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AGENDA
HEALTH & HUMAN SERVICES COMMITTEE
Thursday, January 9, 2020, Chambers – 5:30PM

CALL TO ORDER: By Hon. Elane Daly, Chair

MEMBERS: Legislators Michael Didio, Tricia Kerr, Timothy Lattimore, Heidi Nightengale, Hans Pecher, and Charlie Ripley

EXCUSED:

OTHERS:

MINUTES TO APPROVE: December 5, 2019

APPOINTMENTS:

Community Services Board

Jean Winne, 59 Mattie St, Auburn, 1/1/20 – 12/31/23 new term – replacing Michael Greene
Stephen Smith, 33 Elizabeth St., Auburn 1/1/20 – 12/31/23 2nd term
Shari Weiss, 422 Bishop Avenue, Syracuse 13207 1/1/20 – 12/31/23 new term – replacing Michael Didio

Alcohol and Substance Abuse Subcommittee

Timothy Donovan, 23 Chedell Pl, Apt 17, Auburn 1/1/20 – 12/31/23 2nd term
JoLynn Mulholland, 19 Hazlehurst Ave., Auburn 1/1/20 – 12/31/23 2nd term

Mental Health Subcommittee

Deborah Riester, 104 Throop Ave., Auburn 1/1/20 – 12/31/23 2nd term
Martin Centers, 15 Myrtle Ave., Apt 1, Auburn 1/1/20 – 12/31/23 2nd term
Katie Stott-Dennis, 883 Creager Rd, Union Springs 1/1/20 – 12/31/23 2nd term
Theresa Humennyj, 15 Calloway Dr., Auburn 1/1/20 – 12/31/23 2nd term
Scott Marshall, 169 Murray St., Auburn 1/1/20 – 12/31/23 (this will be his 2nd term)
Jean Winne, 59 Mattie St, Auburn 1/1/20 – 12/31/20 (filling the unexpired term of Heather Paris)

DEPARTMENT UPDATES FOR COMMITTEE:

Brenda Wiemann (Office for the Aging) –

- The Medicare Health Insurance counselors served 35% more people during the 2019 Medicare Annual Enrollment Period compared to 2018, providing more assistance than ever explaining the differences between "expanded" Medicare Advantage products that are so heavily advertised compared to traditional Medicare.
- About 2 dozen Meals on Wheels and EISEP clients were recipients of Holiday cheer through the generosity of Home Instead's "Santa for a Senior" and the Cayuga County Support Collection Unit. Several local businesses provided gifts for our volunteer Meals on Wheels drivers.
- A detailed 2020-2024 Office for the Aging programming plan and funding application for approximately $350,000 was submitted to NYSOFA on 12/6/19. Some aide services funds are being shifted to emergency response pendants and consumer directed aide service due to the significant shortage of agency aides in our area.

Kathleen Cuddy (Health) –

- Community Health Assessment review
- New Lead Grant through Homsite

Ray Bizzari (Mental Health/Social Services) –

Highlights:

- The issue regarding parents that refuse services/assessment/evaluation when a student makes a threat has been resolved and the Department and BOCES attorney plan to issue guidance to schools on this matter which paves the way for uniform policies/procedures on handling threats.
- The RFP for adult respite yielded 2 solid proposals and we will bring a resolution next month to contract with the organization selected to provide the service.
- The Alliance for Economic Inclusion Allocations Committee made its funding recommendation to the full AEI Board and those recommendations are now with the Governor's Office for final approval before awards are announced.

Stuff to Pay Attention To:

- We continue to discuss the question of oversight for the jails behavioral health programs.
- Continue to work on CFCO (this might be delayed), Family First, next phase of Raise the Age readiness/implementation
- Continue to work on Value Based Payment readiness/implementation
- The motels have asked for rate increases that will substantially increase the spending for emergency housing. Additionally, they now consult with each other and sometimes refuse to house individuals which puts DSS staff under enormous strain to find housing. Emergency Housing Code Blue regulations make it impossible to sanction anyone so no matter what an individual's behavior, we must find housing for them. Would hope the nursing home could be considered again for both fiscal and programmatic reasons

FYI:

- We are writing a second SAHMSA System of Care grant
- CNY Directors Planning Group submitted its white paper on creating a emergency/crisis services for kids and adults with developmental disabilities that get marooned in jails, ER's or in hospitals.
- NY Public Welfare Association Winter Conference week of January 20
- Would like to discuss the succession plan for the departments. Some decisions need to be made regarding the two positions currently held by the DCS and the 2021 budget should reflect those changes as well as the timing of recruitment and hire.

RESOLUTIONS:

OFA:

1-20-HH-1 To authorize the Chairman of the County Legislature and the Director of the Office for the Aging to accept additional funding from the NYS Office for the Aging under the Expanded In-Home Services for the Elderly Program of the Older Americans Act and amend the Office for the Aging 2019 budget

1-20-HH-2 Authorizing the Chairman of the County Legislature and the Director of the Office for the Aging to sign contracts with various annual subcontractors for Aging services utilizing appropriations approved in the Cayuga County budget for the year 2020.

HEALTH:

1-20-HH-3 Authorizing the Public Health Director to accept the award of $8,710 from New York State in relation to Article 6 State Aid Year 6 Performance Incentive Program activities completed by the Health Department

1-20-HH-4 Authorizing the Chairman of the Legislature and the Public Heath Director to enter into contracts with Cayuga Medical Associates for tuberculosis consultation and care

1-20-HH-5 Authorizing the Chairman of the Legislature and the Public Health Director to enter into a contract with East Hill Family Medical, Inc. & Finger Lakes Community Health for the provision of STD Services

1-20-HH-17 Authorizing the Chairman of the Legislature and the Public Health Director to enter into a contract with Homsite Fund Inc. and to create and fill a sanitarian position to perform services under the grant

1-20-HH-18 Authorizing the Public Health Director to create and fill a Public Health Engineer position in the Health Department

HUMAN SERVICES:

1-20-HH-6 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with Booker T. Washington Community Center Inc.

1-20-HH-7 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with Catholic Charities for provision of Homeless Coordinator Services

1-20-HH-8 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with Catholic Charities to provide SSI Maximization for Safety Net Assistance (SNA) and Temporary Assistance to Needy Families (TANF)

1-20-HH-9 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into contracts for Day Care Services

1-20-HH-10 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with State of New York to accept 100% funded STEHP (Solutions To End Homelessness Program) Grant

1-20-HH-11 Authorizing the Chairman of the Legislature and the Director of Community Services to enter into a contract with ABC Cayuga Inc. for services at Play Space

1-20-HH-12 Authorizing the Director of Community Services to fill 1 part-time Case Work Aide position in the Children & Family Services Unit

1-20-HH-13 Authorizing the Director of Community Services to fill a Human Services Examiner position (100% funded) in the Medicaid Unit of Social Services

1-20-HH-14 Authorizing the Director of Community Services to fill 2 Sr. Account Clerk positions in the Child Support Unit of the Department of Social Services due to the reclassification of 2 Account Clerk positions by the Cayuga County Civil Service Commission

1-20-HH-15 Authorizing the Director of Community Services to fill a Caseworker vacancy in Child Welfare Unit

MENTAL HEALTH:

1-20-HH-16 Authorize the filling of one vacant full-time Health Home Care Management position at the Mental Health Center due to a resignation

ADJOURNMENT: Thursday, January 9, 2019

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

COUNTY OF CAYUGA
REQUEST FOR APPOINTMENT FORM

Requested Appointment To: Community Services Board

Name of Recommended Appointee: Jean Winne

Address: 59 Mattie St.
Auburn, NY 13021

This appointment is recommended by: Theresa Humennyj

Length of Term: (Start date and End date, not just years) 1/1/20 12/31/23

New Term or Unexpired Term? ☑ **New Term** ☐ **Unexpired Term**

Name of person previously in this position: Michael Greene

Is this a compensated position? ☐ **Yes** ☑ **No**

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

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

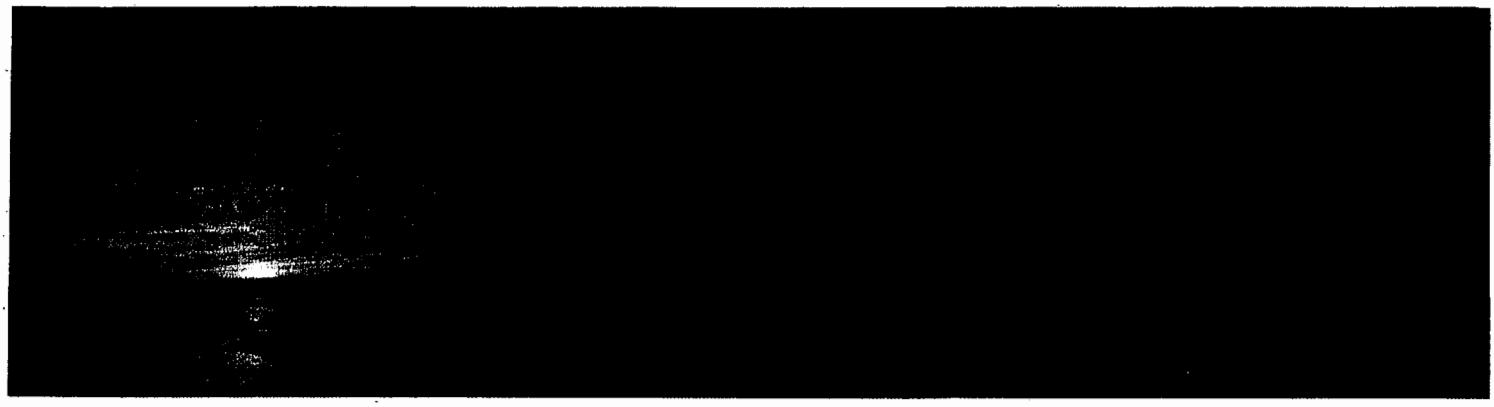
Describe briefly the duties required of the proposed appointee.

1. Attend monthly meetings and special meetings as designated.
2. Identify needs of consumers and establish priorities.
3. Devise, implement, and evaluate the LSP (local services plan).
4. Provide oversight (program and fiscal) for local service providers.
5. Advocate on behalf of consumers with mental illness, mental retardation & developmental disability, and/or alcoholism & substance abuse at the local, state, and federal levels.

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

See attached resume.
Licensed Clinical Social Worker Consultant.

Revised 1-14-19



PROFESSIONAL PROFILE

I am a clinically trained, master's level social worker and organizer, who is seeking to expand my career beyond human services. I am a creative problem solver; I enjoy a challenge, and can work independently, but I am also an integral member of any committee or work group. I am an effective teacher/trainer and enjoy speaking in front of groups. I also enjoy writing, proof-reading and editing both for myself and others.

CAREER HIGHLIGHTS

- Director of a team of paraprofessionals at a psychiatric rehabilitation program for adults
- Teaching skill building classes to adults with mental illness
- Clinical supervisor for other therapists & interns
- Leader for Functional Family Therapy (FFT) team
- Certified trainer in Mental Health First Aid
- Published writings in agency newsletters and The Citizen newspaper

CONTACT ME HERE:

Mobile: (315) 246-4032
Email: jpwinne@yahoo.com
Address: 59 Mattie Street, Auburn, New York 13021

COMPETENCIES

- Excellent writing and editing skills
- Excellent communication & problem-solving skills
- Skills related to project & organizational leadership
- Computer skills including Microsoft Office products as well as other work-related software packages
- Adept at leading groups & trainings

EMPLOYMENT BACKGROUND

DIRECTOR, PROS PROGRAM

UNITY HOUSE OF CAYUGA COUNTY | SEP 2014 - PRESENT

- Direct oversight and monitoring of all program budgetary components, goals, policies and procedures
- Oversight of any and all peer staffed programs that the agency administers
- Directly supervises the PROS Program Manager and Practitioners with 80% of position administrative, review, and consultation and 20% direct service
- Participation in community activities and internal committees pertinent to mental health programs
- Responsible for creating and fostering a culture of high ethical standards
- Acts as a role model for professional behavior and demonstrates productive, open communication skills

CLINICAL SOCIAL WORKER

PRIVATE PRACTICE | NOV 2012 - NOV 2015
CAYUGA COUNSELING SERVICES, INC. | NOV 2005 - DEC 2012

- Maintain caseload outpatient clinic cases, including adolescents and adults
- Supervision of four clinic therapists and two social work interns.
- Participation in utilization review, incident review, and other management level committees

EDUCATIONAL BACKGROUND

COLUMBIA UNIVERSITY

MASTERS OF SCIENCE, SOCIAL WORK, MAY 1999

- Attended from 1997 to 1999
- Graduated Magna Cum Laude
- Chair of the CUSSW Feminist Caucus 1998 to 1999
- Member, CUSSW Student Day Planning Committee

ITHACA COLLEGE

BACHELORS OF SCIENCE, SOCIOLOGY, MAY 1992

- Graduated Summa Cum Laude
- Intern, Ecovillage @ Ithaca and EcoJustice Network & Society
- Member, Oracle Society
- Recipient, Dana Internship Award

COUNTY OF CAYUGA
REQUEST FOR APPOINTMENT FORM

Requested Appointment To: Community Services Board

Name of Recommended Appointee: Stephen Smith
Address: 33 Elizabeth St.
Auburn, NY 13021

This appointment is recommended by: Theresa Humennyj

Length of Term: (Start date and End date, not just years) 1/1/20 12/31/23

New Term or Unexpired Term? ☑ **New Term** ☐ **Unexpired Term**

Name of person previously in this position:

Is this a compensated position? ☐ **Yes** ☑ **No**

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

If it is a reappointment, how long have they served? 1 unexpired TERM

Describe briefly the duties required of the proposed appointee.

1. Attend monthly meetings and special meetings as designated.
2. Identify needs of consumers and establish priorities.
3. Devise, implement, and evaluate the LSP (local services plan).
4. Provide oversight (program and fiscal) for local service providers.
5. Advocate on behalf of consumers with mental illness, mental retardation & developmental disability, and/or alcoholism & substance abuse at the local, state, and federal levels.

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

2nd appointment - resume not necessary.
Cayuga Training Associates Owner/Operator.

Revised 1-14-19

COUNTY OF CAYUGA
REQUEST FOR APPOINTMENT FORM

Requested Appointment To: Community Services Board

Name of Recommended Appointee: Shari Weiss
Address: 422 Bishop Ave
Syracuse, NY 13207

This appointment is recommended by: Theresa Hennessy

Length of Term: (Start date and End date, not just years) 1.1.20 - 12.31.24 (4)

New Term or Unexpired Term? ☑ **New Term** ☐ **Unexpired Term**

Name of person previously in this position: Michael Didio

Is this a compensated position? ☐ **Yes** ☑ **No**

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

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

Describe briefly the duties required of the proposed appointee.

1. Attend monthly meetings and special meetings as designated.
2. Identify needs of consumers and establish priorities.
3. Devise, implement, and evaluate the LSP (local services plan).
4. Provide oversight (program and fiscal) for local service providers.
5. Advocate on behalf of consumers with mental illness, mental retardation & developmental disability, and/or alcoholism & substance abuse at the local, state, and federal levels.

Please provide a brief sketch of the proposed appointee(s) background (education, outside interests, etc.) Executive Director @ Cayuga Community Health Network, Ph.D, MPA, CASAC2

Revised 1-14-19

Shari Weiss

422 Bishop Ave
Syracuse, New York 13207
United States
607-423-0541
shari13903@gmail.com

SUMMARY OF QUALIFICATIONS

- Ph.D. in Public Health, focus on Community Health Education and Health Promotion
- Masters in Public Administration with a focus on Non-Profits
- CASAC 2, experienced counselor, supervisor, instructor, and advocate.
- Specialty areas include: Homeless Housing, Chemical Dependency, Mental Health, Public Health, Grant Writing, Public Policy
- Conference presenter, Southern Tier Homeless Coalition (NY-511) Chair and Board President, mentor, OASAS and AIDS Institute Trainer, former member of the NYS HIV PPG, experienced Chair of several task forces, coalitions, and committees who serves and advocates for individuals living with mental illness, substance use disorder, and homelessness.
- Peer Reviewer, Journal of the National Medical Association

EDUCATION

Ph.D. in Public Health — 2016
Specialization: Public Health Education and Health Promotion
Walden University, Minneapolis, Minnesota

Masters in Public Administration — 2008
Binghamton University, Binghamton, New York

B.A. in Communications — 1990
SUNY Cortland, Cortland, New York

CERTIFICATIONS

OASAS — 2019-2022
Credentialed Alcohol and Substance Abuse Counselor 2
CASAC # 12632

OASAS — 11/1/2016-11/1/2019
Education and Training Provider
Provider # 1217

TEACHING EXPERIENCE

SUNY Broome Binghamton, New York — 2005-2008
Adjunct Instructor
Taught Special Populations in Chemical Dependency Counseling, HIV/AIDS, Addiction Counselor Ethics, Psychopharmacology courses/modules to a diverse group of 10-15 college students in a classroom setting.

- Facilitate discussions, educate on best practices and evidence-based practices (harm reduction, Stages of Change, etc.) and addiction counseling concepts and techniques, strengthening critical thinking and decision-making abilities.
- Present case studies, design interactive activities, and share case management and counseling scenarios to engage students in active learning.
- Presented and discussed specific populations within the field of Chemical Dependency counseling
- Received high ratings from students on course evaluation scores and recognized for quality instruction.

WORK EXPERIENCE

Cayuga Community Health Network 2019-present
Executive Director
Oversight of all agency staff and programs, budget creation and management, policy development and implementation, advocacy, board reporting and relations, community collaboration and capacity building.

- Manage all staff related activities (hiring, supervision, professional development)
- Program budget and grant management
- Participate in community meetings and collaborative activities
- Grant Writing
- Monthly Board reporting
- Advocacy with local/state and other entities
- Develop program and agency policies and procedures

Catholic ~~Charities of Cortland County Cortland,~~ New York 2016-2019
Community Housing Manager
Manage and oversee several Housing Programs, manage a caseload, and Supervise staff:

- Facilitate and assist with all Residential Housing programs as needed
- Participate in the development and implementation of new and innovative programing
- Participate in Directors meetings, Manager meetings, Team meetings, and individual Supervision of staff
- Develop and Implement Residential Programs such as Temporary Housing and Riverview Apartments
- Work with oversight agencies: OASAS, OMH, OTDA
- Participate in community and state level planning sessions, coalitions, and other meetings (ACL, EDPRT, Substance Use Subcommittee, SPOA, etc.)
- Review clinical staff's documentation, monitor clients' progress, and meet agency and Oversight Agency standards to ensure accurate reporting and compliance; advocate for clients' health and safety.
- Budget development and management
- Grant Writing
- Case Management

YWCA of Binghamton/Broome County Binghamton, NY 2013-2016
YWRAP/IILP Case Manager
Assessed and provided Transitional and Permanent Supportive Housing for Women with disabilities.

- Managed two HUD Housing Programs
- Provided intensive case management and advocacy for 16 residents
- Collaborated with team and service providers to provide interdisciplinary support and referrals

- Participated in Leadership and Directors meetings and activities
- Grant Writing

YMCA of Binghamton/Broome County Binghamton, NY 2012-2013
Responsible for managing residents of an 87-bed supportive housing facility.
Primary caseload of 67 residents. Case management duties include: developing
Individual Service Plans, referrals to community resources, life skills training, and vocational assistance.
Assists Housing Director with program development, policy development, supervision of part-time case manager, and grant writing.
Housing Case Manager

- Responsible for managing residents of an 87-bed supportive housing facility.
- Primary caseload of 67 residents.
- Case management duties include: developing Individual Service Plans, referrals to community resources, life skills training, and vocational assistance.
- Assisted Housing Director with program development, policy development, supervision of part-time case manager, and grant writing.

Owner/Operator Weisser Trucking, LLC 2008-2012

- Co-Owner and Co-Driver of Expedited Trucking Company
- Ensured safe operation and compliance under FMCSA and DOT regulatory guidance and policies
- Routing and planning
- Load negotiation
- Budgeting and Financial management

Director of Prevention Services, Southern Tier AIDS Program 2002-2008

- Responsible for six Grant funded HIV Prevention Programs
- Supervision of 9-11 staff
- Developed a strong HIV Prevention Team
- Developed, Tailored, and Implemented programs, outreach activities and trainings
- Monthly and Annual reporting
- Chair of Hepatitis C Coalition and other community collaborations
- Writing Request for Funding Proposals and other Grants as appropriate
- Budget development and implementation

PROFESSIONAL AFFILIATIONS

Interim Board of Directors Board Member (NY-511) April-August 2018
Chair, Cortland County Mental Health Subcommittee 2018-present
Co-Chair, Cortland County Community Services Board 2018-present
Secretary, Policy Committee Co-Chair, Member, *Regional Health Equity Council (Region II)* 2017-2020
Board Member-Mental Health Association of Cortland County 2017-present
Chair and Board President (2013-2017), Member (2013-present), *Southern Tier Homeless Coalition* 2013-2017
Member (appointed), *New York State HIV Prevention Planning Group* 2005-2008
Co-Chair of Substance Use Subcommittee and Executive Board Member, *New York State HIV Prevention Planning Group* 2006-2008

Chair and Founder, *Broome County Syringe Exchange Task Force* 2005-2008

CONFERENCE PRESENTATIONS

"Bridging the Gap in Rural Homelessness"-ACLAIMH annual conference- November 2018

"Housing is Healthcare: Challenges, Barriers, and Accomplishments in a Rural Community". New York State Rural Health Association Annual Conference-September 2018

"HIV and Hepatitis C in non-MSM Rural Communities: Issues and Interventions" 2005
Presenter at the First Annual Crystal Methamphetamine Conference, Salt Lake City, UT

PUBLICATIONS

Weiss,S. (2019) Housing with hope. Rural delivery: New York state rural housing coalition, inc. January 2019.

Weiss, S. (2017) Housing is healthcare: Connecting health with housing. MHA Newsletter. August 2017. Vol 10, No.8

Brown, A. D. & Weiss, S. (2015) Developing a positive life. Retrieved November 1, 2015, 2015 from http://www.thesoberworld.com/nov15_issue.pdf The Sober World Magazine 4 (11), 32

HONORS AND GRANTS

$1.5 million NYS STEHP grant for Catholic Charities of Cortland County 2019
($300,000 per year for 5 years-awarded in August of 2019)
$200,000 Mother Cabrini Foundation grant for Catholic Charities of Cortland County (team writer) 2019
$1.26 million Empire State Housing Initiative Grant for Catholic Charities of Cortland County 2018
($252,000 per year for five years-conditional award).
$1.27 million Empire State Housing Initiative Grant for Catholic Charities of Chenango County 2017-2018 ($255 per year for five years-conditional award)
$134,000 HUD Permanent Supportive Housing Grant for Catholic Charities of Cortland 2017-2018
$1.25 million Empire State Housing Initiative Grant for YWCA of Binghamton (co-writer) 2016
$1,800 Community Foundation grant for Continuum of Care No-Freeze 2015
$1,060 Community Foundation Women's Fund grant for YWCA Emergency Shelter 2014
$550,000 OTDA STEHP grant for YWCA (co-writer) 2014
$15,000 United Way grant for YWCA for washers, dryers, and mattresses 2013
Steven J. Ross Foundation Grant, Binghamton University, Research Grant 2006-2008
Honored for Service to the NYS HIV Prevention Planning Group 2008
Distinguished Military Graduate, SUNY Cortland ROTC 1990

TRAININGS AND PRESENTATIONS

ACLAIMH 39th Annual Conference. Bridging Homeless Housing in Rural Communities 11/2018
Presenter/Workshop Facilitator

NYSHAR Annual Conference. Housing is Healthcare: Challenges, Barriers, And Accomplishments in a Rural Community 9/2018
Presenter

Housing in Cortland County: Present Realities Pragmatic Solutions- Homeless Housing in Cortland County 10/2017
Presenter

Reducing the Risk and Harm, Broome County, NY 2003-2007
Co-Trainer NYS AIDS Institute certified training for human service providers, other professionals. Co-trained with Sondra Pruden, R.N., Broome County Health Dept.

"Boundaries and Active Listening", Johnson City, New York 2004
Trainer
Training for Southern Tier AIDS Program Staff

"Crystal Meth: Fact vs. Fiction"-NYS AIDS Institute, New York, Presenter 2006-2008
Presentation given to various groups of providers and organizations around the state of New York, funded by AIDS Institute.

"Drugs, Alcohol, and HIV positive people", Johnson City, New York 2004
Trainer
Training for Southern Tier AIDS Program Staff

"Hepatitis C: The Silent Epidemic", Broome County, New York 2004-2005
Trainer
Training for area service providers, funded by Southern Tier AIDS Program

"Intermediate Harm Reduction", Southern Tier AIDS Program, Johnson City, New York 2004
Trainer
Staff training for Southern Tier AIDS Program

"Consolidation of Police Service in Broome County", Binghamton University, Binghamton, New York 2007
Co-Presenter
Presentation to Broome County officials regarding the feasibility of consolidating police services

"Alcohol and Drug Overview", Johnson City, New York, Trainer 2003
Training for staff of the Southern Tier AIDS Program
Trainer

COUNTY OF CAYUGA
REQUEST FOR APPOINTMENT FORM

Requested Appointment To: Alcohol and Substance Abuse Subcommittee

Name of Recommended Appointee: Timothy Donovan
Address: 23 Chedell Place, Apt 17
Auburn, NY 13021

This appointment is recommended by: Theresa Humennyj

Length of Term: (Start date and End date, not just years) 1/1/20 12/31/23

New Term or Unexpired Term? ☑ **New Term** ☐ **Unexpired Term**

Name of person previously in this position:

Is this a compensated position? ☐ **Yes** ☑ **No**

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

If it is a reappointment, how long have they served? 1 4-yr. TERM

Describe briefly the duties required of the proposed appointee.

1. Attend monthly meetings and special meetings as designated.
2. Identify needs of consumers and establish priorities.
3. Devise, implement, and evaluate the LSP (local services plan).
4. Provide oversight (program and fiscal) for local service providers.
5. Advocate on behalf of consumers with mental illness, mental retardation & developmental disability, and/or alcoholism & substance abuse at the local, state, and federal levels.

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

2nd appointment - resume not necessary.
Retired, Community Advocate

Revised 1-14-19

COUNTY OF CAYUGA
REQUEST FOR APPOINTMENT FORM

Requested Appointment To: Alcohol and Substance Abuse Subcommittee

Name of Recommended Appointee: JoLynn Mulholland
Address: 19 Hazlehurst Avenue
Auburn, NY 13021

This appointment is recommended by: Theresa Humennyj

Length of Term: (Start date and End date, not just years) 1/1/20 12/31/23

New Term or Unexpired Term? ☑ **New Term** ☐ **Unexpired Term**

Name of person previously in this position:

Is this a compensated position? ☐ **Yes** ☑ **No**

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

If it is a reappointment, how long have they served? 1 unexpired TERM

Describe briefly the duties required of the proposed appointee.

1. Attend monthly meetings and special meetings as designated.
2. Identify needs of consumers and establish priorities.
3. Devise, implement, and evaluate the LSP (local services plan).
4. Provide oversight (program and fiscal) for local service providers.
5. Advocate on behalf of consumers with mental illness, mental retardation & developmental disability, and/or alcoholism & substance abuse at the local, state, and federal levels.

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

2nd appointment - resume not necessary.
Works at CHAD (Confidential Help for Alcohol and Drugs) agency.

Revised 1-14-19

COUNTY OF CAYUGA
REQUEST FOR APPOINTMENT FORM

Requested Appointment To: Mental Health Subcommittee

Name of Recommended Appointee: Deborah Riester
Address: 104 Throop Ave
Auburn NY 13021

This appointment is recommended by: Theresa Humennyj

Length of Term: (Start date and End date, not just years) 1/1/19 12/31/23

New Term or Unexpired Term? ☑ **New Term** ☐ **Unexpired Term**

Name of person previously in this position:

Is this a compensated position? ☐ **Yes** ☑ **No**

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

If it is a reappointment, how long have they served? 4 years

Describe briefly the duties required of the proposed appointee.

1. Attend monthly meetings and special meetings as designated.
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3. Devise, implement, and evaluate the LSP (local services plan).
4. Provide oversight (program and fiscal) for local service providers.
5. Advocate on behalf of consumers with mental illness, mental retardation & developmental disability, and/or alcoholism & substance abuse at the local, state, and federal levels.

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

Nominated for a 2nd term - resume not necessary.
Child Advocacy Center Provider - Cayuga Counseling

Revised 1-14-19

COUNTY OF CAYUGA
REQUEST FOR APPOINTMENT FORM

Requested Appointment To: Mental Health Subcommittee

Name of Recommended Appointee: Martin Centers
Address: 15 Myrtle Ave, Apt 1
Auburn, NY 13021

This appointment is recommended by: Theresa Humennyj

Length of Term: (Start date and End date, not just years) 1/1/20 12/31/23

New Term or Unexpired Term? ☑ **New Term** ☐ **Unexpired Term**

Name of person previously in this position:

Is this a compensated position? ☐ **Yes** ☑ **No**

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

If it is a reappointment, how long have they served? 1 UNEXPIRED TE

Describe briefly the duties required of the proposed appointee.

1. Attend monthly meetings and special meetings as designated.
2. Identify needs of consumers and establish priorities.
3. Devise, implement, and evaluate the LSP (local services plan).
4. Provide oversight (program and fiscal) for local service providers.
5. Advocate on behalf of consumers with mental illness, mental retardation & developmental disability, and/or alcoholism & substance abuse at the local, state, and federal levels.

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

2nd appointment - resume not necessary.
PC2 Certified Peer Advocate.

Revised 1-14-19

COUNTY OF CAYUGA
REQUEST FOR APPOINTMENT FORM

Requested Appointment To: Mental Health Subcommittee

Name of Recommended Appointee: Katie Stott-Dennis
Address: 883 Creager Rd
Union Springs, NY 13160

This appointment is recommended by: Theresa Humennyj

Length of Term: (Start date and End date, not just years) 1/1/20 12/31/23

New Term or Unexpired Term? ☑ **New Term** ☐ **Unexpired Term**

Name of person previously in this position:

Is this a compensated position? ☐ **Yes** ☑ **No**

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

If it is a reappointment, how long have they served? 1 UNEXPIRED TE

Describe briefly the duties required of the proposed appointee.

1. Attend monthly meetings and special meetings as designated.
2. Identify needs of consumers and establish priorities.
3. Devise, implement, and evaluate the LSP (local services plan).
4. Provide oversight (program and fiscal) for local service providers.
5. Advocate on behalf of consumers with mental illness, mental retardation & developmental disability, and/or alcoholism & substance abuse at the local, state, and federal levels.

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

2nd appointment - resume not necessary.
Special Education Teacher/Social Emotional Learning Private Provider.

Revised 1-14-19

COUNTY OF CAYUGA
REQUEST FOR APPOINTMENT FORM

Requested Appointment To: Mental Health Subcommittee

Name of Recommended Appointee: Theresa Humennyj
Address: 15 Calloway Drive
Auburn, NY 13021

This appointment is recommended by: Timothy Donovan

Length of Term: (Start date and End date, not just years) 1/1/20 12/31/23

New Term or Unexpired Term? ☑ **New Term** ☐ **Unexpired Term**

Name of person previously in this position:

Is this a compensated position? ☐ **Yes** ☑ **No**

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

If it is a reappointment, how long have they served? 1 UNEXPIRED TE

Describe briefly the duties required of the proposed appointee.

1. Attend monthly meetings and special meetings as designated.
2. Identify needs of consumers and establish priorities.
3. Devise, implement, and evaluate the LSP (local services plan).
4. Provide oversight (program and fiscal) for local service providers.
5. Advocate on behalf of consumers with mental illness, mental retardation & developmental disability, and/or alcoholism & substance abuse at the local, state, and federal levels.

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

2nd appointment - resume not necessary.
Liberty Resources Mobile Crisis Director.

Revised 1-14-19

COUNTY OF CAYUGA
REQUEST FOR APPOINTMENT FORM

Requested Appointment To: Mental Health Subcommittee

Name of Recommended Appointee: Scott Marshall

Address: 169 Murray St, Apt 204
Auburn, NY 13021

This appointment is recommended by: Theresa Humennyj

Length of Term: (Start date and End date, not just years) 1/1/20 12/31/23

New Term or Unexpired Term? ☑ **New Term** ☐ **Unexpired Term**

Name of person previously in this position: This will be Scott's 2nd term

Is this a compensated position? ☐ **Yes** ☑ **No**

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

If it is a reappointment, how long have they served? 4 years

Describe briefly the duties required of the proposed appointee.

1. Attend monthly meetings and special meetings as designated.
2. Identify needs of consumers and establish priorities.
3. Devise, implement, and evaluate the LSP (local services plan).
4. Provide oversight (program and fiscal) for local service providers.
5. Advocate on behalf of consumers with mental illness, mental retardation & developmental disability, and/or alcoholism & substance abuse at the local, state, and federal levels.

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

2nd appointment - resume not necessary.
Consumer/Peer - volunteers for Peers in Cayuga County

Revised 1-14-19

COUNTY OF CAYUGA
REQUEST FOR APPOINTMENT FORM

Requested Appointment To: Mental Health Sub-Committee

Name of Recommended Appointee: Jean Petrosino-Wilne
Address: 59 Mattie
Auburn NY 13021

This appointment is recommended by: Theresa Hunenngs

Length of Term: (Start date and End date, not just years) 1.1.20 - 12.31.20 (1)

New Term or Unexpired Term? ☐ **New Term** ☑ **Unexpired Term**

Name of person previously in this position: Heather Paris

Is this a compensated position? ☐ **Yes** ☑ **No**

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

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

Describe briefly the duties required of the proposed appointee.

1. Attend monthly meetings and special meetings as designated.
2. Identify needs of consumers and establish priorities.
3. Devise, implement, and evaluate the LSP (local services plan).
4. Provide oversight (program and fiscal) for local service providers.
5. Advocate on behalf of consumers with mental illness, mental retardation & developmental disability, and/or alcoholism & substance abuse at the local, state, and federal levels.

Please provide a brief sketch of the proposed appointee(s) background (education, outside interests, etc.) Private provider, former PROS Director @ Unity House, Current Consultant @ Cayuga Counseling for clinical supervision, LCSW

Revised 1-14-19

JEAN PE[illegible]

SOCIAL WORKER/SU[illegible]

PROFESSIONAL PROFILE

I am a clinically trained, master's level social worker and organizer, who is seeking to expand my career beyond human services. I am a creative problem solver. I enjoy a challenge, and can work independently, but I am also an integral member of any committee or work group. I am an effective teacher/trainer and enjoy speaking in front of groups. I also enjoy writing, proof-reading and editing both for myself and others.

CAREER HIGHLIGHTS

- Director of a team of paraprofessionals at a psychiatric rehabilitation program for adults
- Teaching skill building classes to adults with mental illness
- Clinical supervisor for other therapists & interns
- Leader for Functional Family Therapy (FFT) team
- Certified trainer in Mental Health First Aid
- Published writings in agency newsletters and The Citizen newspaper

CONTACT ME HERE:

Mobile: (315) 246-4032
Email: jpwilme@yahoo.com
Address: 59 Mattie Street, Auburn, New York 13021

COMPETENCIES

- Excellent writing and editing skills
- Excellent communication & problem-solving skills
- Skills related to project & organizational leadership
- Computer skills including Microsoft Office products as well as other work-related software packages
- Adept at leading groups & trainings

EMPLOYMENT BACKGROUND

DIRECTOR, PROS PROGRAM

UNITY HOUSE OF CAYUGA COUNTY | SEP 2014 - PRESENT

- Direct oversight and monitoring of all program budgetary components, goals, policies and procedures
- Oversight of any and all peer staffed programs that the agency administers
- Directly supervises the PROS Program Manager and Practitioners with 80% of position administrative, clinical, and consultation and 20% direct service
- Participation in community activities and internal committees pertinent to mental health programs
- Responsible for creating and fostering a culture of high ethical standards
- Acts as a role model for professional behavior and demonstrates productive, open communication skills

CLINICAL SOCIAL WORKER

PRIVATE PRACTICE | NOV 2012 - NOV 2015
CAYUGA COUNSELING SERVICES, INC. | NOV 2005 - DEC 2012

- Maintain caseload outpatient clinic cases including adolescents and adults
- Supervision of four clinic therapists and two social work interns
- Participation in utilization review, incident review and other management level committees

EDUCATIONAL BACKGROUND

COLUMBIA UNIVERSITY

MASTERS OF SCIENCE, SOCIAL WORK, MAY 1998

- Attended from 1997 to 1999
- Graduated Magna Cum Laude
- Chair of the CUSSW Feminist Caucus 1998 to 1999
- Member, CUSSW Student Day Planning Committee

ITHACA COLLEGE

BACHELORS OF SCIENCE, SOCIOLOGY, MAY 1992

- Graduated Summa Cum Laude
- Intern, Eco-Village @ Ithaca and Eco-Justice Network & Society
- Member, Oracle Society
- Recipient, Dana Fellowship Award

RESOLUTION NO. _____ 1/30/20 OFA EISEP Amend Budget 20 rev 1-20-HH-1

To authorize the Chairman of the County Legislature and the Director of the Office for the Aging to accept additional funding from the NYS Office for the Aging under the Expanded In-Home Services for the Elderly Program of the Older Americans Act and amend the Office for the Aging 2020 budget

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

WHEREAS, the Office for the Aging receives funding annually from the NYS Office for the Aging to provide NY Elders with Expanded In-Home Services for the Elderly Program under the Older Americans Act; and

WHEREAS, additional funding in the amount of $12,000 from the NYS Office for the Aging is available to provide services to clients in Cayuga County; and

WHEREAS, the Office for the Aging 2020 budget needs to be amended to reflect the additional funding and services to be provided; now therefore be it

RESOLVED, that the Cayuga County Administrator and the Director of the Office for the Aging be authorized to accept additional funding from the Alzheimer's Association and the NYS Office for the Aging and the 2020 budget be modified as follows:

Increase Revenue Account A67720 43772 – State Aid – OFA	$12,000
Increase Expense Account A67724 54118 – Subcontracts	$12,000

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
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Charlie Ripley	Tucker Whitman

Co. Atty:_____

RESOLUTION NO. _____ 1/30/20 OFA contracts Jan 2020 1-20-HH-2

Authorizing the Chairman of the County Legislature and the Director of the Office for the Aging to sign contracts with various subcontractors for Aging services

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

WHEREAS, appropriations were approved in the Cayuga County budget for the year 2020 for various subcontractors (Account A67724 54118) for the Office for the Aging, in return for which these subcontractors agree to perform certain services for the benefit of Senior Citizens of Cayuga County; now therefore be it

RESOLVED, that the Cayuga County Administrator and the Director of the Office for the Aging are hereby authorized to sign on behalf of the County various contracts for said services with the following subcontractors:

Boyle Senior Center *(Home Helper Referrals, Title IIIB)*	$4500 (total contract)
Boyle & Anderson, P.C. *(Legal Services, Title IIIB)*	$200.00 (hourly)
RSVP *(Senior Volunteer Program, Title IIIB)*	$1500 (total contract)
Stafkings Healthcare System *(Aide Services, Title IIIB & IIIE, AA-CSI)*	$22.65 (hourly)
Cayuga Community Health Network *(Health Promotion, Title IIID)*	$3600 (total contract)
Home Instead Senior Care *(Respite Care, Title IIIE, AA-CSI)*	$25.00 (hourly)
Advanced Institutional Services *(Meals, Title IIIC-1,C-2, WIN)*	$5.30 (per meal)
Auburn Senior Services *(Adult Day, IIIE)*	$100 (daily) *(In-patient Respite, IIIE)* $224.43 (daily)
Rural Routes Nutrition (*Registered Dietitian Services)*	$50.00 (hourly)
Seniors Helping Seniors *(Companion Care, AA-CSI)*	$21.00 (hourly)
Elderchoice, Inc. *(Adult Day Services, AA-CSI)*	$10.00 (hourly)
Self-Direct, Inc. (*EISEP-Consumer Directed)*	$27.50 (hourly)

; And be it further

RESOLVED, that the Office for the Aging is authorized to continue its contract with the above contractors for the period of January 1, 2020 through December 31, 2020.

Health & Human Services Committee	**Ways & Means Committee**
Elane Daly, Chair	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Charlie Ripley	Tucker Whitman

Co. Atty:_____

1-20-HH-3

RESOLUTION NO._____ **1/30/20 HD Accept Performance Incentive Funding**

Authorizing the Public Health Director to accept the award of $8,710 from New York State in relation to Article 6 State Aid Year 6 Performance Incentive Program activities completed by the Health Department.

BY: Elane Daly, Chair, Health & Human Service Committee
Chris Petrus, Chair, Ways & Means Committee

WHEREAS, The Cayuga County Health Department has participated in Article 6 State Aid Year 6 performance incentive activities put out by the State Health Department; and

WHEREAS, The New York State Department of Health has sent verification of award to the Cayuga County Health Department in the amount of $8,710 for successfully completing the required performance incentive activities; and

WHEREAS, the performance incentive funds can only be used to offset costs associated with Article 6 State Aid approved work effort; NOW, THEREFORE BE IT,

RESOLVED, that the Public Health Director be authorized to accept the additional funds from New York State Health Department and appropriately designate expenditure in the amount of $8,710; and be it further

RESOLVED, that the Cayuga County Treasurer be authorized and directed to amend the Health Department's 2020 Budget in the following manner:

Increase Professional Services Account #A40104 54059.....$8,710
Increase Revenue Account #A40100 43401 .....$8,710

Health & Human Services Committee	**Ways & Means Committee**
Elane Daly, Chair	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Charlie Ripley	Tucker Whitman

Co. Atty:_____

1-20-HH-4

RESOLUTION NO._____ **1/30/20** **HD Cayuga Medical Associates 2020**

Authorizing the Chairman of the Legislature and the Public Health Director to enter into contracts with Cayuga Medical Associates for tuberculosis consultation and care

BY: Elane Daly, Chair, Health & Human Service Committee
Chris Petrus, Chair, Ways & Means Committee

WHEREAS, there exists in the Health Department a need to provide Tuberculosis (TB) care, consultation, control and treatment; and

WHEREAS, the Health Department may at times require consultation, examination and treatment services from a medical professional with TB expertise; and

WHEREAS, the Health Department relies on obtaining this service through professional contractors; NOW, THEREFORE, BE IT

RESOLVED, that the Chairman of the Legislature and the Public Health Director be authorized to enter into a contract with Cayuga Medical Associates to provide these services for the period January 1, 2020 through December 31, 2020, upon such form as approved by the County Attorney and at the rate not to exceed $500 a month in which a consultation was sought; and be it further

RESOLVED, that the charges for these services be paid from Account #A40104-54059 of the Health Department Budget.

Health & Human Services Committee	**Ways & Means Committee**
Elane Daly, Chair	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Charlie Ripley	Tucker Whitman

Co. Atty:_____

1-20-HH-5

RESOLUTION NO._____ 1/30/20 HD East Hill & Finger Lakes Community Health STD 2020

Authorizing the Chairman of the Legislature and the Public Health Director to enter into a contract with East Hill Family Medical, Inc. & Finger Lakes Community Health for the provision of STD Services

BY: Elane Daly, Chair, Health & Human Service Committee
Chris Petrus, Chair, Ways & Means Committee

WHEREAS, the County's Department of Health is responsible for providing diagnosis and treatment of sexually transmitted diseases (STD's) under Article 23 of the Public Health Law; and

WHEREAS, East Hill Family Medical, Inc. & Finger Lakes Community Health as Federally Qualifying Health Care Centers serving our community are able and willing to provide screening and treatment of sexually transmitted diseases; and

WHEREAS, contracting with both agencies provides better customer service by offering a choice of provider and diminishing transportation barriers to residents in the northern area of our county; and

WHEREAS, the County Health Department desires to contract with East Hill Family Medical and Finger Lakes Community Health for the provision of required STD healthcare services and;

WHEREAS, East Hill Family Medical and Finger Lakes Community Health shall be compensated for expenses not covered by client health insurance as set forth in the contract; now, therefore, be it

RESOLVED, that the Chairman of the Legislature and the Public Health Director are authorized and directed to enter into a contract with East Hill Family Medical, Inc. & Finger Lakes Community Health for the diagnosis and provision of treatment of sexually transmitted diseases for the contract period of January 1, 2020 through December 31, 2021upon such form as approved by the County Attorney; and be it further

RESOLVED, that payment for these services shall be made from Account #A40104 54126 of the Health Department's Budget.

Health & Human Services Committee	**Ways & Means Committee**
Elane Daly, Chair	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Charlie Ripley	Tucker Whitman

Co. Atty:_____

1-20-HH-17

RESOLUTION NO. _____ 1/30/20 HD Homsite Fund Inc. rev 2

Authorizing the Chairman of the Legislature and the Public Health Director to enter into a contract with Homsite Fund Inc. and to create and fill a sanitarian position to perform services under the grant.

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

WHEREAS, the Health Department has been awarded a grant through Homsite Fund Inc. for the period of January 1, 2020 to March 31, 2022 for the purpose of facilitating work plan goals identified in the newly funded Community Based Lead Poisoning Prevention Program window and door replacement initiative; and

WHEREAS, the Health Department desires to partner with Homsite Fund Inc. for the purpose of this subcontract; and

WHEREAS, as a condition of receiving the grant funding, the Public Health Department must provide a public health sanitarian to perform certain services under the subcontract;

WHEREAS, the grant may also fund some related education and equipment costs for Lead Poisoning Prevention work; and

WHEREAS, the subcontract is for an amount not to exceed $200,000 for the performance of services under the subcontract, including without limitation, the hiring of a new full-time public health sanitarian position to carry out the goals of the grant; and

WHEREAS; the Public Health Sanitarian work under this grant will align with many of the New York State Department of Health requirements for Lead Poisoning Prevention and this additional position will assist the Cayuga County Health Department in achieving these mandates; and

WHEREAS, no local match is required under the terms of the grant;

WHEREAS, the Public Health Director would like to create and fill a Public Health Sanitarian position to fulfill the goals of the grant and the responsibilities of the subcontract; and

WHEREAS, the continuation of this Public Health Sanitarian position is dependent entirely upon grant funding being available and unless the grant is supplemented or extended, the public health sanitarian position will expire upon expiration of the grant; and

NOW THEREFORE, BE IT

RESOLVED, that the Chairman of the Legislature and the Public Health Director are hereby authorized to enter into a contract with Homsite Fund Inc. for the period of January 1, 2020 to March 31, 2022, upon such form as approved by the County Attorney and for the purpose of carrying out the goals of this Community Based Lead Poisoning Prevention Grant; be it further

RESOLVED, that the Health Department budget be amended to reflect this funding received; be it further

RESOLVED, that the Treasurer's office amend the Health Department Budget by creating a grant account for the purpose of tracking revenues and expenditures from this grant, and reimbursing the County for the salary of the Public Health Sanitarian; and

RESOLVED, that the Public Health Director be authorized and directed to create and fill the position of Public Health Sanitarian at a starting annual salary of $52,815 in the Health Department in accordance with Civil Service Rules and Regulations and the policies of the County of Cayuga with the proviso that the position will expire upon expiration of the grant referenced above.

Health & Human Services Committee

Elane Daly, Chair

Michael Didio

Tricia Kerr

Timothy Lattimore

Heidi Nightengale

Hans Pecher

Charlie Ripley

Co. Atty: 1/6/20

Ways & Means Committee

Christopher Petrus, Chair

Keith Batman

Elane Daly

Andy Dennison

Ryan Foley

Benjamin Vitale

Tucker Whitman

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	12/23/2019
Authorization To:	Create and Fill **
** New Position Duties Statement (NPDS) - Short Form *REQUIRED IF the title exists within the department*	
** New Position Duties Statement (NPDS) - Long Form *REQUIRED IF the title does NOT exist within the department*	
Do you anticipate this request to result in fill-behinds?	No
Cayuga County Department	Public Health
Job Title Being Requested (Exact Civil Service Title)	Public Health Sanitarian **Control# TBD**
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	A40101 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	25
Probationary Salary Amount	$52,815(2020) Current Rate 50,751

Step 4 Amount (CSEA)	$59,337 (2020) Current Rate 57,033
Starting Salary for Position Requested	$52,815(2020) Current Rate 50,751
Justification for Salary Requested	Per CSEA contract
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	the Public Health Director would like to create and fill a sanitarian position to accommodate the goals of the grant and the responsibilities of the subcontract
How is this position funded?	Grant
Identify the Grant	Homsite Fund Inc.
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	subcontract from Homsite Fund Inc. grant
Department Head	Kathleen Cuddy
Date	12/23/2019
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	Prinicipal Typist

Approved LHLippoldt HR Admin 12/23/2019

1-20-HH-18

RESOLUTION NO._____ 1/30/20 HD Create/Fill Public Health Engineer

Authorizing the Public Health Director to create and fill a Public Health Engineer position in the Health Department

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

WHEREAS, there will be a vacancy in the Senior Sanitarian position within the Health Department due to a resignation in January 2020; and

WHEREAS, the Public Health Director would like to create and fill a public health engineer position grade 33 as per the CSEA contract to accommodate the reallocation of duties after the resignation of a key supervisory staff positon. This position is critical for maintaining the smooth and effective functioning of the Health Department, providing appropriate succession planning and will be partially offset by State Aid reimbursement; and

WHEREAS, there is funding in the Health Department 2020 budget for this position; now therefore be it

RESOLVED, that the Public Health Director be authorized and directed to create and fill the public health engineer position in the Health Department in accordance with Civil Service Rules and Regulations and the policies of the County of Cayuga.

Health & Human Services Committee	**Ways & Means Committee**
Elane Daly, Chair	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Charlie Ripley	Tucker Whitman

Co. Atty: 1/6/20

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	12/23/2019
Authorization To:	Create and Fill **
** New Position Duties Statement (NPDS) - Short Form *REQUIRED IF the title exists within the department*	
** New Position Duties Statement (NPDS) - Long Form *REQUIRED IF the title does NOT exist within the department*	
Do you anticipate this request to result in fill-behinds?	No
Cayuga County Department	Public Health
Job Title Being Requested (Exact Civil Service Title)	Public Health Engineer **Control# TBD**
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	A40101 51001
Is a position being abolished to create the new position?	No
Is the salary of requested position in the current comp plan?	No
Comp Plan Requested Position WILL BE IN	CSEA
CSEA Grade	33
Probationary Salary Amount	$63,501(2020) Current Rate(61,022)
Step 4 Amount (CSEA)	$70,803 (2020) Current Rate(68,054)

Starting Salary for Position Requested	$63,501(2020) Current Rate(61,022)
Justification for Salary Requested	Determined by Civil Service Commission and correlating job duties
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	to accommodate the reallocation of duties after the resignation of a key supervisory staff positon. This position is critical for maintaining the smooth and effective functioning of the Health Department, providing appropriate succession planning and will be partially offset by State Aid reimbursement
How is this position funded?	Budget
Is this a reimbursed position?	Yes
How is this position reimbursed (percentage, dollar amount)?	36% through State Aid
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	See Attached
Department Head	Kathleen Cuddy
Date	12/23/2019
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	Prinicipal Typist

Approved 12/23/2019 LHLippoldt HR Admin

Department of Health & Human Services
Annual Fiscal Impact Worksheet
FT Public Health Engineer (2020 CSEA CONTRACT)

FT Public Health Engineer

	Annual Salaries	F.B. %	Annual Fringe Benefits	Total Salary & F.B.
New Hire:				
-- Grade 33, Step 1	$ 63,851	38%	$ 24,263	$ 88,114
(Fringe Benefits @ 38%)				
Total Gross Salary and Fringe Benefits:	$ 63,851		$ 24,263	$ 88,114
Less State Aide Reimbursement at 36% of Salary	$ 22,986		$ -	$ 22,986
Net Local Cost after State Aide	$ 40,865		$ 24,263	**$ 65,128**
Budgeted Senior Public Health Sanitarian				
-- Grade 30, Step 4 With Longevity	$ 66,838	38%	$ 25,398	$ 92,236
(Fringe Benefits @ 38%)				
Total Gross Salary and Fringe Benefits:	$ 66,838		$ 25,398	$ 92,236
Less State Aide Reimbursement at 36% of Salary	$ 24,062		$ -	$ 24,062
Net Local Cost after State Aide	$ 42,776		$ 25,398	**$ 68,174**

Health Department Replacement Savings after Probation Period: **$ 3,046**

1-20-HH-6

RESOLUTION NO._____ **1/30/20** **HS Booker T. Washington Community Center Inc. 2020**

Authorizing the Chairman of the Legislature and the Director of Community Services to Enter into a Contract with Booker T. Washington Community Center Inc.

BY: Elane Daly, Chair, Health & Human Service Committee
Chris Petrus, Chair, Ways & Means Committee

WHEREAS, Cayuga County desires to contract with Booker T. Washington Community Center Inc. to provide summer day camp registrations for TANF eligible recipients; and

WHEREAS, these services are 100% reimbursed; 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 Booker T. Washington Community Center Inc. for the term of January 1, 2020 – December 31, 2020, at the rate of $375 per registration; and be it further

RESOLVED, that the charges for these services be paid from the Department of Social Services 2020 Budget.

Health & Human Services Committee	**Ways & Means Committee**
Elane Daly, Chair	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Charlie Ripley	Tucker Whitman

Co. Atty:_____

1-20-HH-7

RESOLUTION NO._____ 1/30/20 HS Catholic Charities Homeless Coordinator

Authorizing the Chairman of the Legislature and the Director of Community Services to Enter into a Contract with Catholic Charities for provision of Homeless Coordinator Services

BY: Elane Daly, Chair, Health & Human Service Committee
Chris Petrus, Chair, Ways & Means Committee

WHEREAS, Cayuga County Department of Social Services has had a contractor providing Homeless Coordinator Services; and

WHEREAS, this position is critical to coordinating housing for homeless clients and coordinating movement toward permanent housing, which results in lower cost housing alternatives; and

WHEREAS, the Homeless Coordinator works with other area homeless case managers in the community to coordinate housing for clients; and

WHEREAS, funding for this contract is included in the 2020 Department of Social Services budget; NOW, THEREFORE, BE IT

RESOLVED, that the Chairman of the Legislature and the Director of Community Services enter into a contract with Catholic Charities for the provision of Homeless Coordinator Services for the period January 1, 2020, through December 31, 2020, at a cost of $59,608; and be it further

RESOLVED, that these expenditures are included in the 2020 Department of Social Services Budget.

Health & Human Services Committee	**Ways & Means Committee**
Elane Daly, Chair	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Charlie Ripley	Tucker Whitman

Co. Atty:_____

1-20-HH-8

RESOLUTION NO._____ 1/30/20 HS Catholic Charities SSI Maximization 2020

Authorizing the Chairman of the Legislature and the Director of Community Services to Enter into a Contract with Catholic Charities to Provide SSI Maximization for Safety Net Assistance (SNA) and Temporary Assistance to Needy Families (TANF)

BY: Elane Daly, Chair, Health & Human Service Committee
Chris Petrus, Chair, Ways & Means Committee

WHEREAS, counties across NYS have been encouraged to develop strategies to assist Public Assistance individuals (SNA and TANF) who appear eligible to move to SSI approval; and

WHEREAS, these contracts have been successful in helping a number of individuals navigate the application process and move off Public Assistance to SSI benefits; and

WHEREAS, there is a direct reduction in local share benefits paid by the County when SSI is approved; 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 Catholic Charities to provide SSI Maximization for SNA and TANF clients for the period January 1, 2020 through December 31, 2020 in the amount of $23,394 for SNA and $12,052 for TANF ; and be it further

RESOLVED, that these services be paid for from TANF Account #A60604 54000 and SNA Account #A60104 54059 of the Department of Social Services' 2020 Budget.

Health & Human Services Committee	**Ways & Means Committee**
Elane Daly, Chair	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Charlie Ripley	Tucker Whitman

Co. Atty:_____

1-20-HH-9

RESOLUTION NO. _____ **1/30/20** **HS Day Care Centers 2020**

Authorizing the Chairman of the Legislature and the Director of Community Services to Enter into Contracts for Day Care Services

BY: Elane Daly, Chair, Health & Human Service Committee
Chris Petrus, Chair, Ways & Means Committee

WHEREAS, the Department of Social Services is required to provide day care services for eligible county residents; and

WHEREAS, these services are reimbursed by the Federal Day Care Block Grant; NOW, THEREFORE, BE IT

RESOLVED, that the Chairman of the Legislature and the Director of Community Services be authorized to enter into contracts with the following agencies and other day care agencies as needed:

Red Creek ABCD
Early Childhood Center
J-E Country Kids Daycare
Cayuga Community College Child Care Center
Cayuga Onondaga BOCES Day Care Center
Little Lukes
Spring Street Community Care and Recreation
Creative Environment Day School
Ithaca Community Childcare Center
Oswego County Opportunities
YMCA/YWEIU
Learn as You Grow Child Care Center
Marcellus Presbyterian Childcare Center
E. John Gavras Center

To be renewed annually beginning January 1, 2020 – December 31, 2020, at a rate up to the fair market rate for Cayuga County as determined periodically by the New York State Office of Children and Family Services; and be it further

RESOLVED, that the charges for these services be paid from account #A60554 – 54000 of the 2020 Department of Social Services Budget.

Health & Human Services Committee

_____
Elane Daly, Chair

_____
Michael Didio

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Tricia Kerr

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Timothy Lattimore

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Heidi Nightengale

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Hans Pecher

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Charlie Ripley

Ways & Means Committee

_____
Christopher Petrus, Chair

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Keith Batman

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Elane Daly

_____
Andy Dennison

_____
Ryan Foley

_____
Benjamin Vitale

_____
Tucker Whitman

Co. Atty:_____

RESOLUTION NO._____ **1/30/20** **HS OTDA STEHP GRANT** **1-20-HH-10**

Authorizing the Chairman of the Legislature and the Director of Community Services to Enter into a Contract with State of New York to Accept 100% Funded STEHP (Solutions To End Homelessness Program) Grant

BY: Elane Daly, Chair, Health & Human Service Committee
Chris Petrus, Chair, Ways & Means Committee

WHEREAS, in accordance with Social Services Regulations, local DSS is required to provide temporary shelter for eligible homeless families and individuals who are financially eligible and have no housing resources available to them; and

WHEREAS, the State of New York has made grant money available to county government for the purpose of reducing homelessness in the community through a grant from the Office of Temporary and Disability Assistance in the annual amount of $150,000.00; and

WHEREAS, the STEHP Grant will assist eligible persons and families in maintaining permanent housing; and

WHEREAS, the said STEHP Grant has been awarded for a period of five (5) years commencing October 1, 2019, through September 30, 2024; and

WHEREAS, the STEHP Grant is reimbursed at 100% state funding; 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 State of New York to accept funding for the STEHP Grant from Office of Temporary and Disability Assistance in the annual amount of $150,000.00, and each year hereafter for a term of five (5) years; and be it further

RESOLVED, that the County Treasurer be authorized and directed to make the necessary journal and accounting entries in the 2019 Budget as follows:

Increase Expenditures Account A60104 54263.....$150,000.00
Increase Revenue Account A60100 43610.....$150,000.00

and be it further

RESOLVED, that the Director of Community Services be authorized to enter into contracts with other agencies/individuals in order to accomplish the goals of this grant without further legislative action.

Health & Human Services Committee	**Ways & Means Committee**
Elane Daly, Chair	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Charlie Ripley	Tucker Whitman

Co. Atty:_____

1-20-HH-11

RESOLUTION NO._____ **1/30/20** **HS Play Space - ABC Cayuga Inc. 2020**

Authorizing the Chairman of the Legislature and the Director of Community Services to Enter into a Contract with ABC Cayuga Inc. for services at Play Space.

BY: Elane Daly, Chair, Health & Human Service Committee
Chris Petrus, Chair, Ways & Means Committee

WHEREAS, ABC Cayuga Inc. (Play Space) is designed to meet the developmental needs for play and exploration for infants, toddlers, and young children up to age six; and

WHEREAS, Cayuga County desires to contract with ABC Cayuga Inc. (Play Space) to provide yearly unlimited access for TANF eligible recipients; and

WHEREAS, these services are 100% reimbursed; 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 ABC Cayuga, Inc. (Play Space) for the term of January 1, 2020 – December 31, 2020, at the rate of $85 per family yearly membership; and be it further

RESOLVED, that the charges for these services be paid from the 2020 Department of Social Services Budget.

Health & Human Services Committee	**Ways & Means Committee**
Elane Daly, Chair	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Charlie Ripley	Tucker Whitman

Co. Atty:_____

1-20-HH-12

RESOLUTION NO._____ **1/30/20** **HS Fill 1 PT Case Work Aide**

Authorizing the Director of Community Services to Fill 1 Part-Time Case Work Aide Position in the Children & Family Services Unit

BY: Elane Daly, Chair, Health & Human Service Committee
Chris Petrus, Chair, Ways & Means Committee

WHEREAS, there is a PT Case Work Aide vacancy in the Children & Family Services Unit of the Department of Social Services (position control #8275); and

WHEREAS, sufficient funding currently exists in the 2020 DSS budget line A60110-51002 for PT salaries; now therefore be it

RESOLVED, that the Director of Community Services is authorized and directed to fill the PT Case Work Aide position and any fill behinds in accordance with Civil Service Rules and Regulations and the Policies of the County of Cayuga.

Health & Human Services Committee	**Ways & Means Committee**
Elane Daly, Chair	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
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.

Date	12/23/2019
Authorization To:	Fill

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

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

Do you anticipate this request to result in fill-behinds?	No
Cayuga County Department	Social Services
Job Title Being Requested (Exact Civil Service Title)	PT Case Work Aide
Position Control Number	8275
Position Status	Permanent
Position Designation	Part-Time
Budget Account Number	A60110 51002
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	5
Probationary Salary Amount	$18.57/hr
Step 4 Amount (CSEA)	$18.72/hr.

Starting Salary for Position Requested	$18.57/hr
Justification for Salary Requested	Part-time equivalent of the CSEA Grade 5 contract position
Does position include fringe benefits?	no
What is the justification for filling this position AND why is it important for your department?	Termination of incumbent. The Department determined that some of the responsibilities of the Caseworker can be performed by a Case Work Aide, which would allow the Caseworkers to investigate and determine safety and risk in the increasing reports and caseloads of the Child Welfare staff.
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	12/23/2019
Attestation	I am the department or agency head listed above authorized to submit by the appointing authority

HUMAN RESOURCES SECTION

Signature

Date

Email not displaying correctly? View it in your browser.

1-20-HH-13

RESOLUTION NO._____ **1/30/20** **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, Chair, Health & Human Service Committee
Chris Petrus, Chair, 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	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
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.

Date	12/23/2019
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	12/23/2019
Attestation	I am the department or agency head listed above authorized to submit by the appointing authority

HUMAN RESOURCES SECTION

Signature

Date

Email not displaying correctly? View it in your browser.

1-20-HH-14

RESOLUTION NO._____ 1/30/20 HS Reclassify 2AccountClerk Positions Child Support

Authorizing the Director of Community Services to fill two Sr. Account Clerk positions in the Child Support Unit of the Department of Social Services due to the reclassification of two Account Clerk positions by the Cayuga County Civil Service Commission.

BY: Elane Daly, Chair, Health & Human Service Committee
Chris Petrus, Chair, Ways & Means Committee

WHEREAS, in an effort to increase efficiency and productivity in the Child Support Unit, two Account Clerk positions (Position Control #2206 & #2277) have been assigned a variety of additional duties; and

WHEREAS, the Civil Service Commission has reviewed these positions and is recommending the reclassification of the jobs to Sr. Account Clerk; and

WHEREAS, funding for these newly reclassified positions has been budgeted in the 2020 Department of Social Services budget;
NOW, THEREFORE, BE IT

RESOLVED, that the Director of Community Services be authorized and directed to fill the positions of Sr. Account Clerks, in accordance with Civil Service Rules and Regulations and the policies of the County of Cayuga.

Health & Human Services Committee	**Ways & Means Committee**
Elane Daly, Chair	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
Charlie Ripley	Tucker Whitman

Co. Atty:_____

Department of Health & Human Services
Fiscal Impact Worksheet

Abolish 2 Account Clerks

-- Grade 5, Step 4 ($36,189)	37,651	$ 75,302	
-- Fringe Benefits @ 10%		$ 7,530	
Total Gross Salary and Fringe Benefits:		**$ 82,832**	
Local Share - Salary and Fringe Benefits:			**$ 28,991**

Create 2 New Sr. Account Clerks

-- Grade 10, Step 1 ($36,358)	38,934	$ 77,868	
-- Fringe Benefits @ 10%		$ 7,787	
Total Gross Salary and Fringe Benefits:		**$ 85,655**	
Local Share - Salary and Fringe Benefits:			**$ 29,979**
Net Local Cost:			**$ 988**

1-20-HH-15

RESOLUTION NO._____ 1/30/20 HS Fill Caseworker Child Welfare

Authorizing the Director of Community Services to Fill a Caseworker Vacancy in Child Welfare Unit

BY: Elane Daly, Chair, Health & Human Service Committee
Chris Petrus, Chair, Ways & Means Committee

WHEREAS, there is a caseworker vacancy, Grade 17, in the Child Welfare Unit of Social Services (position control #2192) due to a termination; and

WHEREAS, this position is responsible for managing a caseload of open preventive and foster care cases in the Child Welfare Unit of Social Services and the services provided are mandated services; and

WHEREAS, this position is reimbursed at a minimum of 62% State and federal funding; and

WHEREAS, this is a funded position in the Social Services Department's 2020 budget; NOW, THEREFORE BE IT

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

Health & Human Services Committee	**Ways & Means Committee**
Elane Daly, Chair	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
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.

Date	12/23/2019
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	2192
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	17
Probationary Salary Amount	$43,558(2020) – still on 2018 salaries 41,853
Step 4 Amount (CSEA)	$49,031 (2020) Still on 2018 salary 47,127

Starting Salary for Position Requested	$43,558(2020) still on 2018 41,853
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?	Termination of incumbent, and this position is responsible for managing a caseload of open preventive and foster care cases in the Child Welfare Unit of Social Services and the services provided are mandated 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	12/23/2019
Attestation	I am the department or agency head listed above authorized to submit by the appointing authority

HUMAN RESOURCES SECTION

Signature LHLippoldt
Approved w/ changes

Date 1/2/2020

1-20-HH-16

RESOLUTION NO. _____ 1/30/20 MH FT HHCM 2020

AUTHORIZE THE FILLING OF ONE VACANT FULL-TIME HEALTH HOME CARE MANAGEMENT POSITION AT THE MENTAL HEALTH CENTER DUE TO A RESIGNATION

BY: Elane Daly, Chair, Health & Human Service Committee
Chris Petrus, Chair, Ways & Means Committee

WHEREAS, there will be one vacant full-time Health Home Care Manager, code #007730, at the Cayuga County Mental Health Center as of January 16, 2020 as the result of a resignation; and

WHEREAS, this position serves an important role in the continuum of mental health outpatient care for the residents of our community and is necessary to the operation of the Mental Health Center; and

WHEREAS, the position is funded through revenues generated by the Health Home Care Management Department; now therefore, be it

RESOLVED, that the Director of Community Services be authorized and is hereby directed to fill one full time Health Home Care Manager position in accordance with the Cayuga County Civil Service Rules and Regulations and the policies of the County of Cayuga.

Health & Human Services Committee	**Ways & Means Committee**
Elane Daly, Chair	Christopher Petrus, Chair
Michael Didio	Keith Batman
Tricia Kerr	Elane Daly
Timothy Lattimore	Andy Dennison
Heidi Nightengale	Ryan Foley
Hans Pecher	Benjamin Vitale
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.

Date	12/27/2019
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)	Health Home Care Manager
Position Control Number	7730
Position Status	Permanent
Position Designation	Full-Time
Budget Account Number	A43131 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	14
Probationary Salary Amount	40,734(2020 contract amt once settled)
Step 4 Amount (CSEA)	45,421(2020 contract amt once settled)

Starting Salary for Position Requested	40,734(2020 contract amt once settled)
Justification for Salary Requested	Standard starting salary for grade 14 (currently still utilizing 2018)
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	Employee currently in position is resigning on 1/15/20. This position generates revenue for our department, the service is billed to the Department of Health and we are reimbursed by Medicaid.
How is this position funded?	Budget
Is this a reimbursed position?	Yes
How is this position reimbursed (percentage, dollar amount)?	Billed service generates revenue to cover salary and fringe 100%
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	It's in the budget already, there will be no change to fiscal impact.
Department Head	Ray Bizarri
Date	12/27/2019
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 Coughlin
Title of Person Submitting on Behalf of Department or Agency Head	Deputy Director

LHLippoldt HR Apporval 12/30(Section Break)