



**AGENDA**  
**HEALTH & HUMAN SERVICES COMMITTEE**  
**Thursday, March 12, 2020, Chambers – to follow Government Operations**

**CALL TO ORDER:** By Hon. Elane Daly, Chair

**MEMBERS:** Legislators Michael Didio, Tricia Kerr, Timothy Lattimore, Heidi Nightengale, Hans Pecher, and Charlie Ripley (Vice Chair)

**MINUTES TO APPROVE:** February 13, 2020

**APPOINTMENTS:** None

**DEPARTMENT UPDATES FOR COMMITTEE:**

**Brenda Wiemann (Office for the Aging) – No updates**

Highlight of 2019 largest service areas:

- over 58,600 meals were delivered by 43 volunteers and 3 agencies
- over 10,300 hours of in-home aide service and caregiver respite were provided
- over 1000 individuals received Medicare insurance counseling
- over 950 individuals received NYConnects assessment, options counseling, and eligibility assistance

Update on March for Meals activities

**Kathleen Cuddy (Health) –**

- Communicable Disease Update: Corona Virus
- Early Intervention and Preschool Services

**Ray Bizzari (Mental Health/Social Services) – No updates**

**RESOLUTIONS:**

**OFA:**

- 3-20-HH-1 Authorizing the Chair of the Legislature and the Director of the Office for the Aging to sign agreement with Elderchoice for meal service
- 3-20-HH-2 Authorizing the Chair of the Legislature and the Director of the Office for the Aging to sign agreement with VNA Home care Options, LLC for meal service
- 3-20-HH-3 Authorizing the Chair of the Legislature and the Director of the Office for the Aging to sign agreement with iCircle Services of the Finger Lakes, Inc. for meal service through the Cayuga County Office for Aging Senior Nutrition Program
- 3-20-HH-4 Authorization to create and fill part-time Aging Services Assistant in the Office for the Aging (2/3)

**HEALTH:**

- 3-20-HH-5 Authorizing the Public Health Director to purchase vehicle for the Health Department
- 3-20-HH-6 Authorizing the Chairman of the Legislature and the Public Health Director to enter into a MOU with Birnie Bus for transportation of preschool child

**HUMAN SERVICES:**

- 3-20-HH-7 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with the Auburn Police Department to accompany staff on motel visits

- 3-20-HH-8 Amending the Social Services 2020 Budget to accept funds from the Office of Temporary and Disability Assistance in the form of a Noncustodial Parent Employment Program Award
- 3-20-HH-9 Authorizing the Chairman of the Legislature to create and the Director of Community Services to fill a Sr. Social Welfare Examiner position and abolish a Clerk position in the Department of Social Services.
- 3-20-HH-10 Authorizing the County Legislature to create and the Director of Community Services to fill a Case Supervisor Grande B (Permanency Specialist) position in the Children & Family Services Unit
- 3-20-HH-11 Authorizing the Chairman of the Legislature to create and the Director of Community Services to fill a Supervisor of Family Services in the Department of Social Services
- 3-20-HH-12 Authorizing the Director of Community Services to purchase four vehicles for Department of Social Services
- 3-20-HH-13 Authorizing the Director of Community Services to fill a Human Services Examiner position (100% funded) in the Medicaid Unit of Social Services
- 3-20-HH-14 Authorizing the Director of Community Services to enter into a Support and Maintenance Agreement with Q-matic Corporation for maintenance of software installed in intake unit of Department of Social Services

**MENTAL HEALTH:**

- 3-20-HH-15 Authorize the filling of a full-time Community Mental Health Nurse Supervisor at the Community Mental Health Center of Cayuga County due to a retirement
- 3-20-HH-16 Authorizing the Chair of the Cayuga County Legislature and the Director of Community Services to contract with agencies for the HEALing Communities Study
- 3-20-HH-17 Authorizing the Chair of the Cayuga County Legislature and the Director of Community Services to contract with Liberty Resources, Inc., for the provision of adult crisis respite
- 3-20-HH-18 Authorization to create and fill one full-time grant funded Technical Assistance Coordinator position

**ADJOURNMENT: Thursday, April 9, 2020**

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.

3-20-HH-1

RESOLUTION NO. \_\_\_\_\_

3/24/20 OFA Elderchoice meals 2020

**Authorizing the Chair of the Legislature and the Director of the Office for the Aging to sign agreement with Elderchoice for meal service**

BY: Elane Daly, Chair, Health & Human Services Committee, and Christopher Petrus, Chair, Ways and Means Committee.

WHEREAS, the Office for the Aging provides home delivered and congregate meals to the seniors of Cayuga County; and

WHEREAS, Elderchoice, a Social Adult Day service program, would like to obtain meals for their clients at their facility and receive those meals through the Office for the Aging Senior Nutrition program; and

WHEREAS, Elderchoice will pay \$9.37 per meal effective 4/1/2020 to the Office for the Aging; now therefore be it

RESOLVED, that the Chairman of the Legislature and the Director of the Office for the Aging are hereby authorized to sign an agreement with Elderchoice for meals through the Senior Nutrition Program at a reimbursement rate of \$9.37 per meal for the period April 1, 2020 through December 31, 2021.

**Health & Human Services Committee**

**Ways & Means Committee**

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Elane Daly, Chair

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Christopher Petrus, Chair

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Michael Didio

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Keith Batman

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Tricia Kerr

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Andy Dennison

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Heidi Nightengale

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Ryan Foley

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Hans Pecher

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Benjamin Vitale

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Charlie Ripley

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Tucker Whitman

Co. Atty: \_\_\_\_\_

3-20-HH-2

RESOLUTION NO. \_\_\_\_\_

3/24/20

OFA VNA contract 2020

**Authorizing the Chair of the Legislature and the Director of the Office for the Aging to sign agreement with VNA Homecare Options, LLC for meal service**

BY: Elane Daly, Chair, Health & Human Services Committee, and  
Christopher Petrus, Chair, Ways and Means Committee.

WHEREAS, the Office for the Aging provides home delivered and congregate meals to the seniors of Cayuga County; and

WHEREAS, VNA Homecare Options, a Medicaid managed-care company, is required to provide meals for clients in their plan and wishes to provide those meals through the Office for the Aging Senior Nutrition program; and

WHEREAS, VNA Homecare Options will pay \$10.00 per meal to the Office for the Aging; now therefore be it

RESOLVED, that the Chairman of the Legislature and the Director of the Office for the Aging are hereby authorized to sign an agreement with VNA Homecare Options, LLC for meals through the Senior Nutrition Program at a reimbursement rate of \$10.00 per meal for the period March 1, 2020 through December 31, 2021.

**Health & Human Services Committee**

**Ways & Means Committee**

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Elane Daly, Chair

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Christopher Petrus, Chair

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Benjamin Vitale

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Charlie Ripley

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Tucker Whitman

Co. Atty:





3-20-HH-3

RESOLUTION NO. \_\_\_\_\_

3/24/20

OFA iCircle contract

**Authorizing the Chair of the Legislature and the Director of the Office for the Aging to sign agreement with iCircle Services of the Finger Lakes, Inc. for meal service through the Cayuga County Office for Aging Senior Nutrition Program**

BY: Elane Daly, Chair, Health & Human Services Committee, and  
Christopher Petrus, Chair, Ways and Means Committee.

WHEREAS, the Office for the Aging provides home delivered and congregate meals to the seniors of Cayuga County; and

WHEREAS, iCircle Services of the Finger Lakes, Inc., a Medicaid managed-care company, is required to provide meals for clients in their plan and wishes to provide those meals to those aged 60 and over through the Office for the Aging Senior Nutrition program; and

WHEREAS, iCircle will pay up to \$10.00 per meal to the Office for the Aging for Home Delivered meals effective 4/1/2020; now therefore be it

RESOLVED, that the Chairman of the Legislature is hereby authorized to sign an agreement with iCircle for meals through the Senior Nutrition Program at a reimbursement rate of up to \$10.00 per meal for the period April 1, 2020 through December 31, 2021.

**Health & Human Services Committee**

**Ways & Means Committee**

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Elane Daly, Chair

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Christopher Petrus, Chair

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Michael Didio

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Benjamin Vitale

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Charlie Ripley

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Tucker Whitman

Co. Atty:

**AMENDMENT TO THE PROVIDER SERVICES AGREEMENT**

This Amendment to the Provider Services Agreement (“Amendment”) is made and entered into by and between **iCircle Services of the Finger Lakes, Inc.**, (“iCircle”) and **Cayuga County Office for the Aging** (“Provider”), as of this 1<sup>st</sup> day of **March, 2020**.

Whereas, iCircle is a Managed Care Organization (“MCO”) which arranges for the delivery or provision of medical and health care services to its Members through contracts with licensed, certified, or otherwise lawfully qualified providers who practice their professions in the State of New York; and

Whereas, Provider is licensed or authorized to provide medical and health care services, and is currently a participating provider in iCircle’s provider network; and

Whereas, the parties entered into a Provider Services Agreement (“Agreement”) effective **April 1, 2018**; and

Whereas, the parties desire to amend the Agreement relative to the reimbursements rates or methodologies described in Attachment B thereto;

**NOW, THEREFORE**, in consideration of the premises and mutual promises herein, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Attachment B to the Agreement is hereby deleted in its entirety and replaced with the attached Attachment B.
2. All other terms of the Agreement remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have executed this Amendment on the date and year first above written.

**iCIRCLE OF THE FINGER LAKES, INC.**

**Cayuga County Office for the Aging**

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: Adam Southcott

Print Name: \_\_\_\_\_

Title: Chief Financial Officer

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

TIN: 15-6000450

## **ATTACHMENT B COMPENSATION**

### 1. Reimbursement Rate.

As compensation for the provision of Covered Services, iCircle or its designee shall pay Provider in accordance with the following schedule, unless otherwise noted in amendments to this Attachment B:

<b>Service</b>	<b>Codes</b>	<b>Rate</b>
Home Delivered and Congregate Meals	S5170	\$10.00 per meal

Provider expressly agrees to accept such compensation as payment in full for the provision of Covered Services, less any applicable co-payments/coinsurance.

### 2. Compensation Terms and Adjustments

a. If any reimbursement is based on Medicaid or Medicare published fee schedules or other third party sources, iCircle or designee shall apply any applicable changes to such fee schedules on the effective date if such changes are published at least forty-five (45) days prior to the effective date. If such changes are published fewer than forty-five (45) days prior to the effective date, changes will be applied no later than forty-five (45) days following publication.

b. In the event that the rate provided herein exceeds the charges billed by Provider to iCircle or designee, payment will be made in the amount of Provider's billed charges.

c. Any Covered Service not described herein shall be reimbursed in accordance with iCircle's community fee schedule in effect on the date of service.

3-20-HH-4

RESOLUTION NO. \_\_\_\_\_ 3/24/20 OFA create and fill PT Ag Serv Asst

**Authorization to create and fill Part-time Aging Services Assistant in the Office for the Aging requiring two-thirds vote**

BY: Elane Daly, Chair, Health & Human Services Committee, and  
Christopher Petrus, Chair, Ways and Means Committee.

WHEREAS, NYSOFA has provided funding for the NY Connects program for the past 8 years, and this funding is expected to continue annually; this funding is only available to CCOFA if applicable expenditures are made during the fiscal year to claim the funding and;

WHEREAS, when the 2020 budget was initially presented it included accepting the NY Connects funding and having those funds 100% support a new Civil Service Commission approved P/T job title of Aging Services Assistant;

WHEREAS, this position was removed from the final budget, but the funding remained; such funding cannot be claimed without the expense of this position for 2020;

WHEREAS, the significant increase in demand for NY Connects long term care options counseling and benefits eligibility assistance in Cayuga County necessitates adding an Aging Services Assistant to fully meet the deliverables required by this funding;

WHEREAS, if funding is discontinued at some point in the future, the position will be abolished; now therefore be it

RESOLVED that the Director of the Office for the Aging be hereby authorized to create and fill a Part-time Aging Services Assistant effective 4/1/20 at an rate of \$22.21 per hour probationary rate (\$22.40 per hour Step 1) in accordance with the Civil Service Rules and Regulations and the policies of the County of Cayuga, and be it further

RESOLVED that the Treasurer's Office be authorized to make the following transfers:

Increase P/T Salaries	A67721 51002	\$15,000
Increase Social Security	A67721 58001	\$1,147
Decrease Contingency	A10164 54000	\$16,147

**Health & Human Services Committee**

**Ways & Means Committee**

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Elane Daly, Chair

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Christopher Petrus, Chair

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Michael Didio

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Keith Batman

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Hans Pecher

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Benjamin Vitale

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Charlie Ripley

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Tucker Whitman

Co. Atty: 

## Authorization to Create/Fill

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

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Date 3/12/2020

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Authorization To: Create and Fill \*\*

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

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

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

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Cayuga County Office for the Aging  
Department

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

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Position Status Permanent

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Position Designation Part-Time

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Budget Account Number A67721-51002

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

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

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Comp Plan Requested IS IN CSEA

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CSEA Grade 14

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Probationary Salary Amount \$22.21/hr.

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Step 4 Amount (CSEA) \$24.77/hr.

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Starting Salary for Position Requested \$22.40/hr.

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Justification for Salary Requested	This is a professional position that requires acknowledge of aging issues, person centered intervention, skilled care planning and significant abilities in technology, writing, program promotion, public speaking and advocacy.
Does position include fringe benefits?	No
What is the justification for filling this position AND why is it important for your department?	The intent of NYConnects is to provide individualized long term care options counseling and benefits eligibility assistance, along with other required deliverables. NYSOFA has provided NYConnects funding that must be used specifically for this purpose, and this funding is sufficient to support 100% this P/T Aging Services Assistant. The Office for Aging has seen a significant demand for this service. The increasing population of those 60 and over in Cayuga County requires increased staff to meet the demand for assistance and to meet the deliverables required of this funding.
How is this position funded?	Budget
Is this a reimbursed position?	Yes
How is this position reimbursed (percentage, dollar amount)?	100%
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	Since the position is 0% supported by the NYSOFA NYConnects funding stream, there is no fiscal impact. If this funding were to end, and there was no alternative funding to replace it, the position would be eliminated.
Department Head	Brenda Wiemann
Date	2/28/2020
Attestation	I am the department or agency head listed above authorized to submit by the appointing authority

(Section Break)

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

LHLippoldt Approved 2/28/2020  
**Needs Position #**

3-20-44-5

RESOLUTION \_\_\_\_\_ (March 24, 2020) HD Purchase Vehicle

**Authorizing the Public Health Director to Purchase Vehicle for the Health Department**

BY: Elane Daly, Chairman of the Health & Human Service Committee  
Christopher Petrus, Chairman of the Ways & Means Committee

WHEREAS, the Health Department is in need of a new vehicle due to the age of the existing fleet; and

WHEREAS, these vehicles are used on a daily basis to make community based visits, environmental field visits, Early Intervention visits and other department business; and

WHEREAS, Cayuga County will request bids for the vehicle through a bid process with NYS; and

WHEREAS, funds are available within the 2020 Health Department budget in order to make this purchase; NOW, THEREFORE, BE IT

RESOLVED, that the Public Health Director be authorized to purchase one vehicle per the County Purchasing Policy utilizing funds from account A40102 52001 .

**Health & Human Services Committee**

**Ways & Means Committee**

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Elane Daly, Chair

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Christopher Petrus, Chair

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Michael Didio

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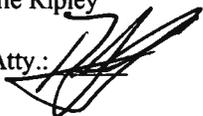
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Tucker Whiman

Co. Atty.: 

3-20-HH-6

RESOLUTION NO. \_\_\_\_\_ 3/24/2020

HD Birnie Bus Transportation MOU

**Authorizing the Chairman of the Legislature and the Public Health Director to enter into a MOU with Birnie Bus for transportation of Preschool Child.**

BY: Elane Daly, Chairman of the Health & Human Service Committee  
Christopher Petrus, Chairman of the Ways & Means Committee

WHEREAS, the Cayuga County Health Department ("Health Department") is responsible for obtaining appropriate transportation services for children in the Preschool Special Education Program; and

WHEREAS, the Health Department has heretofore advertised for transportation services; and

WHEREAS, Health Department needs to provide transportation services in addition to the primary bus provider in order to transport children outside the primary bus routes established by the bid contract to their preschool programming that is typically outside of Cayuga County; and

WHEREAS, the Health Department has determined that Birnie Bus is the only transportation company available to provide this individualized route; NOW, THEREFORE, BE IT

RESOLVED, that the Chairman of the Legislature and the Public Health Director are hereby authorized to enter into an MOU with Birnie Bus at a rate of \$68 per hour per round trip for transportation of 1 pre-school student for the term of 2/24/2020-8/31/2020 and upon such forms as may be approved by the County Attorney:

RESOLVED, that the contracts shall be subject to renewal annually with appropriate rate adjustments as approved by the Public Health Director.

**Health & Human Services Committee**

**Ways & Means Committee**

\_\_\_\_\_  
Elane Daly, Chair

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Christopher Petrus, Chair

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Michael Didio

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Charlie Ripley

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Tucker Whitman

Co. Atty.: 

## MEMORANDUM OF UNDERSTANDING

This agreement made the \_\_\_\_\_ day of \_\_\_\_\_ 2020 by and between the Cayuga County Health Department, Programs for Children with Special Needs, a municipal corporation of office for the transaction of business located at 8 Dill Street, Auburn, NY 13021 (herein after referred to as Department) and Birnie Bus, 1925 State Route 31, Port Byron, NY 13140 (herein after referred to as Transporter) herein agree as follows:

WHEREAS, the Department is responsible under SED 4410 to insure that children are transported to their authorized special education placement and to provide payment for such transportation; and

WHEREAS, the Transporter currently owns and operates transportation vehicles

and

the Jordan Elbridge School District Committee for Pre-School Special Education has authorized transportation for 1 student attending a full day SCIS class at Little Luke's Raddison Campus, 8282 Willett Parkway, Baldwinsville, NY 13027;

NOW THEREFORE BE IT AGREED:

1. The Department will compensate the Transporter \$68.00 per hour per round trip for transportation of 1 pre-school student for the term of 2/24/2020-8/31/2020. Round trip includes transporting child from home to Little Luke's Raddison Campus, 8282 Willett Parkway, Baldwinsville, NY 13027 and back to home each day that school is in session.
2. The Transporter will maintain documentation of each transport with a transportation log and will send this log with billing statement weekly throughout the term of the MOU. All attendance/billing documentation will be submitted to the Department at 8 Dill Street, Auburn, NY 13021. Compensation will be sought only for those days that the child attends, with a 2 hour minimum payment for no-call/no-shows.
3. The Department and the Transporter will be held to the standard confidentiality laws around FERPA and in accordance with provisions of applicable local, state and federal rules and regulations.
4. The Transporter will follow all applicable transportation regulations governing the transport of pre-school students.
5. Either party may terminate this agreement after providing 30 days written notice to the opposite party.
6. Indemnification clause: The Transporter will fully and promptly defend, indemnify and hold the County of Cayuga, its Officers, Agents and Employees harmless from and against any and all claims, damages, costs and expenses (including and without limitation

reasonable legal fees, expenses and court costs) which may arise from the negligence of the Transporter or any subcontractors or sub-subcontractors of the Transporter to the extent permitted by law, excepting claims arising from the negligence of the County of Cayuga, its Officers, Agents and Employees. The Transporter shall require in any agreement with its subcontractors and/or sub-subcontractors that said subcontractors and sub-subcontractors will fully and promptly defend, indemnify and hold the County of Cayuga its Officers, Agents and Employees harmless upon the same terms and conditions outlined above.

7. Insurance: Transporter shall provide insurance coverages as outlined on attachment A attached hereto. Said insurance coverage shall be primary and shall name Cayuga County as additional insured. Transporter shall provide proof of said insurance coverages in a form satisfactory to the County of Cayuga.

The parties to the Agreement hereby agree to any and all provisions as stipulated above.

**CAYUGA COUNTY HEALTH DEPARTMENT**

\_\_\_\_\_  
Kathleen D. Cuddy, Public Health Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Aileen McNabb-Coleman, Chair Cayuga Cty Leg.

\_\_\_\_\_  
Date

**BIRNIE BUS, INC.**

\_\_\_\_\_  
Please Print Name and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

## **Attachment A Insurance Requirements**

I. Notwithstanding any terms, conditions or provisions, in any other writing between the parties, the Contractor hereby agrees to effectuate the naming of Cayuga County as an unrestricted additional insured on the Contractor's insurance policies, with the exception of workers' compensation and professional liability. If the policy is written on a claims-made basis, the retroactive date must precede the date of the Agreement.

II. The policy naming Cayuga County as an additional insured shall:

- Be an insurance policy from an A.M. Best rated "secured" New York State licensed insurer.
- Contain a 30-day notice of cancellation.
- State that the organization's coverage shall be primary coverage for Cayuga County, its Board, employees and volunteers.
- Cayuga County shall be listed as an additional insured by using endorsement CO 2026 or broader. The certificate must state that this endorsement is being used. If another endorsement is used, a copy shall be included with the certificate of insurance.

III. The Contractor agrees to indemnify Cayuga County for any applicable deductibles. IV. Required Insurance:

- **Commercial General Liability Insurance**  
\$1,000,000 per occurrence/ \$2,000,000 aggregate.
- **Automobile Liability**  
\$1,000,000 combined single limit for owned, hired and borrowed and non-owned motor vehicles.
- **Workers' Compensation and N.Y.S. Disability**  
Statutory Workers' Compensation, Employers' Liability and N.Y.S. Disability Benefits Insurance for all employees.
- **Professional Errors and Omissions Insurance**  
\$1,000,000 per occurrence/ \$2,000,000 aggregate for the professional acts of the consultant performed under the contract for the municipality. If written on a "claims-made" basis, the retroactive date must pre-date the inception of the Agreement. Coverage shall remain in effect for two (2) years following the completion of work.
- **Excess Insurance**  
On a "Follow-Form" basis, with limits of \$3,000,000 each occurrence and aggregate.

V. The Contractor acknowledges that failure to obtain such insurance on behalf of Cayuga County constitutes a material breach of contract. The Contractor is to provide Cayuga County with a Certificate of Insurance, evidencing the above requirements have been met, prior to the commencement of the Services. The failure of Cayuga County to object to the contents of the certificate or the absence of same shall not be deemed a waiver of any and all rights held by Cayuga County

VI. Cayuga County is a member/owner of the NY Municipal Insurance Reciprocal (NYMIR). The Contractor further acknowledges that the procurement of such insurance as required herein is intended to benefit not only Cayuga County but also the NYMIR, as Cayuga County's insurer.

VII. The Contractor agrees to provide a Certificate of Insurance evincing such coverage as required by this Agreement. Said Certificate of Insurance shall list the Certificate Holder as:

Cayuga County  
County Attorney's Office  
160 Genesee Street, Sixth Floor  
Auburn, New York 13021

VIII. The Contractor further agrees to provide a copy of their insurance policy endorsement providing coverage for either:

- Blanket coverage for additional insureds; or
- Coverage specific for Cayuga County; or
- A statement on the Certificate of Insurance that the appropriate endorsement has been requested adding Cayuga County as an additional insured. Upon such time as the endorsement is received by the Contractor, said Contractor will forward a copy of said endorsement to Cayuga County without delay.

3-20-HH-7

RESOLUTION NO. \_\_\_\_\_

3/24/20

HS APD Accompanying Staff

**Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with the Auburn Police Department to accompany staff on motel visits**

BY: Elane Daly, Chairman of the Health & Human Service Committee  
Christopher Petrus, Chairman of the Ways & Means Committee

WHEREAS, the Case Integrity Unit of the Department of Social Services is required to make motel visits to homeless clients placed there in emergency housing situations; and

WHEREAS, these motel visits can sometimes become dangerous for staff; and

WHEREAS, the Department of Social Services desires to contract with the Auburn Police Department to accompany staff on these visits; NOW, THEREFORE, BE IT

RESOLVED, that the Chairman of the Legislature and the Director of Community Services be authorized to enter into a contract with the Auburn Police Department for assistance in accompanying Case Integrity Staff on visits to the motels to check on homeless clients for the period of March 1, 2020, to February 28, 2021, for seven (7) hours per week at the price of \$38.50-\$70.65 per hour, not to exceed \$30,000.00; and be it further

RESOLVED, that funding for this contract will come from the fund balance with a 2/3 vote from the Cayuga County Legislature.

**Health & Human Services Committee**

**Ways & Means Committee**

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Elane Daly, Chair

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Christopher Petrus, Chair

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Benjamin Vitale

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Charlie Ripley

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Tucker Whitman

Co. Atty: 

3-20-HH-8

RESOLUTION NO. \_\_\_\_\_ 3/24/20 HS Accept Child Support Services Funding

**Amending the Social Services 2020 Budget to accept funds from the Office of Temporary and Disability Assistance in the form of a Noncustodial Parent Employment Program Award**

BY: Elane Daly, Chairman of the Health & Human Service Committee  
Christopher Petrus, Chairman of the Ways & Means Committee

WHEREAS, the Social Services Department has received funding in the form of a Noncustodial Parent Employment Program Award, and of this funding \$65,941 will be used to address underemployment and unemployment among noncustodial parents, promote timely and consistent payment of child support, and improve the financial stability of families to support better outcomes for their children; and

WHEREAS, it is necessary to amend the 2020 Social Services Budget in order to accept this funding; NOW, THEREFORE BE IT

RESOLVED, that the Cayuga County Treasurer be authorized and directed to amend the Social Services Department's 2020 Budget in the following manner, and make the necessary journal and accounting entries to accept these funds:

Increase Acct. #A60104 54265.....	\$65,941
Increase Acct. #A60100 44610 .....	\$65,941

and be it further

RESOLVED, that the Chairman of the Legislature and the Director of Community Services be authorized to enter into any subcontracts that are necessary to implement this grant.

**Health & Human Services Committee**

**Ways & Means Committee**

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Elane Daly, Chair

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Christopher Petrus, Chair

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Michael Didio

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Keith Batman

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Tricia Kerr

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Elane Daly

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Andy Dennison

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Heidi Nightengale

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Ryan Foley

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Hans Pecher

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Benjamin Vitale

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Charlie Ripley

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Tucker Whitman

Co. Atty: 

3-20-HH-9

RESOLUTION NO. \_\_\_\_\_

3/24/20

HS Create & Fill Sr. Social Welfare Examiner rev

**Authorizing the Chairman of the Legislature to create and the Director of Community Services to fill a Sr. Social Welfare Examiner position and abolish a Clerk position in the Department of Social Services.**

BY: Elane Daly, Chair of the Health & Human Service Committee  
Christopher Petrus, Chair of the Ways & Means Committee

WHEREAS, there is a need for a Sr. Social Welfare Examiner position in the Child Welfare Unit of Social Services; and

WHEREAS, this position is responsible for supervising the Human Services Examiner, as well as managing the 4E Eligibility Unit in order to maximize the reimbursement funding for 4E eligible cases in the Child Welfare Unit of Social Services; and

WHEREAS, a New Position Duties Statement submitted to the Cayuga County Civil Service Commission was reviewed, and the Commission determined that the job responsibilities are in line with the job duties of a Sr. Social Welfare Examiner in the competitive class, and classified it as such; and

WHEREAS, there is a Clerk (PC#2200) vacancy in the Department of Social Services due to a resignation effective 1/24/20; and

WHEREAS, funding for the newly created Sr. Social Welfare Examiner position off set in the 2020 Department of Social Services budget with the abolishing of the funded Clerk position; now therefore be it

RESOLVED, that the Cayuga County Legislature creates a Sr. Social Welfare Examiner position (Grade 17 of the CSEA Bargaining Unit) in the Children and Family Services Unit of the Department of Social Services with the jurisdictional class allocation being Competitive; and be it further

RESOLVED, that the Director of Community Services fills the Sr. Social Welfare Examiner position, and any fill behinds in accordance with the Civil Service Rules and Regulations and the Policies of the County of Cayuga; and be if further

RESOLVED, that the vacant Clerk (PC#2200) position be abolished.

**Health & Human Services Committee**

**Ways & Means Committee**

\_\_\_\_\_  
Elane Daly, Chair

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Christopher Petrus, Chair

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Michael Didio

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Keith Batman

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Tricia Kerr

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Hans Pecher

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Benjamin Vitale

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Charlie Ripley

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Tucker Whitman

Co. Atty: 

## Authorization to Create/Fill

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

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Date 2/27/2020

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Authorization To: Create and Fill

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

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

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Do you anticipate this request to result in fill-behinds? Possibly

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Cayuga County Department Social Services

---

Job Title Being Requested (Exact Civil Service Title) Sr. Social Welfare Examiner

---

Position Control Number N/A

---

Position Status Permanent

---

Position Designation Full-Time

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Budget Account Number 60101 51001

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Is a position being abolished to create the new position? Yes, Clerk PC#2200

---

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

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Comp Plan Requested Position Is Included In CSEA

---

CSEA Grade 17

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Probationary Salary Amount \$43,558

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Step 4 Amount (CSEA) \$49,031

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Starting Salary for Position Requested	\$43,558
Justification for Salary Requested	Probation rate set by CSEA contract
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	This position is responsible for supervising the Human Services Examiner, as well as managing the 4E eligibility Unit in order to maximize the reimbursement funding for 4E eligible cases in the Child Welfare Unit of Social Services.
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?	Budgeted for in DSS budget
Department Head	Raymond Bizzari
Date	2/27/2020
Attestation	I am the department or agency head listed above authorized to submit by the appointing authority

(Section Break)

**HUMAN RESOURCES  
SECTION**

Signature LHLippoldt HR  
Administrator Approved

Date 2/28/2020

**New Position Control # needed**

3-20-HH-10

RESOLUTION NO. \_\_\_\_\_ 3/24/20 HS Create/Fill a Case Supervisor Grade B (Permanency Specialist) rev

**Authorizing the County Legislature to create and the Director of Community Services to fill a Case Supervisor Grade B (Permanency Specialist) position in the Children & Family Services Unit**

BY: Elane Daly, Chairman of the Health & Human Services Committee  
Christopher Petrus, Chairman of the Ways & Means Committee

WHEREAS, the Department conducted a review of the duties performed by staff, and determined the need for greater supervision in the area of child and youth permanency; and

WHEREAS, a New Position Duties Statement submitted to the Cayuga County Civil Service Commission was reviewed, and the Commission determined that the job responsibilities are in line with the job duties of Case Supervisor Grade B (Permanency Specialist) in the competitive class, and classified it as such; and

WHEREAS, filling the position will increase the attention given to providing permanency solutions for children and youth in care in an appropriate job title; and

WHEREAS, funding was placed in the 2020 DSS salary budget line A6010.1 during the budget process in anticipation of creating the Case Supervisor Grade B (Permanency Specialist); now therefore be it

RESOLVED, that the Cayuga County Legislature creates a Case Supervisor Grade B (Permanency Specialist) position (Grade 22 of the CSEA Bargaining Unit) in the Children and Family Services Unit of the Department of Social Services with the jurisdictional class allocation being Competitive; and be it further

RESOLVED, that the Director of Community Services fills the Case Supervisor Grade B (Permanency Specialist) position, and any fill behinds in accordance with the Civil Service Rules and Regulations and the Policies of the County of Cayuga.

**Health & Human Services Committee**

**Ways & Means Committee**

\_\_\_\_\_  
Elane Daly, Chair

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Christopher Petrus, Chair

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Michael Didio

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Keith Batman

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Tricia Kerr

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Elane Daly

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Heidi Nightengale

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Ryan Foley

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Hans Pecher

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Benjamin Vitale

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Charlie Ripley

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Tucker Whitman

Co. Atty: 

## Authorization to Create/Fill

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

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Date 2/27/2020

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Authorization To: Create and Fill

---

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

---

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

---

Do you anticipate this request to result in fill-behinds? Possibly

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Cayuga County Department Social Services

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Job Title Being Requested (Exact Civil Service Title) Case Supervisor Grade B

---

Position Control Number To be Determined – New position #

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Position Status Permanent

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Position Designation Full-Time

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Budget Account Number 60101 51001

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

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

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Comp Plan Requested Position Is Included In CSEA

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CSEA Grade 22

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Probationary Salary Amount \$48,986

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Step 4 Amount (CSEA) \$55,393

---

Starting Salary for Position Requested	\$48,986
Justification for Salary Requested	Probation rate set by CSEA contract
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	Department conducted review of the duties performed by staff and determined the need for greater supervision in the area of child and youth permanency. Civil Service Commission determined that the job responsibilities are in line with the job duties of Case Supervisor Grade B.
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?	Budgeted for in DSS budget
Department Head	Raymond Bizzari
Date	2/27/2020
Attestation	I am the department or agency head listed above authorized to submit by the appointing authority

(Section Break)

## HUMAN RESOURCES SECTION

Signature LHLippoldt  
Approved

Date 2/28/2020

3-20-HH-11

RESOLUTION NO. \_\_\_\_\_

3/24/20 HS Create & Fill Supervisor of Family Services

**Authorizing the Chairman of the Legislature to create and the Director of Community Services to fill a Supervisor of Family Services position in the Department of Social Services.**

BY: Elane Daly, Chair of the Health & Human Service Committee  
Christopher Petrus, Chair of the Ways & Means Committee

WHEREAS, there is a need for a Supervisor of Family Services position in the Child Welfare Unit of Social Services; and

WHEREAS, this position is responsible for supervising Foster Care, Preventive, Permanency, Home-finding, 4E Eligibility, and Juvenile Justice Services in the Child Welfare Unit of Social Services; and

WHEREAS, a New Position Duties Statement submitted to the Cayuga County Civil Service Commission was reviewed, and the Commission determined that the job responsibilities are in line with the job duties of a Supervisor of Family Services in the competitive class, and classified it as such; and

WHEREAS, funding for the newly created Supervisor of Family Services position exists in the 2020 Department of Social Services budget with the savings from the vacant positions within the Department; now therefore be it

RESOLVED, that the Cayuga County Legislature creates a Supervisor of Family Services position (Grade 33 of the CSEA Bargaining Unit) in the Children and Family Services Unit of the Department of Social Services with the jurisdictional class allocation being Competitive; and be it further

RESOLVED, that the Director of Community Services fills the Supervisor of Family Services position, and any fill behinds in accordance with the Civil Service Rules and Regulations and the Policies of the County of Cayuga.

**Health & Human Services Committee**

**Ways & Means Committee**

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Elane Daly, Chair

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Christopher Petrus, Chair

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Michael Didio

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Keith Batman

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Tricia Kerr

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Hans Pecher

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Benjamin Vitale

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Charlie Ripley

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Tucker Whitman

Co. Atty: 

## 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	2/27/2020
Authorization To:	Create and Fill
<b>** New Position Duties Statement (NPDS) - Short Form REQUIRED IF the title exists within the department</b>	
<b>** New Position Duties Statement (NPDS) - Long Form REQUIRED IF the title does NOT exist within the department</b>	
Do you anticipate this request to result in fill-behinds?	Possibly
Cayuga County Department	Social Services
Job Title Being Requested (Exact Civil Service Title)	Supervisor of Family Services
Position Control Number	N/A
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 Position Is Included In	CSEA
CSEA Grade	33
Probationary Salary Amount	\$63,501
Step 4 Amount (CSEA)	\$70,803
Starting Salary for Position Requested	\$63,501
Justification for Salary Requested	Probation rate set by CSEA contract

Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	This position is responsible for supervising Foster Care, Preventive, Permanency, Home-finding, 4E Eligibility, and Juvenile Justice Services in the Child Welfare Unit of Social Services.
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?	Budgeted for in DSS budget
Department Head	Raymond Bizzari
Date	2/27/2020
Attestation	I am the department or agency head listed above authorized to submit by the appointing authority

(Section Break)

**HUMAN RESOURCES  
SECTION**

Signature LHLippoldt  
Approved

Date 2/28/2020

3-20-HH-12

RESOLUTION NO. \_\_\_\_\_

3/24/20

HS Purchase Vehicles

**Authorizing the Director of Community Services to Purchase Four Vehicles for Department of Social Services**

BY: Elane Daly, Chairman of the Health & Human Service Committee  
Christopher Petrus, Chairman of the Ways & Means Committee

WHEREAS, the Department of Social Services is in need of replacing four vehicles due to the age of the existing fleet; and

WHEREAS, these vehicles are used on a daily basis to transport children, make home visits for preventive services and foster care cases, investigate child protective cases and other department business; and

WHEREAS, Cayuga County will request bids for the vehicles through a mini bid process with NYS; and

WHEREAS, funds are available within the 2020 Department of Social Services budget to make this purchase; NOW, THEREFORE, BE IT

RESOLVED, that the Director of Community Services be authorized to purchase four vehicles per the County Purchasing Policy utilizing the budgeted funds of \$80,000 in account A60102 52001, and further authorized to transfer up to \$5,000.00 within department contractual accounts if additional funding is needed.

**Health & Human Services Committee**

**Ways & Means Committee**

\_\_\_\_\_  
Elane Daly, Chair

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Christopher Petrus, Chair

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Michael Didio

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Keith Batman

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Tricia Kerr

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Heidi Nightengale

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Ryan Foley

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Hans Pecher

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Benjamin Vitale

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Charlie Ripley

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Tucker Whitman

Co. Atty: 

3-20-HH-13

RESOLUTION NO. \_\_\_\_\_ 3/24/20 HS Fill Medicaid Examiner

**Authorizing the Director of Community Services to Fill a Human Services Examiner Position (100% Funded) in the Medicaid Unit of Social Services**

BY: Elane Daly, Chairman of the Health & Human Service Committee  
Christopher Petrus, Chairman of the Ways & Means Committee

WHEREAS, there is an anticipated Human Services Examiner vacancy (position control #2265) in the Medicaid Unit of Social Services, due to an anticipated retirement; and

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

WHEREAS, this position is 100% state and federally funded; and

WHEREAS, sufficient funding exists in the 2020 Social Services' Budget to support this position; NOW, THEREFORE, BE IT

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

**Health & Human Services Committee**

**Ways & Means Committee**

\_\_\_\_\_  
Elane Daly, Chair

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Christopher Petrus, Chair

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Michael Didio

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Keith Batman

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Benjamin Vitale

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Charlie Ripley

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Tucker Whitman

Co. Atty: 

## 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 2/27/2020

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) Human Services Examiner

Position Control Number 2265

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 Position Is Included In CSEA

CSEA Grade 10

Probationary Salary Amount \$37,477

Step 4 Amount (CSEA) \$41,239

Starting Salary for Position Requested	\$37,477
Justification for Salary Requested	Probation rate set by CSEA contract
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	Retirement of incumbent. This position conducts intakes for individuals coming to the Dept. to apply for the various income maintenance programs and determines eligibility for those individuals with an immediate/emergency need (shelter, food, eviction, utility shut off, domestic violence).
How is this position funded?	Budget
Is this a reimbursed position?	Yes
How is this position reimbursed (percentage, dollar amount)?	100%
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	Budgeted for in DSS budget
Department Head	Raymond Bizzari
Date	2/27/2020
Attestation	I am the department or agency head listed above authorized to submit by the appointing authority

(Section Break)

## HUMAN RESOURCES SECTION

Signature LHLippoldt  
Approved

Date 2/28/2020

3-20-HH-14

RESOLUTION NO. \_\_\_\_\_

3/24/20

HS Q-matic Software Maintenance

**Authorizing the Director of Community Services to enter into a Support and Maintenance Agreement with Q-matic Corporation for maintenance of software installed in Intake Unit of Department of Social Services**

BY: Elane Daly, Chairman of the Health & Human Service Committee  
Christopher Petrus, Chairman of the Ways & Means Committee

WHEREAS, Department of Social Services purchased Q-matic software and system for use on 3<sup>rd</sup> floor in the intake area; and

WHEREAS, use of Q-matic software has been very beneficial in managing clients who come in for services in the intake area by improving customer service, expediting wait time, improving confidentiality and safety; and

WHEREAS, the Department of Social Services desires to continue using this software and system in the intake area to assist the clients coming in for services; NOW, THEREFORE, BE IT

RESOLVED, that the Director of Community Services be authorized to enter into a Support and Maintenance Agreement with Q-matic Corporation for maintenance of the software and system used in the intake area, for the period of February 1, 2020 to January 31, 2021 in the amount of \$1,207.39; and be it further

RESOLVED, that this agreement for services be paid from the Department of Social Services' 2020 Budget.

**Health & Human Services Committee**

**Ways & Means Committee**

\_\_\_\_\_  
Elane Daly, Chair

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Christopher Petrus, Chair

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Michael Didio

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Keith Batman

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Benjamin Vitale

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Charlie Ripley

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Tucker Whitman

Co. Atty: 

3-20-HH-15

RESOLUTION NO. \_\_\_\_\_

3/24/20

MH CMHNS

**AUTHORIZE THE FILLING OF A FULL-TIME COMMUNITY MENTAL HEALTH NURSE SUPERVISOR AT THE COMMUNITY MENTAL HEALTH CENTER OF CAYUGA COUNTY DUE TO A RETIREMENT**

By: Elane Daly, Chair, Health and Human Services Committee and Christopher Petrus, Chair, Ways and Means Committee

WHEREAS, there will be a full-time Community Mental Health Nurse Supervisor (Grade 28), Position Control #5497 vacancy at the Mental Health Center due to a pending retirement; and

WHEREAS, the position is funded in the 2020 Mental Health (A43101 51001) salary account, therefore, be it

RESOLVED, that the Director of Community Services be authorized and is hereby directed to fill one full-time Community Mental Health Nurse Supervisor position in accordance with the Cayuga County Civil Service Rules and Regulations and the policies of the County of Cayuga and any fill behind that may occur.

**Health & Human Services Committee**

**Ways & Means Committee**

\_\_\_\_\_  
Elane Daly, Chair

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Christopher Petrus, Chair

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Michael Didio

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Keith Batman

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Benjamin Vitale

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Charlie Ripley

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Tucker Whitman

Co. Atty: 

## 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 2/28/2020

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Authorization To: Fill Only

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

---

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

---

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

---

Cayuga County Department Mental Health

---

Job Title Being Requested (Exact Civil Service Title) Comm Mental Health Nurse Supervisor

---

Position Control Number 5497

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Position Status Permanent

---

Position Designation Full-Time

---

Budget Account Number A43101 51001

---

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

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

---

Comp Plan Requested IS IN CSEA

---

CSEA Grade 28

---

Probationary Salary Amount 56617

---

Step 4 Amount (CSEA) 63431

---

Starting Salary for Position Requested	56617
Justification for Salary Requested	Salary is in the 2020 Comp Plan.
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	To keep current staffing level. Currently the nurse sees clients for health monitoring appointments, injections, and medication.
How is this position funded?	Budget
Is this a reimbursed position?	No
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	Position is already in the 2020 Mental Health budget. Incumbent is retiring.
Department Head	Raymond Bizzari
Date	2/28/2020
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Elizabeth Piwinski
Title of Person Submitting on Behalf of Department or Agency Head	Administrative Assistant

(Section Break)

LHLippoldt Approved  
2/28/2020

3-20-HH-16

RESOLUTION NO. \_\_\_\_\_

3/24/20

MH HEALING CONTRACTS

**AUTHORIZING THE CHAIR OF THE CAYUGA COUNTY LEGISLATURE AND THE DIRECTOR OF COMMUNITY SERVICES TO CONTRACT WITH AGENCIES FOR THE HEALING COMMUNITIES STUDY**

By: Elane Daly, Chair, Health and Human Services Committee, and Christopher Petrus, Chair, Ways and Means Committee.

WHEREAS, Cayuga County was one of 16 counties selected to participate in the NYS HEALing Communities Study (HCS) Grant due to the high percentage rate of opioid overdose deaths in our County; and

WHEREAS, the NYS HEALing Communities Study may have to contract with several agencies to accomplish tasks associated with this study; now, therefore be it

RESOLVED, that the Director of Community Services and the Chair of the Cayuga County Legislature be authorized to enter into contracts with suitable agencies until the grant expires on March 31, 2023, within the budget limits of the grant; and be it further

RESOLVED, that payment for these services will be charged to account A43604 54000.

**Health & Human Services Committee**

**Ways & Means Committee**

\_\_\_\_\_  
Elane Daly, Chair

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Christopher Petrus, Chair

\_\_\_\_\_  
Michael Didio

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Keith Batman

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Tricia Kerr

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Elane Daly

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Benjamin Vitale

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Charlie Ripley

\_\_\_\_\_  
Tucker Whitman

Co. Atty: 

3-20-HH-17

RESOLUTION NO. \_\_\_\_\_

3/24/20

MH Liberty Respite

**AUTHORIZING THE CHAIR OF THE CAYUGA COUNTY LEGISLATURE AND THE DIRECTOR OF COMMUNITY SERVICES TO CONTRACT WITH LIBERTY RESOURCES, INC., FOR THE PROVISION OF ADULT CRISIS RESPITE**

By: Elane Daly, Chair, Health and Human Services Committee, and Christopher Petrus, Chair, Ways and Means Committee.

WHEREAS, there is a need for adult crisis respite services in Cayuga County to help individuals avoid hospitalization and homelessness; and

WHEREAS, there is State Aid money in the amount of \$121,151 which can be used to fund adult crisis respite services; and

WHEREAS, Liberty Resources, Inc., is willing to provide these services using a peer support model; now, therefore, be it

RESOLVED, that the Chair of the Cayuga County Legislature and the Director of Community Services be authorized to enter into a 3-year contract with Liberty Resources, Inc., for the provision of adult crisis respite at a cost up to \$121,151 annually; and be it further

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

**Health & Human Services Committee**

**Ways & Means Committee**

\_\_\_\_\_  
Elane Daly, Chair

\_\_\_\_\_  
Christopher Petrus, Chair

\_\_\_\_\_  
Michael Didio

\_\_\_\_\_  
Keith Batman

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Tricia Kerr

\_\_\_\_\_  
Elane Daly

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Timothy Lattimore

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Andy Dennison

\_\_\_\_\_  
Heidi Nightengale

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Ryan Foley

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Hans Pecher

\_\_\_\_\_  
Benjamin Vitale

\_\_\_\_\_  
Charlie Ripley

\_\_\_\_\_  
Tucker Whitman

Co. Atty: 

RESOLUTION NO: \_\_\_\_\_ 3/24/20

MH TECHNICAL ASSISTANCE COORDINATOR

**AUTHORIZATION TO CREATE AND FILL ONE FULL-TIME GRANT FUNDED TECHNICAL ASSISTANCE COORDINATOR POSITION**

By: Elane Daly, Chair, Health and Human Services Committee, and Christopher Petrus, Chair, Ways and Means Committee.

WHEREAS, Cayuga County is one of 16 counties selected to participate in the NYS HEALing Communities Study (HCS) Grant due to the high percentage rate of opioid overdose deaths in our County; and

WHEREAS, the funds from this grant will be used to deliver services to reduce the number of community residents who are dying due to opioid use; and

WHEREAS, the NYS HCS grant requires a full-time Technical Assistance Coordinator who will be responsible for supporting the Project Manager and the local Steering Committee in all study activities; now, therefore be it

RESOLVED, that the position of full-time Technical Assistance Coordinator position be created and placed within Part I of the Cayuga County Compensation Plan under the Community Mental Health Center at a Grade 23 of the CSEA contract probationary step of \$50,269; and be it further

RESOLVED, that this 100 percent funded position be eliminated when the funding from the HCS grant expires; and be it further

RESOLVED, that these funds were included in the 2020 budget in the Mental Health Heal Grant line A43604 54000; and be it further

RESOLVED, that the Director of Community Services be authorized and directed to fill the position of full-time HEALing Communities Technical Assistance Coordinator in accordance with the Cayuga County Civil Service Rules and Regulations and the policies of Cayuga County, and be it further

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

**Health & Human Services Committee**

**Ways & Means Committee**

\_\_\_\_\_  
Elane Daly, Chair

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Christopher Petrus, Chair

\_\_\_\_\_  
Michael Didio

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Keith Batman

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Benjamin Vitale

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Charlie Ripley

\_\_\_\_\_  
Tucker Whitman

Co. Atty: 

## Authorization to Create/Fill

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

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Date 2/27/2020

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Authorization To: Create and Fill \*\*

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

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

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

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Cayuga County Department Mental Health

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Job Title Being Requested (Exact Civil Service Title) Technical Assistance Coordinator

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Position Status Permanent

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Position Designation Full-Time

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Budget Account Number A43604 54000

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

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

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Comp Plan Requested IS IN CSEA

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CSEA Grade 23

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Probationary Salary Amount 50269

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Step 4 Amount (CSEA) 56749

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Starting Salary for Position Requested 50269

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Justification for Salary Requested	Salary set by Civil Service Classification.
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	Supports the grant activities of the HEALing Communities Study.
How is this position funded?	Grant
Identify the Grant	HEALing Communities Study
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	Paid for by a yearly grant and funds are included in the 2020 Mental Health Budget.
Department Head	Raymond Bizzari
Date	2/27/2020
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Elizabeth Piwinski
Title of Person Submitting on Behalf of Department or Agency Head	Administrative Assistant
(Section Break)	

LHLippoldt HR Admin Approved  
3/2/2020 Need Pos# \_\_\_\_\_