



AGENDA
HEALTH & HUMAN SERVICES COMMITTEE
Thursday, August 10, 2023 at 5:30PM

Live Stream Link: <https://www.youtube.com/watch?v=CnARZpT6B2o>

CALL TO ORDER: By Hon. Elane Daly, Chair

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

MINUTES TO APPROVE: July 13, 2023

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

Kathleen Cuddy (Health) –

In addition to routine work, staff are busy with seasonal work including:

We are attending a lot of **summertime outreach events** and sharing information on various programs available through the Health Dept.. Some sites we had on the calendar for July and August include

- Auburn Famer’s Market with our WIC staff and Cornell Cooperative Extension partner showing people how to utilize their Farmers Market coupons and cook various foods
- Numerous Pedestrian and Wheel sport safety programs including ones at the Auburn city Parks, Fair Haven, Port Byron, Moravia and libraries
- Attending the 4H Fair in Union Springs, Unity in the Community at Booker T Washington Community Center, Conquest Community Day, Auburn Housing Authority Back to School event

WIC is sponsoring **Latching Littles** at Clifford Park in Auburn is being held Saturday **August 5 from 10-12**. This is in honor of National Breastfeeding week. It is free and open to breastfeeding mothers and their support people. There will be activities for young children and WIC farmers market coupons can be used with the farmer’s market vendor who is attending.

Back to school immunization clinics have quickly filled up and more have been scheduled.

Healthy Neighborhoods canvassed the village Port Byron and one of the Auburn census tracts during June and July. Our summer helpers and staff have performed 55 home visits in June and July with more scheduled.

The National Center for Healthy Housing is making a site visit on Tuesday August 8, 2023 to meet with **Lead Prevention** staff and discuss outreach. The **No Home for Lead** campaign has had a soft launch with more to come. The website can be found here <https://www.cayugacounty.us/1824/No-Home-For-Lead> The digital billboard, bus ads and shelters have information with others rolling out. Postcards have been sent to families with young children engaged with our social services programs to encourage a lead prevention visit.

In the process of updating our **Harmful Algal Bloom emergency response**, with focus on emergency communications if a Do Not Drink Order were necessary. Information has been shared with Health Staff, the Legislature, the Local Emergency Planning Committee and key stakeholder groups.

Rabies vaccination clinic for dogs, cats and ferrets is scheduled for **August 16, 2023** from 4pm – 6pm at the Finger Lakes SPCA.

At the meeting I will provide an update re. **positions** and re. the **Watershed Rules and Regulations**

Lauren Walsh (Community Services) –

- Mobile Crisis:
 - Statistics:
58 Total Crisis calls: 30 Females; 28 Males; 42 Adults; 16 Kids; 5 Respite Referrals; 13 calls from APD; 45 calls from agencies/community members.
 - 5 cases connected to housing and/or referred to MH treatment that were not connected to such resources before.
- HEALing Cayuga/ BJA Grant Updates:
 - Overdose and fatality levels are low- almost to where they were pre-covid.
 - 1350 Narcan kits have been distributed.
 - 53 Narcan community trainings conducted.
 - 911 diversion program to start Sept. 1st- where MH calls will be diverted to 988 where Mobile Crisis can be sent without a law enforcement response.
 - Exploring housing assistance for people with SUD leaving jail or treatment.

Christine Bianco (Social Services) – No updates

Brenda Wiemann (Office for the Aging) – No updates

Debra Dennis (Youth Bureau) –

- NYS Governor’s Youth Council- 7 applications were received. Three have moved on to the State level for judging. I have notified all applicants.
- New allocations for 10/1/23-9/30/24 will be coming in next couple of months. I have a meeting on 8/25/23 for more information on a new stream of funding Cayuga County should be eligible for- Youth Team Sports allocation.
- Currently completing various summer program assessments and completing necessary paperwork for reimbursement for programs ending 9/30/23.
- Student Government Day- Tuesday, October 24th. Finalizing Departments that can allow students to shadow them on this day.

RESOLUTIONS:

HEALTH:

- 8-23-HH-1 Authorizing the Public Health Director to enter into a contract with Nurse Core for RN services to fill the need of a preschool special education student
- 8-23-HH-2 Authorize the Director of Public Health fill a Sr. Public Health Educator Position or a Public Health Educator position within the Health Department
- 8-23-HH-3 Authorizing the Public Health Director to carry out a budget modification in the WIC program budget.

SOCIAL SERVICES:

- 8-23-HH-4 Authorizing the Commissioner of Social Services to Fill two Caseworker Vacancies in the Child Welfare Unit
- 8-23-HH-5 Authorizing the Commissioner of Social Services to Fill a Sr. Human Services Examiner Position in the Medicaid Unit of Social Services
- 8-23-HH-6 Authorizing the Chairman of the Legislature and the Commissioner of Social Services to enter into a contract with Community Action Programs Cayuga/Seneca (CAP) to perform any outreach activities for this State Mandated HEAP Program (100% Federally Funded), for the period of September 1, 2023 through April 30, 2024
- 8-23-HH-7 Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter into a Contract with Northwoods for provision of software solution technology and services

MENTAL HEALTH:

- 8-23-HH-8 Authorize the filling of a full-time staff Psychiatric Nurse Practitioner position at the Community Mental Health Center

OFA:

- 8-23-HH-9 Authorizing the Chair of the Legislature and the Director of the Cayuga County Office for the Aging to sign an agreement with iCircle Services of the Finger Lakes, Inc. for meal service through the Cayuga County Office for Aging Senior Nutrition Program

YOUTH BUREAU:

- 8-23-HH-10 Authorize the Chair of the Cayuga County Legislature and Director of the Youth Bureau to enter into an agreement with HELPRA, LLC (Helping Empower Local People Recovery Associates) for LJ’s Safe Place using ARPA funds.

ADJOURNMENT: Thursday, September 14, 2023 at 5:30PM

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

RESOLUTION NO. _____

8/22/23 HD Contract with Nurse Core for RN Services

Authorizing the Public Health Director to enter into a contract with Nurse Core for RN services to fill the need of a preschool special education student

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

WHEREAS, there is a preschool special education student who requires nursing services while attending a preschool special education program for the 2023-2024 school year; and

WHEREAS, the Health Department is mandated to provide these services for this preschool special education student;

WHEREAS, the Health Department desires to contract with Nurse Core to provide these services at a rate of \$66.95 per hour; NOW, THEREFORE, BE IT

RESOLVED, that the Public Health Director be authorized to enter into a contract with Nurse Core to provide RN services at a rate not to exceed \$66.95 per hour for the 2023-2024 school year.

RESOLUTION NO. _____ 8/22/23 HD Fill Sr. Public Hlth Educ. Position or Public Health Educator

Authorize the Director of Public Health fill a Sr. Public Health Educator Position or a Public Health Educator position within the Health Department

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

WHEREAS, the Health Department currently has one Senior Public Health Educator position (position control #4911) that was vacated in April 2023 due to a resignation; and

WHEREAS, the Sr. Public Health Educator currently works under several of the Health Department's programs, and operates as the Public Information Officer for the Health Department; and

WHEREAS, there is sufficient funding available in the Health Department 2023 budget; and

WHEREAS, the Public Health Director wishes to fill a Sr. Public Health Educator position or a Public Health Educator position if an individual with the appropriate education and/or experience for Sr. Public Health Educator cannot be found; NOW, THEREFORE, BE IT

RESOLVED, that the Public Health Director be authorized to fill a Sr. Public Health Educator or a Public Health Educator position within the Health Department in accordance with Civil Services Rules and Regulations and the policies of the County of Cayuga and any fill behind that may occur; and it is further

RESOLVED, that the Authorization to Fill is valid through December 31, 2023, per resolution No. 307-20.

Diann Ferris

From: noreply@cayugacounty.us
Sent: Thursday, July 27, 2023 3:45 PM
To: Diann Ferris; Denise Prieto
Subject: Online Form Submittal: Authorization to Create/Fill

Authorization to Create/Fill

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

Date	7/27/2023
Authorization To:	Fill Only
** New Position Duties Statement (NPDS) - Short Form REQUIRED IF the title exists within the department	
** New Position Duties Statement (NPDS) - Long Form REQUIRED IF the title does NOT exist within the department	
Do you anticipate this request to result in fill-behinds?	No
Cayuga County Department	Public Health
Job Title Being Requested (Exact Civil Service Title)	Senior Public Health Educator
Position Control Number	4911
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	A4010 51001
Is a position being abolished to create the new position?	No
Is the salary of requested position in the current comp plan?	Yes
Comp Plan Requested IS IN	CSEA
CSEA Grade	22

Probationary Salary Amount	51,603	\$ 54,603
Step 4 Amount (CSEA)	58,406	\$ 61,206
Starting Salary for Position Requested	54,803	\$ 54,603
Justification for Salary Requested	Outlined in the current compensation plan	
Does position include fringe benefits?	Yes	
What is the justification for filling this position AND why is it important for your department?	the Sr. Public Health Educator currently works under several of the Health Department's programs, and operates as the Public Information Officer for the Health Department	
How is this position funded?	Budget	
Is this a reimbursed position?	Yes	
How is this position reimbursed (percentage, dollar amount)?	36% State Aid	
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	Health Department Budget	
Department Head	Kathleen Cuddy	
Date	7/27/2023	
Attestation	I have been directed to submit on behalf of the authorized department or agency head	
Name of Person Submitting on Behalf of Department or Agency Head	Megan Bell	
Title of Person Submitting on Behalf of Department or Agency Head	Administrative Assistant	
(Section Break)		

Approved 08-01-23

Diann Ferris

Diann Ferris
Human Resources Administrator

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

RESOLUTION NO. _____ 08/22/2023 HD WIC Budget Modification rev

Authorizing the Public Health Director to carry out a budget modification in the WIC program budget.

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

WHEREAS, the WIC grant funded program has money in their salary line as a result of temporarily unfilled employee vacancies; and

WHEREAS, a resolution is required by Cayuga County to move money from a salary line to other expense lines for the purpose of utilizing all WIC grant funds in a manner to serve the required program functions;

WHEREAS, the current program needs reflect an increase in expenses related to additional costs such as program tools, postage increase, language interpretation and related program needs for serving participants; NOW THEREFORE BE IT,

RESOLVED, that the Finance Director is authorized to make the following budget adjustments to the WIC Program Budget lines:

Reduce: A40821-51001 (WIC salaries Full time).....\$31,550.00

- Increase: A40824-54049 (WIC Office Supplies)..... \$6,000.00
- A40824-54055 (WIC Postage)\$3,600.00
- A40824-54059 (WIC Professional Services)..... \$8,450.00
- A40824-54052 (WIC Medical Supplies) \$1,000.00
- A40824-54046 (Equipment Rental/Lease)..... \$1,000.00
- A40824-54061 (Advertising)..... \$10,300.00
- A40824-54084 (Travel Out of County)..... \$1,000.00
- A40824-54199 (Drug Testing Employees)..... \$200.00

RESOLUTION NO. _____ 08/22/23 HS Fill 2 Caseworker Positions Child Welfare Unit

Authorizing the Commissioner of Social Services to Fill two Caseworker Vacancies in the Child Welfare Unit

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

WHEREAS, there are two Caseworker vacancies in the Child Welfare Unit of Social Services (position control #2238 and position control #8183) due to resignations; and

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

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

WHEREAS, these positions are funded in the Social Services Department's 2023 budget; NOW, THEREFORE BE IT

RESOLVED, that the Authorization to Fill is valid through December 31, 2023, per resolution 307-20; and be it further

RESOLVED, that the Commissioner of Social Services is authorized and directed to fill two Caseworker (PC#2238 and PC#8183) positions in the Child Welfare Unit and any fill behinds that may occur in accordance with Civil Services Rules and Regulations and the policies of the County of Cayuga.

Diann Ferris

From: noreply@cayugacounty.us
Sent: Tuesday, July 25, 2023 1:25 PM
To: Diann Ferris; Denise Prieto
Subject: Online Form Submittal: Authorization to Create/Fill

Authorization to Create/Fill

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

Date 7/25/2023

Authorization To: Fill Only

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

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

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

Cayuga County Department Social Services

Job Title Being Requested (Exact Civil Service Title) Caseworker

Position Control Number 2238

Position Status Permanent

Position Designation Full-Time

Budget Account Number 60101 51001

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

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

Comp Plan Requested IS IN CSEA

CSEA Grade 17

Probationary Salary Amount	48,998
Step 4 Amount (CSEA)	54,638
Starting Salary for Position Requested	48,998
Justification for Salary Requested	The Caseworker position is a CSEA bargaining employee, so the salary is dictated by the CSEA CBA and is a Grade 17.
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	This Caseworker position works in the Foster Care/Preventive Unit and focuses on adoptions. It is a mandated position and is crucial for the department.
How is this position funded?	Budget
Is this a reimbursed position?	Yes
How is this position reimbursed (percentage, dollar amount)?	62%
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	This is a budgeted position within the 2023 DSS budget and is reimbursed at 62%.
Department Head	Christine Bianco
Date	7/25/2023
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Jennifer Marshall
Title of Person Submitting on Behalf of Department or Agency Head	Deputy Director of Social Services

(Section Break)

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

Approved 7-25-23

Diann Ferris

Diann Ferris
Human Resources Administrator

Diann Ferris

From: noreply@cayugacounty.us
Sent: Wednesday, July 26, 2023 8:19 AM
To: Diann Ferris; Denise Prieto
Subject: Online Form Submittal: Authorization to Create/Fill

Authorization to Create/Fill

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

Date 7/26/2023

Authorization To: Fill Only

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

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

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

Cayuga County Department Social Services

Job Title Being Requested (Exact Civil Service Title) Caseworker

Position Control Number 8183

Position Status Permanent

Position Designation Full-Time

Budget Account Number 60101 51001

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

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

Comp Plan Requested IS IN CSEA

CSEA Grade 17

Probationary Salary Amount	48,998
Step 4 Amount (CSEA)	54,638
Starting Salary for Position Requested	48,998
Justification for Salary Requested	The Caseworker position is a CSEA bargaining employee, so the salary is dictated by the CSEA CBA and is a Grade 17.
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	This position works in the Foster Care/Preventive Unit and focuses on working with families to support permanency for children. This is a mandated position and it is crucial for the department.
How is this position funded?	Budget
Is this a reimbursed position?	Yes
How is this position reimbursed (percentage, dollar amount)?	62%
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	This is a budgeted position within the 2023 DSS budget and is reimbursed at 62%
Department Head	Christine Bianco
Date	7/26/2023
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Jennifer Marshall
Title of Person Submitting on Behalf of Department or Agency Head	Deputy Director of Social Services

(Section Break)

Approved 7-26-23

Diann Ferris

Diann Ferris
Human Resources Administrator

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

RESOLUTION NO. _____ 8/22/23 HS Fill Sr. Human Services Examiner

Authorizing the Commissioner of Social Services to Fill a Sr. Human Services Examiner Position in the Medicaid Unit of Social Services

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

WHEREAS, there is a Sr. Human Services Examiner vacancy (position control #2225) in the Medicaid Unit of Social Services, due to a retirement; and

WHEREAS, this position is responsible for supervising several Examiner positions, as well as managing a caseload of open Medicaid cases, which are mandated services; 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 2023 Social Services' Budget to support this position; NOW, THEREFORE, BE IT

RESOLVED, that the Authorization to Fill is valid through February 22, 2024, per Resolution No. 307-20; and be it further

RESOLVED, that the Commissioner of Social Services be authorized to fill the Sr. 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.

Diann Ferris

From: noreply@cayugacounty.us
Sent: Tuesday, July 25, 2023 10:24 AM
To: Diann Ferris; Denise Prieto
Subject: Online Form Submittal: Authorization to Create/Fill

Authorization to Create/Fill

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

Date	7/25/2023
Authorization To:	Fill Only
** New Position Duties Statement (NPDS) - Short Form <i>REQUIRED IF the title exists within the department</i>	
** New Position Duties Statement (NPDS) - Long Form <i>REQUIRED IF the title does NOT exist within the department</i>	
Do you anticipate this request to result in fill-behinds?	Yes
Cayuga County Department	Social Services
Job Title Being Requested (Exact Civil Service Title)	Senior Social Welfare Examiner
Position Control Number	2225
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	60101 51001
Is a position being abolished to create the new position?	No
Is the salary of requested position in the current comp plan?	Yes
Comp Plan Requested IS IN	CSEA
CSEA Grade	17

Probationary Salary Amount	48,998
Step 4 Amount (CSEA)	54,638
Starting Salary for Position Requested	48,998
Justification for Salary Requested	The salary for the Senior Social Welfare Examiner is determined by the CSEA CBA and it is placed as a Grade 17 position.
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	This Senior Social Welfare Examiner position is located in the Medicaid Unit of the Department of Social Services. This position will be open as a result of a retirement within the unit. This position is critical to the department as it plays a critical part in determining eligibility for Medicaid for the vulnerable of Cayuga County. This position is 100% reimbursed.
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?	This position exists in the 2023 DSS Budget and will continue in 2024. This position is 100% reimbursed.
Department Head	Christine Bianco
Date	7/25/2023
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Jennifer Marshall
Title of Person Submitting on Behalf of Department or Agency Head	Deputy Director of Social Services

(Section Break)

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

Approved 07-25-23

Diann Ferris

Diann Ferris
Human Resources Administrator

RESOLUTION NO. _____ 8/22/23 HS HEAP/Community Action Programs Cayuga/Seneca (CAP) 2023

Authorizing the Chairman of the Legislature and the Commissioner of Social Services to enter into a contract with Community Action Programs Cayuga/Seneca (CAP) to perform any outreach activities for this State Mandated HEAP Program (100% Federally Funded), for the period of September 1, 2023 through April 30, 2024

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

WHEREAS, the Low Income Home Energy Assistance Act of 1981 (Title XXVI of the Omnibus Budget Reconciliation Act) was signed into law to assist eligible households to meet the costs of home energy, said costs being 100% federally funded; and

WHEREAS, the State of New York will oversee the Low Income Home Energy Assistance Act of 1981 in accordance with the requirements of Section 2605 of said Act; and

WHEREAS, the Governor of the State of New York designated County Social Services Departments to carry out the purpose, functions and administration of the Low Income Energy Assistance Act of 1981 in the State of New York, which includes performing outreach activities; and

WHEREAS, in order to administer this program, it is necessary to contract with outside agencies to assume responsibility for outreach activities in connection with HEAP (which includes providing and manning outreach and intake sites for regular and emergency assistance) consistent with the State Plan and regulations; and

WHEREAS, Cayuga County desires to contract with Community Action Programs Cayuga/Seneca (CAP) to provide these services; and

WHEREAS, it is anticipated that the County will be receiving an administrative allocation to cover the total cost of the contract; NOW, THEREFORE, BE IT

RESOLVED, that the Chairman of the Legislature and the Commissioner of Social Services be authorized to enter into a contract (100% federally funded) with Community Action Programs Cayuga/Seneca (CAP) in the amount of \$135,453.00 for the period 9/1/23 – 4/30/24; and be it further

RESOLVED, that the following budget adjustment be made:

	<u>Increase</u>
A60104 54260 HEAP Administration	\$135,453
A60100 44610 Federal Aid	\$135,453

And it be further,

RESOLVED, that the Cayuga County Finance Director be authorized and directed to amend the County's Social Services 2023 Budget and make any necessary journal & accounting entries necessary to implement this resolution.

RESOLUTION NO. _____ 8/22/23 HS Northwoods Contract 2023

Authorizing the Chairman of the Legislature and the Commissioner of Social Services to Enter into a Contract with Northwoods for provision of software solution technology and services

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

WHEREAS, The Cayuga County Department of Social Services has Caseworkers in Child Welfare, Child Protective Services and Adult Protective Services who have numerous cases distributed throughout the County, which are very time consuming due to field visits and maintaining the required documentation on these cases; and

WHEREAS, Northwoods has a software solution to help social workers manage their casework in a more efficient manner by consolidating case information in an electronic format that can be accessed remotely; and

WHEREAS, the Department of Social Services desires to enter into a contract with Northwoods for provision of this technology and services; and

WHEREAS, there are sufficient funds in the 2023 budget to cover this cost; NOW, THEREFORE, BE IT

RESOLVED, that the Chairman of the Legislature and the Commissioner of Social Services be authorized and directed to enter into a contract with Northwoods for the period October 4, 2023, through October 3, 2024, at an annual cost of \$126,684.00.

RESOLUTION NO. _____ 8/22/23 MH Fill Psychiatric Nurse Practitioner

Authorize the filling of a full-time staff Psychiatric Nurse Practitioner position at the Community Mental Health Center

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

WHEREAS, there is an anticipated vacancy for a Psychiatric Nurse Practitioner (PC#7061) position in the Mental Health Center (MHC) due to a resignation; and

WHEREAS, the last day of work for the Psychiatric Nurse Practitioner is October 30th, 2023; and

WHEREAS, the position of Psychiatric Nurse Practitioner (PC#7061) is critical to providing continuity of care at the MHC; and

WHEREAS, the caseload of the current Psychiatric Nurse Practitioner would need to be transferred to the new Psychiatric Nurse Practitioner; and

WHEREAS, the funding exists in the current Mental Health budget salary account A43101-51001; now therefore be it

RESOLVED, that the Director of Community Services be authorized and directed to fill the position of Psychiatric Nurse Practitioner (PC#7061); and be it further

RESOLVED, that the filling of positions be in accordance with the Cayuga County Civil Services Rules and Regulations and the policies of the County of Cayuga.

RESOLVED, that the Authorization to Fill is valid through December 31, 2023, per resolution No. 307-20.

Diann Ferris

From: noreply@cayugacounty.us
Sent: Thursday, August 3, 2023 10:03 AM
To: Diann Ferris; Denise Prieto
Subject: Online Form Submittal: Authorization to Create/Fill

Authorization to Create/Fill

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

Date 8/3/2023

Authorization To: Fill Only

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

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

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

Cayuga County Department Mental Health

Job Title Being Requested (Exact Civil Service Title) Psychiatric Nurse Practitioner

Position Control Number 7061

Position Status Permanent

Position Designation Full-Time

Budget Account Number A43101 51001

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

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

Comp Plan Requested IS IN CSEA

CSEA Grade 70

Probationary Salary Amount	157,413
Step 4 Amount (CSEA)	170,067
Starting Salary for Position Requested	157,413
Justification for Salary Requested	CSEA Comp Plan Probationary Amount
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	Roll needs to be filled do to anticipated vacancy. Position is critical for patient care.
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?	None--position would be filling a vacancy.
Department Head	Lauren Walsh
Date	8/3/2023
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Danielle Blumrick
Title of Person Submitting on Behalf of Department or Agency Head	administrative assistant

(Section Break)

Approved 08-04-23

Diann Ferris

Diann Ferris
Human Resources Administrator

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

RESOLUTION NO. _____ 8/22/23 OFA iCircle contract amend 23

Authorizing the Chair of the Legislature and the Director of the Cayuga County Office for the Aging to sign an 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
Hans Pecher, 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 and the Cayuga County Office for the Aging entered into a Provider Services Agreement effective April 1, 2018; subsequently amended effective March 1, 2020 and April 2022; and

WHEREAS, the parties desire to amend the Provider Services Agreement to reflect that iCircle will pay \$11.85 per meal to the Office for the Aging for home delivered meals; now therefore be it

RESOLVED, that the Chair of the Legislature and the Director of the Office for the Aging are hereby authorized to sign an agreement with iCircle for meals through the Senior Nutrition Program at a reimbursement rate of \$11.85 per meal, effective September 1, 2023 through December 31, 2024.

RESOLUTION NO. _____

8/22/23

YB ARPA Agreement HELPRA

Authorize the Chair of the Cayuga County Legislature and Director of the Youth Bureau to enter into an agreement with HELPRA, LLC (Helping Empower Local People Recovery Associates) for LJ's Safe Place using ARPA funds.

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

WHEREAS, HELPRA, LLC was established to build an ongoing relationship between Cayuga County stakeholders to offer a vital non-clinical, collaborative approach to youth who struggle in our community; and

WHEREAS, HELPRA, LLC has identified a need in Cayuga County for a drop-in center for youth ages 13-17 that offers a safe environment where youth can participate in a variety of activities. HELPRA, LLC has created "LJ's Safe Place" (dba) 501(c) (3) to offer this service, and

WHEREAS, the Youth Bureau actively supports programs which seek to foster the positive involvement and attachment of all youth to family, school, and positive peer groups, recognizing that positive commitments on the part of youth reduce the likelihood of the occurrence of delinquent behavior; and

WHEREAS, said monies have been included in the Cayuga County 2023 budget, must be obligated by 2024 and spent by 2026, now therefore be it

RESOLVED, that the Cayuga County Legislature authorizes the Chair of the Legislature and the Youth Bureau Director to enter into an agreement with HELPRA, LLC for the provision of services to youth at "LJ's Safe Place" located in the CARR Building on 188 Genesee St. Ste 209 Auburn, NY, for the period retroactive from March 1, 2023 through February 28, 2025 at a cost not to exceed \$30,000 and upon such form as may be approved by the County Attorney; and be it further

RESOLVED, that the Cayuga County Legislature approves the use of ARPA funds to cover the cost of this agreement; and be it further

RESOLVED, that the Director of Finance is hereby authorized and directed to make such journal entries as are necessary to carry out the intent of this resolution.