

# Human Services Committee



## AGENDA - REGULAR MEETING

OSWEGO COUNTY, NEW YORK

**Date/ Time:** Monday, February 27, 2023 at 2:00 p.m.

**Location:** Conference Room E - Legislative Office Building 46 East Bridge Street Oswego, New York

### COMMITTEE MEMBERS:

Roy Reehil, Chair	Legislator, 5 <sup>th</sup> District
James Scanlon, Vice Chair	Legislator, 16 <sup>th</sup> District
James Karasek	Legislator, 22 <sup>nd</sup> District
Frank Bombardo	Legislator, 7 <sup>th</sup> District
Tim Stahl	Legislator, 20 <sup>th</sup> District
Herbert Yerdon	Legislator, 2 <sup>nd</sup> District
Michael Yerdon	Legislator, 1 <sup>st</sup> District
Nathan Emmons	Legislator, 15 <sup>th</sup> District

### CALL TO ORDER:

- Pledge of Allegiance

### APPROVAL OF MINUTES:

- Approval of Minutes for the Human Services Committee's regular meeting on January 30, 2023.

### RESOLUTIONS:

- |             |   |
|-------------|---|
| <b>HS-1</b> | Resolution Authorizing Creation of One (1) Part-Time Position in the Department of Social Services  |
| <b>HS-2</b> | Resolution Authorizing Budget Modification Department of Social Services to Accept OASAS Opioid Abatement LGU Allocation  |
| <b>HS-3</b> | Resolution Authorizing Budget Modification Department of Social Services to Accept and Expend Additional State Aid from NYS OASAS to Support Existing Local Services  |
| <b>HS-4</b> | Resolution Authorizing Budget Modification Department of Social Services to Accept and Expend Additional State Aid from NYS OMH to Support Existing Local Services  |
| <b>HS-5</b> | Resolution Authorizing Budget Modification Department of Social Services to Accept and Expend Additional State Aid from NYS OPWDD to Support Existing Local Services  |
| <b>HS-6</b> | Resolution Authorizing Budget Modification Youth Bureau Closing Capital Project No. 128 Camp Zerbe Repairs and Transferring Remaining Funds to Capital Project No. 1422 Camp Zerbe ADA Bathhouse and Capital Improvements |
| <b>HS-7</b> | Resolution Establishing Capital Project No. 0123 Frisbee Golf Course Camp Zerbe   |

**HS-8** Resolution Authorizing Budget Modification – ARPA – To Address the Need for Additional Registered Childcare Providers in Oswego County

**COMMITTEE REVIEW & DECISIONS:**

- OFA Advisory Council Appointments
- Hemlock Woolly Adelgid Biocontrol BID22-YB-002 Camp Hollis Administration Building Insulation

**REPORTING DEPARTMENTS:**

- Veterans Services Department
- Oswego City/County Youth Bureau Program Updates
- Office for the Aging Update
- Department of Social Services Update

**ADJOURNMENT:**

**RESOLUTION NO.**

March 9, 2023

**RESOLUTION AUTHORIZING CREATION OF ONE (1) PART-TIME POSITION  
IN THE DEPARTMENT OF SOCIAL SERVICES**

By Legislator Roy Rechil:

Upon recommendation of the Human Services Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, the Social Services Commissioner has identified the need to add one (1) part-time Account Clerk position to adequately staff the Accounting Unit, and be it

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer, Budget Office and Human Resources Director shall by their authority to make such adjustments.

**RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE**

**YES:**

**NO:**

**ABSENT:**

**ABSTAIN:**



COUNTY OF OSWEGO  
Department of Social Services

Stacy Alvord, MSW  
Commissioner

P.O. Box 1320 • Mexico, New York 13114  
phone 315.963.5435 • fax 315.963.5477

**INFORMATIONAL MEMORANDUM**

**TO:** Oswego County Board of Legislators

**DATE:** February 14, 2023

**SUBJECT:** Request for Creation of One (1) PT Position in DSS Accounting Unit

**SUMMARY:** As you know, the DSS Accounting Unit has struggled with keeping up with their workload over the past year due to staffing issues, and complexity in the workload. We have just recently been able to reclassify/add titles to the Unit which will help tremendously once those positions are filled.

We have recently had a retired former employee with account clerk experience return to us to work part-time. This part-time account clerk brings knowledge and experience to our unit and provides efficient support to our upper-level staff. We would like to be able to retain her part-time for the foreseeable future.

**RECOMMENDED**

**ACTION:** The Department of Social Services recommends the Human Services Committee, Finance & Personnel Committee, and the Legislature approve the creation of one (1) part-time account clerk position as requested. The total increase in cost to the 2023 budget for the remainder of the year will be \$13,587. The total local share increase after 75% reimbursement will be \$3,397, which will be covered using accumulated funds in Salary & Wages due to vacancies. **The addition of this new part-time position is budget neutral in 2023.**

# POSITION REQUEST/DELETE BUDGET FORM

**DEPARTMENT: DSS**

**DIVISION/UNIT (NUMBER): 6010**

## A. NEW POSITION REQUEST

1. Position Title Requested: Account Clerk - PT

2. Bargaining Unit: ☒ CO-OP ☐ Highway ☐ Silver Star ☐ Deputies ☐ OCPA ☐ Mgmt.

3. a. Bargaining Unit – Hourly Rate from Grade plan: 16.57 Grade: 4

b. Management or OCPA – Salary Requested: \_\_\_\_\_ Grade: \_\_\_\_\_

4. Percent of Federal and or State Reimbursement: 75% Fringe Reimbursed: ☒ Yes ☐ No

5. Justification of Need (Use additional sheets as necessary):

*The Accounting Unit has struggled continuously with recruitment of lower level employees such as typist and account clerk over the past year. We have just recently been able to reclassify and add positions, but we have also managed to recruit a retired former employee that was an account clerk and brings with her knowledge and experience that helps out the unit significantly. This title can provide hands to take on routine tasks to support upper level staff. We are requesting the addition of a p/t account clerk line to keep that resource employed with us for the foreseeable future.*

6. Complete New Position Duties Statement (p. 3 & 4).

## B. RECLASSIFICATION REQUEST

1. Present Title:

2. Position #:

3. Present Salary/Hourly Rate:

Grade:

4. Requested Title:

5. Requested Salary: \_\_\_\_\_

a. Bargaining Unit: \_\_\_\_\_ Hourly Rate: \_\_\_\_\_ Grade: \_\_\_\_\_

b. Management or OCPA – Salary Requested: \_\_\_\_\_ Grade: \_\_\_\_\_

6. Percent of Federal and/or State Reimbursement: \_\_\_\_\_ Fringe Reimbursed: ☐ Yes ☐ No

7. Justification of Need (use additional sheets as necessary):

8. Complete New Position Duties Statement (p. 3 & 4).

<b>C. POSITION DELETION</b>
1. Title to be Deleted:
2. Position #
3. Salary Savings:
4. Reason for Deletion:

**Civil Service Law: Section 22. Certification for positions.** Before any new positions in the service of a civil division shall be created or any existing position in such service shall be reclassified, the proposal therefore, including a statement of the duties of the position, shall be referred to the municipal commission having jurisdiction and such commission shall furnish a certificate stating the appropriate civil service title for the proposed position or the position to be reclassified. Any such new position shall be created or any such position reclassified only with the title approved and certified by the commission.

**OSWEGO COUNTY HUMAN RESOURCES  
DEPARTMENT**

**NEW POSITION DUTIES STATEMENT**

Department head or other authority requesting the creation of a new position, prepare a separate description for each new position to be created except that one description may cover two or more identical positions in the same organizational unit. Forward two typed copies to this office.

**1. DEPARTMENTS/SCHOOL  
DISTRICT/TOWN OR VILLAGE**  
DSS

**DIVISION, UNIT, OR WORK SECTION**  
Accounting

**LOCATION OF POSITION**  
Mexico

**2. DESCRIPTION OF DUTIES:** Describe the work in sufficient detail to give a clear word picture of the job. Use a separate Paragraph for each kind of work and describe the more important or time-consuming duties first. In the left column, estimate how the total working time is divided.

Title requested: *Account Clerk, p/t*

**PERCENT OF  
WORK TIME**

25% *Verify all accounts payable invoices are correct and follow contracted guidelines. Create Vouchers for payment. Enter all vouchers into MUNIS financial system. Make copies of all invoices, have signed by supervisor and interoffice mail to audit department. Eventually all invoices and vouchers will need to be scanned into computer once signed and attached to MUNIS system. (This will add at least 2 hours to the voucher process)*

25% *Assist with childcare time sheets, entering time and filing documents (original documents must be kept 7 years)*

25% *Cash Receipts – accept and input all payments made to Oswego County through DSS*

9% *BICS Room operator – this job is every day but is shared by all account clerks who spend one day each week doing it*

8% *Scanning – all client documents that come into DSS must be scanned and attached to the clients case. This is an ongoing process that is generally backed up*

8% *Assist with resource and recoveries- requests information from other county and state offices to ensure that all moneys owed to Oswego County DSS are being recovered. Type letters and file documents when needed.*

**(Attach additional sheets if more space is needed)**

3. Names and titles of person supervising (general, direct, administrative, etc.).

NAME	TITLE	TYPE OF SUPERVISION
Sophie Pomerville	Principle Account Clerk	Direct

4. Names and titles of persons supervised by employee in this position.

NAME	TITLE	TYPE OF SUPERVISION
n/a		

5. Names and titles of persons doing substantially the same kind and level of work as will be done by the incumbent of this new position.

NAME	TITLE	LOCATION OF POSITION
Derrick Hamilton	Account Clerk	Mexico

6. What minimum qualifications do you think should be required for this position?

Education: ☒ High School \_\_\_\_\_ years  
☐ College \_\_\_\_\_ years, with specialization in \_\_\_\_\_  
☐ Other \_\_\_\_\_ years, with specialization in \_\_\_\_\_

**Experience (list amount and type):** *1 year maintaining financial accounts or records by posting figures to appropriate accounts, reconciling debits and credits, processing of payroll, vouchers and bills, and/or verifying calculations*

**Essential knowledge, skills and abilities:** *methods used in maintaining financial records and reports; office terminology, practices, and procedures; make arithmetic computations involving fractions, decimals, and percentages; perform prolonged fine-finger movement on a keyboard at a predetermined rate of accuracy; understand and interpret oral and written instructions; perform detailed work*

Type of license or certificate required: n/a

7. The above statements are accurate and complete.

Date: \_\_\_\_\_ Title: Commissioner Signature: \_\_\_\_\_

**CERTIFICATE OF OSWEGO COUNTY PERSONNEL OFFICER**

8. In accordance with the provisions of Civil Service Law (Section 22), the Oswego County Personnel Officer certifies that the appropriate civil service title for the position described is:

POSITION CLASS TITLE:  
 JURISDICTIONAL CLASS:

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







**RESOLUTION NO.**

March 9, 2023

**RESOLUTION AUTHORIZING BUDGET MODIFICATION DEPARTMENT OF  
SOCIAL SERVICES TO ACCEPT OASAS OPIOID ABATEMENT LGU  
ALLOCATION**

By Legislator Roy Reehil:

Upon recommendation of the Human Services Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer, Budget Office and Human Resources Director shall be their authority to make such adjustments.

**RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE**

**YES:**

**NO:**

**ABSENT:**

**ABSTAIN:**



COUNTY OF OSWEGO  
Department of Social Services

Stacy Alvord, MSW  
Commissioner

P.O. Box 1320 • Mexico, New York 13114  
phone 315.963.5435 • fax 315.963.5477

**INFORMATIONAL MEMORANDUM**

**DATE:** February 27, 2023

**SUBJECT:** Mental Hygiene Division budget modification to accept and expend Opioid Settlement Funds from NYS Office of Addiction Services and Supports (OASAS).

**PURPOSE:** To recommend the approval of budget modification to increase revenue and corresponding contract expense line.

**SUMMARY:** OASAS is providing the Division of Mental Hygiene, Local Governmental Unit for Oswego County, with dollars for the LGU to procure at its discretion based on the allowable use of funds per Settlement and Statute. Oswego County LGU allocation is \$815,581. The amounts provided are designated for state fiscal year 2023.

As specified in the Settlement Agreement, State Statute and in the Opioid Settlement Fund Advisory Board report released on November 1, 2022, the allowable use of funds and identified priority areas are available to inform the local subdivisions and should be considered when utilizing settlement dollars. The priority areas include harm reduction, treatment, investments across the service continuum, priority populations, housing, recovery, prevention, transportation, public awareness, and research. Additional information is available online <https://oasas.ny.gov/opioid-settlement-funding-initiatives>

Identification of local priorities will be guided by the Mental Hygiene Local Services Plan. Planning activities for the use of these funds and will engage the Oswego County Community Services Board, County Departments, and Community Stakeholders.

The Division respectfully requests to increase OASAS revenue and contractual expense lines, in the amount of \$815,581. The modification will allow the Division to accept and expend funds to be determined by local process. All funding is 100% Opioid Settlement Funds. There is no local share.

**RECOMMENDED ACTION:** To approve the budget modification as requested in the attached worksheet and authorize the Division to engage in planning and procurement activities.



**Office of Addiction  
Services and Supports**

KATHY HOCHUL  
Governor

CHINAZO CUNNINGHAM, MD  
Commissioner

February 10, 2023

Nicole Kolmsee  
Oswego County DSS, Division of Mental Hygiene  
Oswego County

Dear Nicole,

On behalf of Governor Kathy Hochul, I am pleased to inform you that your county will be receiving money from the Opioid Settlement Fund.

OASAS is providing the Local Governmental Unit for Oswego County with dollars for the LGU to procure at its discretion based on the allowable use of funds per Settlement and Statute, and additional funding guaranteed to Other Litigating Entities within the county where applicable. The amounts provided are designated for state fiscal year 2023. Additional information on use of funds and reporting are provided in the Opioid Settlement Fund Regional Abatement Planned Use of Funds Request posted to the OASAS website.

LGU allocation                      \$815,581

Other Litigating Entities

Total Amount in State Aid    \$815,581

OASAS is excited to work in partnership with the cities, Local Governmental Units and other litigating entities on the use of Opioid Settlement funds. This funding is important in addressing the substance use prevention, treatment, harm reduction and recovery service needs at the local level.

Please coordinate any publicity regarding this award with the OASAS Communications Office at [communications@oasas.ny.gov](mailto:communications@oasas.ny.gov) or by calling (518) 457-8299. Any other questions can be directed to (518) 485-2322.

Sincerely,

Chinazo Cunningham, MD  
Commissioner

cc: Sean Byrne  
Trishia Allen  
Deborah Davis  
Constance Burke

501 7<sup>th</sup> Avenue | New York, New York 10018-5903 | [oasas.ny.gov](http://oasas.ny.gov) | 646-728-4760

1450 Western Avenue | Albany, New York 12203-3526 | [oasas.ny.gov](http://oasas.ny.gov) | 518-473-3460

**2023 BUDGET**  
2/27/2023

ACCOUNT NUMBER			ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
DEPT.	OBJECT	SUB.	DEPT.	OBJECT	SUB.		
A4310	434900	OASAS				OASAS State Aid	\$ (815,581.00)
			A4310	545500	OASAS	Contractual Expenses	\$ 815,581.00
						TOTAL AMOUNT	\$0.00

COMMITTEE SIGNATURES  
DATE

DATE \_\_\_\_\_

**COUNTY TREASURER**

DATE \_\_\_\_\_

PERSONNEL DIRECTOR

DATE \_\_\_\_\_

COUNTY ADMINISTRATOR

DATE \_\_\_\_\_

DEPARTMENT HEAD

DATE \_\_\_\_\_

**RESOLUTION NO.**

March 9, 2023

**RESOLUTION AUTHORIZING BUDGET MODIFICATION DEPARTMENT OF  
SOCIAL SERVICES TO ACCEPT AND EXPEND ADDITIONAL STATE AID  
FROM NYS OASAS TO SUPPORT EXISTING LOCAL SERVICES**

By Legislator Roy Reehil:

Upon recommendation of the Human Services Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer, Budget Office and Human Resources Director shall be their authority to make such adjustments.

**RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE**

**YES:**

**NO:**

**ABSENT:**

**ABSTAIN:**



COUNTY OF OSWEGO  
Department of Social Services

Stacy Alvord, MSW  
Commissioner

P.O. Box 1320 • Mexico, New York 13114  
phone 315.963.5435 • fax 315.963.5477

**INFORMATIONAL MEMORANDUM**

**DATE:** February 27, 2023

**SUBJECT:** Mental Hygiene Division budget modification to accept and expend additional State Aid from NYS Office of Addiction Services and Supports (OASAS) to support existing local services.

**PURPOSE:** To recommend the approval of a pass-through budget modification to increase State revenue and corresponding contract expense line.

**SUMMARY:** NYS OASAS is providing additional State Aid in the amount of \$250,000 as pass through funds to Farnham Family Services capital project for the purchase of property on George Street in the City of Oswego to construct a new building for the delivery of Substance Abuse Outpatient Treatment, Opioid Treatment Program, and Prevention Services.

The Division respectfully requests to increase OASAS revenue and contractual expense line, in the amount of \$250,000. The modification will allow the Division to accept and expend funds exceeding the current budgeted amounts to Farnham. All funding is 100% NYS funding. There is no local share.

**RECOMMENDED ACTION:** To approve the budget modification as requested in the attached worksheet and revise the current Farnham contract to include the additional funds.



**2023 BUDGET**  
2/27/2023

ACCOUNT NUMBER			ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
DEPT.	OBJECT	SUB.	DEPT.	OBJECT	SUB.		
A4310	434900	OASAS				OASAS State Aid	\$ (250,000.00)
			A4310	545500	OASAS	Contractual Expenses	\$ 250,000.00
						TOTAL AMOUNT	\$0.00

COMMITTEE SIGNATURES DATE

DATE \_\_\_\_\_

COUNTY TREASURER

DATE \_\_\_\_\_

PERSONNEL DIRECTOR

DATE \_\_\_\_\_

COUNTY ADMINISTRATOR

DATE \_\_\_\_\_

DEPARTMENT HEAD

DATE \_\_\_\_\_

**RESOLUTION NO.**

March 9, 2023

**RESOLUTION AUTHORIZING BUDGET MODIFICATION DEPARTMENT OF  
SOCIAL SERVICES TO ACCEPT AND EXPEND ADDITIONAL STATE AID  
FROM NYS OMH TO SUPPORT EXISTING LOCAL SERVICES**

By Legislator Roy Reehil:

Upon recommendation of the Human Services Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer, Budget Office and Human Resources Director shall be their authority to make such adjustments.

**RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE**

**YES:**

**NO:**

**ABSENT:**

**ABSTAIN:**



COUNTY OF OSWEGO  
Department of Social Services

Stacy Alvord, MSW  
Commissioner

P.O. Box 1320 • Mexico, New York 13114  
phone 315.963.5435 • fax 315.963.5477

**INFORMATIONAL MEMORANDUM**

**DATE:** February 27, 2023

**SUBJECT:** Mental Hygiene Division budget modification to accept and expend additional State Aid from NYS Office of Mental Health (OMH) to support existing local services.

**PURPOSE:** To recommend the approval of a pass-through budget modification to increase State revenue and corresponding contract expense line.

**SUMMARY:** NYS OMH is providing additional State Aid for Oswego County providers in the amount of \$402,560.

1. NYS OMH has provided additional time-limited funding to support existing School Based Mental Health (SBMH) Satellite Clinic Sites, effective April 1, 2022. 9 mos. of funding for 2022 at \$155,816 and 12 mos. for 2023 at \$207,744, for a total of \$363,560 to be passed through to eligible provider agencies. SBMH sites achieve lower billable units than main clinics. NYS seeks to provide an enhanced billable rate in the future. Until that is accomplished, the enhancements are made available via State Aid to be passed through to the provider via local contract. Liberty Resources, Oswego Hospital, and ARISE have been identified by NYS to receive these funds.

2. NYS OMH has provided an increase in funding in the amount of \$39,000 per year for the Mental Health Supported Housing program operated by OCO. The increase provides for an additional \$600/year for each of the 65 program slots. The funding supports enhancements to rehabilitative services provided to enrolled participants.

The Division respectfully requests to increase OMH revenue and contractual expense lines, in the amount of \$402,560. The modification will allow the Division to accept and expend funds exceeding the current budgeted amounts. All funding is 100% NYS OMH funding. There is no local share.

**RECOMMENDED  
ACTION:**

To approve the budget modification as requested in the attached worksheet. To authorize local contracts to accomplish pass through of funds allocated by NYS OMH.

2/27/2023  
2023 BUDGET

**COMMITTEE SIGNATURES**

**DATE**

PERSONNEL DIRECTOR	DATE
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DEPARTMENT HEAD	DATE
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**RESOLUTION NO.**

March 9, 2023

**RESOLUTION AUTHORIZING BUDGET MODIFICATION DEPARTMENT OF  
SOCIAL SERVICES TO ACCEPT AND EXPEND ADDITIONAL STATE AID  
FROM NYS OPWDD TO SUPPORT EXISTING LOCAL SERVICES**

By Legislator Roy Reehil:

Upon recommendation of the Human Services Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer, Budget Office and Human Resources Director shall be their authority to make such adjustments.

**RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE**

**YES:**

**NO:**

**ABSENT:**

**ABSTAIN:**



COUNTY OF OSWEGO  
Department of Social Services

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Stacy Alvord, MSW  
Commissioner

P.O. Box 1320 • Mexico, New York 13114  
phone 315.963.5435 • fax 315.963.5477

**INFORMATIONAL MEMORANDUM**

**DATE:** February 27, 2023

**SUBJECT:** Mental Hygiene Division budget modification to accept and expend additional State Aid from NYS Office for People with Developmental Disabilities (OPWDD) to support existing local services.

**PURPOSE:** To recommend the approval of a pass-through budget modification to increase State revenue and corresponding contract expense line.

**SUMMARY:** NYS OPWDD is providing additional State Aid of \$4,736 to cover increased cost for Division salaries and for ARC of Oswego County to provide Senior Day Programming and Recreational Respite services.

The Division respectfully requests to increase OPWDD revenue line in the amount of \$4,736 and the OPWDD contractual expense line in the amount of \$3,484. The remaining \$1,252 supports salaries within the Mental Hygiene Budget. The modification will allow the Division to accept and expend funds exceeding the current budgeted amounts. All funding is 100% NYS OPWDD funding. There is no local share.

**RECOMMENDED  
ACTION:**

To approve the budget modification as requested in the attached worksheet and revise the current ARC contract to include the additional funds.

**2023 BUDGET**  
2/27/2023

ACCOUNT NUMBER			ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
DEPT.	OBJECT	SUB.	DEPT.	OBJECT	SUB.		
A4310	434900	OPWDD				OPWDD State Aid	\$ (4,736.00)
			A4310	545500	OPWDD	Contractual Expenses	\$ 3,484.00
						TOTAL AMOUNT	(\$1,252.00)

**RESOLUTION NO.**

March 9, 2023

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION YOUTH  
BUREAU CLOSING CAPITAL PROJECT #128 CAMP ZERBE REPAIRS AND  
TRANSFERRING REMAINING FUNDS TO CAPITAL PROJECT # 1422 CAMP  
ZERBE ADA BATHHOUSE AND CAPITAL IMPROVEMENTS**

By Legislator Roy Reehil:

Upon recommendation of the Human Services Committee of this body, with the approval of the Finance & Personnel Committee, be it

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

**RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE**

**YES:**

**NO:**

**ABSENT:**

**ABSTAIN:**





# Oswego City-County Youth Bureau

OSWEGO COUNTY COMPLEX  
70 BUNNER STREET  
OSWEGO, NEW YORK 13126  
(315) 349-3451 Fax (315) 349-3231

Brian Chetney, Executive Director



February 14, 2022

## Informational Memorandum

### Purpose:

This resolution will authorize the County Treasurer to transfer the remaining funds from CP #128 Camp Zerbe Repairs to CP #1422 Camp Zerbe ADA Bathhouse and Capital Improvements.

### Summary:

The resolution authorizes the County Treasurer to modify the budget accordingly. There is \$35,561.33 in local funds remaining in CP #128 Camp Zerbe Repairs. With inflation expenses are high and these funds can be used with CP #1422 Camp Zerbe ADA Bathhouse and Capital Improvements. CP#128 Camp Zerbe Repairs is to be closed.

### Recommended Action:

The department recommends the Human Services Committee; the Finance & Personnel Committee and the Oswego County Legislature authorize the transfer of funds (budget modification attached) and close CP#128 Camp Zerbe Repairs.

DATE: 2/10/23

COUNTY OF OSWEGO

## BUDGET MODIFICATION REQUEST

<b>FROM</b> <b>(OR REVENUE)</b>						<b>TO</b> <b>(OR APPROPRIATION)</b>						
<b>ACCOUNT NUMBER</b>			<b>ACCOUNT NUMBER</b>									
<b>DEPT.</b>	<b>OBJECT</b>	<b>SUB.</b>	<b>DEPT.</b>	<b>OBJECT</b>	<b>SUB.</b>							
H	529000	128										
			H	529000	1422	CP #128 Camp Zerbe Repairs						
						CP #1422 Camp Zerbe ADA Bathroom & Capital Improvements						
						Closing CP #128 and transferring the remaining funds to						
						CP #1422						
						BUDGET YEAR: 2023						
							TOTAL AMOUNT					
							\$-35,561.33 \$35,561.33 -					

COMMITTEE SIGNATURES

**COUNTY TREASURER**

DATE \_\_\_\_\_

**PERSONNEL DIRECTOR**

DATE \_\_\_\_\_

(Personnel Services Only)

COUNTY ADMINISTRATOR

DATE \_\_\_\_\_

DEPARTMENT HEAD - DATE

### 3.13 /Forms/Budget Mod

Send form to County Administrators Office for approval

**RESOLUTION NO.**

March 9, 2023

**A RESOLUTION ESTABLISHING CAPITAL PROJECT NO. 0123 FRISBEE GOLF  
COURSE CAMP ZERBE**

By Legislator Roy Reehil:

WHEREAS, Camp Zerbe is located in the Town of Williamstown, Oswego County, New York; and

WHEREAS, a Frisbee Golf Course at Camp Zerbe would bring many benefits to the community. Among the benefits include walking/exercise, and outdoor activity; and

WHEREAS, the estimated cost of this project is \$20,000.00, and is to be funded through American Rescue Plan Act (ARPA) funds through the attached budget modification; and

NOW, THEREFORE, upon, recommendation of the Human Services Committee of this Legislature, with the approval of the Finance & Personnel Committee: it is hereby

RESOLVED, that the Treasurer is hereby authorized to execute the attached budget modification establishing Capital Project 0123 Frisbee Golf Course Camp Zerbe for the maximum expenditure as indicated.

**Capital Project**

CP#0123 Frisbee Golf Course Camp Zerbe

**Total Authorization**

\$20,000.00

**RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE****YES:****NO:****ABSENT:****ABSTAIN:**



# Oswego City-County Youth Bureau

OSWEGO COUNTY COMPLEX  
70 BUNNER STREET  
OSWEGO, NEW YORK 13126  
(315) 349-3451 Fax (315) 349-3231

Brian Chetney, Executive Director



February 27, 2023

## Informational Memorandum

### Purpose:

To authorize and establish Capital Project #0123 Frisbee Golf Course Camp Zerbe with an authorization level of \$20,000.00

### Summary:

18-hole frisbee (disc) golf course at Camp Zerbe. The sport of disc golf is set up like a game of golf. A "round" is played on a disc golf course consisting of a number of "holes", usually 9 or 18. Each hole includes a tee position for starting play and a disc golf target some distance away, often with obstacles such as trees, hills, or bodies of water in between. Players navigate the hole by picking up the disc where it lands and throwing again until they reach the target. The object of the game is to get through the course with the lowest number of total throws.

The creation of Frisbee Golf Course to Camp Zerbe would bring many benefits to the community. Among the benefits include walking/exercise, and outdoor activity.

### Recommended Action:

The department recommends the Human Services Committee; the Finance & Personnel Committee and the Oswego County Legislature authorize the establishment of Capital Project #0123

## COUNTY OF OSWEGO

# BUDGET MODIFICATION REQUEST

To		From					DOLLAR AMOUNT
ACCOUNT NUMBER		ACCOUNT NUMBER			PROJ	DESCRIPTION	
ORG	OBJECT	PROJ	ORG	OBJECT			PROJ
H	529000	0123				CP#0123- Frisbee Golf	20,000.00
			H	450310	123	CP#0123 Interfund Transfer	(20,000.00)
A	599014					Interfund Transfer	20,000.00
			A	268800		ARPA	(20,000.00)
						This project will be established with ARPA funds	
TOTAL AMOUNT							-

COMMITTEE SIGNATURES DATE

COMMITTEE SIGNATURES DATE

COUNTY TREASURER

PERSONNEL DIRECTOR	DATE
--------------------	------

COUNTY ADMINISTRATOR

DEPARTMENT HEAD	DATE
-----------------	------

**RESOLUTION NO.**

March 9, 2023

**RESOLUTION AUTHORIZING BUDGET MODIFICATION – ARPA - TO  
ADDRESS THE NEED FOR ADDITIONAL REGISTERED CHILDCARE  
PROVIDERS IN OSWEGO COUNTY**

By Legislator Roy Rechil:

WHEREAS, the Oswego County Legislature, in concert with a variety of local and regional partners, has long been involved in developing an environment that would inspire new jobs and growth in the County of Oswego, and

WHEREAS, these efforts have involved reviews and analysis of our assets, opportunities and challenges with input from a wide variety of stakeholders both public and private throughout the County and beyond, and

WHEREAS, this body, found it desirable and appropriate to acknowledge their interest and intent to focus their efforts on specific initiatives, programs and projects, and

WHEREAS, the need for additional childcare providers has been recognized by a variety of studies and acknowledged by parents and employers alike as well as through this body's Resolution #190 of 2022, and

WHEREAS, Integrated Community Planning of Oswego County (ICP), the Small Business Development Center (SBDC), Jefferson Community College (JCC), and Oswego County Workforce NY (OCWNY) are partnering to offer an intensive In-Home Childcare Provider Bootcamp that will allow participants to be successful in registering and operating their own childcare business, and

WHEREAS, this partnership of organizations is hoping to offer this program for free to qualified participants and have requested \$151,950, \$50,650 a year for 3 years, from the Oswego County allocation of American Rescue Plan funds to support a 3-year training program designed for 12 participants each year, therefore

NOW, on the suggestion by the Chairman's Task Force on ARPA appropriations, and the recommendation of the Human Services and Finance and Personnel Committees of this body, be it

RESOLVED, that \$151,950 be allocated towards this project through the County's Department of Employment and Training, and be it further

RESOLVED, that the Chairman of the Legislature be and is hereby authorized to execute any and all documents that may be necessary for this transaction, and be it also

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and roll unused funds to subsequent years 2024 and 2025, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer and Budget Officer shall be his authority to affect such transfer and make such adjustments.

**RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE**

**YES:**

**NO:**

**ABSENT:**

**ABSTAIN:**



**David R. Turner**  
*Director*

**OSWEGO COUNTY  
OFFICE OF STRATEGIC INITIATIVES**

COUNTY BUILDING  
46 EAST BRIDGE STREET  
OSWEGO, NEW YORK 13126

TELEPHONE (315) 349-8260  
OSI@oswegocounty.com

**Kyle Boeckmann**  
*Strategic Programs Specialist*

**Kasey Chewning-Kulick**  
*Administrative Assistant*

**INFORMATIONAL MEMORANDUM**

**SUBJECT:** ARPA funding for Childcare Bootcamp Program

**PURPOSE:** Authorize the use of internal ARPA funds (\$151,950) to support a 3 year training program coordinated by the Office of Employment & Training.

**SUMMARY:** Integrated Community Planning of Oswego County (ICP), Small Business Development Center (SBDC), Jefferson Community College (JCC), and Oswego County Workforce NY (OCWNY) are partnering to offer an intensive In-Home Childcare Provider Bootcamp.

The proposal addresses the need for a Regulated Home Day Care Provider Business Training program. It will allow interested participants to become NYS registered in-home childcare providers and receive small business entrepreneurship training. This will position participants to be successful in registering and operating their own childcare business.

The proposal has been reviewed favorably by the Chairman's Task Force on ARPA appropriations, but determined to be an appropriate expenditure from the ARPA internal fund.

**FISCAL IMPACT:** None

**RECOMMENDED**

**ACTION:** The Committee on Human Services in concert with the Committee on Finance & Personnel authorize this action and transfer funding to the Office of Employment and Training.



## COUNTY OF OSWEGO

COMMITTEE SIGNATURES DATE

DATE \_\_\_\_\_

DATE \_\_\_\_\_

DATE \_\_\_\_\_

DATE \_\_\_\_\_

## **Hemlock Woolly Adelgid-Biocontrol Release Request**

**Submitted by: Joe Chairvolotti, Oswego County Soil and Water Conservation District**

**Date: 2/14/2023**

### Introduction

In 2021, Hemlock Woolly Adelgid (HWA) was found at Camp Hollis and Independence Park. This invasive insect causes decline and the eventual mortality of hemlock trees. The Oswego County Soil and Water Conservation District (SWCD) was provided permission by the Oswego County Legislature to lead control efforts. The District arranged for pesticide application in 2021 and 2022 for immediate and residual control.

In 2022, the SWCD received a request from the NYS Hemlock Initiative (NYSHI) to release HWA biocontrol. This request was presented to the Human Services Committee, but was tabled for review by the Environmental Management Council, which has not been active. I was recently asked by the Chairman of the Human Services Committee to revisit this topic.

### Request (HWA Biocontrol Opportunity Revisited)

The NYSHI, part of Cornell University, has approached the Soil and Water District about conducting a biocontrol release at Independence Park. This work would be completed at no cost to the County and can be accomplished in conjunction with pesticide control providing proper timing is utilized. The possible biocontrol insects released, include silver flies and beetles from the *Laricobius* genus (see information attached), which both prey on various stages of the adelgids. The objective is to monitor the establishment, efficacy and biology of these insects on the leading edge of the HWA infestation in New York State. Each species intended for use as a biocontrol agent has been studied for 10-20 years and has been found to produce no known negative environmental impacts. The United States Department of Agriculture Animal and Plant Health Inspection Service (USDA APHIS) has approved all insects for release as well as issued a permit to NYSHI. If the populations build up as anticipated, this effort would be part of a long-term approach to management of HWA on the Independence Park Property and may assist in advancing control efforts across New York State, which is a goal of NYSHI.

This activity was approved by NYS Parks, Recreation and Historic Preservation, and a release occurred in the fall of 2022 at Mexico State Park in Oswego County.

### Attachments

1. Biocontrol Agent Informational Slides
2. *Laricobius* Release Map
3. Silver Fly Release Map
4. Biocontrol Approval Process
5. USDA Aphis Permit

### Biocontrol Release at Mexico Point State Park

<https://spectrumlocalnews.com/nys/central-ny/news/2022/10/13/hemlock-trees-threatened-by-small-insect>



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### Biocontrol: Path to Approval

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

Biological control programs are one of the best, and quite often the only, long-term solution to managing invasive plants and animals. In order to be introduced in the state, biological control agents must first be federally approved.

#### The Path to Approval



##### *Identify Agents*

Many years of research are required to develop a candidate species for biocontrol. For classical biocontrol programs, the process of identifying agents begins in the native range of the pest species. Surveys are conducted to identify all insects and pathogens found feeding on, parasitizing, or living upon the pest species. Results from these surveys inform a list of candidates, which undergo further testing to ensure no other non-target organisms are fed upon or predated.



##### *Generate List*

In the United States, USDA APHIS is responsible for reviewing petitions to release biocontrol agents. When developing a biocontrol for a plant pest, researchers first submit a list of plant species against which they intend to test candidates to a Technical Advisory Group (TAG). Feedback provided by the TAG is used to generate a formalized list, which typically includes a range of native species, as well as economically valuable species (ie. crops).



##### *Host Tests*

Researchers then conduct host-specificity and host preference tests. Host specificity tests determine whether the agent is able to survive upon any of the non-target species when no other food source is available. Host preference tests offer agents a choice between target and non-target species and assess an agent's fidelity to the target species.

##### *Permits*

During the testing stage, biocontrol agents may be moved into the U.S., where they must be kept in special quarantine facilities. Bringing potential agents into the country requires a permit from the APHIS Plant Protection and Quarantine (PPQ) Program.



##### *Decision*

Once the appropriate tests have been conducted, researchers may submit a petition to release to the Technical Advisory Group, which may request further experiments, or recommend releasing or not releasing an agent. Researchers must also work with the U.S. Fish and Wildlife

Service to consider and assess potential impacts to threatened and endangered species in this process. USDA/APHIS PPQ considers the sum of the recommendations from USFWS and the TAG to either issue a permit for release, request an environmental impact statement, or recommend the project be discontinued.

## Biocontrol Basics

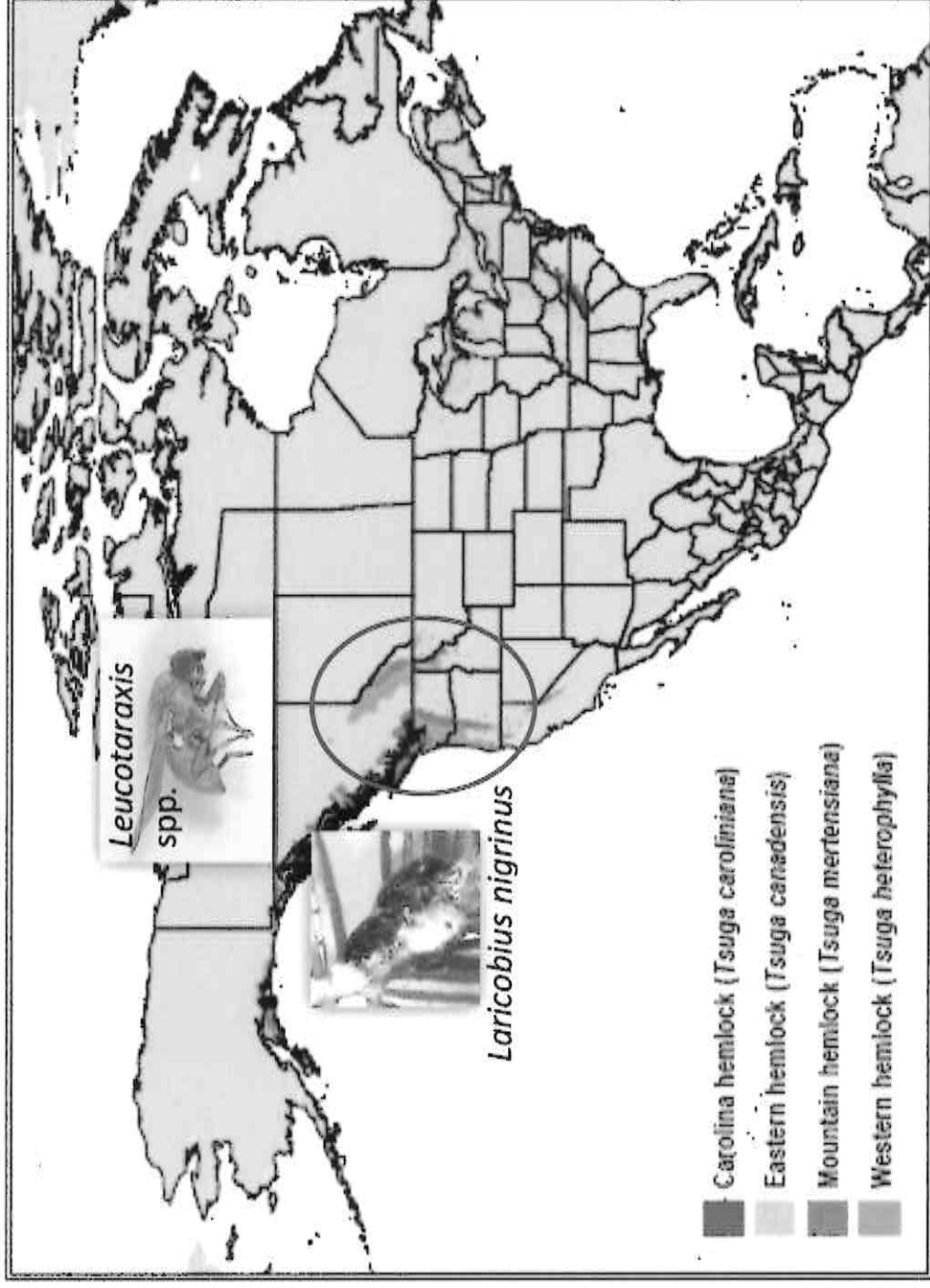
## Biocontrol Updates & Resources

Login

Cornell University © 2014-2023

# Biological Control

- Area of research since the early 2000s
- Pacific Northwest (PNW) has been a focal area for research
  - Additionally Japan and China (Onken and Reardon 2011)
- Three species from the PNW have shown promise
  - *Laricobius nigrinus*
  - *Leucotaraxis argenticollis*
  - *Leucotara piniperda*



Map from Havill et al. 2014

# *Laricobius nigrinus*

- Coleoptera: Derodontidae
- Specialist predator of HWA
  - Adults feed on overwintering (sistens) nymphs
  - Larvae feed on progrediens eggs laid by the sistens nymphs
  - Univoltine (Zilahi-Balogh et al. 2002, 2003)
- 400,000+ released since 2003 (Jubb et al. 2020)
- Has the potential to significantly reduce sistens generation in the winter (Mausel et al. 2008, Mayfield et al. 2015, Jubb et al. 2020)
- Impacts to sistens generation are negated by progrediens rebound (Elkinton et al. 2011, Crandall et al. 2020)
  - This supports the need for a predator that feeds on the progrediens (spring/summer) generation; i.e. *Leucotaraxis*



# *Leucotaraxis* spp.

- Two species of flies in the family Chamaemyiidae
  - *Leucotaraxis argenticollis*
  - *Leucotaraxis piniperda*
- Represent one of the most abundant groups of specialist predators in the PNW, with *La. nigrinus* (Kohler et al. 2008)
- Larvae feed on HWA eggs
  - most abundant during HWA egg laying stage (Grubin et al. 2011)
- Feeds on the eggs of both the winter and spring generations of HWA
- No clear pattern of dominance between *Leucotaraxis* spp. and *Laricobius nigrinus* in the west (Kohler et al. 2016, Rose et al. 2020, Dietschler et al. 2021)





## References

- Crandall, R. S., C. S. Jubb, A. E. Mayfield, B. Thompson, T. J. McAvoy, S. M. Salom, and J. S. Elkinton. 2020. Rebound of Adelges tsugae spring generation following predation on overwintering generation ovisacs by the introduced predator Laricobius nigrinus in the eastern United States. *Biological Control*. 145: 104264.
- Dietschler, N. J., T. D. Bittner, R. T. Trotter, T. J. Fahey, and M. C. Whitmore. 2021. Biological Control of Hemlock Woolly Adelgid: Implications of Adult Emergence Patterns of Two *Leucopis* spp. (Diptera: Chamaemyiidae) and *Laricobius nigrinus* (Coleoptera: Derodontidae) Larval Drop. *Environmental Entomology*. 50: 803–813.
- Elkinton, J. S., R. T. Trotter, and A. F. Paradis. 2011. Simulations of population dynamics of hemlock woolly adelgid and potential impact of biological control agents. In: Onken, B.; Reardon, R. eds. Implementation and status of biological control of the hemlock woolly adelgid. FHTET-2011-04. Morgantown, WV: U.S. Department of Agriculture, Forest Service Forest Health Technology Enterprise Team: 15-24. Chapter 2. 15–24.
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- Kohler, G. R., V. L. Stiefel, K. F. Wallin, and D. W. Ross. 2008. Predators Associated with the Hemlock Woolly Adelgid (Hemiptera: Adelgidae) in the Pacific Northwest. *Environmental Entomology*. 37: 494–504.
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- Mausel, D. L., S. M. Salom, L. T. Kok, and J. G. Fidge. 2008. Propagation, Synchrony, and Impact of Introduced and Native *Laricobius* spp. (Coleoptera: Derodontidae) on Hemlock Woolly Adelgid in Virginia. *Environ Entomol*. 37: 1498–1507.
- Motley, K., N. P. Havill, A. L. Arsenault-Benoit, A. E. Mayfield, D. S. Ott, D. Ross, M. C. Whitmore, and K. F. Wallin. 2017. Feeding by *Leucopis argenticollis* and *Leucopis piniperda* (Diptera: Chamaemyiidae) from the western USA on *Adelges tsugae* (Hemiptera: Adelgidae) in the eastern USA. *Bulletin of Entomological Research*. 107: 699–704.
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United States Department of Agriculture  
Animal and Plant Health Inspection Service  
Plant Protection & Quarantine  
4700 River Road  
Riverdale, MD 20737

**Permit to Move Live Plant Pests, Noxious Weeds, and Soil**  
Interstate Movement  
**Regulated by 7 CFR 330**

This permit was generated electronically via the ePermits system

<b>PERMITTEE NAME:</b>	Mark Whitmore	<b>PERMIT NUMBER:</b>	P526P-21-00588
<b>ORGANIZATION:</b>	Cornell University	<b>APPLICATION NUMBER:</b>	P526-211026-008
<b>ADDRESS:</b>	226 Mann Drive Fernow Hall, Room 106, Department of Natural Resources Ithaca, NY 14853	<b>DATE ISSUED:</b>	10/27/2021
<b>MAILING ADDRESS:</b>	226 Mann Drive Fernow Hall, Room 106, Department of Natural Resources Ithaca, NY 14853	<b>EXPIRES:</b>	02/04/2024
<b>PHONE:</b>	607-280-4064	<b>FACILITY NUMBER:</b>	4282
<b>ALT. PHONE:</b>		<b>HAND CARRY:</b>	Yes
<b>EMAIL:</b>	mcw42@cornell.edu	<b>FACILITY ACCOUNT:</b>	Cornell University
<b>FAX:</b>		<b>RESEARCH CENTER:</b>	Department of Natural Resources Cornell University
		<b>FACILITY NAME:</b>	226 Mann Drive, Fernow Hall, Room 106 Ithaca, New York 14850
		<b>FACILITY ADDRESS:</b>	
		<b>FACILITY GPS:</b>	
		<b>MAIL ADDRESS:</b>	226 Mann Drive Fernow Hall, Room 106, Department of Natural Resources Ithaca, New York 14850
		<b>FACILITY CONTACT:</b>	Mark Whitmore 607-280-4064
		<b>PHONE:</b>	
		<b>ALT. PHONE:</b>	
		<b>FAX:</b>	
		<b>EMAIL:</b>	mcw42@cornell.edu

**DESTINATION:** 226 Mann Drive, Fernow Hall, Room 106, Ithaca, NY 14850


**RELEASE:** 226 Mann Drive, 106 Fernow Hall, Room 106, Department of Natural Resources, Ithaca, NY 14853, (County: all counties in New York State)

Under the conditions specified, this permit authorizes the following:

Regulated Article	Life Stage(s)	Intended Use	Shipment Origins	Originally Collected	Culture Designation
Laricobius nigrinus	Any	Release - Biocontrol	CA, ID, MT, OR, WA	Originally Collected from Within the Continental U.S.	
Leucopis argenticollis	Any	Release - Biocontrol	CA, ID, MT, OR, WA	Originally Collected from Within the Continental U.S.	culture for research and release
Leucopis piniperda	Any	Release - Biocontrol	CA, ID, MT, OR, WA	Originally Collected from Within the Continental U.S.	culture for research and release

**PERMIT GUIDANCE**

Permit Number P526P-21-00588

<p>THIS PERMIT HAS BEEN APPROVED ELECTRONICALLY BY THE FOLLOWING PPQ HEADQUARTER OFFICIAL VIA EPERMITS.</p> <p></p> <p><b>Robert Pfannenstiel</b></p>	<p><b>DATE</b></p> <p><b>10/27/2021</b></p>
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WARNING: Any alteration, forgery or unauthorized use of this Federal Form is subject to civil penalties of up to \$250,000 (7 U.S.C. 7734(b)) or punishable by a fine of not more than \$10,000, or imprisonment of not more than 5 years, or both (18 U.S.C. 1001)


- 1) Importation, interstate movement, and environmental release of the listed regulated organisms that have been genetically engineered may require a different permit issued under regulations at 7 CFR part 340. Any unauthorized importation, interstate movement, or environmental release (including accidental release) of a regulated GE organism would be a violation of those regulations. Before moving genetically engineered organisms, contact APHIS Biotechnology Regulatory Services (BRS) at: <https://www.aphis.usda.gov/aphis/ourfocus/biotechnology>. If BRS does not require a permit, contact the Pest, Pathogen, and Biocontrol permit unit for further guidance at: [pest.permits@usda.gov](mailto:pest.permits@usda.gov)
- 2) If an animal pathogen is identified in your shipment, to ensure appropriate safeguarding, please refer to [http://www.aphis.usda.gov/import\\_export/animals/animal\\_import/animal\\_imports\\_an\\_products.shtml](http://www.aphis.usda.gov/import_export/animals/animal_import/animal_imports_an_products.shtml)
- 3) If a human pathogen is identified, please refer to the CDC Etiologic Agent Import Permit Program at <http://www.cdc.gov/od/eaipp/>
- 4) This permit DOES NOT fulfill the requirements of other federal or state regulatory authorities. Please contact the appropriate agencies, such as the U.S. Environmental Protection Agency, the U.S. Fish and Wildlife Service, the U.S. Food and Drug Administration, the Centers for Disease Control and Prevention, the APHIS Veterinary Services unit, the APHIS Biotechnology Regulatory Services, or your State's Department of Agriculture to ensure proper permitting.
- 5) If you are considering renewal of this permit, an application should be submitted at least 90 days prior to the expiration date of this permit to ensure continued coverage. Permits requiring containment facilities may take a longer period of time to process.

#### PERMIT CONDITIONS

USDA-APHIS issues this permit to Dr. Mark Whitmore, Cornell University, 226 Mann Drive, 106 Fernow Hall, Dept. of Natural Resources, Ithaca, NY 14850. This permit authorizes the interstate movement of any life stages of *Leucopis argenticollis* and *Leucopis piniperda* (Diptera: Chamaemyiidae), and *Laricobius nigrinus*, predators associated with hemlock woolly adelgid, from California, Idaho, Montana, Oregon and Washington, to the permit holder, Dr. Mark Whitmore, Cornell University, to be delivered into the APHIS approved containment facility (CF 4282) at 6126 Comstock Hall, Garden Avenue, Ithaca, NY 14853-0901, for laboratory, greenhouse and field research at that address, or elsewhere in the State of New York.

The transported material is authorized to contain live life stages of western hemlock woolly adelgid, *Adelges tsugae*, and non-propagative west-origin host plant parts (leaves, short branches of hemlock), to be handled according to the specific conditions below.

This permit authorizes the possession and culture/rearing of *Leucopis argenticollis*, *Leucopis piniperda*, and *Laricobius nigrinus*, received under this permit for research and eventual release at Cornell University, 226 Mann Drive, 106 Fernow Hall, Dept. of Natural Resources, Ithaca, NY 14850, subject to the conditions below.

Permit Number P526P-21-00588	
THIS PERMIT HAS BEEN APPROVED ELECTRONICALLY BY THE FOLLOWING PPQ HEADQUARTER OFFICIAL VIA EPERMITS.	DATE
 Robert Pfannenstiel	10/27/2021


WARNING: Any alteration, forgery or unauthorized use of this Federal Form is subject to civil penalties of up to \$250,000 (7 U.S.C.s 7734(b)) or punishable by a fine of not more than \$10,000, or imprisonment of not more than 5 years, or both (18 U.S.C.s 1001)

1. • This permit is issued by the United States Department of Agriculture's Animal and Plant Health Inspection Service (APHIS). It conveys APHIS regulations and requirements for the material(s) listed on this permit. It does not reduce or eliminate your legal duty and responsibility to comply with all other applicable Federal and State regulatory requirements.
- The permit number or a copy of the permit must accompany the shipment.
- You must be an individual at least 18 years old, or legal entity such as partnership, corporation, association, or joint venture.
- You are legally responsible for complying with all permit requirements and permit conditions.
- If you violate any applicable laws associated with this permit, you may face substantial civil or criminal penalties. We may cancel all current permits and deny future permit applications.
- Without prior notice and during reasonable hours, authorized Federal and State Regulators must be allowed to inspect the conditions associated with the regulated materials/organisms authorized under this permit.

2. The permit holder must:

- maintain a valid PPQ526 permit so long as the regulated materials/organisms are received, handled, and released,
- take appropriate precautions to release regulated materials/organisms only at intended release sites,
- not assign or transfer this permit to other persons without APHIS PPQ authorization,
- maintain an official permanent work assignment, residence, or affiliation at the address on this permit,
- notify the Pest Permit Staff as soon as possible of any change in the permit holder's work assignment, residence, or affiliation,
- notify the Pest Permit Staff of the receipt of unauthorized and/or misdirected shipments of regulated materials/organisms.

Permit Number P526P-21-00588

<p>THIS PERMIT HAS BEEN APPROVED ELECTRONICALLY BY THE FOLLOWING PPQ HEADQUARTER OFFICIAL VIA EPERMITS.</p> <p style="text-align: center;"> <b>Robert Pfannenstiel</b></p>	<p>DATE</p> <p style="text-align: center;"><b>10/27/2021</b></p>
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WARNING: Any alteration, forgery or unauthorized use of this Federal Form is subject to civil penalties of up to \$250,000 (7 U.S.C. § 7714(b)) or punishable by a fine of not more than \$10,000, or imprisonment of not more than 5 years, or both (18 U.S.C. § 1001)

Notifications to the Pest Permit Staff must be made via 866-524-5421 or pest.permits@usda.gov within one business day of the event triggering a notification.

3. All packages for transport must minimally consist of both inner/primary and outer/secondary packages securely sealed so that both are effective barriers to escape or unauthorized dissemination of the listed materials/organisms. The inner/primary package(s) will contain all regulated materials/organisms and must be cushioned and sealed in such a way that it remains sealed during shock, impact, and pressure changes that may occur. The outer/secondary shipping container must be rigid and strong enough to withstand typical shipping conditions (dropping, stacking, impact from other freight, etc.) without opening.
4. Receipt of Regulated organisms:

This permit authorizes the interstate movement of immature and adult life stages of *Leucopis argenticollis*, *Leucopis piniperda*, and *Laricobius nigrinus* from Oregon State University, 321 Richardson Hall, Corvallis, Oregon 97331, or directly field collected from California, Idaho, Montana, Oregon, or Washington.

This permit authorizes interstate movement of containers of Regulated Articles that contain live prey stages, plant parts or debris, or other biological material. The permit holder must use an effective means to eliminate from the received material western hemlock wooly adelgid hosts or transfer regulated articles to lab/eastern-sourced host material (e.g., eastern HWA) as soon as feasible. In addition, other species, plant parts, soil and general debris, etc. shall be removed from the incoming material as soon as practical. All western host substrate and extraneous material shall be autoclaved before being disposed of in the municipal waste stream.


Only secondary containers and packing materials suitable for re-use (such as coolers and icepacks) may be reused, and only after sterilization by autoclave, or with bleach or alcohol, etc., as per protocols established in the SOP's for this facility.

5. Live regulated organisms authorized for import under this permit are to be maintained only in the laboratory area approved for containment at the address indicated under the "Authorizations" above on this permit (CF 4282).

Any distribution or other removal of live organisms regulated under this permit from the designated area of Containment Facility 4282 requires a separate prior authorization from APHIS PPQ, that is, a separate PPQ 526 permit from USDA APHIS, or amendment to this permit.

All life stages of regulated organisms authorized for receipt and culture/curation under this permit must be effectively devitalized prior to removal following laboratory protocol, including by autoclave or preservation in alcohol EXCEPT AS DESCRIBED HERE-IN:

Permit Number P526P-21-00588

<p>THIS PERMIT HAS BEEN APPROVED ELECTRONICALLY BY THE FOLLOWING PPQ HEADQUARTER OFFICIAL VIA EPERMITS.</p> <p style="text-align: center;">   <b>Robert Pfannenstiel</b> </p>	<p>DATE</p> <p style="text-align: center;"><b>10/27/2021</b></p>
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WARNING: Any alteration, forgery or unauthorized use of this Federal Form is subject to civil penalties of up to \$250,000 (7 U.S.C.s 7734(b)) or punishable by a fine of not more than \$10,000, or imprisonment of not more than 5 years, or both (18 U.S.C.s 1001)

Upon rearing through to the adult stage, live *Leucopis argenticollis*, *Leucopis piniperda*, and *Laricobius nigrinus*, received under this permit MAY BE REMOVED from this containment facility subsequent to the verification of the identity of individuals or the discrete colony from which they originated by a qualified person sufficiently familiar with this species or taxonomic group through direct examination or comparison to reference specimens determined by such an expert. This allowance is for these taxa exclusively.

Voucher specimens from each cohort of material received (i.e., separate collection batches, or widely separate locations) shall be retained and made available to USDA APHIS upon request.

6. All operations must be consistent with information submitted in association with this Containment Facility (CF 4282) including the most recent Standard Operating Procedures (SOP's) submitted for the Facility, and any information submitted in association with the inspection of this Containment Facility. This includes, minimally, maintenance of restricted access to unauthorized persons of building and or approved containment areas (key, key card or code), and/or restricted access to unauthorized persons of growth chambers and other equipment (for example by lock) where organisms will be kept, as well as proper/prescribed maintenance of the Autoclave and/or other equipment used to devitalize or sterilize waste.

The permit holder must insure that all persons working with these regulated organisms


- a) are trained in the importance of approved containment practices;
- b) follow the Standard Operating Procedures (SOP) established for the facility and filed with the USDA APHIS Pest Permit Evaluation Unit at the time of facility inspection; and
- c) are informed of these permit conditions and understand the requirement to adhere to these conditions and the SOP.

The permit holder shall document such training or familiarization with these permit conditions and the SOP's for the facility, by having copies of both dated and signed/initialed by all persons handling the regulated articles, and have such documentation made available to USDA APHIS upon request.

7. The permit holder shall document and retain records of all releases, and make them available to USDA APHIS upon request.
8. There is to be no further movement or distribution of the listed regulated materials/organisms within the United States and its territories unless the recipient holds, or is named as a responsible party on a valid PPQ526 permit for receipt of such materials/organisms.

#### END OF PERMIT CONDITIONS

Permit Number P526P-21-00588

<p>THIS PERMIT HAS BEEN APPROVED ELECTRONICALLY BY THE FOLLOWING PPQ HEADQUARTER OFFICIAL VIA EPERMITS.</p> <p style="text-align: center;"> Robert Pfannenstiel</p>	<p>DATE</p> <p style="text-align: center;">10/27/2021</p>
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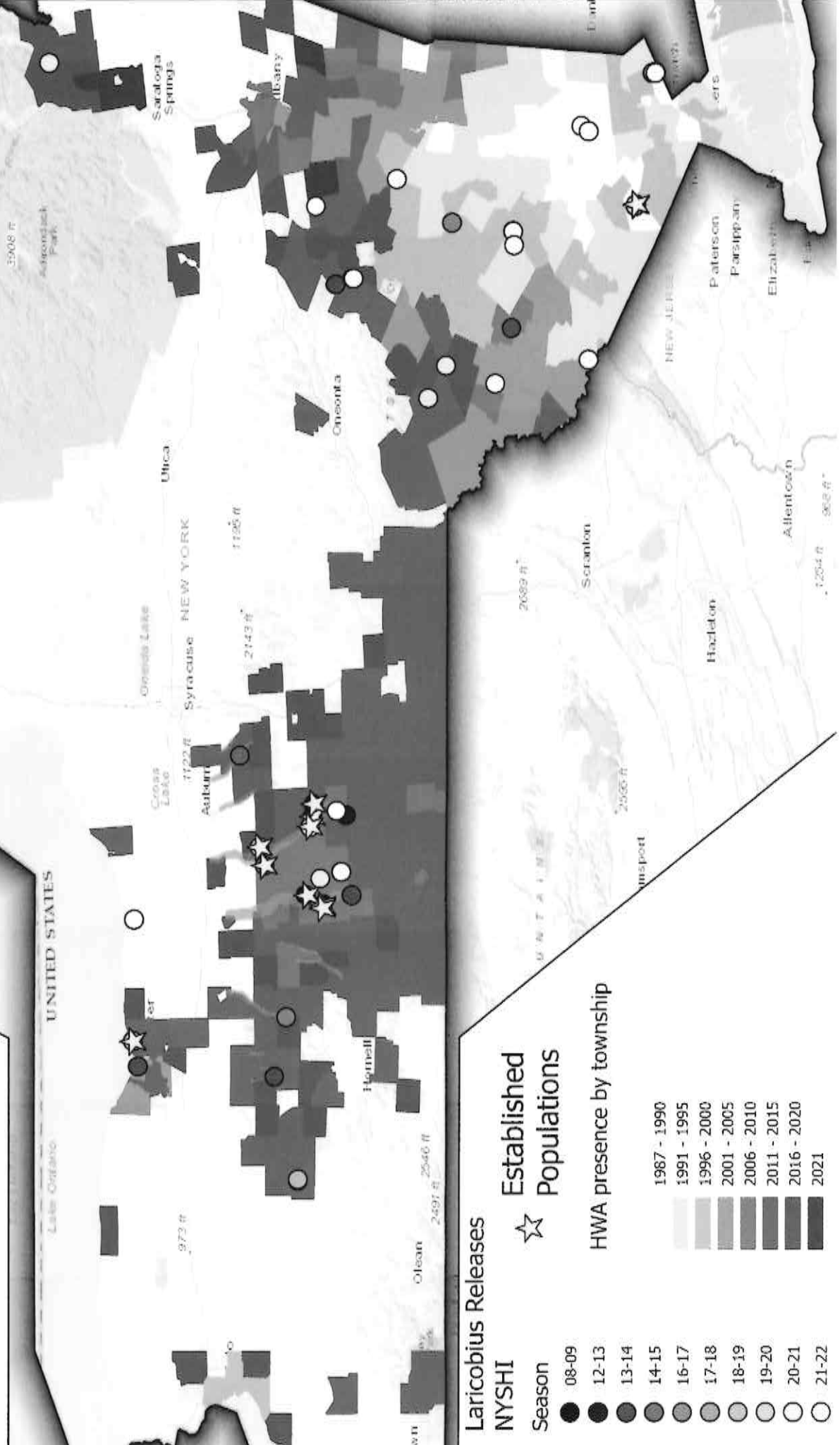




**Cornell CALS**  
College of Agriculture  
and Life Sciences

# NYSHI - Laricobius

HERE, Garmin, USGS, NGA, EPA, USDA, NPS, PL



**Laricobius Releases**

**NYSHI**

**Season**

- 08-09
- 12-13
- 13-14
- 14-15
- 16-17
- 17-18
- 18-19
- 19-20
- 20-21
- 21-22

**Established Populations**

☆

**HWA presence by township**

- 1987 - 1990
- 1991 - 1995
- 1996 - 2000
- 2001 - 2005
- 2006 - 2010
- 2011 - 2015
- 2016 - 2020
- 2021



COUNTY OF OSWEGO  
Department of Social Services

Stacy Alvord, MSW  
Commissioner

P.O. Box 1320 • Mexico, New York 13114  
phone 315.963.5435 • fax 315.963.5477

Date: February 14, 2023  
To: Human Services Committee  
From: Stacy Alvord, Commissioner  
RE: Updates from Department of Social Services

Personnel

All positions are filled in Mental Hygiene.

Financial Assistance Vacancies:

- Senior Social Welfare Examiner – 1
- Social Welfare Examiner – 11
- Social Services Investigator – 3
- Community Services Worker – 4
- Typist – 1.5

Accounting Unit Vacancies:

- Accounting Supervisor B – created 2/2023
- Senior Account Clerk – vacant effective 9/19/2022
- Senior Account Clerk – converted from Account Clerk 2/2023
- Account Clerk – vacant effective 9/05/2022 – filled with a PT worker effective 12/22/2022

As of 3/06/2023, another Account Clerk position will be vacant.

The lists for the Accounting Supervisor Grade B, Senior Account Clerk and Account Clerk are all exhausted. The civil service exams for the Senior Account Clerk & Account Clerk positions are scheduled to be given in February / March 2023.

Employment Services Vacancies:

- Senior Employment Specialist - 1

Child Support Vacancies:

- Typists – 2
- Account Clerk – 1
- Sr. Account Clerk – 1

#### Services Vacancies:

There are presently 29 caseworker vacancies and 3 caseworker aide positions vacant (transport and supervise visits). Out of 77.5 funded positions in Child Protective and Family Services, there are presently 54.5 caseworkers. 31 of the 77.5 caseworkers left their position, mostly resigning, in 2022. DSS hired 18.5 caseworkers in 2022.

#### Accounting

The NYS Office of State Comptroller provides an "Accounting School" for Local Districts. There are two courses: Introduction and Principles. Each course holds 2-day online classes. Our Director and Senior Accountant will be attending both courses in the coming months.

#### Child Support Enforcement & Collections

DSS has officially completed the 6/2021 IRS Security audit. A secure closet was built with a key lock to hold all filing cabinets holding IRS records per mandate. The last two findings have been resolved and the state has closed our audit. To put this in perspective, some districts have their audits open until their next audit takes place. OCDSS anticipates another IRS audit in 2024. This is an exhaustive process and a critical audit for our Child Support operations.

#### Medicaid:

As you know, the Governor proposes to use all Enhanced Federal Medical Assistance Percentage (eFMAP) for Medicaid to offset the state's budget and withhold any of that funding from counties. The additional estimated expense to Oswego County is projected to be \$3,134,290. Presently the county has budgeted \$22,592,960 for local share of Medicaid in 2023. Counties across the state are advocating for a change back to a reconciliation with counties of eFMAP based on our expenditures. Oswego County has not received the local share of the eFMAP payments since State Fiscal Year 2016 – 2017. New York State presently owes Oswego County over \$6 million.

#### Financial Assistance Updates:

*Supplemental Nutrition Assistance Program (SNAP)* - Oswego County will receive \$135,120 in SNAP Administrative federal funding. Local administrative funding was cut from the state budget years ago – so this is welcome relief to our program, especially given the increase in applications we have experienced.

The *Call Center* received a total of 6,582 calls for January 2023 – of those calls 39% were about SNAP, 30% were about HEAP, and 10% were about Temporary Assistance.

#### Services:

The Action Plan from last year has been updated to include Bonadio's recommendations. Many of the recommendations have already been implemented. Our team has been diligently working on putting in place or updating policies and procedures as recommended. We have filled all 5 new Community Services Worker positions and have deployed them to teams, per our original plan and validated by Bonadio.

Bonadio recommended that our Foster Care and Adoption Home Finding unit expand their scope of work to include finding placements for any and all placements that occur. This will



require more caseworkers within that team. Therefore, we are recommending that the training of foster parents with the state mandated curriculum be contracted out to a private provider. DSS will be issuing an RFP for a private provider to conduct recruitment and certification of county foster and adoptive parents. Those caseworkers will be redeployed to home finding whenever a child / youth is remanded to out of home placements. Particularly challenging for Child Protective Investigators is the placement of children with complex needs and youth needing a residential facility placement. By shifting those activities from the Child Protective Services caseworkers to a Home Finding Unit – it allows them to move along the case and focus on other investigations.

Working in partnership with Purchasing, the two leased vehicles in the 2023 budget in is progress. Also, the four Health Department vehicles will be transferred to DSS within the next few weeks.

#### DSS Challenges:

- We do not have enough parking at our Mexico office. We are back to people waiting for a car to leave in order to be able to park.
- We do not have enough space at our Mexico office for the number of staff budgeted once we fill our vacancies.

#### Recruiting For Our Workforce

DSS will be hosting an Open House in March for all divisions with vacancies, as well as our Summer Youth Employment program. The Open House will be at our Mexico Office and will be planned and coordinated by our Employment Services division, who has experience in running Job Fairs.



**County of Oswego  
OFFICE FOR THE AGING**

(315) 349-3484

Sara Sunday  
Aging Services Administrator  
[www.oswegocounty.com/ofa](http://www.oswegocounty.com/ofa)

County Office Complex  
70 Bunner Street  
Oswego, NY 13126

**Informational Memorandum**

**Subject:** Appointment of Members to the Office for the Aging (OFA) Advisory Council

**Purpose:** To recommend the appointment of members to the OFA Advisory Council

**Summary:** The OFA Advisory Council was as established by the Oswego County Legislature in accordance with the provisions of Title III of the Older Americans Act of 1965. The purpose of the Advisory Council is to oversee the direction and development of the Office for the Aging, to establish and maintain programs of service for the senior citizens of Oswego County. Appointments are made by the Human Services Committee of the Oswego County Legislature, for a term of three years.

If a vacancy occurs on the Advisory Council, the Human Services Committee will fill the vacancy upon recommendation of the Advisory Council's Nominating/Membership Committee and approval of the Advisory Council. This term will expire at the end of the original appointment of the person being replaced.

The Office for the Aging would like to recommend the following: Two (2) new appointments and six (6) re-appointments to the OFA Advisory Council, term beginning April 1, 2023.

**OFA Advisory Council Recommendations:**

**John Finocchiaro – Re-Appointment**

Term to Expire: 3/31/2026

Mr. Finocchiaro is retired from the Social Security Administration where he worked in Oswego, Rome, Buffalo and Syracuse. In addition, he is the past board member and 2 term Board President of the Oswego County Opportunities, Inc Board of Directors. Mr. Finocchiaro has a wealth of experience on issues facing seniors as well as others in the community. Mr. Finocchiaro will be representing the City of Fulton

**Teresa Ferlito – Re-Appointment**

Term to Expire: 3/31/2026

Ms. Ferlito is the retired Vice President and Chief Operating Officer of Springside at Seneca Hill after 16 years of service to independent seniors and is the current Chairman of the RSVP Advisory Council. She is experienced in the wants and needs of older adults. Ms. Ferlito will be representing the town of Minetto and surrounding area.

**Sybil Cummins – Re-Appointment**

Term to Expire: 3/31/2026

Ms. Cummins is a resident of Sandy Creek and is a long-term active member of the council. Ms. Cummins represents seniors in the Pulaski/Sandy Creek/Lacona area.

**Jean Lewis – Re-Appointment**

Term to Expire: 3/31/2026

Ms Lewis is a resident of Hannibal area and has been a council member since 2015. Ms. Lewis is a Davis Standard (Black Clawson) retiree of 38 years. She is a very active volunteer and is a board member of the Friends of History; a former board member of the Women's Club and is active with the Hannibal Fire Department. Ms. Lewis also has assisted the OFA since 2016 with the annual OFA Public Hearing as well as being the council Secretary.

**Paula Rohn – Re-Appointment**

Term to Expire: 3/31/2026

Ms. Rohn is a resident of the Fulton area and has been an active council member for many years. Ms. Rohn has taken on the responsibility of the Chairman of the OFA Advisory Council. Ms. Rohn has assisted the OFA in with the required annual Public Hearing meetings since 2016. Ms. Rohn also volunteers with The Fulton Woman's Club, The Friends of History and Oswego County Tourism Advisory Council.

**Beth Hallinan – Re-Appointment**

Term to Expire: 3/31/2026

Ms. Hallinan lives in Pulaski and is a member of Cooperative Extension and the Pulaski Lion's Club. She is active in the community and is very involved in the Blessings in a Backpack Program. Ms. Hallinan will be representing the Pulaski area.

**Theresa (Terry) Talamo – New Appointment**

Term to Expire: 3/31/2026

Ms Talamo is a resident of the Oswego area, recently returned from residing in Florida. Ms. Talamo is interested in serving the community and assisting seniors by providing her perspective as well as volunteerism. Ms. Talamo will be representing the Oswego area.

**Lawrence (Larry) Rayder – New Appointment**

Term to Expire 3/31/2026

Mr. Rayder is a lifelong resident if Williamstown. He is a retiree of Carrier Corp and is a current Councilman for the Town of Amboy. Mr. Ryder will be representing the APW area.

**Recommendation:**

It is respectively recommended that the Human Services Committee of the Oswego County Legislature approve six (6) re-appointments and two (2) new appointments to the Oswego County Office for the Aging Advisory Council for a term of three (3) years to expire March 31, 2026.