 28 per day for various services.
- Working with STG International to establish hours at the New VA Clinic where a Cayuga County VSO will be located at the clinic for

Department Updates

Reporting Period: Feb. 1-28, 2019

veterans' convenience to apply for benefits, assist veterans with compensation and pension exams and partner with providers to complete necessary paperwork.

- Summerhill outreach will be rescheduled due to weather.
- Helped veteran complete tax forms at H and R Block for Federal and State refunds.
- Helped homeless veteran connected to resources in the community for housing, employment, and mental health counseling.
- Supported homeless family with obtaining income-based housing and worked with multiple partners in the community including American Legion, the Frank Calimeri Post #9 Post, and the Army National Guard to donate funding as well as children's presents. Also partnered with other departments across Cayuga County to provide funding to shelter family while searching for housing.

JUSTICE SYSTEM



Assigned Counsel | Stop DWI

Lloyd E. Hoskins

Director

ASSIGNED COUNSEL PROGRAM

- 01/07/19 – Website development and training
- 01/17/19 – Interview Attorney Allison Oropallo for Family Court panel
- 01/24/19 – Webinar on electronic vouchering
- 01/30/19 – Meeting with 18B panel attorneys

COUNSEL ASSIGNMENTS FOR JANUARY:

- Family Court: 110, Year to Date 110
- County Court: 7, Year to Date 7
- Auburn City Court: 55, Year to Date 55
- Justice Court: 35, Year to Date 35
- Parole Appeal: 9, Year to Date 9
- Appellate Court: 4, Year to Date 4
- TOTAL ASSIGNMENTS: 220; YEAR TO DATE: 220

COUNSEL AT FIRST APPEARANCES FOR JANUARY:

- Auburn City Court: 79; Year to Date: 79

STOP-DWI PROGRAM

- 01/09/19 – Meeting with Sheriff regarding STOP-DWI program relocation
- 01/17/19 – DWI Statewide Foundation conference call

Department Updates

Reporting Period: Feb. 1-28, 2019

DWI ARRESTS IN JANUARY:

- Cayuga County Sheriff's Office: 1, Year To Date 1
- Auburn Police Department: 2, Year To Date 2
- New York State Police: 6, Year To Date 6
- TOTAL DWI ARRESTS: 9; YEAR TO DATE: 9

BAC (Blood/Alcohol Content) IN JANUARY:

- Cayuga County Sheriff's Office: .140, Average BAC To Date .140
- Auburn Police Department: .170, Average BAC To Date .170
- New York State Police: .150, Average BAC To Date .150

AVERAGE AGE DATA FOR JANUARY:

- Cayuga County Sheriff's Office: 39, Average Age To Date 39
- Auburn Police Department: 34, Average Age To Date 34
- New York State Police: 44, Average Age To Date 44

GENDER DATA FOR JANUARY:

- Cayuga County Sheriff's Office: Male 1, Female 0,
Year To Date: Male 1, Female 0
- Auburn Police Department: Male 2, Female 0,
Year To Date: Male 2, Female 0
- New York State Police: Male 5, Female 1,
Year To Date: Male 5, Female 1

Department Updates

Reporting Period: Feb. 1-28, 2019



Coroner's Office

Dr. Adam Duckett, MD

County Coroner

- Total calls/cases responded to through January 2019: 6

Sent to OCME: 11

Signed by PCP: 0

Signed by Dr. Duckett: 3

Age @ time of death:	
00-10	0
11-20	0
21-30	0
31-40	0
41-50	3
51-60	6
61-70	1
71-80	0
81-90	1
91-100	0
Unidentified	0

Number of calls received, by month:	
January 2019	6
February 2019	11
March 2019	0
April 2019	0
May 2019	0
June 2019	0
July 2019	0
August 2019	0
September 2019	0
October 2019	0
November 2019	
December 2019	

- Total calls/cases responded to through January 2018: 9

Department Updates

Reporting Period: Feb. 1-28, 2019



Probation Department

Jay DeWispelaere

Director

- **DWI Check Point:** On Super Bowl Sunday, Probation Officer Nick Flanigan assisted the New York State Police, manning a Driving While Intoxicated checkpoint. Inter-agency cooperation makes all levels of law enforcement more efficient and effective. Having a Probation Officer present at a DWI checkpoint offers the potential for officers to engage with those under supervision in a setting different from the traditional office report and home contact.

Driving While Intoxicated offenses account for up to twenty percent of active probation supervision cases. This represents one of the single largest groups supervised by the department. Monitoring treatment, driving conditions, Ignition Interlock Device compliance and conducting breath tests and drug screens on DWI offenders account for a significant amount of time for the officer of the Probation Department.

- **Raise the Age:** Programming for juvenile justice, under the Raise the Age initiative, continues to develop. The Probation Department has partnered with Cayuga Counseling Services in contracting for Electronic Monitoring services for juvenile offenders. Anticipated as an Alternative to Detention, Electronic Monitoring provides both Youth Part and Family Court judges with an option to keep a youth in their home, as opposed to sending the youth to detention.

County agencies and departments engaged in juvenile justice continue to meet to discuss issues of mutual concern. Processing case documents, referring juveniles to services, matters related to detaining youths and arraignment procedures have all been reviewed. New procedures and roles have been developed for all participating partners. The sound base upon which juvenile services in Cayuga County was built before October 1, 2018 certainly helped those involved meet the demands of this comprehensive overhaul.

One further component of Raise the Age required counties to develop a master plan for services and expenses. Developed cooperatively, the county plan has been submitted for review. The review will be conducted at the state level by the Division of Criminal Justice Service, Office of Budget, and the Office of Child and Family Services. Entities involved with the development of the county plan included County

Department Updates

Reporting Period: Feb. 1-28, 2019

Budget Director, Department of Social Services, Department of Probation, County Attorney, Assigned Counsel Office, District Attorney's Office, Cayuga County Court and Family Court, Cayuga Counseling Services, Cayuga Co. Sheriff's Office, and the County Administrator.

CAYUGA COUNTY PROBATION STATS FOR February

PROBATION DEPARTMENT METRIC	2018	2019
Total Number of Probation Supervision Cases	818	702
New Probation Supervision Cases	17	30
Court Ordered Presentence Investigation Requests	39	29
Court Ordered Presentence Investigations Completed	21	41
Number of Violations of Probation Filed	8	19
Number of Predispositional Investigation Ordered	1	0
Number of Predispositional Investigation Completed	0	3
Number of Alco-Sensor Intoximeter Tests Given	268	157
Restitution Collected	\$15,867	\$7,901
Surcharge Collected	\$799	\$431

Department Updates

Reporting Period: Feb. 1-28, 2019



Sheriff's Department

Brian Schenck

Sheriff

- Put together a resource center with information on recovery services, domestic violence, and other public health and safety issues. This center is in the lobby of the public safety building for the public to access.
- Launched Domestic Violence Follow Up Program – DVFUP – through a grant initiative with the City of Auburn to provide additional investigative resources to DV cases.
- Provided instruction for two Snowmobile Safety Courses open to the public.
- Transitioned our Student Resource Officer at BOCES.
- Provided snowmobile patrol at Fillmore Glen in Moravia on February 4th.
- Detective Stewart and Undersheriff Smith traveled to Albany to participate in a workshop to establish a Crisis Intervention Team which will be a multidisciplinary team established to help people with mental illness in crisis.
- Hired three Patrol Deputies, Brandon Androsko, Jerry Field, and Nikki Loveless that started their training with the Finger Lakes Law Enforcement Academy on February 4th.
- Hired two Special Patrol Officers, Scott Spin and Andy Hitt, to provide security at the Cayuga County Court House.
- Sheriff Schenck participated in a poverty simulation at Booker T. Washington Community Center on February 9th.
- Captain John Mack, Officer Mario Campanello, Undersheriff Smith, and Sheriff Schenck attended the graduation of Custody Officer Durell Jones from the Central NY Regional Law Enforcement Academy in Onondaga County
- Performed in-service taser training for all patrol members.

Department Updates

Reporting Period: Feb. 1-28, 2019

- For the month of January, our Custody Division recorded the following information:
 - Avg. daily jail population: 166.74 (HI: 192)
 - Inmates Admissions: 130 (Males: 107, Females: 23)
 - Inmates Discharged: 101 (Males: 75, Females: 26)
 - Avg. daily number of Federal Inmates: 44 (HI: 46)
 - Avg. daily number of boarded in from other jails: 9 (HI: 31)
 - Avg. Parole Violators held: 8 (HI: 10)
 - Inmates transported into custody NYS DCCS: 14
 - Inmate Meals served: 15,367

PUBLIC WORKS



Department of Public Works

David L. Gardner

Director of Public Works

PUBLIC WORKS

- The Director was appointed to the Central New York Regional Planning & Development Board.
- Director and Deputy Director inspected first aid and AED equipment in all Public Works buildings and vehicles for compliance with OSHA and PESH standards. Deficiencies were noted and are being corrected. Considering contract with CINTAS for medical equipment.
- The Director and Deputy conducted an initial teleconference with the Rochester Institute of Technology for a possible partnership with engineer students to co-op one semester with the Department of Public Works.
- The Director and Deputy continued our meetings with Enterprise Fleet Management for potential lease of our fleet or part of our fleet.
- Deputy Director attended the 1st Quarter Town Highway Superintendents Breakfast.

HIGHWAY

- Office staff relocated to a trailer while renovations take place in the office administrative building. CorCraft and Sedgewick Interiors measures and will provide quotes for office furniture; both are on State Contract.
- Introduced a resolution, which was approved by the Legislature, to purchase supplies off other municipalities' existing bids or service contracts, extend certain material bid items, and to advertise and receive sealed bids to purchase machinery, materials, tools, and equipment.

Department Updates

Reporting Period: Feb. 1-28, 2019

BUILDINGS & GROUNDS

- 108 work orders processed in February: 38 for Downtown and 70 for Public Safety.
- Inspected two large vehicle doors at the Ira Highway Barn for repair or possible replacement; cost estimates pending.

PARKS & TRAILS

- Parks staff, along with the Friends of the Nature Center, collaborated on the design process for the new Sterling Nature Center. Beardsley Design is the architecture firm.
- Introduced a resolution, which was approved by the Legislature, to hire seasonal staff, allow a one-year extension for donations for the fireworks display, and allow a new one-year license agreement with Owasco Paddles, LLC.

WEIGHTS & MEASURES

- Tested 12 Gas/Diesel tanks for octane, cetane, ethanol, sulfur, and flash point, along with other characteristics. All 12 passed.
- Found 22 new scales at Walmart that were not tested or sealed for use. Fined Walmart \$200 per scale, \$4,400 total.
- Tested scales in 13 of the 14 grocery stores in the county, 192 scales total. 184 scales passed and eight scales failed. Of the eight that failed, seven of them miscalculated in the customers' favor, so no action was taken. The one remaining scale as ordered off use was repaired, and eventually passed inspection.

REAL PROPERTY & TAX SERVICES



Department of Real Property Tax Services

Kelly Anderson, CCD

Director

ASSESSMENT & TAX PREPARATION

- Office hours held in Niles & Moravia
- Finalized assessed values for Niles reassessment
- Printed and mailed assessment disclosure notices (Niles, Fleming & Victory)
- Utility parcel values entered in RPS for reassessment towns
- Village tentative rolls generated
- Level of Assessment information collected and submitted to NYS
- Exemption renewal information entered
- Village of Weedsport tax bills completed

TAX MAPPING, GIS DEVELOPMENT & WEBSITE MAINTENANCE

- Significant work on converting website content for new CivicPlus platform
- RP-5217 processing, updating tax maps for splits and merges, drafted all recorded survey maps and recorded deeds
- Current sales entered in RPS and updated on the website for assessors
- New datasets created for workflow documenting baselines and offset maps
- Regular maintenance of TMO (Tax Map Online), Flex Viewer GIS application, and Septic Locator

Department Updates

Reporting Period: Feb. 1-28, 2019

CUSTOM PROJECTS, MEETINGS, OTHER:

- Staff attended required offsite training courses
- CEDA countywide building size report
- BAR training scheduled for May and member lists updated and submitted for NYS
- RPS Database cleanup for ACES conversion
- ACES software pilot meeting
- Robinson – property owner research in Moravia
- County project – meeting with CNY surveying for status report and mapping review to determine the location of lots to be split from county-owned complex, and review of easement locations

CORRECTIONS TO ASSESSMENT & TAX ROLLS:

- 6 RPTL Correction of Errors resulting in a \$2,500 or less refund in taxes per taxing jurisdiction per year as follows (statutory requirement to report list to Legislature): \$7,551.23 (some amounts paid out by school districts and villages).

Date	SW	Tax Map	Forr	Tax Ye	Muni	Description	Total Credit/Refund		
							County/ Tov	School	Village
1/11/2019	56000	101.02-1-14	RP554	2019	Throop	B * add to 2018 Sch	\$ (43.76)	\$ (625.15)	
1/11/2019	54400	166.00-1-10.12	RP-554	2019	Niles	Remove GR441	\$ (211.44)		
1/11/2019	53801	81.19-2-42	RP-554	2019	Mentz	Remove Unpaid Vlg	\$ (43.41)		\$ (620.10)
1/11/2019	53801	81.16-1-15	RP-554	2019	Mentz	Remove Unpaid Vlg	\$ (64.14)		\$ (916.33)
1/11/2019	54000	99.00-1-3.517	RP-554	2019	Montezum	Remove Unpaid Sch	\$ (139.21)	\$ (1,988.77)	
1/16/2019	55200	95.00-1-20	RP-554	2019	Sennett	Removed Unpaid SCH	\$ (149.80)	\$ (2,139.98)	
1/23/2019	554289	141.18-1-5.1	RP-554	2019	Springport	Remove Unpaid Sch	\$ (53.64)	\$ (766.34)	
1/23/2019	52800	142.00-1-16	RP-554	2019	Fleming	Remove Unpad Sch	\$ (51.20)	\$ (731.38)	
1/24/2019	55489	140.08-1-1	RP-554	2019	Springport	Alt Vet Ex county	\$ (76.24)		
1/28/2019	56000	100.00-1-21.211	RP-554	2019	Throop	Remove Water Dist	\$ (571.16)		
1/28/2019	55200	117.00-1-7.2	RP-556	2019	Sennett	Alt Vet Ex add	\$ (77.75)		
1/28/2019	55200	117.00-1-21.211	RP-556	2018	Sennett	Alt Vet Ex add	\$ (74.41)		
2/11/2019	55401	141.14-1-41.2	RP-554	2019	Springport	Delete Tax Bill	\$ (38.34)		
2/11/2019	55401	141.14-1-42.2	RP-554	2019	Springport	Delete Tax Bill	\$ (14.39)		
2/11/2019	55401	141.13-2-13.1	RP-554	2019	Springport	Delete Tax Bill	\$ (1,341.05)	\$ (1,770.45)	
2/11/2019	55401	141.13-2-16	RP-554	2019	Springport	Delete Tax Bill	\$ (548.66)		
2/11/2019	55401	141.13-2-17	RP-554	2019	Springport	Delete Tax Bill	\$ (617.73)	\$ (815.52)	
2/11/2019	55200	96.00-1-24.1	RP-556	2019	Sennett	Aged Ex Add	\$ (584.23)	\$ (1,820.86)	

Department Updates

Reporting Period: Feb. 1-28, 2019

TREASURER



Treasurer's Office

James H. Orman

Treasurer

- This is a very busy time for Melinda Kostreva in our financial unit. She is coordinating tax payments with the 23 town tax collectors as they collect them. This is an extensive and detailed effort to ensure all tax collections are reconciled.
- In December, I reported that Mary Beth Leeson (Deputy Treasurer) would be involved in reaching out to departments during the first quarter to provide any accounting assistance. I am pleased to report that Mary Beth has been able to provide some assistance to the Sheriff's Civil Division. She coordinated with Sheriff Schenck on his objectives. She then worked closely with Kelley and Sue (in the division) and reported her recommendations to Sheriff Schenck. The Civil Division will be implementing these recommendations. This is a prime example of Mary Beth being able to provide assistance from an audit perspective. We will continue to reach out to other departments for this kind of mutual cooperation.
- We have met with our outside auditors (Insero & Co.) and prepared the schedule for them to complete the process. Our intentions are to have the audit completed by early summer. This is well ahead of the required timeline set by New York State.

CONTRACT AGENCY UPDATES



Cayuga Economic Development Agency

Tracy Verrier

Executive Director

- Downtown Revitalization Initiative: The last LPC meeting was February 26 at 3:30 pm. At this meeting, the LPC narrowed down the list of projects to be proposed for funding to the State for consideration to ~\$13.5M. A final list is due as part of the strategic investment plan at the end of March. There will be a Public Workshop March 6 at 6 pm at the Hilton Garden Inn to get feedback on this current list of proposed projects. The LPC will finalize the project list and strategic investment plan at its meeting on March 26 at 3:30 pm at the Hilton Garden Inn.
- Two loan applications, Preferred Quality Grain and Crystal Creek Organics, will be reviewed by CCDC on March 8.
- AIDA approved incentives for two projects at their February meeting:
 - Volpi USA was approved for a sales and use tax exemption for their \$1.9m project, which entails renovating a portion of their existing building and purchasing additional machinery, equipment, furniture, and fixtures. The project is projected to create 9 jobs over 3 years and retain 29 existing jobs, as well as generate new sales tax revenue and property tax revenue.
 - Rizzo Construction was approved for a sales and use tax exemption and mortgage recording tax abatement for their \$670,000 project, which entails constructing a new building for offices. The project is projected to create 15 jobs over 3 years and retain 17 existing jobs, as well as generate new sales tax revenue and property tax revenue.
- The Central New York Regional Economic Development Council met February 26. The Council discussed the upcoming CFA round, strategy for the Upstate Revitalization Initiative, and received an update regarding the agribusiness business competition that is being planned for CNY, Finger Lakes, and Southern Tier.

Department Updates

Reporting Period: Feb. 1-28, 2019

- CEDA 101 for Lenders was held on February 26. Eight lending institutions and three lending partners participated and heard presentations about various resources from CEDA, USDA, and SBA that could be helpful to their business and commercial clients. There was also a presentation about the DRI to clarify the structure and expectations of bridge financing for projects awarded funding.
- CEDA is also organizing and hosting two more informational sessions in March:
 - Opportunity Zone Informational Session March 4 at 10 am at City Hall. This session will be for businesses located in the zone, potential investors, developers, wealth managers, municipal representatives, etc. Anyone who has an interest in utilizing Opportunity Zone investment mechanisms or helping to leverage the program.
 - Empire State Development Funding Workshop March 11 at 3 pm at 2 State Street. This workshop is for businesses that may be interested in applying for ESD grant funds or tax credits during the upcoming Consolidated Funding Application process this summer.
- Workforce Development: Invitations are being sent out to employers to participate in the Student Career Fair scheduled for March 21st. We currently have 23 employers committed to participating with more coming in each day.
- Most recent economic data (NYS DOL):
 - Number of establishments: 1,721 (Q3 2018 - down from 1,752 in Q3 2017). Note: Q2 2018 data was adjusted down to 1,733
 - Number of jobs: 25,282 (Q3 2018 - down from 25,492 in Q3 2017). Note: Q2 2018 data was adjusted up to 25,937, which is up from 25,834 in Q2 2017
 - Number of private sector jobs: 20,181 (Q3 2018 - down from 20,301 in Q3 2017). Note: Q2 2018 data was adjusted up to 20,038, which was up from 19,874 in Q2 2017
 - Unemployment rate: 4.1% (December 2018 - down from 5.1% in December 2017)

Department Updates

Reporting Period: Feb. 1-28, 2019



Soil & Water Conservation District

Doug Kierst

Executive Director

AGRICULTURAL TECHNICAL ASSISTANCE

- Staff completed weekly construction site inspections on one SPDES permitted construction site at an agricultural operation.
- Staff continues to work on plans of work for grant funding that we have received through the Ag Nonpoint Source Abatement and Control Grant Program, the CAFO Waste Storage Grant Program, and the Climate Resilient Farming Grant Program.
- Staff processed Soil Group Worksheets for Agricultural Assessments, in preparation for the Town Assessors March 1 deadline. Agricultural properties in all the towns and even the City of Auburn are required to have a current soil group worksheet in order to qualify for an agricultural exemption.
- Staff continues to meet with landowners and go through the multi-tiered evaluation and planning process through the Agricultural Environmental Management (AEM) Program.
- Staff continues to participate in the process to revise the Owasco Lake Watershed Rules & Regulations.
- Staff continues to participate in numerous water quality related committees and working groups.

NON-AGRICULTURAL & MUNICIPAL ASSISTANCE

- Staff completed construction site compliance inspections at two municipal SPDES permitted construction sites.
- Staff continues to work on the plan of work for grant funding we received through the Water Quality Improvement Project Program.
- Staff completed and submitted one application to the NYS Invasive Species Grant Program. The proposal solicited funding to complete an additional cutting of invasive aquatic vegetation, per year for three years, on Owasco Lake. The goal is to target removal, map location and identify invasive species in the nearshore areas of Owasco Lake.

Department Updates

Reporting Period: Feb. 1-28, 2019

- Staff participated in a meeting pertaining to rural roads and roadside ditch maintenance concerns.
- Staff hosted two NYS DEC-endorsed 4-hour trainings for contractors, municipal officials, engineers and other groups interested in learning about erosion and sediment control methods. We have two more workshops scheduled for March. Contact the SWCD for additional information on the classes or to register to attend one.
- SWCD attended the Town Highway Superintendents meeting to discuss grant funding opportunities for critical area stabilization work.

Department Updates

Reporting Period: Feb. 1-28, 2019



Convention & Visitor's Bureau (Tourism Office)

Karen Kuhl

Executive Director

PUBLIC RELATIONS – EDITORIAL PLACEMENTS

- Macaroni Kid (1.4 million UMV) included the region in “[7 Ideas for Romantic Getaways](#).” Highlighting the best options for couples planning a trip in time for Valentine’s Day, the writer includes Letchworth Farm B&B and emphasizes its quaint location and proximity to the namesake state park. The article also includes the Inns of Aurora and refers to the property’s wellness-oriented programming and cuisine. This article was distributed to 977,000 of Macaroni Kid’s e-mail subscribers, adding further exposure for the piece!
- 2/21: WAUB; 2/21 – 2/25: Participated in Heartland Travel Showcase; 3/2: FAM Trip – Hosting FAM trip from Canadian journalists

OCCUPANCY / REVPAR / ADR FOR JANUARY

- Occupancy: 31.6%, YTD 31.6%
- ADR (average daily rate): \$97.12, YTD \$97.12
- RevPar (revenue per available room): \$30.66, YTD \$30.66

MARKETING

- Inquiries – 241 in January, 493 in February, YTD 734

OTHER PROGRAMS & NEWS

- E-learning –To date, 102 people have completed the program.
- Matching Funds Application – Funds received
- Audit & Finance – Full audit performed, waiting for auditor’s report
- Travel Guides – New guides delivered
- Interns – we have a new Cayuga Community College intern who will help develop promotion material

Department Updates

Reporting Period: Feb. 1-28, 2019

Cornell Cooperative Extension Cayuga

Catherine Moran

Interim Executive Director

CCE CAYUGA PROGRAM-RELATED EVENTS

- **Nutrition:** Rebecca Crawford is currently providing nutrition programming in Port Byron to homeschooling moms and two groups of home-schooled youth. She has a regular mom's group at the Auburn Rescue Mission Homeless Families Unit as well as a program for youth. She works with the Booker T. Washington Center doing nutrition education in 3 Auburn elementary schools and has begun working with the Cayuga Community Health Network on a grant that is focused on improving eating behaviors of children and their parents.
- **Agriculture:** Ron Kuck spoke at the NYS Farm Show/NY Beef Producers Association in February on "Grading of Feeder Cattle and Interpreting AG & Market Reports". He is working with the NY Agriculture Land Trust, County Planning Department, and CCE Seneca to plan for a July program on land conservation and other topics. He is providing a series of 4 workshops for farmers and others in the agriculture industry that are located in Moravia, Cato, and Aurora. Each workshop explores a different topic and provides attendees an opportunity to meet and talk about their individual questions and issues. Attendance has been 20-30 people at each. The final workshop currently scheduled is March 15 in Cato. He regularly attends Cayuga County WQMA and Cayuga County Farm Bureau meetings. In addition, he is available to local farmers who need assistance or have questions.
- **4-H:** 4-H activities have included a successful sale of 4-H calendars in December as a fundraiser. In January, a successful Produced in New York event and a Parade of Breeds for the 4-H horse clubs were held. Public presentations were done in February as was a Dairy Cattle Knowledge event. Ongoing preparations are going on weekly for teams that will participate in the regional Dairy Bowl. A county Horse Bowl and Hippology event was also held in February as were make-up Produced in NY and Public Presentations.

OTHER ACTIVITIES

- 4-H youth attended a Regional Horse Extravaganza and Regional Dairy Bowl the first weekend in March.

Department Updates

Reporting Period: Feb. 1-28, 2019

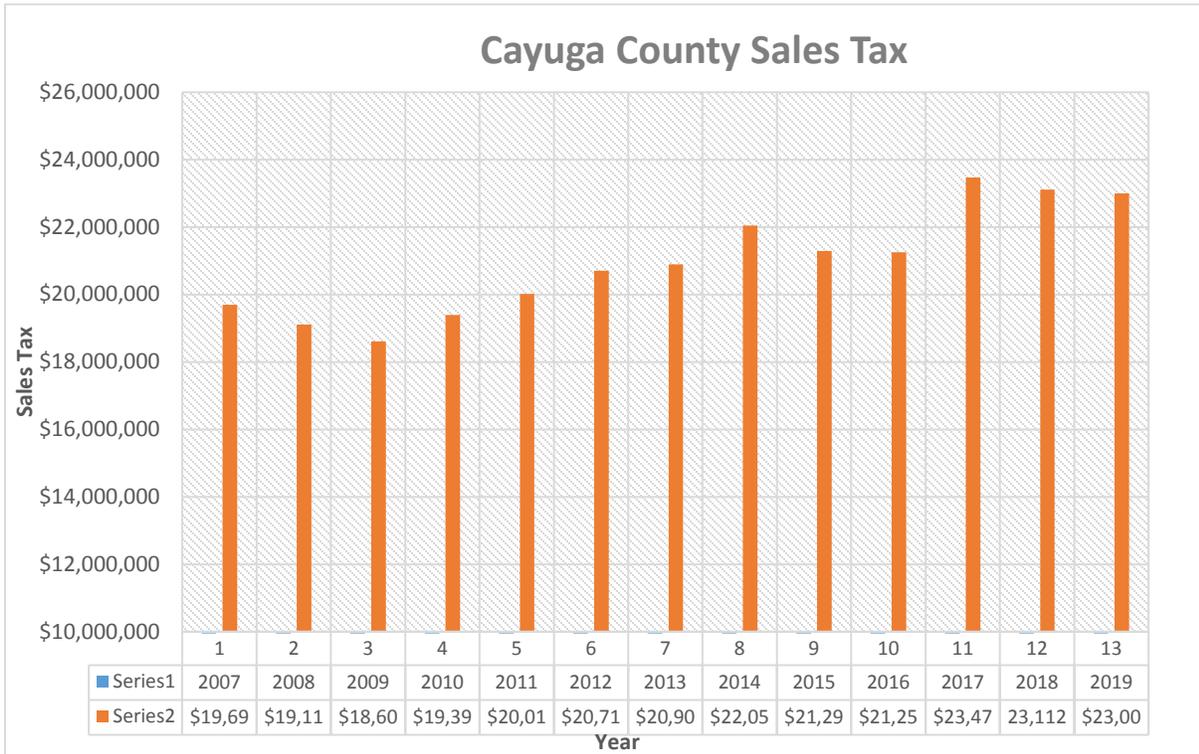
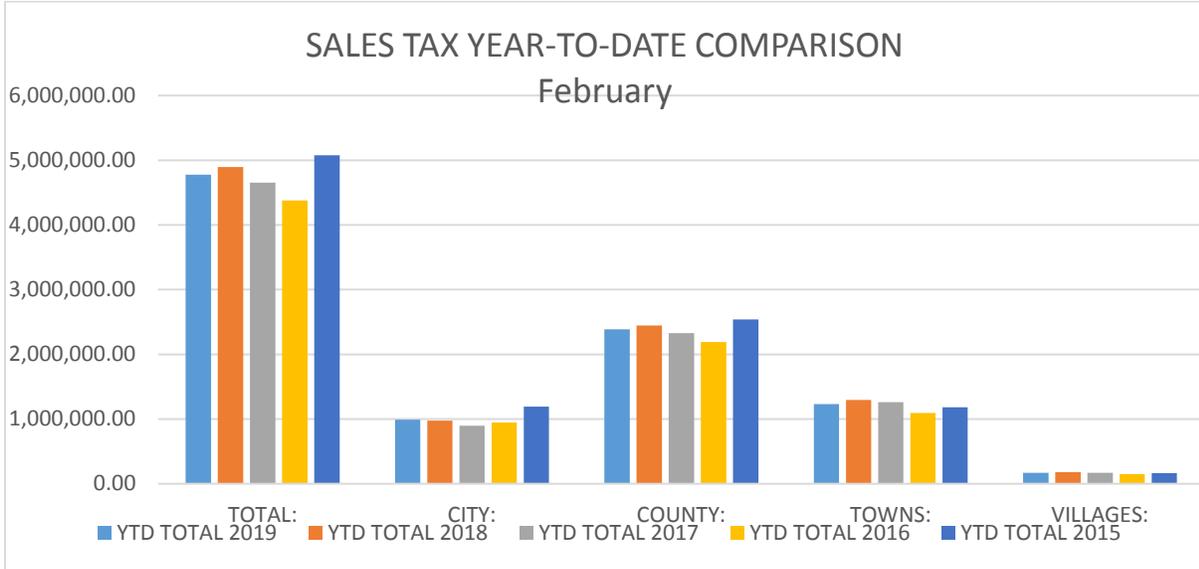
- A 4-H Youth Tractor Certification Safety Course will run for 6 weeks starting March 4.
- District Public Presentations will be held on March 30.
- Ag Literacy Week is from March 18 to 22. Volunteers will be reading this year's book, "On The Farm, At The Market" in county elementary schools. Currently, readings are scheduled in Port Byron, Cato, Weedsport, Union Springs, Owasco, and Genesee elementary schools.
- CCE Cayuga will participate in the DEC Pheasant Release Program. Pheasant chicks will be available in mid-May to participants who sign up in advance and will be distributed at the Tractor Supply Store.
- Planning has begun with Bruce Natale for recycling events in 2019.
- Planning meetings are being held for the Big 6/4H/County Fair to take place on July 25-27.
- 4-H dog classes will start in April.
- Master Gardners will open their phone lines on April 1st. They will be available on Monday, Wednesday, and Friday to take calls from the public. In addition, soil and pest samples can be dropped off any day at CCE during office hours.
- A search is in progress for a full-time permanent Executive Director.
- A strategic planning process has begun.
- CCE Cayuga has been attending weekly meetings regarding the transfer of the building to CCC.
- The CCE website is currently being updated and can always be accessed at <http://blogs.cornell.edu/ccecayuga/>

Department Updates

Reporting Period: Feb. 1-28, 2019

OTHER REPORTS

Sales Tax Report



**Cayuga County
Department of Health**

Kathleen Cuddy, Public Health Director

**2018
STATISTICAL
REPORT**



January 2019

TABLE OF CONTENTS

	<u>Page</u>
I. <u>Introduction</u>	3
II. <u>Community Health Services:</u>	
A. Clinics	
1. Immunization	3
2. Jail clinic	3
B. Programs	
1. Communicable Disease Program	3
2. Tuberculosis Control Program	4
3. STD/HIV	4
4. Cancer Services Program	4
5. Healthy Neighborhoods Program	5
6. Maternal Child Health Services	5
7. Nurse Family Partnership Program	5
8. Lead Program	6
9. WIC	6
III. <u>Children with Special Health Care Needs:</u>	
A. Child Find	6
B. Early Intervention (0-2)	7
C. Preschool Special Education Program (3-5)	7
IV. <u>Environmental Health:</u>	
A. Public Water Supplies	7
B. Food Service Establishments	8
C. Community Environmental Health	9
D. Rabies Prevention	11

I. Introduction

The purpose of this report is to provide a summary of caseloads and/or caseload activity during 2018 in program areas within the Health Department.

The program areas to be included are:

- ✓ Community Health Services (Public Health)
- ✓ Children with Special Health Care Needs
- ✓ Environmental Health
- ✓ WIC-Women, Infant & Children Supplemental Nutrition Program

This document will serve as a “snapshot” for the Department and may also demonstrate trends (anticipated and unanticipated) for Administration to consider when planning for 2019/2020.

II. Community Health Services

The Community Health Services Division offers nursing, health promotion and education, health guidance, injury prevention programs, prenatal and postpartum programs. It assists in the prevention and control of communicable diseases, immunization, promotion of dental health, lead poisoning prevention, breast & cervical cancer screening, prostate cancer screening and chronic disease prevention. The Department also receives nearly one million dollars in grants from NYS Department of Health to support its work, excluding WIC.

A. Clinics:

1. **Immunization Clinics:** are held weekly by appointment. They serve both adults and children. To promote immunization of children the NYSDOH provides no cost vaccine through the Vaccine for Children program (VFC) to Health Departments and Medical Providers to use with qualifying children. These clinics are held year round. In the last quarter of 2015, the Health Department began offering Vaccine for Adults (VFA) for qualifying people. Participating client information is entered into NYS Immunization Information system (NYSIIS).

	2014	2015	2016	2017	2018
Clinics Held	41	38	44	55	71
Clients Served	417	478	349	263	656
Vaccines provided				669	1182

2. **Jail Clinics:** are held monthly at the Cayuga County Jail. They provide immunization services to a congregate vulnerable population. The vaccines are provided through the federally funded Vaccines for Adults (VFA) program. *2017 was our first full year of providing this service.

	2017	2018	2019	2020	2021
Total Number of vaccines given	536	146*			

*Clinics were not held past June 2018

B. Programs:

1. **Communicable Disease Program:** This program provides surveillance and investigation of confirmed reportable diseases for all county residents.

	2014	2015	2016	2017	2018
Cases Investigated (Lab Referral & Other)	976	1424	1153	1431	1609

2. **Tuberculosis Control Program:** The goal is to minimize the incidence of disease through appropriate surveillance, investigation and treatment of all suspect cases of latent and confirmed pulmonary TB reported to the agency.

	2014	2015	2016	2017	2018
Mantoux Tests Placed in Immunization Clinic & As a result of contact investigation	180	132	141	134	167
Number of Confirmed Cases of Pulmonary TB Active during the calendar year	4	6	1	2	3
Home Visits for Latent TB infection, Directly Observed Therapy, Preventive Therapy, & Assessments per Medical Order	645	690	52	175	525

3. **STD/HIV:** Per Article 23 of the Public Health law, the County is responsible for providing diagnosis and treatment of sexually transmitted diseases. The county currently contracts with East Hill Family Medical to provide these services including physical exams, laboratory tests, prescription of medication, education, follow-up for both the individual and contacts, and referrals to the NYSDOH for contact investigation for Gonorrhea, Syphilis and HIV. Walk-in clinics are held weekly and by appointment throughout the week.

	2014	2015	2016	2017	2018
Number of STD Clinic Visits	290	256	235	222	305
New Users	194	155	170	165	157
Return Users	105	99	65	57	148
Number Receiving HIV Pre-test Counseling	265	256	235	222	286
Number of HIV Blood Tests Done	187	184	185	154	158
Number Receiving HIV Post-test Counseling	7	0	174	152	109

4. **Cancer Services Program:** The goal of this program is to reduce the incidence of breast, cervical, colorectal, and prostate cancers through early detection and education. It is funded through a grant from the NYSDOH and targets low-income uninsured or underinsured individuals who meet the eligibility profile by age and family history. It provides screenings, case management services and follow-up with private medical providers. Clients diagnosed with breast, cervical or colorectal cancers are enrolled in Medicaid for treatment. While prostate screening is not covered under the grant, we are fortunate to have a local physician who volunteers to provide this service. The program has seen the following activity:

	2014	2015	2016	2017	2018
Number of Clients Receiving Breast & Cervical Cancer Screening	257	119	76	76	57
Number of Clients with Abnormal Results for Breast & Cervical Screening	12	7	3	8	9
Number of Clients Positive for Breast Cancer	3	0	0	1	2
Number of Clients Positive for Cervical Pre-cancerous Conditions or Cancer	1	1	1	0	1
Number of Clients Receiving Colorectal Screening (FIT Screening Test)	62	44	27	28	24
Number of Clients Receiving Colonoscopies *Due to positive screening test	*7	*5	*3	1	7
Number of Clients Positive for Colon Cancer	0	0	1	0	1
Number of Clients Receiving Prostate Screening	44	39	22	25	28
Number of Clients Diagnosed with Prostate Cancer	0	0	0	0	0

5. **Healthy Neighborhoods Programs:** A grant funded by the New York State Department of Health and works to reduce risks within homes related to fire and injury, asthma, lead poisoning, and indoor air concerns. Targeted areas include the City of Auburn, and the Town and Village of Moravia and Town of Locke. The Cayuga County Health Department partners with the Cayuga Community Health Network and local fire departments to conduct in-home assessments to ensure individuals are living in a healthy environment. These in-home assessments will be at the owner and or tenant's discretion. Upon evaluation of the living environment, residents may be provided with information, educational materials, supplies to create a more healthy living area and referrals to partnering agencies. Re-visits will be made to those homes in which safety products are provided.

	2017	2018	2019	2020	2021
Home Visits Completed	659	516			
Revisits Completed	147	99			

6. **Maternal Child Health Services:** A paramount mission of these services to reduce mortality and morbidity of mothers, infants and pre-school children. The skilled nursing visits promote child health, and development, promote mother's reproductive health, promote breastfeeding, and provide health education to parents. Universal referrals are received, clients are contacted by a nurse and connected with appropriate/desired programs and resources.

	2014	2015	2016	2017	2018
Universal Referrals Received- initiated in 2014	269	232	248	228	43
Number of MCH Referrals	56	73	111	104	100
Number of Nursing Visits	180	15	60	162	289

7. **Nurse Family Partnership Program:** An evidence based program for first time pregnant mothers, in which a specially trained Registered Nurse establishes a long term relationship with the mother initiated by the 28th week of pregnancy and extends to the child's second birthday. The program goals include, optimal pregnancy outcomes, optimal child health and development and improved economic self-sufficiency of the family. Research shows, participation in the program can reduce child abuse, reduce length of time on public assistance programs and increase child engagement in educational environments.

	2014	2015	2016	2017	2018
Number of Nurse Family Partnership Participants	28	36	59	44	33
Number of Infants age 0-12 months	19	14	14	20	17
Number of Toddlers age 13-24 months	3	10	16	12	9
Number of Graduates (completed full 2 year program)	-	4	10	6	4

8. **Lead Program:** Reduce the prevalence of elevated blood lead levels in children birth to 18 years through the implementation of a comprehensive Lead Poisoning Prevention Program (LPPP). The program includes: public and professional outreach and education; collaboration with local health care providers to assess children's risk of lead exposure, blood lead testing, anticipatory guidance to prevent lead poisoning, diagnostic evaluation, medical management including risk reduction education, nutritional education, environmental interventions, and coordination of services for children less than 18 years with elevated blood lead levels.

	2014	2015	2016	2017	2018
Number of Children Case Managed with Levels Over 15ug/dl	10 (2 New)	9 (2 New)	10	8	7 (2 New)
Number of Children Case Managed with Levels 10-15ug/dl	16	25 (6 New)	21	19	18 (6 New)
Number of Home Visits by Case Manager	15	15	12	7	11
Number of children requiring chelation treatment/ number of rounds of treatment	1/1	1/2	0/0	0/0	0/0

9. **Women, Infants and Children Supplemental Food Program (WIC):** This program is open to pregnant, breastfeeding and post-partum Women, Infants (birth to 1 year) and Children (1-5 years) and provides nutritious foods, information on healthy eating and referrals to health care and other services. WIC supports breastfeeding, supplies breast pumps and has a breastfeeding peer counselor program to help women meet their breastfeeding goals. WIC also offers Farmer Market Coupons to families during the summer months. Clinics are held daily in Auburn and once a month in Cato and Moravia. Applicants must meet income eligibility or receive Medicaid, SNAP or TANF to qualify. Please go to WICStrong.com for more information.

	10/1/13- 9/30/14	10/1/14- 9/30/15	10/1/15- 9/30/16	10/1/16- 9/30/17	10/1/17- 09/30/18
Target Number of Clients to be Served During Federal Fiscal Year	2,150	2,150	1500	1500	1500
Actual Number of Clients Served	1,563	1,469	1455	1429	1393

III. Children with Special Health Care Needs

The Children with Special Health Care Needs program provides information, evaluations, referrals and guidance to families with children who may have a disability or developmental delays ages 0-21. Program involvement may include evaluation and tracking of children at risk for delays through the Child Find program or admission into the Early Intervention Program. The Cayuga County Health Department is the fiscal administrator of the Pre-school Special Education Program for children age 3-5.

- A. **Child Find:** Statewide program that tracks infants and young children (ages birth through 2 years) who are at risk for physical and developmental disabilities in order to assure that diagnostic and treatment services are available to and utilized by the families of those at risk infants and children as soon as disability is evident.

	2014	2015	2016	2017	2018
Number of Children Active in Program	127	139	122	137	133

- B. **Early Intervention (0-3):** This program (EI) ensures that infants and toddlers with developmental delays or disabilities and their families receive needed services through provision of case management and the individualized family service plan (IFSP). The program provides screening and evaluation of the following areas of development: cognitive, physical, communication, social/emotional, and self-help skill development. Any infant or child from birth up to three (3) years with developmental delays or disabilities who resides in Cayuga County is eligible for evaluation and potential services. Beginning April 2013, NYSDOH became the fiscal intermediary for paying service providers. EI Providers are no

longer contracted at the County level. They are now contracted through the State Bureau of Early Intervention. There is no cost for eligible children to participate in Early Intervention.

	2014	2015	2016	2017	2018
Number of Referrals	204	193	190	198	209
Number of Children Active in Program	337	315	286	295	245
Number of Children Receiving More than 1 Service	163	93	90	83	78

C. Preschool Special Education Program (3-5): A program in which local school districts are responsible for assuring that all eligible students beginning at age 3 who are diagnosed with disabilities are afforded special education services. Cayuga County is responsible for paying for these program costs including transportation, and participation in the service plan meetings.

School Year	2014	2015	2016	2017	2018
Number of Evaluations	179	220	221	187	184
Number of Children Receiving Related Services (Current)	146	207	249	181	196
Number of Children in State Education Approved Preschool Special Education Programs in Cayuga County (Current)	45	40	45	31	31
Number of Children in State Education Approved Preschool Special Education Programs Outside the County (Current)	4	5	5	6	7

III. Environmental Health Services

The Environmental Health Division is responsible for four major programs. They include Public Water Supplies, Food Services, Community Environmental Health, and Rabies Prevention.

A. Public Water Supplies: This program’s goal is to minimize potential health hazards related to the quality and quantity of public water supplies. The Environmental Health Division works to ensure that all public water systems, community, non-transient non-community, and non-community, are in compliance with Part 5 of the NYS Sanitary Code. The Division investigates reports of water-related illnesses, issues Boil Water Orders and other notices or advisories when necessary, provides information to the water suppliers regarding system security and emergency preparedness, and provides technical assistance to water suppliers regarding water quality and water treatment. In addition, program staff assist water suppliers in the creation of their Annual Water Quality Reports, conduct inspections of public water supplies and issue written reports, collect surveillance sampling of public water systems, respond to complaints and conduct investigations, provide information to the water suppliers regarding watershed and wellhead protection, approve water system operators, perform enforcement actions for violations, review and approve plans for water system improvements or modifications.

1. Community Systems

	2014	2015	2016	2017	2018
Number of Community Systems	47	46	39	39	39
Number of Inspections	16	22	11	17	17
Number of Boil Water Orders/Advisories	5	2	1	7	9
Number of Enforcement Actions	9	16	15	4	7

Number of Samples Collected	47	45	40	39	41
Number of Public Water System Plan Reviews	7	7	4	10	10

2. Non-Transient, Non-Community Systems:

	2014	2015	2016	2017	2018
Number of Non-transient, Non-community Systems	11	11	11	11	11
Number of Inspections	5	6	7	5	7
Number of Boil Water Orders/Advisories	0	0	0	1	2
Number of Enforcement Actions	1	3	0	1	3
Number of Samples Collected	11	11	11	10	10
Number of Plan Reviews	0	0	1	2	0

3. Non-Community Systems:

	2014	2015	2016	2017	2018
Number of Non-community Systems	60	56	54	55	54
Number of Inspections	60	56	54	54	54
Number of Boil Water Orders/Advisories	1	1	2	1	0
Number of Enforcement Actions	12	5	2	2	0
Number of Samples Collected	101	100	96	93	91
Number of Plan Reviews	2	1	3	0	0

B. Food Service Establishments: This program’s goal is to prevent illnesses related to food preparation and consumption. The Environmental Health Division issues permits to all food service establishments in Cayuga County. Program staff perform inspections of food service facilities, provide plan review and approval for new or modified food service facilities, investigate food borne illness outbreaks, and investigate food service facility complaints. The Division also provides public information and education concerning food safety issues, enforces the requirements of the New York State Sanitary Code as well as the New York State Clean Indoor Air Act at food service facilities, and answers questions from the public regarding food protection in the home.

1. Food Service (Except Mobile, Vending, & Temporary Food Services):

	2014	2015	2016	2017	2018
Number of Permitted Facilities	337	365	349	355	357
Number of Inspections	582	616	654	624	627
Number of Enforcement Actions	15	12	8	6	17
Number of Inspections w/ Public Health Hazard	13	19	22	25	14

2. Mobile, Vending, & Temporary Food Services:

	2014	2015	2016	2017	2018
Number of Permitted Operations	291	287	254	319	243
Number of Inspections	210	208	210	215	212
Number of Enforcement Actions	3	1	1	0	0
Number of Inspections with Public Health Hazard	10	9	11	0	0

C. Community Environmental Health: This program’s goal is to prevent environmentally caused illnesses and injuries to the public. The Environmental Health Division regulates mobile home parks, children’s camps, hotels, motels, campgrounds, agricultural fairgrounds, migrant labor camps, swimming pools and bathing beaches. Program staff review and accept plans for realty subdivisions, new sewage disposal systems, or replacement or repair of existing sewage disposal systems, and review inspection reports of sewage disposal systems and issue permits for all sewage disposal systems in Cayuga County. In addition, the Division provides technical advice to private well owners, investigates public health nuisances, enforces the Clean Indoor Air Act and the Adolescent Tobacco Use Prevention Act, and manages a residential lead program. Program staff also provides information to the public regarding West Nile Virus, indoor air issues, mold, radon, and Lyme disease.

1. Motels, Hotels, Campgrounds & Agricultural Fairgrounds:

	2014	2015	2016	2017	2018
Number of Permitted Facilities	46	45	47	48	47
Number of Inspections	77	100	99	73	74
Number of Enforcement Actions	2	1	1	1	0
Number of Inspections with Public Health Hazard		3	4	3	2

2. Migrant Labor Camps:

	2014	2015	2016	2017	2018
Number of Permitted Facilities	2	2	2	3	3
Number of Inspections	11	8	8	15	13
Number of Enforcement Actions	0	0	0	0	0
Number of Inspections with Public Health Hazard Noted *Cited during pre-op inspection only	1	0	0	2*	0

3. Children’s Camps:

	2014	2015	2016	2017	2018
Number of Permitted Facilities	8	8	7	7	8
Number of Inspections	39	49	53	60	55
Number of Enforcement Actions	0	2	1	0	0
Number of Inspections with Public Health Hazard Noted	0	2	6	3	5
Number of Safety Plans Reviewed & Approved	8	8	7	7	8

4. Bathing Beaches and Swimming Pools:

	2014	2015	2016	2017	2018
Number of Permitted Facilities	34	34	33	33	33
Number of Inspections	101	93	94	73	69
Number of Enforcement Actions	3	4	1	0	1
Number of Inspections with Public Health Hazard	6	5	2	4	4
Number of Safety Plans Reviewed & Approved	4	6	7	7	13

5. Mobile Home Parks:

	2014	2015	2016	2017	2018
Number of Permitted Facilities	33	32	32	32	32
Number of Inspections	87	76	83	92	82
Number of Enforcement Actions	1	2	4	0	2
Number of Inspections with Public Health Hazard	7	13	5	5	9

6. Private Water Supplies:

	2014	2015	2016	2017	2018
Number of Wells Sampled	6	1	1	1	1

7. Individual Septic Systems:

	2014	2015	2016	2017	2018
Number of Nuisance (septic system) Complaints Investigated	39	49	34	39	33
Number of Violations	37	37	24	33	35
Number of New Septic System Plans Approved	36	73	63	64	74
Number of Septic System Modifications Approved	74	78	98	91	88
Number of Consultation Site Visits	~60	~90	~81	~83	~140
Number of Enforcement Actions	17	22	21	35	27
Number of Septic Systems Inspected by Certified Inspectors & reviewed by staff	2,537	2123	2,854	1984	2287

8. ATUPA:

	2014	2015	2016	2017	2018
Number of Inspections for License/Signage	68	65	65	66	66
Number of Underage Compliance Checks	122	120	114	87	62
Number of Violations	0	5	0	0	2
Number of Enforcement Actions	0	5	0	0	2
Number of Tobacco Vendors (* First Collected in 2015)		60	61	59	59

9. Clean Indoor Air Act:

	2014	2015	2016	2017	2018
Number of Complaints Investigated	0	1	1	1	2
Number of Violations Found	3	1	0	0	0
Number of Waiver Requests Submitted	1	1	1	1	1
Number of Waivers Approved	1	1	1	1	1
Number of Enforcement Actions	3	1	1	0	0

10. Nuisance Complaints (other than septic systems):

	2014	2015	2016	2017	2018
Number of Complaints Investigated	67	88	70	51	73
Number of Violations Found	19	12	19	6	18
Number of Enforcement Actions	0	2	1	0	0

11. Residential Lead:

	2014	2015	2016	2017	2018
Number of Residences Inspected	12	10	10	9	10
Number of Residences with Lead Hazards	6	8	5	7	10
Number of Residences with Lead Hazards Abated	6	3	3	4	8
Number of Inspections	78	66	42	33	33
Number of Enforcement Actions	0	0	0	0	0

12. Subdivisions:

	2014	2015	2016	2017	2018
Number of Subdivision Plan Reviews	1	0	0	0	0

13. Tanning Facilities: *Health Department began inspecting these facilities in 2012

	2014	2015	2016	2017	2018
Number of Facilities	4	4	3	3	2
Number of Inspections	7	5	3	2	2
Number of Enforcement Actions	1	0	0	0	0
Number of Inspections with Public Health Hazards Noted	2	0	0	0	0

D. Rabies Prevention: The Environmental Health Division manages a rabies prevention program, the goal of which is to prevent the occurrence of rabies in humans and animals throughout Cayuga County. The Division responds to reported animal bites and potential exposures, consults with medical personnel for follow up on post-exposure medical treatment when necessary, submits suspected animal specimens to the New York State Laboratory in Albany for rabies analyses, and monitors 10-day confinement and 6-month quarantine of domestic animals involved in human contact or contact with potentially rabid animals. The Division also sponsors free rabies vaccination clinics at least 3x a year, for dogs, cats, & ferrets owned by Cayuga County residents.

	2014	2015	2016	2017	2018
Number of Annual Exposure Investigations	301	258	292	269	287
Number of Specimens Sent for Rabies Testing	160	93	132	76	105
Number of Positive Specimens	10	8	18	5	10
Number of People Received PET	40	55	42	54	48
Number of 10-day Confinements Enforced	112	123	139	141	142
Number of 6-Month Quarantines Enforced	6	2	5	1	3
Number of Pets Vaccinated Through County Sponsored Clinics	452	437	388	326	400
Number of Enforcement Actions	0	0	0	0	0

2019 CEDA Workplan Progress

As of: 2/21/2019

BUSINESS RETENTION AND EXPANSION (BR & E)

Activity/Output	Goal	Actual YTD	2018
Existing business visitations	90 (incl. 20 unique)	13	80 (44 unique)
Identify growth opportunities	12	5	15
Business to Business connections	10	4	12
Direct assistance to businesses submitting CFAs	4 CFAs submitted		4 submitted; 2 Awarded
Loan assistance	2 loans closed		2 closed / 1 approved
IDA assistance	4 small projects / 2 full	2 small approved	2 small / 2 full
Volpi USA; Rizzo Construction			
Resource referrals	20	14	28
Outcomes	Goal	Actual YTD	
Private Investment	\$18m	\$2.57m	\$23.9m
Incentives/loans	\$3m	\$135,105	\$5.1m
Jobs retained	100	46	362.5
Jobs to be created	100 anticipated	24	116

ATTRACTION & START UP

Activity/Output	Goal	Actual YTD	2018
Entrepreneur assistance	75	16	96
Identify attraction leads	12	1	19
New business open	15		10
Startup survival rate after 1 year* (businesses open in '18)	85%	100%	85.3%
FIERCE... with Love; Hum, LLC; Next Chapter Brew Pub; EM Video Productions; Lean on Me Business Solutions; QT's Creations; Sole Sister's Holistic Whispering Healing Center; Good Eats Farm; The Open Door; Phil Gilbo (scrap metal)			
Startup survival rate after 2 years* (businesses open in '17)	75%	85.3%	85.7%
Examples: 3 Little Pigs Pig Out; Uncreated Love; The Goblin Market; Summerhill Brewing; Grandpa Jon's Chili Sauce; Town & Country Grooming; Doc Gallery			
*national average ~80% after 1 year, ~66.6% after 2 years			
Outcomes	Goal	Actual YTD	2018
Private Investment	\$4m		\$250k
Incentives/loans	\$1m		\$63.7k
Jobs created	50		27
Regional/National leads responded to	12		19

MARKETING & PROMOTION

Activity/Output	Goal	Actual YTD	2018
Develop promotional materials	2 marketing pieces 2 community narrative pieces	1 marketing piece	Google ad campaign; Citizen campaign; Manf. Work-force video released
Citizen Progress 2019			
Increase quality of website visitation	2.5 average pages per session	1.76 (Jan)	1.55 (Dec 18)
	63% Bounce Rate	75.3% (Jan)	81.2% (Dec 18)

General Business Demographics

Establishments, Employment, and Wages- Second Quarter Data (most recent available) – NYS DOL

Year	Qrt	Reporting Units*	Change from previous	Average Employment**	Change from previous	Average Wages	Change from previous
2018	3	1,721	-1.8%	25,282	-0.8%	\$10,769	4.8%
2017	3	1,752	-0.9%	25,492	-2.5%	\$10,275	-1.3%
2016	3	1,768	-1.2%	26,134	-0.4%	\$10,411	7.1%
2015	3	1,790	-2.2%	26,251	-0.7%	\$9,718	3.2%
2014	3	1,831	0.3%	26,436	2.0%	\$9,417	2.5%
2013	3	1,826	1.1%	25,919	-1.4%	\$9,188	5.8%
2012	3	1,807	0.3%	26,300	0.0%	\$8,684	-1.6%

*Reporting Unit is an establishment, usually a single place of business, which is engaged in a single business activity, and operated by a single employer.

**Employment data include all employment covered under the New York State UI program.

CAYUGA COUNTY UNEMPLOYMENT RATE – NYS DOL

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Average
2018	6.40%	6.50%	6.10%	5.20%	4.30%	4.40%	4.50%	4.30%	3.60%	3.50%	3.50%	4.10%	4.70%
2017	6.30%	6.40%	5.60%	4.80%	4.50%	4.60%	5%	5%	4.60%	4.40%	4.90%	5.10%	5.10%
2016	6%	6.10%	5.80%	5%	4.50%	4.50%	4.80%	4.70%	4.70%	4.60%	4.60%	5.20%	5.10%
2015	6.70%	6.70%	6.20%	5.30%	5%	5%	5.10%	4.80%	4.70%	4.70%	4.80%	5.10%	5.30%
2014	7.60%	7.80%	7.20%	5.80%	5.70%	5.50%	5.70%	5.50%	5.10%	5%	5.30%	5.60%	6%
2013	9.50%	9.30%	8.40%	7.40%	6.90%	7.20%	7%	6.80%	6.50%	6.50%	6.40%	6.50%	7.40%
2012	9.60%	9.80%	9.20%	8.10%	8%	8.20%	8.10%	7.70%	7.40%	7.30%	7.40%	8.20%	8.30%

*Central NY last three months: Oct=3.5%; Nov=3.5%; Dec=4.1%

LABOR FORCE (1000s)- NYS DOL

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Average
2018	35.9	35.6	35.0	35.2	35.0	36.3	36.7	36.4	36.1	35.8	36.2	36.2	35.9
2017	36.0	36.2	36.0	36.1	35.7	36.8	37.2	36.7	36.2	35.6	35.8	35.3	36.1
2016	36.7	37.1	37.1	37.0	37.0	37.5	38.0	37.7	37.0	36.5	36.0	35.7	36.9
2015	36.6	36.8	36.7	37.1	37.6	38.3	38.7	38.1	37.2	37.0	36.5	36.6	37.3
2014	37.4	37.7	37.6	37.6	37.8	38.5	39.0	38.5	38.0	37.6	37.0	36.7	37.8
2013	38.7	38.8	38.5	38.8	39.3	39.6	40.3	39.5	38.9	38.2	37.9	37.8	38.9
2012	38.4	38.6	38.7	38.8	39.3	39.8	40.5	39.6	39.1	39.2	38.7	38.7	39.1