



**AGENDA**  
**HEALTH & HUMAN SERVICES COMMITTEE**  
**Monday, April 12, 2021 at 5:30PM**  
**Live Stream Link: <https://youtu.be/F76aoXIPzyg>**

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

**MEMBERS:** Legislators Michael Didio, Ryan Foley, Tricia Kerr, Timothy Lattimore, Heidi Nightengale (Vice Chair), and Mark Strong

**MINUTES TO APPROVE: March 8, 2021**

**APPOINTMENTS:**

**Community Services Board**

Theresa Humennyj, 15 Calloway Drive, Auburn, NY 13021, Term- 1/1/21 to 12/31/24 (reappt.)

**DEPARTMENT UPDATES FOR COMMITTEE:**

**Brenda Wiemann (Office for the Aging) –**

- We achieved 999 vaccinations with the J&J vaccine on 4/2/21 at the Red Creek Community Center with the combined efforts of Kinney Drugs, the Wayne County Dept of Aging and Youth, and the Red Creek Rotary and Red Creek Honor Society students. OFA staff diligently fielded ongoing calls and registered over 400 people for this clinic and assisted another 100 to access/register for other options in the past month.
- The Meals on Wheels Program has seen over a 9% increase in individuals and meals served in 2020, with growth expected to continue through 2021. Over the past year we have expanded delivery routes and tripled the number of volunteer drivers. We are recently getting more referrals for seniors that were independent until they got hit by Covid and are now having difficulty regaining their independence.
- We are unable to obtain enough PCAII aides through contracted agencies to fully serve eligible seniors due to the severe aide shortage throughout much of the country. We are in the process of exploring innovative options to meet this need.

**Kathleen Cuddy (Health) – No updates**

**Ray Bizzari (Mental Health/Social Services) –**

- May bring a resolution next month to contract with probation for juvenile justice probation officer services
- The Local Services Plan work is underway
- Family Court placed a PINS youth with the county...this is 100% local share cost
- Code Blue weather may be coming to a close...was a long winter with a lot of motel damages
- Will form and charge an opiate overdose task force as the numbers of overdoses/deaths remains too high
- The county clinic continues to admit patients and treat their opiate use disorder with medications as this remains an unmet need
- Working with Farnham/CHAD on a SAHMSA grant to open an OTP (opiate treatment program) in Cayuga County
- The 5% cuts in DSS/MH/OASAS state aid was restored in the enacted budget
- The open access county clinic continues to experience a very high number of intakes and visits; both therapists and prescribers experience very high caseloads
- Calls today (4/8) with OTDA on the influx of federal and state funds for eviction/rent relief
- Looking at claiming practices in both departments so as to identify the true costs of other department services that MH/DSS claims/pays/reimburses so the legislature can understand the true costs related to local share.

## **RESOLUTIONS:**

### **OFA:**

- 4-21-HH-1 Authorization To Fill One (1) Full-Time Account/Clerical Support Staff Position in the Office for the Aging due to a resignation.
- 4-21-HH-2 Authorizing the Chair of the Cayuga County Legislature and the Director of the Cayuga County Office for the Aging to sign the contract for service to produce and mail the quarterly Senior News & Views newsletter

### **HEALTH:**

- 4-21-HH-3 Authorizing the Chairman of the Legislature and the Public Health Director to enter into an agreement with the NYSDOH to participate in the Drinking Water Enhancement Program Grant

### **HUMAN SERVICES:**

- 4-21-HH-4 Authorizing the Chairman of the Legislature and the Director of Community Services to Renew the Contract with Community Action Programs Cayuga/Seneca for the Provision of Non-Residential Domestic Violence Services
- 4-21-HH-5 Authorizing the Chairman of the Legislature and the Director of Community Services to Renew Lease Agreements with Pitney Bowes Credit Corporation for Mail Equipment Located Within the Department of Social Services Accounting Department
- 4-21-HH-6 Authorizing the Chairman of the Legislature and the Director of Community Services to Renew the Contract with Rescue Mission for Homeless Family and Transitional Housing

### **MENTAL HEALTH:**

- 4-21-HH-7 Authorize the filling of one (1) Full-Time Staff Social Worker (CMH) Position at the Community Mental Health Center of Cayuga County due To a resignation

### **ADJOURNMENT: Monday, May 10, 2021**

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:**

**Name of Recommended Appointee:**  
**Address:**

**This appointment is recommended by:**

**Length of Term: (Start date and End date, not just years)**

<b>New Term or Unexpired Term?</b>	<b>New Term</b>	<b>Unexpired Term</b>
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**Name of person previously in this position:**

<b>Is this a compensated position?</b>	<b>Yes</b>	<b>No</b>
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<b>Is this a new appointment or reappointment?</b>	<b>New appt.</b>	<b>Re-appt.</b>
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**If it is a reappointment, how long have they served?**

**Describe briefly the duties required of the proposed appointee.**

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

RESOLUTION NO. \_\_\_\_\_ 4/27/21

OFA Create-FillAcctClerk/Typist.rev

**AUTHORIZATION TO FILL ONE (1) FULL-TIME ACCOUNT/CLERICAL SUPPORT STAFF POSITION IN THE OFFICE FOR THE AGING DUE TO A RESIGNATION.**

**BY: Elane Daly, Chair, Health & Human Services Committee, and  
Keith Batman, Chair, Ways and Means Committee.**

**WHEREAS**, there is one (1) vacant funded position (PC#5328) in the Office for the Aging due to a recent resignation; and

**WHEREAS**, this skilled position is critical for the daily operation of the meal program to submit meal orders, process new referrals and client changes, and all related time-sensitive data entry required by NYSOFA and ACL, including all billing claims and revenue processing; and

**WHEREAS**, recruiting and availability of qualified support staff has becoming increasingly more difficult; and

**WHEREAS**, it is the intention of this legislature to allow the Director of the Office for the Aging the greatest flexibility to hire qualified staff; and

**WHEREAS**, to allow flexibility and comply with Civil Service Law, a New Position Duties Statement was submitted to the Cayuga County Civil Service Commission, it was reviewed and classified as a Principal Account Clerk based on the job duties; and

**WHEREAS**, the newly classified position of Principal Account Clerk and the existing position of Principal Account Clerk Typist are the same pay grade (CSEA Grade 14) with substantially equal duties and responsibilities; and

**WHEREAS**, this position is budgeted annually with Older American Act and NYS Office for the Aging funding and exist in line A67721-51001 of the 2021 OFA budget; now therefore be it

**RESOLVED**, that the Cayuga County Legislature, to allow for the greatest flexibility hereby creates one (1) Principal Account Clerk position in the Office for the Aging; and be it further

**RESOLVED**, that the Director of the Office for the Aging be authorized to fill one (1) full time position either in the title of Principal Account Clerk or Principal Account Clerk Typist; and be it further

**RESOLVED**, that the appointment be made in accordance with the Cayuga County Civil Service Rules and Regulations and the policies of the County of Cayuga, and it is further

**RESOLVED**, this authorization is valid through December 31, 2021 in accordance with policy resolution 307-20.

**Health & Human Services Committee**

**Ways & Means Committee**

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Elane Daly, Chair

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Keith Batman, Chair

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Michael Didio

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Ben Vitale

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Mark Strong

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Tucker Whitman

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

## Authorization to Create/Fill

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

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Date	3/30/2021
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Authorization To:	Create and Fill **
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\*\* New Position Duties Statement (NPDS) - Short Form  
*REQUIRED IF the title exists within the department*

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

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Do you anticipate this request to result in fill-behinds?	No
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Cayuga County Department	Office for the Aging
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Job Title Being Requested (Exact Civil Service Title)	Principal Account Clerk
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Position Status	Permanent
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Position Designation	Full-Time
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Budget Account Number	A67721-51001
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Is a position being abolished to create the new position?	No
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Is the salary of requested position in the current comp plan?	Yes
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Comp Plan Requested IS IN	CSEA
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CSEA Grade	14
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Probationary Salary Amount	41,909
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Step 4 Amount (CSEA)	46,596
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Starting Salary for Position Requested	41,909
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Justification for Salary Requested	The salary is dictated by the CBA, as this position is in the CSEA bargaining unit. The salary is the probationary step.
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	<p>this skilled position is critical for the daily operation of the meal program to submit meal orders, process new referrals and client changes, and all related time-sensitive data entry required by NYSOFA and ACL, including all billing claims and revenue processing.</p> <p>This position or the Principal Account Clerk Typist position will be filled. This opening exists as a result of a resignation.</p>
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?	This position is budgeted annually with Older American Act and NYS Office for the Aging funding and exist in line A67721-51001 of the 2021 OFA budget.
Department Head	Brenda Wiemann
Date	3/30/2021
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	Staff Development Supervisor

(Section Break)

RESOLUTION NO. \_\_\_\_\_ 4/27/21 OFA Newslettercontract21.rev

**Authorizing the Chair of the Cayuga County Legislature and the Director of the Cayuga County Office for the Aging to sign the contract for service to produce and mail the quarterly Senior News & Views newsletter**

**BY: Elane Daly, Chair, Health & Human Services Committee, and Keith Batman, Chair, Ways and Means Committee.**

**WHEREAS**, the Cayuga County Office for the Aging publishes a quarterly newsletter for the benefit of 5,000 Senior Citizen residents of Cayuga County; and

**WHEREAS**, funds have been received from the New York State Office for the Aging to continue this publication; and

**WHEREAS**, Wayuga Printing will produce and mail the newsletter at a cost of \$1,408.81/quarter; now therefore let it be

**RESOLVED**, to authorize the Chair of the Cayuga County Legislature and the Director of Office for the Aging to sign the agreement with Wayuga Printing to provide quarterly newsletter services in 2021 subject to approval by the County Attorney as to form.

Health & Human Services Committee

Ways & Means Committee

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Elane Daly, Chair

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Keith Batman, Chair

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Tucker Whitman

Co. Atty: \_RJG\_\_

RESOLUTION NO. \_\_\_\_\_ 4/27/21 HD Drinking Water Enhancement 2020-2025.rev

**Authorizing the Chairman of the Legislature and the Public Health Director to enter into an agreement with the NYSDOH to participate in the Drinking Water Enhancement Program Grant**

BY: Elane Daly, Chairman of the Health & Human Service Committee  
Keith Batman, Chairman of the Ways & Means Committee

WHEREAS, NY state has awarded grant funds to provide Cayuga County Health Department Drinking Water Enhancement Program in the amount of \$109,973.00 each year for the period April 1, 2020 to March 31, 2025; and

WHEREAS, to accomplish this purpose we must enhance our investigations, enforcement, and emergency response; assure compliance with Subpart 5 of the State Sanitary Code; utilize the State’s database; provide technical advice and guidance to system operators and homeowners; and implement the Safe Drinking Water Act programs and regulations; and

WHEREAS, this Grant will help offset the salaries and fringe benefits of Health Department staff in the Environmental Health Division; NOW, THEREFORE, BE IT

RESOLVED, that the Chairman of the Legislature and the Public Health Director be authorized to enter into an agreement with the State to participate in the State-funded Drinking Water Enhancement Program Grant and accept the allocated money in each grant year as well as any possible additional funding that may become available under this grant and to execute such other and further documents as may be required to administer the grant; and be it further

RESOLVED, that the County Treasurer be authorized and directed to amend the Health Department’s Budgets and make the necessary journal and accounting entries as follows:

Increase Appropriation Account #A40304 54000.....\$109,973  
Increase Revenue Account #A40300 43430.....\$109,973

HEALTH & HUMAN SERVICES COMMITTEE

WAYS AND MEANS COMMITTEE

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Keith Batman, Chairman

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



RESOLUTION NO. \_\_\_\_\_ 4/27/21 HS Community Action Programs Cayuga/Seneca Non-Residential DVS 2021

**Authorizing the Chairman of the Legislature and the Director of Community Services to Renew the Contract with Community Action Programs Cayuga/Seneca for the Provision of Non-Residential Domestic Violence Services**

BY: Elane Daly, Chairman of the Health & Human Service Committee  
Keith Batman, Chairman of the Ways & Means Committee

WHEREAS, the Cayuga County Department of Social Services is required to provide non-residential domestic violence services to the people of Cayuga County; and

WHEREAS, Cayuga County Department of Social Services has successfully contracted in the past with Community Action Programs Cayuga/Seneca for the provision of these services; NOW, THEREFORE, BE IT

RESOLVED, that the Chairman of the Legislature and the Director of Community Services be allowed to renew the contract with Community Action Programs Cayuga/Seneca to provide non-residential domestic violence services for the period January 1, 2021, through December 31, 2021, at a cost of \$115,000; and be it further

RESOLVED, that payment for these services be from account #A60704 - 54182 of the 2021 Department of Social Services Budget.

**Health & Human Services Committee**

**Ways & Means Committee**

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

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

4/27/21

HS Pitney Bowes 2021-2026

**Authorizing the Chairman of the Legislature and the Director of Community Services to Renew Lease Agreements with Pitney Bowes Credit Corporation for Mail Equipment Located Within the Department of Social Services Accounting Department**

BY: Elane Daly, Chairman of the Health & Human Service Committee  
Keith Batman, Chairman of the Ways & Means Committee

WHEREAS, the Cayuga County Department of Social Services has a lease agreement with Pitney Bowes Credit Corporation for mail equipment within their Accounting Department which will expire on May 29, 2021; and

WHEREAS, the mail equipment leased through the Pitney Bowes Credit Corporation meets the needs of the entire Social Services Department, as well as other county departments as needed; and

WHEREAS, the cost of the lease agreement will be \$1,161.24 per quarter or \$387.08/month.

WHEREAS, an analysis has been conducted to determine that it is still cost effective and the most efficient use of staff time to continue with the lease through Pitney Bowes Credit Corporation for the mail equipment; and

WHEREAS, these costs are considered to be administrative expenses that are reimbursed at 75%; NOW, THEREFORE, BE IT

RESOLVED, that the Chairman of the Legislature and the Director of Community Services be authorized to renew the lease agreements with Pitney Bowes Credit Corporation from May 30, 2021 through May 29, 2026 at the following rate: A60104 54046.....\$1,161.24 per quarter (\$387.08/month).

**Health & Human Services Committee**

**Ways & Means Committee**

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Elane Daly, Chair

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Keith Batman, Chair

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

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

4/27/21

HS Rescue Mission Contract

**Authorizing the Chairman of the Legislature and the Director of Community Services to Renew the Contract with Rescue Mission for Homeless Family and Transitional Housing**

BY: Elane Daly, Chairman of the Health & Human Service Committee  
Keith Batman, Chairman of the Ways & Means Committee

WHEREAS, the Rescue Mission is leasing a building from Auburn Housing Authority that consists of a total of eight units, including 2 one-bedroom units, 2 two-bedroom units, and 4 three-bedroom units; and

WHEREAS, the Rescue Mission will furnish the units, will enter into an occupancy agreement with housing participants, and will provide needed case management services necessary to move participants to permanent housing; and

WHEREAS, the maximum length of stay in these units will be for 90-days with the goal of transitioning most households to appropriate permanent housing in 30 days; and

WHEREAS, this transitional housing program represents a cost-effective alternative to placing families and single women in hotels with better long-term outcomes; and

WHEREAS, the transitional housing program has been extremely successful in providing long-term housing to clients and the department would like to expand the transitional housing program; NOW, THEREFORE, BE IT

RESOLVED, that the Chairman of the Legislature and the Director of Community Services renew the Department’s contract with the Rescue Mission for the period May 1, 2021, through April 30, 2022, at a Department cost of \$95,000 per year; and be it further

RESOLVED, that the cost of this contract will be paid from account #A61094 54000 or A61404 54000 depending on eligibility.

**Health & Human Services Committee**

**Ways & Means Committee**

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Elane Daly, Chair

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Keith Batman, Chair

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Tucker Whitman

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

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

4/27/21

MH FILL 1 SSW 2021

**AUTHORIZE THE FILLING OF ONE (1) FULL-TIME STAFF SOCIAL WORKER (CMH) POSITION AT THE COMMUNITY MENTAL HEALTH CENTER OF CAYUGA COUNTY DUE TO A RESIGNATION**

**By:** Elane Daly, Chair; Health & Human Services Committee  
Keith Batman, Chair; Ways & Means Committee

**WHEREAS**, there is one (1) full-time Grade 30 Staff Social Worker (CMH) position (Position # 8772) vacant at the Community Mental Health Center of Cayuga County (CMHCCC) as the result of a resignation; and

**WHEREAS**, this position is funded in the 2021 Mental Health budget account A43101 51001; now, therefore be it

**RESOLVED**, that the Director of Community Services be authorized and is hereby directed to fill the one (1) full-time Grade 30 Staff Social Worker (CMH) positions (Position # 8772) in accordance with Cayuga County Civil Service Rules and Regulations and the policies of the County of Cayuga and any fill behind that may occur; and be it further

**RESOLVED**, this authorization is valid through December 31, 2021 in accordance with policy resolution 307-20.

**Health & Human Services Committee**

**Ways & Means Committee**

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Elane Daly, Chair

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Keith Batman, Chair

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

## 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	3/26/2021
Authorization To:	Fill Only
<b>** New Position Duties Statement (NPDS) - Short Form REQUIRED IF the title exists within the department</b>	
<b>** New Position Duties Statement (NPDS) - Long Form REQUIRED IF the title does NOT exist within the department</b>	
Do you anticipate this request to result in fill-behinds?	No
Cayuga County Department	Mental Health
Job Title Being Requested (Exact Civil Service Title)	Staff Social Worker (CMH)
Position Control Number	8772
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	30
Probationary Salary Amount	60410
Step 4 Amount (CSEA)	67413

Starting Salary for Position Requested	60410
Justification for Salary Requested	CSEA 2021 Comp Plan - Bargaining position.
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	Incumbent has resigned. This position serves the vulnerable population of Cayuga County. This position generates revenue for the County.
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?	2021 budgeted position so no change to current budget.
Department Head	Ray Bizzari
Date	3/26/2021
Attestation	I have been directed to submit on behalf of the authorized department or agency head
Name of Person Submitting on Behalf of Department or Agency Head	Elizabeth Piwinski
Title of Person Submitting on Behalf of Department or Agency Head	Administrative Assistant

(Section Break)

LHLippoldt Approved 3/29/2021