

**RESOLUTIONS OF THE OSWEGO COUNTY LEGISLATURE FOR
MARCH 11, 2021**

OSWEGO COUNTY LEGISLATURE

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RESOLUTION NO. 031

**RESOLUTION ACCEPTING GRANT AWARD FROM THE NYS DEPARTMENT
OF CRIMINAL JUSTICE SERVICES CRIMINAL JUSTICE DISCOVERY
REFORM GRANT**

By Legislator Terry Wilbur:

WHEREAS, the State of New York has implemented bail and discovery reforms in criminal proceedings as of January 1, 2020; and

WHEREAS, this has resulted in counties incurring additional expenses related to the implementation of discovery and bail reforms and in the complying with same; and

WHEREAS, the New York State Department of Criminal Justice Services has notified the Chair of the Legislature, the Office of the District Attorney and the Department of Probation that the County of Oswego is eligible to receive up to \$455,969 in grant funds upon the submission and approval of a Discovery Reform Funding plan by DCJS for county costs incurred April 1, 2020 through March 31, 2021; and

WHEREAS, a resolution is both necessary and desirable,

NOW, THEREFORE, upon recommendation of the Public Safety Committee of this body, it is hereby,

RESOLVED, that the Chairman of the Legislature be and herby is authorized to submit a Discovery Reform Funding Plan on behalf of the County of Oswego under this grant program, which includes letters of support from the District Attorney and Director of Probation; and it is further

RESOLVED, that, should the county's plan be approved in whole or in part by DCJS, the County of Oswego hereby accepts any grant funding for which it may be eligible up to the maximum allowable amount of \$455,969.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

LEGISLATURE
COUNTY
OSWEGO



Division of Criminal Justice Services

ANDREW M. CUOMO
Governor

MICHAEL C. GREEN
Executive Deputy Commissioner

JEFFREY P. BENDER
Deputy Commissioner

Grant Award Notice

Grantee/Contractor: Oswego County	Date: February 9, 2021
Program Name: Criminal Justice Discovery Reform Grant	Award Amount: \$455,969
Name of Official: Chairman of the County Legislature Shane Broadwell	All funding provided must support estimated costs during the state fiscal year April 1, 2020 through March 31, 2021
Email: sbroadwell@oswegocounty.com	Project ID No.: DG20-1034-D00
Criminal Justice Discovery Reform Grant - Additional Information: The New York State Division of Criminal Justice Services (DCJS) is pleased to provide funding to your county to support local law enforcement agencies with expenses related to the implementation of discovery and bail reforms that took effect January 1, 2020. Your county's maximum award amount has been determined based on the prorated share of criminal court arraignments statewide. Funding is contingent upon the submission by the county and subsequent DCJS approval of a Discovery Reform Funding Plan. Please see the attached <i>2020-21 Discovery Reform Application</i> and the <i>Discovery Reform Funding Plan</i> for additional information. The county Discovery Reform Funding Plan should be submitted to DCJS using the DCJS Grants Management System (GMS). Additional information about GMS is provided in the attached Application document. Questions about the submission of the Plan should be emailed to DCJS at dcjsfunding@dcjs.ny.gov . Please include "Discovery Reform Question" in the subject line of your email. Any questions about GMS access or other technical assistance can also be directed to dcjsfunding@dcjs.ny.gov . DCJS will assist counties in amending submitted Plans if needed. Once Plans are approved by DCJS, grantees will be notified and shall receive payment for their entire award. Thank you for all you do to enhance public safety. DCJS remains committed to working with you in our continued efforts to safeguard the health and safety of all New York residents and visitors. Attachment (2)	

DATE: February 19, 2021

TO: Public Safety Legislative Committee Members

FROM: Gregory Oakes, District Attorney

INFORMATIONAL MEMO

SUBJECT: Criminal Justice Discovery Reform Grant

PURPOSE: To Accept a Grant from DCJS

SUMMARY: The NYS Department of Criminal Justice Services (DCJS) recently notified Oswego County that we are eligible to receive a Grant Award of up to \$455,969, which is to reimburse the County for expenses incurred by the District Attorney's Office and/or public safety departments to comply with the new discovery demands that took effect on January 1, 2020. Attached is the Grant Award Notice.

The grant covers expenses during the period between April 1, 2020 and March 31, 2021.

To receive the award, the Chairman of the Legislature must submit an application to DCJS, which must include a letter of support from both the District Attorney and Director of Probation.

RECOMMENDED

ACTION: It is respectfully recommended that the Public Safety Committee accept the grant and authorize the Chairman to submit an application on behalf of the County seeking the entire award amount.

RESOLUTION NO. 032

RESOLUTION ESTABLISHING A TIME AND MATERIAL RATE FOR E-911 COMMUNICATIONS DEPARTMENT COMMUNICATIONS COORDINATOR SERVICES

By Legislator Terry Wilbur:

WHEREAS, the E-911 Communications Department provides Communications Coordinator Services to other agencies including Fire, EMS and Police; and

WHEREAS, this involves an array of services such as programming, testing and equipment installations; and

WHEREAS, the involved agencies are able and willing to help the county defray the costs of these services which would cost the agencies more on the open market; and

WHEREAS, a resolution is both necessary and desirable,

NOW, THEREFORE, upon recommendation of the Public Safety Committee of this body, it is hereby,

RESOLVED, that the E-911 Communications Department be and is hereby authorized to charge involved Police, Fire and EMS agencies a time and material rate of \$60 per hour inclusive of all communication coordinator services until subsequent resolution of this body.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE



Kevin B. Pooley
Director

OSWEGO COUNTY
E-9-1-1 EMERGENCY COMMUNICATIONS DEPARTMENT

315-349-8215
Fax 315-349-8500

PUBLIC SAFETY CENTER

39 CHURCHILL ROAD

OSWEGO, NY 13126

Informational Memo

Communications Coordinator Services
2/17/21

During the creation of the Communications Coordinator position it was discussed that there would be an opportunity for the County to offer the services outlined in the job description to other agencies beyond County departments and that the County would charge the agencies for these services. The 911 Director has received numerous requests for these services over the past few months and the department feels it is prepared to begin responding to the requests. Some examples of the requests are, mobile radio installations in fire apparatus, mobile data modem installation in law enforcement vehicles, and repairs to mobile radios.

The 911 Director feels that the department should work off of a time and material rate when the services are provided. The rate per hour will cover the costs incurred by the County. A quote for services requested will be provided to each non-county agency requesting service prior to the work being scheduled. These services will continue to be provided to County departments at no additional cost unless there are specialty parts required to complete the job.

The 911 Director is proposing a time and material rate for non-County agencies of \$60/hr. The average costs of a standard mobile radio installation will be \$150. The Director is requesting approval to use this rate to offset the costs incurred by the County while the Communications Coordinator is not working on County department equipment. Thank you for your consideration.

RESOLUTION NO. 033

**RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT –
RFP 21-EMERGENCY MGMT 001**

By Legislator Terry Wilbur:

WHEREAS, the County issued a request for proposal for Radiological Consultant Services; and

WHEREAS, in accordance with Oswego County Purchasing Policy, the Onondaga County Division of Purchase solicited Requests for Proposals (RFP 21-EMERGENCY MGMT 001) from multiple qualified firms to provide Radiological Consultant Services; and

WHEREAS, the Oswego County department of Emergency Management and Onondaga County Division of Purchase have reviewed the proposal received and determined the proposal from Richard J. Watts Inc of Fairport NY meets the County's needs;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the Public Safety Committee that the County of Oswego awards the professional service contract for providing Radiological Consultant Services to Richard J. Watts Inc. of Fairport NY at a cost not to exceed \$23,880 and be it further

RESOLVED that a certified copy of this resolution delivered to the Treasurer and Purchasing Director shall be their authority to affect the procurement of services.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE



OSWEGO COUNTY
EMERGENCY MANAGEMENT OFFICE

Phone (315) 591-9150

Fax (315) 591-9187

COUNTY OFFICE BUILDING – 200 NORTH 2ND STREET, FULTON, NY 13069

Cathee Palmitesso, Director

Email: Cathleen.Palmitesso@OswegoCounty.com

Informational Memorandum

Date: February 19, 2021

To: Members of the Public Safety Committee, Oswego County Legislature

From: Cathee Palmitesso, Director

Subject: RFP #21 – Professional Service Contract for Radiological Consultant Services

Summary: Oswego County EMO has received one response for our Request For Proposal (RFP) #21 for Radiological Consultant Service. The contract resulting from this RFP shall be for one year with three optional one-year renewals from the date of the award and if mutually agreed upon by both parties.

Purpose: The purpose of this contract is to provide radiological consultant services to evaluate new FEMA (Federal Emergency Management Agency), EPA (Environmental Protection Agency), FDA (Food & Drug Administration), and NRC (Nuclear Regulatory Commission) program requirements and develop implementing procedures for the County plans to meet those requirements. The contract also includes updating the County Radiological Preparedness Plan and Onondaga County HOST Plan using NUREG-0654/FEMA REP-1 Program Manual, preparing training activities associated with State and FEMA evaluated exercises, including developing exercise inject messages, attending exercise planning meetings, and participating as a dose assessment advisor to our radiological specialists.

The work plan for this contract was developed based on continued radiological planning and preparedness and projects that were unable to be completed in 2020 due to the COVID-19 pandemic. In 2020, two of our FEMA evaluated exercises were cancelled and both have been re-scheduled to occur in 2021. FEMA has shown that evaluated exercises can be completed during a pandemic by instituting additional precautions and completing the evaluated criteria out of sequence for the safety of all participants.

The consultant charges \$80.00 per hour with approximately 296 hours of services associated with the scope of work outlined in the RFP #21. The total contract amount is not to exceed \$23,880. The money for this contract is included in EMO's existing budget for planning and preparedness activities associated with the Nine Mile Point Nuclear Site.

Recommended: Oswego County EMO has previously entered radiological contracts with Richard J. Watts Inc. to provide radiological consulting services and there is a continued need for radiological emergency preparedness support. EMO respectfully requests awarding this contract to Richard J. Watts, Incorporated.

Action: The Emergency Management Office recommends that the Public Safety Committee and the legislature award this contract accordingly.

**Request For Proposal RFP #21-EMERGENCY MGMT-001
RADIOLOGICAL CONSULTANT SERVICES**

Proposer Reply Cover Sheet

Sealed Proposals are due by **2:00 p.m., February 12, 2021** at: Onondaga County Division of Purchase, John H. Mulroy Civic Center, 13th Floor; 421 Montgomery Street, Syracuse, NY 13202

THE COUNTY RESERVES THE RIGHT TO REJECT ANY OR ALL PROPOSALS

The undersigned hereby certifies that he/she has examined and fully comprehends the requirements and intent of the Notice, Information, Specifications for
RFP #21-EMERGENCY MGMT 001 – RADIOLOGICAL CONSULTANT SERVICES
and offers to fulfill the activities as shown in the attached proposal for the cost listed below.

Federal ID Number:

11-2800643

M/WBE Status N/A

RICHARD J. WATTS

Type or Print Name

RICHARD J WATTS, INC

Firm

PRESIDENT

Title

404 BLUHM ROAD

Address

Richard J. Watts

FAIRPORT, NY 14450

Authorized Signature

585 472 3928

() ()

2/8/21

Telephone

Date

Number /Fax

Please attach any additional information to this sheet.

Request For Proposal RFP #21-EMERGENCY MGMT-001
RADIOLOGICAL CONSULTANT SERVICES

Proposer Information Sheet

Proposing
Organization:

RICHARD J. WATTS, INC.

Address:

404 BLUHM ROAD FAIRPORT, NY 14450

Phone:

(585) 472-3928

Fax:

()

Invoices Will Be From:

Address:

RICHARD J. WATTS INC

404 BLUHM RD FAIRPORT, NY 14450

Person to Contact in Reference to Contract:

Name:

RICHARD J. WATTS

Title:

PRESIDENT

Address:

404 BLUHM RD FAIRPORT, NY 14450

Phone:

(585) 472-3928

Fax:

()

E-mail:

richard_watts@yahoo.com

Signatory Authority:

RICHARD J. WATTS

"In consideration of the limitations of this proposal, I hereby certify that the information in this proposal is correct to the best of my knowledge, and that I am an official of the above organization authorized to sign and submit this proposal."

RICHARD J. WATTS

Name/Title

Richard J. Watts

Signature

2/8/21

Date

**Request For Proposal RFP #21-EMERGENCY MGMT-001
RADIOLOGICAL CONSULTANT SERVICES**

Sexual Harassment Certification

FOR ALL OSWEGO COUNTY CONTRACTS

All Oswego County contractors must certify compliance with recent amendments to state law concerning sexual harassment prevention in the workplace and training as a term and condition to all county contracts.

By signing this Certification, the Contractor/Vendor certifies to the County of Oswego:

1. That this Certification shall be considered part of its primary contract with the County of Oswego as if more fully set forth therein; and
2. That Contractor/Vendor are now and will be in compliance with sexual harassment prevention and training programs as are more fully set forth hereinbelow:

Terms Required by Law

Pursuant to New York Finance Law § 139-L, the Contractor/Vendor, by signing this Agreement, certifies that it: (i) has implemented a written policy addressing sexual harassment prevention in the workplace, and (ii) provides annual sexual harassment prevention training to all of its employees.

RICHARD J WATTS INC
Company

2/8/21
Date

RICHARD J WATTS
Type or Print Name

PRESIDENT
Title
Richard J Watts
Authorized Signature

**Request For Proposal RFP #21-EMERGENCY MGMT-001
RADIOLOGICAL CONSULTANT SERVICES**

Non-Collusion Certification

General Municipal Law§ 103-d

- (a) By submission of this proposal, each Proposer and each person signing on behalf of any Proposer certifies, and in the case of a joint proposal each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:
- (1) The prices in this proposal have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Proposer or with any competitor;
 - (2) Unless otherwise required by Law, the prices which have been quoted in this proposal have not been knowingly disclosed by the Proposer and will not knowingly be disclosed by the Proposer prior to opening, directly or indirectly, to any other Proposer or to any competitor;
 - (3) No attempt has been made or will be made by the Proposer to induce any other person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition.
- (b) A proposal shall not be considered for award nor shall any award be made where (a)-(1), (2) and (3) have not been complied with; provided however, that if in any case the Proposer cannot make the foregoing certification, the Proposer shall so state and shall furnish with the proposal a signed statement which sets forth in detail the reasons therefore. Where (a)-(1), (2) and (3) have not been complied with, the proposal shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, department, agency or official thereof to which the proposal is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a Proposer (a) has published price lists, rates or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same time prices being proposed, does not constitute, without more, a disclosure within the meaning of paragraph (a) of this certification.

By submission of this proposal, the undersigned hereby affirms the truth of the foregoing certification under the penalties of perjury.

RICHARD J WATTS INC

Company

Date

2/8/21

RICHARD J WATTS

Type or Print Name

Title

Authorized Signature

PRESIDENT

Richard J Watts

Request For Proposal RFP #21-EMERGENCY MGMT-001
RADIOLOGICAL CONSULTANT SERVICES
RESOLUTION FOR CORPORATIONS ONLY

Resolved that Richard J Watts (individual) is authorized to sign and submit the Bid or RFP of this corporation for the following project:

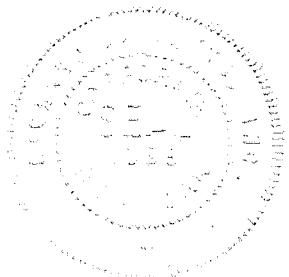
RFP #21-EMERGENCY MGMT 001
RADIOLOGICAL CONSULTANT SERVICES

and to include in such Bid or RFP the certificate as to non-collusion required by Section 103-D of the General Municipal Law as the act and deed of such corporation and for any inaccuracies or misstatements in such certificate this corporate Responder shall be liable under the penalties of perjury; and to enter into the contract if awarded to this corporation:

The foregoing is a true and correct copy of the resolution adopted by Richard J Watts Inc Corporation at a meeting of its Board of Directors held on the 3RD day of FEBRUARY, 2021, and is still in force on this 8TH day of February, 2021.


Secretary

(Seal of Corporation)



**Request For Proposal RFP #21-EMERGENCY MGMT-001
RADIOLOGICAL CONSULTANT SERVICES**

Non-Proposer Response

N/A

The Oswego County Purchasing Department is interested in the reasons why prospective Proposers fail to submit proposals. Failure to submit a proposal without explanation may result in removal of your firm from our Proposers' list. If you are NOT submitting a proposal, please indicate the reason(s) by checking off one or more of the items below and return this form to Onondaga County Division of Purchase, John H. Mulroy Civic Center, 13th Floor, 421 Montgomery Street, Syracuse, NY 13202

- ☐ 1. Unable to make a proposal at this time, but would like to receive future Proposals.
- ☐ 2. Items or material not ☐ manufactured, ☐ distributed, ☐ stocked, ☐ furnished.
- ☐ 3. Services, materials or items we have to offer do not fully meet all the requirements of standards specified.
- ☐ 4. Specifications not clearly understood or applicable as follows: (ex.: too vague, too rigid, etc.)
- ☐ 5. We cannot meet the time of delivery of items or materials specified.
- ☐ 6. Insufficient time allowed for preparation and submission of proposal.
- ☐ 7. Other reasons:

You may remove our name from the Proposer list for:

- ☐ This Commodity Group
- ☐ This Item or Material
- ☐ All Proposals

Type or Print Name

Company

Title

Address

Authorized Signature

()

Date

Telephone Number

RESOLUTION NO. 034

**RESOLUTION AUTHORIZING THE SHERIFF'S OFFICE TO ACCEPT A 2017
FORCE PROTECTION COUGAR CAT 1A1 ISS VEHICLE**

By Legislator Terry Wilbur:

WHEREAS, the Oswego County Sheriff's Office, pursuant to a State Plan of Operation Intragency Agreement with the State of New York, has been offered the conditional transfer of a MRAP ATV for its use by the Defense Logistics Agency, a support agency in the U.S. Department of Defense; and

WHEREAS, the Sheriff's Office Emergency Services Unit (ESU) has the need for such a vehicle to be used for emergency situations, including, but not limited to, active shooter, hostage, barricaded suspects and suicidal individuals, as well as execution of high risk drug warrants, natural disasters and nuclear emergencies; and

WHEREAS, certain obligations and costs are associated with acceptance of the vehicle; and

WHEREAS, those costs will be absorbed by the Sheriff's budget,

NOW THEREFORE, upon the recommendation of this body, it is hereby

RESOLVED, that the Oswego County Sheriff's Office is hereby authorized to accept one (1) Force Protection Cougar CAT 1 A1 ISS VIN 4VZKR2M977C061825 and further, that the Chairman is authorized execute any other and further documents necessary to effectuate the same.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE



ADMINISTRATION
(315) 349-3307
FAX (315) 349-3483

ROAD PATROL
(315) 349-3411
FAX (315) 349-3303

CRIMINAL INVESTIGATION
(315) 349-3318
FAX (315) 349-3317

OSWEGO COUNTY SHERIFF'S OFFICE

DONALD R. HILTON
SHERIFF



JOHN F. TOOMEY
UNDERSHERIFF
MICHAEL R. BENJAMIN
JAIL ADMINISTRATOR



CIVIL DIVISION
(315) 349-3302
FAX (315) 349-3373
1-800-582-7583

JAIL DIVISION
(315) 349-3300
FAX (315) 349-3349

39 Churchill Road, Oswego, New York 13126-6613

INFORMATIONAL MEMORANDUM

DATE: February 26, 2021

SUBJECT: Sheriff's Office request to accept conditional transfer of one MRAP-ATV vehicle from US Defense Logistics Agency.

PURPOSE: The Sheriff's Office requests permission to accept a conditional transfer of one MRAP ATV armored vehicle from US Defense Logistics for the Sheriff's Office Emergency Use Unit (ESU).

SUMMARY: The Sheriff's Department requests a conditional transfer of one MRAP- ATV (Armored ATV) to be utilized by the Sheriff's Office Emergency Service Unit. The vehicle would be used for emergency response to active shooter situations, barricaded suspects, suicidal persons, hostage situations, officer rescues, high risk drug warrants, emergencies at any of the nuclear plants, natural disasters, assist to Border Patrol and Homeland Security and any other emergency situation to increase public safety and effectiveness of the Sheriff's Office. The Sheriff's Office intends to cover the cost associated with maintenance and training for the vehicle within the current budget.

**RECOMMENDED
ACTION:**

The Sheriff's Office recommends the approval of this request.

RESOLUTION NO. 035**A RESOLUTION FIXING TIME AND PLACE FOR A PUBLIC HEARING
REGARDING THE COUNTY OF OSWEGO DRAFT POLICE REFORM PLAN**

By Legislator Terry Wilbur:

UPON the recommendation of the Public Safety Committee of this body, be it

RESOLVED, that the Oswego County Legislature shall hold a Public Hearing on the proposed County of Oswego Police Reform Plan pursuant to Executive Order 203 on the 23rd day of March, 2021 at 7:00 o'clock, in the evening of said day at the Oswego County Legislative Chambers, Legislative Office Building, 46 E. Bridge Street, Oswego, NY 13126, and be it further

RESOLVED, due to COVID-19 restrictions, the hearing will also be available via Cisco Webex at:

<https://oswegocounty.webex.com/oswegocounty/j.php?MTID=mc31e72a57883403488232aed7f387e2> OR via phone 1-408-418-9388 United States Toll Access code: 129 656 1284; and it is further

RESOLVED, that a copy of the draft Police Reform Plan is available on the Oswego County website at www.oswegocounty.com and comments may also be submitted to the county in advance in care of the Clerk of the Legislature, 46 East Bridge Street, Oswego, New York 13126 or via e-mail at: BetsySaunders@oswegocounty.com ; and, it is further

RESOLVED, that the Clerk of the Oswego County Legislature cause notice of such Public Hearing to be published in the Official Newspapers of the County and post the same as required by law.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

RESOLUTION NO. 036

**RESOLUTION AUTHORIZING BUDGET MODIFICATION DEPARTMENT OF
SOCIAL SERVICES TO ACCEPT STATE FUNDS FOR THE SAFE HARBOUR
PROGRAM**

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 shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:
YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE



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: Human Services Committee, Oswego County Legislature

FROM: Stacy Alvord, MSW, Commissioner

DATE: February 12, 2021

SUBJECT: Budget Modification – Safe Harbour Funds

SUMMARY: The Department of Social Services recommends the Legislature accept \$40,000.00 in State funds for Safe Harbour services. For three years, DSS has contracted with the Child Advocacy Center (CAC) to implement programs related to Safe Harbour.

Safe Harbour funding addresses the needs of exploited or trafficked youth. The CAC will designate a Safe Harbour Coordinator and coordinate the critical team. The critical team will hold emergency meetings as needed to respond to the needs of an exploited youth and coordinate a county-wide system response. The CAC will also identify needs and service gaps and develop strategies to fill these gaps.

There is no local share associated with the acceptance of these funds.

**RECOMMENDED
ACTION:**

The Social Services Department recommends the Human Services Committee; the Finance & Personnel Committee and the Oswego County Legislature accept these State funds.

2021
2/12/2021

10

COUNTY ADMINISTRATOR	DATE
<i>M. S. Adcock</i>	2/12/21
DEPARTMENT HEAD	DATE

RESOLUTION NO. 037

**RESOLUTION AUTHORIZING BUDGET MODIFICATION DEPARTMENT OF
SOCIAL SERVICES TO ACCEPT FEDERAL FUNDS FOR THE NON-
CUSTODIAL PARENT EMPLOYMENT PROGRAM**

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 shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:
YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE



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: Human Services Committee, Oswego County Legislature

FROM: Stacy Alvord, MSW, Commissioner

DATE: February 12, 2021

SUBJECT: Non-custodial Parent Employment Program Grant Award

PURPOSE: To amend the Social Services budget to accept an award of \$97,491.00 in TANF funding to continue to operate a Non-Custodial Parent Employment Program in Oswego County.

SUMMARY: The Non-custodial Parent Employment Program is intended to provide services to assist unemployed and under-employed non-custodial parents to secure or upgrade employment, so they can begin or resume making court-ordered child support payments. The project is an initiative between the Oswego County Child Support Unit, Family Court and DSS, Employment and Training. Funding for this initiative was awarded through a competitive grant and will cover the period 10/1/20-9/30/21.

This funding will enable Social Services to serve approximately 100 non-custodial parents over the period of this project. Funding will be used to cover the operational costs incurred in running the program.

The Department respectfully requests acceptance of this funding. The attached budget modification reflects this request. **These are 100% federal funds. There is no local share.**

RECOMMENDED ACTION: The Social Services Department recommends the Human Services Committee; the Finance & Personnel Committee and the Oswego County Legislature authorize the Department of Social Services to accept this funding.

2021
2/10/2021

COMMITTEE SIGNATURES

DATE

Butterfly

COUNTY ADMINISTRATOR

DATE /

RESOLUTION NO. 038

**RESOLUTION AUTHORIZING BUDGET MODIFICATION DEPARTMENT OF
SOCIAL SERVICES TO ACCEPT FEDERAL FUNDS FOR THE
TRANSPORTATION INCENTIVE PROGRAM**

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 shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

LEGISLATURE

COUNTY

OSWEGO



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: Human Services Committee, Oswego County Legislature

FROM: Stacy Alvord, MSW, Commissioner

DATE: February 12, 2021

SUBJECT: Transportation Initiative State Fiscal Years 19-20,20-21

PURPOSE: To amend the Social Services budget to accept \$37,894.00 in Transportation Initiative Program funding.

SUMMARY: The 2019-2020 and 2020-2021 enacted state budgets included an appropriation to help meet the transportation needs of individuals eligible for Temporary Assistance for Needy Families (TANF) who are employed or participating in other allowable work activities.

These are 100% federal funds with no local share.

RECOMMENDED ACTION: The Social Services Department recommends the Human Services Committee; the Finance & Personnel Committee and the Oswego County Legislature authorize the Department of Social Services to accept this federal funding.

2021
2/10/2021

COUNTY TREASURER	DATE
HUMAN RESOURCES DIRECTOR	DATE
COUNTY ADMINISTRATOR	DATE
DEPARTMENT HEAD	DATE

RESOLUTION NO. 039

**RESOLUTION AUTHORIZING BUDGET MODIFICATION
DEPARTMENT OF SOCIAL SERVICES
TO ACCEPT NYS CODE BLUE AID**

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 shall be his authority to affect such transfer and make such adjustments.

**ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:
YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0**

OSWEGO COUNTY LEGISLATURE



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: Human Services Committee, Oswego County Legislature

FROM: Stacy Alvord, MSW, Commissioner

DATE: February 22, 2021

SUBJECT: Request for approval to accept \$500,230 from the Coronavirus Aid, Relief and Economic Security (CARES) Act Emergency Solutions Grant (ESG); and request for approval to accept \$99,927 in NYS Aid/Code Blue

SUMMARY: Oswego County has been allocated an additional \$500,230 in ESG funds through NYS OTDA to specifically address the needs of individuals and families experiencing homelessness that have arisen as a result of COVID-19. The funds will also support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19.

Oswego County DSS has also been allocated \$99,927 in Code Blue State Aid. Code Blue monies are used to fund the contract with Victory Transformation for their Warming Center and assist with housing individuals during the cold weather months as required by NYS.

There is no local share associated with the acceptance of these funds.

RECOMMENDED

ACTION: The Department of Social Services recommends that the Human Services Committee and the Oswego County Legislature accept these ESG and Code Blue funds.

2021
2/19/2021

COMMITTEE SIGNATURES	DATE
Passed by Consent agenda	
March 14, 2021	
Betsy Shulman	

COUNTY TREASURER	DATE

HUMAN RESOURCES DIRECTOR	DATE

COUNTY ADMINISTRATOR	DATE
M. Babcock	2/19/21

DEPARTMENT HEAD	DATE

RESOLUTION NO. 040

**RESOLUTION AUTHORIZING BUDGET MODIFICATION DEPARTMENT OF
SOCIAL SERVICES TO ACCEPT FEDERAL CARES ACT/ESG FUNDS**

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 shall be his authority to affect such transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0



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: Human Services Committee, Oswego County Legislature

FROM: Stacy Alvord, MSW, Commissioner

DATE: February 22, 2021

SUBJECT: Request for approval to accept \$500,230 from the Coronavirus Aid, Relief and Economic Security (CARES) Act Emergency Solutions Grant (ESG); and request for approval to accept \$99,927 in NYS Aid/Code Blue

SUMMARY: Oswego County has been allocated an additional \$500,230 in ESG funds through NYS OTDA to specifically address the needs of individuals and families experiencing homelessness that have arisen as a result of COVID-19. The funds will also support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19.

Oswego County DSS has also been allocated \$99,927 in Code Blue State Aid. Code Blue monies are used to fund the contract with Victory Transformation for their Warming Center and assist with housing individuals during the cold weather months as required by NYS.

There is no local share associated with the acceptance of these funds.

RECOMMENDED

ACTION: The Department of Social Services recommends that the Human Services Committee and the Oswego County Legislature accept these ESG and Code Blue funds.

2021
2/19/2021

COMMITTEE SIGNATURES _____ DATE _____

Passed by consent agenda
March 11, 2021
Betty Miller

COUNTY TREASURER	DATE
HUMAN RESOURCES DIRECTOR	DATE
COUNTY ADMINISTRATOR <i>M. Babcock</i>	DATE 2/19/21
DEPARTMENT HEAD	DATE

RESOLUTION NO. 041

**RESOLUTION AWARDED PROFESSIONAL SERVICES CONTRACT –
RFP 20-DSS-004 CASE MANAGEMENT SERVICES**

By Legislator Roy Reehil:

WHEREAS, the County issued a request for proposal for a vendor to provide Case Management services; and

WHEREAS, in accordance with Oswego County Purchasing Policy, the Onondaga County Division of Purchase solicited Requests for Proposals (RFP 20-DSS-004) from multiple qualified vendors for Case Management services; and

WHEREAS, the review panel has reviewed the proposals received and determined the proposal from Oswego County Opportunities, Inc. meets the County's needs;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the Human Services Committee that the County of Oswego awards the professional services contract for providing Case Management Services to Oswego County Opportunities, Inc. per the annual budget amounts outlined below:

Year 1 - \$145,126

Year 2 - \$143,815

Year 3 - \$155,472

Year 4 (to be awarded as a one-year renewal pending a performance review of Years 1-3)
\$156,867

Year 5 (to be awarded as a one-year renewal pending a performance review of Years 1-4)
\$158,260

and be it further,

RESOLVED that a certified copy of this resolution delivered to the Treasurer and Purchasing Director shall be their authority to affect the procurement of services.

ADOPTED BY VOICE VOTE ON MARCH 11, 2021:

YES: 20 NO: 2 ABSENT: 3 ABSTAIN: 0

LEGISLATURE
COUNTY
OSWEGO



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 Legislature

FROM: Stacy Alvord, MSW, Commissioner

DATE: February 19, 2021

SUBJECT: Case Management Services RFP Review

SUMMARY: Four proposals were submitted in response to **RFP #20-DSS-004**; Case Management Services. Proposals were submitted by The Salvation Army, Oswego County Opportunities, Inc., Liberty Resources, and The Star Group.

The proposals have all been evaluated. Oswego County Opportunities, Inc. submitted the most comprehensive proposal with reasonable cost allocation, thus receiving the highest evaluation among all reviewers. Therefore, the review panel is recommending Oswego County Opportunities, Inc. be awarded the contract for Case Management Services as follows:

Year 1 - \$145,126
Year 2 - \$143,815
Year 3 - \$155,472
Year 4 - \$156,867 (Year 4 will be renewed for a one-year term pending a review of vendor performance in Years 1-3)
Year 5 - \$158,260 (Year 5 will be renewed for a one-year term pending a review of vendor performance in Years 1-4)

Evaluation Document is included.

**RECOMMENDED
ACTION:**

The Department of Social Services recommends the Human Services Committee; the Finance & Personnel Committee and the Oswego County Legislature approve this contract with Oswego County Opportunities, Inc. as outlined above.

RESOLUTION NO. 042

**RESOLUTION DECLINING GRANT AWARD
UNDEREMPLOYED/UNEMPLOYED WORKER TRAINING DEPARTMENT
OF EMPLOYMENT AND TRAINING NYS Grants Gateway Contract No.:
C19437GG**

By Legislator Roy Reehil:

WHEREAS, the County of Oswego Department of Employment and Training has, heretofore, applied for and received a NYS Department of Labor grant in the amount of \$199,302.05 through a Consolidated Funding Application process; and

WHEREAS, while the County of Oswego is grateful for the award, it is less than one-half of what was proposed and does not include any Pay for Success Funding and, accordingly the county cannot launch the program as originally contemplated; and

WHEREAS, the COVID-19 pandemic and federal policies which waive requirements for work and provide increased Unemployment Insurance Benefit payments have greatly impacted One-Stop operations simply because certain individuals can make more remaining home and removed from the labor market; and

WHEREAS, the county previously received approval from NYS Department of Labor target three training courses, to-wit: Licensed Practical Nurse, Medical Assistance, and Dental Assistant, for which tuition assistance was already available from other sources (i.e. CARES and WIOA funds) for the training courses provided by CITI BOCES; and

WHEREAS, upon discussing same with community partners such as nursing homes, long term care facilities and Oswego Health, the award criteria will not address the most pressing needs in the health care industry within Oswego County; and

WHEREAS, after careful consideration of the grant criteria, the timing for enrollment in required courses, the fact the county could have a contingent liability of up to \$147,370 local share funds should clients not complete at least 51 percent of the course work and other factors, it is fiscally prudent for the county to decline the grant award; and

WHEREAS, a resolution is both necessary and desirable,

NOW, THEREFORE, upon recommendation of the Human Services Committee of this body, it is hereby,

RESOLVED, that, for the foregoing reasons, the Department of Employment and Training be and is hereby authorized to decline the within NYSDOL grant award.

ADOPTED BY VOICE VOTE ON MARCH 11, 2021:

YES: 19 NO: 1 ABSENT: 3 ABSTAIN: 2

OSWEGO COUNTY LEGISLATURE

RESOLUTION NO. 043

**RESOLUTION AUTHORIZING BUDGET MODIFICATION
DEPARTMENT OF COMMUNITY DEVELOPMENT, TOURISM AND
PLANNING, SNOWMOBILE TRAIL GRANTS**

By Legislator Tim Stahl:

Upon recommendation of the Economic Development and Planning Committee of this body, with the approval of Finance and Personnel Committee, be it

RESOLVED, that the Chairman of the Legislature be and is hereby authorized to execute any and all documents that may be necessary to access and disburse these funds, 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 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.

ADOPTED BY VOICE VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

LEGISLATURE

OSWEGO COUNTY



David R. Turner
Director

**OSWEGO COUNTY DEPARTMENT OF COMMUNITY
DEVELOPMENT, TOURISM AND PLANNING**

COUNTY BUILDING
46 EAST BRIDGE STREET
OSWEGO, NEW YORK 13126

TELEPHONE (315) 349-8292
FAX (315) 349-8279

Janet W. Clerkin
*Office of Promotion
And Tourism*

Donna B. Scanlon
*Office of Community
Development Programs*

Scott Smith
Office of Housing Assistance

INFORMATIONAL MEMORANDUM

SUBJECT: Accept and Disburse 2020-2021 Snowmobile Trail
Maintenance Grant Funds

PURPOSE: This resolution will authorize the Chairman to accept and disburse State funds that have been allocated to fund our ten snowmobile clubs under the 2020-2021 NYS Snowmobile Trail Grant Program and allow the Oswego County Department of Community Development, Tourism and Planning to distribute \$234,216 to the clubs. The resolution also authorizes the Chairman of the Legislature to enter into contracts with the State of New York and each of the ten clubs in Oswego County for the use of these funds.

SUMMARY: Oswego County has been the pass-through agency for this program since 1987. The funds are provided for trail maintenance and other activities approved by the Snowmobile Division of the NYS Office of Parks, Recreation and Historic Preservation.

FISCAL IMPACT: None to the County except the staff time necessary for administration.

**RECOMMENDED
ACTION:** The Committee on Economic Development & Planning in concert with the Committee on Finance & Personnel authorize these actions.

BUDGET MODIFICATION REQUEST

DESCRIPTION	DOLLAR AMOUNT
Snowmobile Grant 2020-2021	\$ (234,216.00)
Snowmobile Grant 2020-2021	\$ 234,216.00
Award from NYS OPRHP SFY 2020-2021	
TOTAL AMOUNT	-

DATE _____

RESOLUTION NO. 044

**RESOLUTION AUTHORIZING THE CHAIRMAN TO EXECUTE AN
AUTHORIZED AGENCY AGREEMENT WITH OPERATION OSWEGO
COUNTY, INC.**

By Legislator Tim Stahl:

WHEREAS, Operation Oswego County, Inc. is an authorized agency for the purposes of County Law §224; and

WHEREAS, the Oswego County Legislature has made an appropriation for Operation Oswego County, Inc. in the fiscal year 2021 budget; and

WHEREAS, a resolution is both necessary and desirable,

NOW, THEREFORE, upon recommendation of the Economic Development & Planning Committee of this body, it is hereby

RESOLVED, that the Chairman of the Legislature be and is hereby authorized to execute the annexed authorized agency agreement with Operation Oswego County, Inc.

ADOPTED BY VOICE VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

**OSWEGO COUNTY LEGISLATURE FUNDING AGREEMENT
FOR AUTHORIZED AGENCIES**

THIS AGREEMENT made this _____ day of March, 2021 by and between the LEGISLATURE of the COUNTY OF OSWEGO a municipal corporation by and of the State of New York, with a business office located at 46 East Bridge Street, Oswego, New York 13126 and OPERATION OSWEGO COUNTY a domestic non-profit corporation on with an office located at 44 West Bridge Street, Oswego, New York, hereinafter "Authorized Agency"

WITNESSETH:

WHEREAS, the Oswego County Legislature has appropriated certain monies for FY 2021 to the Authorized Agency to further the purposes of the Agency; and

WHEREAS, said Authorized Agency agrees to accept said appropriation on certain terms and conditions set by the County; and

WHEREAS, a written agreement is both necessary and desirable,

NOW THEREFORE, it is mutually agreed as follows:

1. The Authorized Agency hereby accepts the sum of FOUR HUNDRED SEVENTEEN THOUSAND ONE HUNDRED DOLLARS (\$417,100) from the County of Oswego for county FY 2021.
2. The County of Oswego will disburse this money as follows:
 - a. _____ Lump Sum Payment
 - b. _____ upon receipt of invoice and audit approval for same
 - c. x Quarterly (equal installments)
 - d. _____ Monthly (equal installments)
 - e. _____ Other:
3. The Authorized Agency hereby agrees to utilize same only for lawful and agency purposes and said monies will not go to the direct individual benefit of any officer or employee thereof.
4. If the agency is tax exempt, none of the monies shall be used for any purpose that may jeopardize the organization's tax-exempt status including, but not limited to, lobbying, political campaigns and attempting to influence state, local or federal legislation.
5. In the event that all of the aforementioned appropriation is not spent by the Authorized Agency on or before December 31, 2021, or if the agency dissolves prior thereto, or is unable to expend said county monies for any other reason, any unexpended county appropriations shall be

returned to the Oswego County Treasurer within 15 days of December 31, 2021, or dissolution or discovering that they cannot be disbursed, whichever is sooner.

6. On or before January 15, 2022, the Authorized Agency shall provide to the Clerk of the Oswego County Legislature a report detailing how this legislative appropriation was utilized by the Authorized Agency in 2021 and showing any remaining or unexpended monies hereunder.

7. The individual signing this agreement on behalf of the Authorized Agency is authorized to enter into this agreement on behalf of the Agency and hereby also individually agrees to ensure that the agency complies with this agreement.

8. Prior to disbursing any funds hereunder, the Agency shall have filed with the Oswego County Treasurer a current W-9 form with an EIN. Failure to do so may result in a delay in disbursing funds hereunder and/or may subject said monies to backup withholding, if applicable.

9. The monies hereunder may not be pledged or assigned by the Authorized Agency to any other person, corporation or entity. If any portion of these funds are to be used by the Authorized Agency to cover personnel expenses, the Authorized Agency shall provide a list of the salaries of all compensated officers or employees together with copies of any contract(s) of employment prior to the county releasing funds hereunder.

10. Pursuant to New York Finance Law § 139-L, the Authorized Agency, by signing this Agreement, certifies that it: (i) has implemented a written policy addressing sexual harassment prevention in the workplace, and (ii) provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of section 201-g of the Labor Law.

WHEREFORE, we have affixed our signatures on the date and year first above written.

COUNTY OF OSWEGO

AUTHORIZED AGENCY

James Weatherup, Chairman
Oswego County Legislature

FOR COUNTY USE ONLY

NOTE: AUTHORIZED AGENCY TAX ID NUMBER/EIN NUMBER NEEDED PRIOR TO DISBURSING ANY FUNDSTAX ID/EIN: _____

Non-Profit Corporation _____
Municipality _____
Special District _____
Other Corporation/Association _____

RESOLUTION NO. 045

**RESOLUTION TO AMEND THE AGRICULTURAL DISTRICT PLAN
BOUNDARIES BY PERMITTING ADDITIONAL AREAS OF INCLUSION,
PURSUANT TO AGRICULTURE AND MARKETS LAW (AML) SECTION
303-b, AS AMENDED**

By Legislator Tim Stahl:

WHEREAS, the Oswego County Legislature received landowner requests during the established time frame of January 2, 2021 to January 31, 2021 and forwarded them to the Oswego County Agriculture and Farmland Protection Board for review and recommendation, pursuant to the Agriculture and Markets Law (AML), as amended, and

WHEREAS, public comment was solicited at a public hearing on March 11, 2021 regarding the inclusion of said parcels into the existing Oswego County Agricultural District.

NOW, on the recommendation of the Economic Development and Planning Committee and the Oswego County Agriculture and Farmland Protection Board, be it

RESOLVED, that the Oswego County Legislature supports said recommendations for the inclusion of the listed parcels (below) into the Oswego County Agricultural District Plan, and be it further

RESOLVED, that the amended district plan be submitted to the New York State Commissioner of Agriculture and Markets for certification.

<u>##</u>	<u>TAX MAP #</u>	<u>Name</u>	<u>Municipality</u>	<u>Acres</u>
1	274.00-02-04.06	Allen, Fred (CNY Crops)	Schroeppel	135.57
2	276.00-01-01	Brown, Richard	West Monroe	36
3	130.00-01-25.01	Butler, Charles	Scriba	11.18
4	290.00-01-27	Cianfarano, Sean	Phoenix	69.52
5	290.00-01-27.02	Cianfarano, Sean	Phoenix	2.13
6	224.00-04-12	Clark, Kyle	Hastings	57.79
7	224.00-04-09	Clark, Kyle	Hastings	15.54
8	224.00-04-11.1	Clark, Kyle	Hastings	47.40
9	052.00-02-27	Clark, Roger	Orwell	20.85
10	096.00-01-14.07	Fowler, Cooper	New Haven	77.64
11	216.00-06-08	Fowler, Timothy	Hannibal	3.11
12	216.00-06-09	Fowler, Timothy	Hannibal	11.88
13	216.00-06-22.05	Fowler, Timothy	Hannibal	52.64
14	222.00-02-28.01	Raymond, Mark	Palermo	90.55

15	268.00-02-06.2	Stokes, Jason	Hannibal	45
16	239.00-02-19.1	Stoney Ridge Enterprises	Palermo	20.44
17	239.00-02-18	Stoney Ridge Enterprises	Palermo	12.00
18	239.00-04-04.02	Stoney Ridge Enterprises	Palermo	4.16
19	239.00-02-24	Stoney Ridge Enterprises	Palermo	1.10

ADOPTED BY VOICE VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

RESOLUTION NO. 046

**RESOLUTION AUTHORIZING HEALTH DEPARTMENT NEW POSITION
REQUEST – NEW PUBLIC HEALTH EDUCATOR POSITION FOR THE
OVERDOSE TO ACTION (OD2A) GRANT FROM THE NEW YORK STATE
DEPARTMENT OF HEALTH RESEARCH, INC.**

By Legislator James Karasek:

WHEREAS, to approve a new, full-time, temporary Public Health Educator position completely funded under the Overdose to Action (OD2A) grant from the New York State Department of Health Research, Inc.; and

WHEREAS, Overdose Data to Action is a 3-year grant focused on the multifaceted and the changing nature of the drug overdose epidemic. It highlights the need for an interdisciplinary, comprehensive, and organized public health care approach; and

WHEREAS, the COVID-19 pandemic has sufficiently reduced the time and resources to fulfill the deliverables required for this grant; and

WHEREAS, the new full-time temporary Public Health Educator position will support the Health Department efforts in monitoring data and emerging trends related to drug use and overdose; and

WHEREAS, this educator conducts public health detailing with local health systems and healthcare providers on the benefits of medication assisted treatment, which allows local providers to work with their patient population to provide treatment services to their patients with opioid use disorders; and

WHEREAS, the educator will collaborate with community-based partners to identify overdose threats, to increase the availability of naloxone in the community to prevent overdose death, and to reduce harms associated with illicit opioid use.

WHEREAS, this position ends when the current grant ends. The Human Resources Department reviewed and recommended this position's grade and hourly rate. Position will be fully grant funded; and

NOW, upon recommendation of the Health Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that Chairman of Oswego County Legislature approve a new full-time temporary Public Health Educator position under the OD2A grant and budget modification.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

**INFORMATIONAL MEMORANDUM**

- Subject:** Request to approve a new full-time temporary Public Health Educator position completely funded under the Overdose Data to Action (OD2A) grant from the New York State Department of Health Research, Inc.
- Purpose:** To request approval of a new full-time temporary Public Health Educator position under the OD2A grant.
- Summary:** Overdose Data to Action is a 3-year grant focused on the multifaceted and the changing nature of the drug overdose epidemic. It highlights the need for an interdisciplinary, comprehensive, and organized public health care approach.

The COVID-19 pandemic has sufficiently reduced the time and resources to fulfill the deliverables required for this grant.

The new full-time temporary Public Health Educator position will support the Health Department efforts in monitoring data and emerging trends related to drug use and overdose. This educator conducts public health detailing with local health systems and healthcare providers on the benefits of medication assisted treatment, which allows local providers to work with their patient population to provide treatment services to their patients with opioid use disorders. The educator will collaborate with community-based partners to identify overdose threats, to increase the availability of naloxone in the community to prevent overdose death, and to reduce harms associated with illicit opioid use. This position ends when the current grant ends. The Personnel Department reviewed and recommended to this position's grade and hourly rate. Position will be fully grant funded.

Recommended

- Action:** The OCHD asks the Legislature to approve a new full-time temporary Public Health Educator position under the OD2A grant and corresponding budget modification.

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: Health

DIVISION/UNIT (NUMBER):

A. NEW POSITION REQUEST

1. Position Title Requested: Full-time Public Health Educator – Temporary ending 8/31/22

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

3. a. Bargaining Unit – Hourly Rate from Grade plan: \$21.28 Grade: 10

b. Management or OCPA – Salary Requested: _____ Grade: _____

4. Percent of Federal and or State Reimbursement: 100% Fringe Reimbursed: ☒ Yes ☐ No

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

Overdose Data to Action is a 3-year grant focused on the multifaceted and the changing nature of the drug overdose epidemic. It highlights the need for an interdisciplinary, comprehensive, and organized public health care approach.

The COVID-19 pandemic has sufficiently reduced the time and resources to fulfil the deliverables required for this grant.

The new full-time temporary Public Health Educator position will support the Health Department efforts in monitoring data and emerging trends related to drug use and overdose. This educator conducts public health detailing with local health systems and healthcare providers on the benefits of medication-assisted treatment, which allows local providers to work with their patient population to provide treatment services to their patients with opioid use disorders. The educator will collaborate with community-based partners to identify overdose threats, to increase the availability of naloxone in the community to prevent overdose death, and to reduce harms associated with illicit opioid use.

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).

C. POSITION DELETION

1. Title to be Deleted:

2. Position #

3. Salary Savings: (See attached the memo)

4. Reason for Deletion:

<p>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.</p>		<p align="center">OSWEGO COUNTY DEPARTMENT OF PERSONNEL</p> <p align="center">NEW POSITION DUTIES STATEMENT</p> <p>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.</p>	
<p>1. DEPARTMENTS/SCHOOL DISTRICT/TOWN OR VILLAGE Health</p>	<p>DIVISION, UNIT, OR WORK SECTION A4035 - Preventive</p>	<p>LOCATION OF POSITION OCHD Health Complex</p>	
<p>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.</p> <p>Title requested: <i>Public Health Educator</i></p>			
<p>PERCENT OF WORK TIME</p>			
<p>100%</p>	<p>Preform activities as outlined in the workplan, respond to any need's assessments, participate in webinars, regional conference calls, 1:1 calls with Region Lead, and attend in-person meeting and trainings, will development and submit success stories. Work with local providers, community groups and others to eliminate stigma for people who use drugs and help them investigate harm reduction as an idea and practice. Establish linkage to care for pregnant and parenting women who use drugs by collaborating with local OB offices and assessing readiness to implement evidence-based strategies. Research best practices for management of pregnant women with OUD and MAT for pregnant women. Research current contributing partners policies related to OUD during the prenatal and postpartum periods. Research requirements for physician waiver program, including application and required training. Explore EMS Naloxone leave behind programs. Explore OOPP program requirements. Assist with work plan activities to establish linkages to care to pregnant and parenting women who use drugs, such as drug treatment programs, MAT and counseling. Work with local providers, community groups and others to eliminate stigma for people who use drugs and help them investigate harm reduction as an idea and practice. Provide education and treatment information to pregnant and parenting women who use drugs, conduct assessments, making needed referral to drug treatment programs and counseling. Provide standardized patient education on OUD & NAS and the importance of participation in newborn care. Improve identification of woman with OUD. Research current contributing partners policies related to OUD during the prenatal and postpartum periods. Research best practices for management of pregnant women with OUD and MAT for pregnant woman. Provide academic detailing on Best Practices for treating pregnant women with OUD during the prenatal and postpartum periods. Work to establish a good working relationship with local coroners to create a system for appropriate recording of drug-related deaths that occur outside of a medical facility (excluding Hospice). Develop detailing packages for physician visits.</p>		
<p align="center">(Attach additional sheets if more space is needed)</p>			

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

NAME	TITLE	TYPE OF SUPERVISION
Diane Oldenburg	Senior Public Health Educator	Direct

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

NAME	TITLE	TYPE OF SUPERVISION
------	-------	---------------------

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
Emily Boyle	Public Health Educator	Health
Sonia Robinson	Public Health Educator	Health

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

Education: ☐ High School _____ years
☒ College 1 years, with specialization in Public Health
☐ Other _____ years, with specialization in _____

Experience (list amount and type): Education, specialized background, training and experience.

- A. Graduation from a regionally accredited or NYS registered college or university with a master's degree in public health or health education; OR
- B. Graduation from a regionally accredited or NYS registered college or university with a bachelor's degree in health education, health science, public health, health promotion, community health, or health communications; OR
- C. Graduation from a regionally accredited or NYS registered college or university with a bachelor's degree in education, nursing, epidemiology, wellness and fitness, or nutrition and one (1) year of experience in health education; OR
- D. Graduation from a regionally accredited or NYS registered college or university with a bachelor's degree in marketing, human services, social work or psychology and two (2) years of experience in health education.

NOTE: Heath education experience is defined as the development and implementation of a public health/health education program which entails needs assessment, planning, conducting and evaluating an educational program designed to provide information concerning health topics to the general public or health professionals, or the development of a health education program in a setting that includes an outreach component. Experience limited to only public health counseling, clinical nursing experience, or experience as a science teacher will not be considered qualifying

Essential knowledge, skills and abilities: Summary of full performance level characteristics.

GOOD KNOWLEDGE OF: 193. trends in public health issues; 127. principles and practices of educational program design implementation, and evaluation; 131. principles and practices of public relations; 158. public speaking techniques; 30. community resources and programs.

ABILITY TO: 194. train others; 236. work with other health professionals as a team; 48. develop and maintain cooperative relations with community agencies; 152. prepare health education materials such as pamphlets, posters, power point slide shows, or newsletters; 113. operate audio-visual equipment; 183. speak in front of small and large groups; 9. analyze and organize data.

7. The above statements are accurate and complete.

A local public health educator must satisfactorily complete 15 hours of continuing education in health education related topics approved by the New York State Health Department within one (1) year of appointment.

Possession of a valid New York State driver's license appropriate to the vehicles operated or otherwise demonstrate their ability to meet the transportation needs of the position.

The minimum qualifications for Public Health positions are mandated under New York State Health Code, Rules and Regulations (NYCRR) Title 10, Part 11.

Date: 2/18/2021

Title: Director of Public Health

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:

BUDGET MODIFICATION REQUEST

To

TOTAL AMOUNT

DATE _____

Passed by Consent vote
March 11, 2025

Butterfield

COUNTY TREASURER

DATE _____

HUMAN RESOURCES DIRECTOR

DATE _____

COUNTY ADMINISTRATOR/

DATE _____

DEPARTMENT HEAD

DATE _____

RESOLUTION NO. 047

**RESOLUTION AUTHORIZING HEALTH DEPARTMENT
RECLASSIFICATION REQUEST – SENIOR HEALTH PROGRAM
SPECIALIST FOR HEALTHY FAMILIES PROGRAM**

By Legislator James Karasek:

WHEREAS, to reclassify the Health Program Specialist in the Healthy Families program of Oswego County; and

WHEREAS, the Healthy Families program was recently awarded permanent funding by the state to strengthen and expand home visiting services to at risk families in the County; and

WHEREAS, is fully affiliated with the Healthy Families New York multi-state system and the new funding supports most of the program budget; and

WHEREAS, reclassification of the Health Program Specialist to a Senior Health Program Specialist is needed to: (1) provide required program supervision for accreditation; (2) for the delivery of program services; and (3) to meet contractual obligations; and

WHEREAS, the cost of the reclassification will be within the funding mechanism through the Healthy Families Grant; and

WHEREAS, The Human Resources Department reviewed and approved the grade and compensation of this reclassification; and

NOW, upon recommendation of the Health Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that Chairman of Oswego County Legislature approve the proposed reclassification of a Health Program Specialist position to a Senior Health Program Specialist.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

OSWEGO COUNTY

JIANCHENG HUANG, DIRECTOR OF PUBLIC HEALTH
PHONE 315.349.3545



HEALTH DEPARTMENT

70 BUNNER STREET, OSWEGO, NEW YORK 13126-3357
FAX 315.349.3435

INFORMATIONAL MEMORANDUM

SUBJECT: Reclassification of a position in Health that works in the Healthy Families Program.

PURPOSE: To reclassify a position from Health Program Specialist to Senior Health Program Specialist.

SUMMARY: The Healthy Families program, implemented as a pilot in Oswego County in 2017 with local funding, was recently awarded a permanent funding by the state to strengthen and expand home visiting services to at risk families in the County. The program is fully affiliated with the Healthy Families New York multi-site system and the new funding supports most of the program budget. Reclassification of the Health Program Specialist to a Senior Health Program Specialist is needed to: (1) provide required program supervision for accreditation; (2) for the delivery of program services; and (3) to meet contractual obligations. The cost of the reclassification will be within the funding mechanism through the Healthy Families Grant. The Human Resources Department reviewed and approved the grade and compensation of this reclassification.

RECOMMENDED ACTION: The Health Department asks the Health Committee and Legislature to approve the reclassification of the Health Program Specialist to Senior Health Program Specialist and the corresponding budget modification.

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: Health

DIVISION/UNIT (NUMBER): A4035

A. NEW POSITION REQUEST

1. Position Title Requested:

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

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

b. Management or OCPA – Salary Requested: _____ Grade: _____

4. Percent of Federal and or State Reimbursement: _____ Fringe Reimbursed: ☐ Yes ☐ No

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

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

B. RECLASSIFICATION REQUEST

1. Present Title: Health Program Specialist 2. Position #: 403500102

3. Present Salary/Hourly Rate: \$19.66 Grade: G8

4. Requested Title: Senior Health Program Specialist

5. Requested Salary: _____

a. Bargaining Unit: CSEA Hourly Rate: \$22.41 Grade: G10

b. Management or OCPA – Salary Requested: _____ Grade: _____

6. Percent of Federal and/or State Reimbursement: 100% Fringe Reimbursed: ☐ Yes X No

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

As the Healthy Families Oswego County program has expanded and increased capacity, additional program supervision is needed to meet accreditation standards and contractual obligations. The model developer requires a specific supervisor to direct staff ratio to be considered compliant.

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

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

<p>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.</p>		<p>OSWEGO COUNTY DEPARTMENT OF PERSONNEL</p> <p>NEW POSITION DUTIES STATEMENT</p> <p>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.</p>	
<p>1. DEPARTMENTS/SCHOOL DISTRICT/TOWN OR VILLAGE County Health Department</p>	<p>DIVISION, UNIT, OR WORK SECTION Health - Healthy Families (A4036)</p>	<p>LOCATION OF POSITION OCHD – Health Complex</p>	
<p>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.</p> <p>Title requested: Senior Health Program Specialist</p>			
<p>PERCENT OF WORK TIME</p>			
<p>50%</p>	<p>Home visiting: Initiate and maintain regular contact with at risk families engaging them in activities from the Growing Great Kids evidence-based curriculum.; Conduct in-home assessments/interviews of families; Collect, review, analyze, and input data into Mangement Information System after each home visit. Review and analyze assessments, compile scores, and determine appropriate level of services. Receive report from resource specialist and report to supervisor/ program manager. Participate in weekly supervision meeting with supervisor. Maintain positive relationships with families through weekly home visits where education is provided on topics including but not limited to parenting, child development, immunizations, safety, etc. Conduct regular screening/assessments at specified intervals using the Parenting Stress Index, PHQ-9, ASQ, etc. and assist with running reports. Work closely with families to support positive-parent child attachments, bonding, promote child and family health and development, and enhance the family's resilience. Document all interactions with families and complete data entry. Write and type narrative documentation and enter data in the Management Information System. Maintain accurate and up-to-date caseload records, including reports of all interactions. Participate in Quality Assurance activities required for compliance with the program.</p> <p>Outreach/Meetings: Conduct outreach to community partners and families referred to program; attending outreach events, educate area providers and the public, run reports and prepare outreach materials. Coordinate outreach events with other service providers. Work with colleagues, health and social care professionals and multi-agency networks to evaluate caseload needs and the progress that has been made. Attend court sessions when relevant, i.e. CPS cases, custody hearings.</p> <p>Other activities: Grant writing assistance-conduct research for grant opportunities, assist with writing and proofread proposals, and assist with the application process. Attend advisory group meetings contributing as a member of the program. Writing meeting minutes, meeting and group scheduling, telephone calls, send correspondence via fax/email, preparing curriculum, scan and file documents, purchase supplies and incentives for program and families. Compile supplies for group and family activities. Complete required trainings.</p>		

50%	<p>Program Supervision: Provide ongoing, intensive, professional supervision to direct service staff. Assure quality of service provision and protect the integrity and respect of the families served. Provide weekly supervision time for each staff member as required by Healthy Families program model. Assist staff to support program families in developing realistic and effective support plans. Assist in the selection of staff, participates in the orientation and in-service training, conducts record reviews, assist in or maintain the data collection system, implement a quality assurance plan, direct and provide case management and monitor the performance of the direct service staff. Act as a liaison with other agencies. May function as team leader, conduct team meetings and planning groups and provide daily support and crisis management.</p>
	(Attach additional sheets if more space is needed)

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

NAME	TITLE	TYPE OF SUPERVISION
Chantel Eckert, SPHN	SPHN, Healthy Families Program Manager	Direct, Administrative, General

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

NAME	TITLE	TYPE OF SUPERVISION
Contracted Agency Employee	Home visitor	Direct

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
	Program Supervisor	

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

Education: ☐ High School _____ years

☒ College Four years, with specialization in Human development, psychology, sociology, or nursing preferred.

☐ Other _____ years, with specialization in _____

Experience (list amount and type): Minimum of 2 years' experience working with at-risk children and families in a community setting; Experience working with health and social services agencies; Experience working with community resource agencies/programs such as Salvation Army, Catholic Charities, Child Advocacy Center, WIC, parenting programs, and health care providers. Experience with reflective practice to build trusting relationships; Experience working with culturally diverse populations in a non-judgmental way. Experience working with the Healthy Families program model preferred.

Essential knowledge, skills and abilities: In depth knowledge of psychology, human service systems and community health. Personal knowledge of accessing services in the community is essential. The Healthy Families program requires role specific training and demonstration of knowledge including: 4-day core training to be a Family Resource Specialist, 4-day core training for Family Support Specialist, and 4-day training to use the required evidence-based curriculum. Additional training includes 2-day Prenatal training, 1-day Family Goal Plan, Mandated Reporter, Child Growth & Development, Infant Mortality, Teen Pregnancy, Sudden Infant Death Syndrome, Mental Health, and Managing Stress, etc. (See attached full list of required trainings).

Must have the ability to establish trusting relationships and be accepting of individual differences. The role requires the ability to manage time well, be a good problem solver, practice with accuracy, exercise sound judgement in stressful situations, and communicate effectively. Workers must be respectful, patient, reliable, flexible, and be able to motivate and encourage others while being sensitive to their needs and rights.

Must be resourceful, culturally sensitive, open to reflective practice, and able to set boundaries. The worker must have the ability to function under the belief that children need to be nurtured and understand the causes of poverty as well as its conditional and environmental effects. The ability to communicate with community members, supervisors, regulatory agencies, healthcare professionals, and families both in an individual and in a group setting is mandatory. Also, the individual must be computer proficient and able to use Microsoft Word, Excel, and the Management Information System.

Type of license or certificate required: Valid NYS Driver's License

7. The above statements are accurate and complete.

Date:

5/18/21

Title: Director of Public Health

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:

5/01

(page 4 of 4)

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

From				To		DESCRIPTION	DOLLAR AMOUNT
ACCOUNT NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER		
ORG.	OBJECT	PROJ.	ORG.	OBJECT	PROJ.		
A4035	543800					Healthy Families: Other Fees & Services	(6,662)
			A4035	511000		Healthy Families: Salaries	5,443
			A4035	590308		Healthy Families: Social Security	417
			A4035	590108		Healthy Families: State Retirement	802
						Reclassification to Senior Health Program Specialist	
TOTAL AMOUNT							-

COMMITTEE SIGNATURES DATE

Passed by consent vote
March 11, 2021
Betty A. Allen

COUNTY TREASURER DATE

HUMAN RESOURCES DIRECTOR DATE

COUNTY ADMINISTRATOR DATE *2/19/24*

DEPARTMENT HEAD DATE

RESOLUTION NO. 048

**RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT –
RFP #21-HEALTH 001 FINANCIAL SVCS**

By Legislator James Karasek:

WHEREAS, the County issued a request for proposal for Medicaid Cost reporting services; and

WHEREAS, in accordance with Oswego County Purchasing Policy, the Onondaga County Division of Purchase solicited Requests for Proposals (RFP #21-HEALTH 001 FINANCIAL SVCS) from multiple qualified firms to provide Medicaid Cost reporting services; and

WHEREAS, the Oswego County Department of Health and Onondaga County Division of Purchase has reviewed the proposals received and determined the proposal from Venesky & Company of Cicero, NY meets the County's needs;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the Health Committee that the County of Oswego awards the professional service contract for providing Medicaid Cost reporting services to Venesky & Company. of Cicero NY at a cost of \$12,000 annually and be it further

RESOLVED that a certified copy of this resolution delivered to the Treasurer and Purchasing Director shall be their authority to effect the procurement of services.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

**INFORMATIONAL MEMORANDUM**

Subject: RFP #21- Health Department- 001- Financial Services

Purpose: To award Cost Reporting contract to Venesky & Company

Summary: Oswego County Health Department has received 2 responses for our Request For Proposal (RFP) for annual cost report preparation. The two respondents were Venesky & Company and The Bonadio Group.

The Oswego County Health Department has 2 programs which require annual cost reports: (1) Hospice; and, (2) Diagnostic and Treatment Center (D&TC). Timely, accurate filing of cost reports is mandatory to receive full reimbursement for services provided by the Health Department. Venesky & Company submitted the lower of the two proposals, a fixed rate of \$6,000 per cost report with a one-year agreement and two optional one-year renewals.

Venesky holds the current contract and the Health Department is pleased with the knowledge and level of service provided.

Recommended

Action: The Health Department asks the Legislature to approve awarding this Cost Reporting contract to Venesky & Company.

RESOLUTION NO. 049

**RESOLUTION AUTHORIZING BUDGET MODIFICATION
ENERGY RECOVERY FACILITY BOILER TUBE REPLACEMENT**

By Legislator Stephen Walpole:

Upon recommendation of the Infrastructure, Facilities and Technology Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and 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 a transfer and make such adjustments.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE



Oswego County Department of Solid Waste

D. Mark Powell, P.E., Director of Solid Waste Programs

MEMORANDUM

To: Infrastructure, Facilities and Technology Committee

From: Mark Powell, P.E., Director of Solid Waste Programs

Re: Budget Modification ERF Boiler Tube Replacement

Date: Feb 16, 2021

The waste heat recovery boilers at the ERF each have approximately 1,500 tubes, that absorb the heat in the gasses generated from the combustion of the solid waste. The gasses are corrosive and have dust particles in them that continuously wear on the boiler tubes.

The tubes are positioned in "bundles" that consist of rows of 22 tubes, each bundle consists of about 10 rows.

In 2008 the first bundle of 220 tubes in each boiler was replaced and it is now time to replace them again.

I request transferring funds from (CL8161.159900) the Solid Waste Unappropriated Fund Balance \$155,000 to (CL8161.542200) Repairs & Maint Equip \$155,000.

ACCOUNT NUMBER			ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
ORG	OBJECT	PROJECT	ORG	OBJECT	PROJECT		
CL8161	159900					Unappropriated Fund Balance - DSW	\$ (155,000.00)
			CL8161	542200		Repairs - Maint Equip	155,000.00
TOTAL AMOUNT							-

Passed by Consent Vote
March 11, 2021
Betsy K. Smith

COUNTY TREASURER	DATE
PERSONNEL DIRECTOR	DATE
COUNTY ADMINISTRATOR	DATE

DEPARTMENT HEAD _____ DATE _____

RESOLUTION NO. 050

**RESOLUTION ACCEPTING A CRRSA ACT GRANT OFFER
OSWEGO COUNTY AIRPORT**

By Legislator Stephen Walpole:

WHEREAS, Oswego County has received a CRRSA Act Grant offer in the amount of \$13,000 to help offset a decline in revenues arising from diminished airport operations and activities as a result of the COVID-19 Public Health Emergency.

NOW, upon approval of this body, be it

RESOLVED, that the Oswego County Legislature authorizes the Chairman of the Legislature to enter into an agreement with the FAA accepting this grant offer, 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.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

OSWEGO COUNTY LEGISLATURE



COUNTY OF OSWEGO
HIGHWAY DEPARTMENT

31 Schaad Drive
Oswego, NY 13126
(315) 349-8331 Fax (315) 349-8256

Kurt Ospelt, Highway Superintendent

Chris Baldwin, P.E., Highway Engineer

INFORMATIONAL MEMORANDUM

SUBJECT: To accept a \$13,000 Coronavirus Response and Relief Supplemental Appropriation Act (CRRSA) Grant for the Oswego County Airport.

PURPOSE: To recommend that the Infrastructure, Facilities and Technology Committee, the Finance & Personnel Committee and the Oswego County Legislature accept \$13,000 from the FAA through the Coronavirus Response and Relief Supplemental Appropriation Act to assist with Airport payroll expenses through the COVID-19 pandemic.

SUMMARY: The FAA has authorized \$13,000 through the CRRSA Act for the Oswego County Airport to use for payroll expenses to help offset lost revenue during the COVID-19 epidemic. This grant offer is 100% Federally funded with no Local or State share.

RECOMMENDED ACTION: The Infrastructure, Facilities and Technology Committee, the Finance & Personnel Committee, and the Oswego County Legislature to accept \$13,000 from the FAA to use for payroll expenses.

Date

Kurt P. Ospelt
Highway Superintendent

BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER			REASON FOR REQUEST	DOLLAR AMOUNT
Org	Object	Sub.	Org	Object	Sub.		
D5610	445890					CORONAVIRUS RESPONSE & RELIEF SUPPLEMENTAL ACT (CRRSA)	\$13,000.00
			D5610	511000		PAYROLL EXPENSE	\$13,000.00

COMMITTEE SIGNATURES DATE

COUNTY TREASURER DATE

PERSONNEL DIRECTOR DATE

COUNTY ADMINSTRATOR DATE

DEPARTMENT HEAD DATE

Passed by Consent Vote
March 11, 2021

[Signature]

RESOLUTION NO. 051

**RESOLUTION DESIGNATING THE OSWEGO COUNTY TREASURER AS
THE RESPONSIBLE OFFICIAL TO CORRECT CLERICAL ERRORS AND
ERRORS IN ESSENTIAL FACT UNDER REAL PROPERTY TAX LAW §556**

By Legislator John Martino:

WHEREAS, from time to time the County of Oswego receives requests for refunds and credits of property taxes under Real Property Tax Law §556; and

WHEREAS, Real Property Tax Law allows the Oswego County Legislature to delegate the handling of refunds pertaining to clerical errors and errors in essential fact to a responsible official for refunds of \$3,500 or less or such other sum not to exceed \$3,500; and

WHEREAS, heretofore, the Oswego County Treasurer has been so designated; and

WHEREAS, it promotes governmental efficiency to have a responsible official so designated as, otherwise, each credit or refund must be approved by this body; and

WHEREAS, an authorizing resolution is both necessary and proper,

NOW, THEREFORE, upon the recommendation of the Finance & Personnel Committee of this body, it is hereby

RESOLVED, that the Oswego County Treasurer be and is hereby designated as the authority to perform the duties of the Oswego County Legislature, as provided in RPTL §556 concerning refunds or credits for errors in essential fact or clerical errors; and, it is further

RESOLVED, that the authority of the Oswego County Treasurer regarding the refunds of errors in essential fact or clerical errors shall be applicable only where the recommended refund or credit is twenty-five hundred dollars or less.

ADOPTED BY CONSENT VOTE ON MARCH 11, 2021:

YES: 22 NO: 0 ABSENT: 3 ABSTAIN: 0

Oswego County Treasurer's Office

Kevin L. Gardner, *Treasurer*
Brian D. Twiss, *Deputy Treasurer*

County Building
46 East Bridge Street
Oswego, New York 13126
Phone: (315) 349-8393
Fax: (315) 349-8255



3/3/2021

INFORMATIONAL MEMORANDUM

Subject: Correction of Errors resolution

Background: This is a yearly resolution. Real Property Tax Law – RPTL 556 allows the Oswego County Legislature to delegate the handling of refunds pertaining to clerical errors and errors in essential fact to a responsible official for refunds of \$3,500 or less or such other sum not to exceed \$3,500;

Recommendation: The Treasurer recommends Approval