



# Health & Human Services Committee

Tuesday, December 5, 2023 3PM

40 McMaster Street, Ballston Spa, NY

**Chair:** Phil Barrett

**Members:** John Lant, Ian Murray, Scott Ostrander, Tom Richardson, Jonathan Schopf (vc), Mo Wright

## Agenda

- I. Welcome and Attendance
- II. Approval of the minutes of the October 31, 2023 meeting.
- III. Authorizing the extension from Health Research Inc. for the ELC COVID-19 Enhanced Detection Non-lab Grant and Amending the budget in relation thereto – Daniel Kuhles, Public Health
- IV. Authorizing the acceptance of a 2023-2024 State Aid allocation from the Office of Children and Family Services for Youth Sports and Education opportunities, and Youth Development Programming – Sandi Cross, Aging & Youth Services
- V. Other Business
- VI. Adjournment



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

**TO:** Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
Michelle Granger, County Attorney  
Therese Connolly, Clerk of the Board  
Stephanie Hodgson, Director of Budget

**CC:** John Warmt, Director of Purchasing  
Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Audra Hedden, County Administrator's Office  
Laurie Vroman, County Attorney's Office

**DEPARTMENT:** Department of Health

**DATE:** 11/29/2023

**COMMITTEE:** Health & Human Services

1. Is a Resolution Required:

2. Proposed Resolution Title:

Extension of the ELC COVID-19 Enhanced Detection Non-lab grant until July 31, 2024

3. Specific Details on what the resolution will authorize:

extension of the contract term for the ELC COVID-19 Enhanced Detection Non-Lab grant from March 31, 2023 to July 31, 2024.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted Yes

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted Yes

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact. Funds are included in the Department Budget

- a. G/L line impacted A.40.4487.PHEP, A.40.409-6000 plus fringe
- b. Budget year impacted 2023
- c. Details

Funds are included in the 2023 department budget but were not included in the 2024 budget due to the unanticipated extension of the grant funding. Funds will be reappropriated via resolution in February 2024.

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

Human Resources Consulted

Yes

7. Does this item require the awarding of a contract:  Y  N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department?  Y  N  N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

N/A

8. Is a grant being accepted:  YES or  NO

County Administrator's Office Consulted Yes <input type="checkbox"/>
-------------------------------------------------------------------------

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other emails for extensions

10. Remarks:



**SARATOGA COUNTY BOARD OF SUPERVISORS**

**RESOLUTION 223 - 2021**

Introduced by Supervisors O'Connor, Barrett, Connolly, Grasso, Lant, Winney and Wood

**AUTHORIZING THE <sup>extension</sup> ACCEPTANCE OF ADDITIONAL STATE AID FROM HEALTH RESEARCH, INC. FOR THE ELC COVID-19 ENHANCED DETECTION NON-LAB GRANT AND AMENDING THE ~~2021~~ BUDGET IN RELATION THERETO**

WHEREAS, Resolution 201-2020 authorized the acceptance of a grant from New York State Department of Health ("NYS DOH") through Health Research, Inc. ("HRI") New York State Department of Health ELC-COVID-19 Enhanced Detection Non-Lab grant in the amount of \$1,520,735 for the term July 1, 2020 through June 30, 2022; and

WHEREAS, <sup>Resolution 223-21 authorized</sup> additional funding is available from HRI for the ELC-COVID-19 Enhanced Detection Non-Lab grant in the amount of \$652,203 for the funding period of February 1, 2021 through March 31, 2023 for enhanced detection, surveillance and prevention of COVID-19 and to pay for temporary and contracted employees that are hired for COVID-19 response activities; and

*Insert #1*  
*Insert #3*

WHEREAS, ~~our Health and Human Services Committee and Commissioner of Health have recommended acceptance of these additional program funds in the amount of \$652,203 and appropriation to the 2021 budget for the aforementioned purpose; and~~

WHEREAS, <sup>extension of the ELC-COVID-19 Enhanced Detection Non-Lab grant</sup> the acceptance of these additional funds requires approval of this Board ~~and an amendment to the 2021 County budget; now, therefore, be it~~

RESOLVED, that the Chair of the Board is hereby authorized and directed to execute any and all documents necessary ~~to accept additional aid from the New York State Department of Health through Health Research, Inc. for the New York State Department of Health ELC-COVID-19 Enhanced Detection Non-Lab grant in the amount of \$652,203 for the grant period of February 1, 2021 through March 31, 2023; and, be it further~~

*April 1, 2023 through July 31, 2024.*

RESOLVED, that the ~~2021~~ County budget is amended as follows:

PUBLIC HEALTH SERVICES

Increase Appropriations

Acct.: #A.40-409-8190 - Other Professional Services \$ 652,203

Increase Revenues

Acct.: #A.40-4487 - PHEP Federal Aid Bioterrorism \$ 652,203

BUDGET IMPACT STATEMENT: None. 100% State Aid.

ELC-COVID-19 Grant

Insert #1

Whereas the ELC COVID-19 Enhanced Detection Non-lab grant was extended for the funding period 4/1/23-12/31/23 and

Insert #2

WHEREAS the ELC COVID-19 Enhanced Detection Non-lab grant has again been extended for the funding period 1/1/24-7/31/24.

<dricollt@warrencountyny.gov>; tmcdougall@washingtoncountyny.gov <tmcdougall@washingtoncountyny.gov>; Tom Gibney <tgøn@co.ulster.ny.us>; Tyler Shaw <ShawTJ@alleganyco.com>; LisV@co.chautauqua.ny.us <lisv@co.chautauqua.ny.us>; Vera Dunsmoor <vera.dunsmoor@oswegocounty.com>; William Orr <william.orr@putnamcountyny.gov>

Cc: Sarah Ravenhall <SRavenhall@nysacho.org>

Subject: HRI ELC COVID-19 Contract Amendment Notification

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Public Health Partners,

We are pleased to share good news! Within the next month or so, you will be receiving an amended ELC COVID-19 agreement from Health Research, Inc.'s subcontracting unit ([subcon@healthresearch.org](mailto:subcon@healthresearch.org)). The only action required on your part to execute the amendment is to return a signed copy.

The ELC COVID-19 contractual awards are being amended for two purposes:

1. To issue a no-cost time extension/change the end date from March 31, 2023 to December 31, 2023.
2. To expand the existing COVID-19 response deliverables to cover monkeypox response.\*

\*Attached is a copy of the revised Exhibit A -Deliverables

- This is effective immediately.
- This means that you may leverage this funding to expand any your approved activities/costs to support monkeypox response.
  - **Budget modifications are NOT required if you have a monkeypox response activity/cost that is already approved in your budget for COVID-19 response.**
    - For example, if you have existing/approved RNs administering COVID-19 vaccine, you may leverage that existing budget item cover RNs administering monkeypox vaccine.
  - **Budget modifications ARE required if you have a monkeypox response activity/cost that is *not* already approved in your budget for COVID-19 response.**
    - For example, if you do *not* have an existing/approved budget item for printing costs of COVID-19 educational materials, you must submit a budget modification for printing costs of monkeypox educational materials.

Please email [nyspheap@health.ny.gov](mailto:nyspheap@health.ny.gov) with any questions.

Cori Lewis  
Grants Administration, Office of Public Health  
150 Broadway, Suite 516  
Menands, NY 12204  
P: 518-408-2063  
Email: [cori.lewis@health.ny.gov](mailto:cori.lewis@health.ny.gov)



ELC COVID-19 Contractual Awards (Health Research, Inc.)  
Please return this Survey to NYSPHER@health.ny.gov no later than 9/15/23.

- 1 County Name:
  - 2 Do you want to extend your contract's end date from 12/31/23 to 7/31/24? (Yes or No)
  - 3 Do you require additional funding? (Yes or No)    
If yes, complete the funding worksheet below.
- Total Additional Funding Requested** \$

- If not requesting a time extension or additional funding, please answer questions 4 & 5 below.
- 4 Do you anticipate spending your total award by 12/31/23? (Yes or No)
  - 5 If "No" please provide your estimated unspent balance:

**Notes:**

If you already submitted a final claim, your contract can be reopened.  
Time extension and/or additional funding may be applied to Direct Assistance.  
All requests for additional funding must support the ELC COVID-19 contract deliverables (see attached *Exhibit A-Revised Deliverables #2*)

**Reminders - COVID-19 activities may be expanded to support other infectious diseases.**  
COVID-19 must remain the primary purpose, any activity being expanded to other infectious diseases must be conducted concurrently.  
We will not be able to approve any activity/cost that is 100% in support of an infectious disease that is not COVID-19.  
Utilizing the phrase "other infectious diseases" in justifications is sufficient.  
Clinical care costs are not allowable.

**Funding Worksheet: Please enter funding total by activity and provide a brief budget justification, as shown in the example in grey below.**  
**Cost breakdowns with complete budget justifications will be required at the time of processing funding increases.**

\$	TOTAL REQUESTED	

**Funding Worksheet: Example**

\$	336,600	TOTAL REQUESTED
\$200,000	RNs to administer Covid 19 and other infectious disease tests	
\$71,000	Fringe Benefits for RNs (35.5% of salary)	
\$20,000	PPE for staff working at vaccination clinics - Face Masks, Goggles, Gloves, Hand Sanitizer, etc.	
\$10,000	Educational outreach campaigns for vaccination awareness	
\$5,000	Supplemental funding for currently approved Subcontractors. (i.e., no change to the Contractor's scope of work/budget items)	
\$30,600	Indirect (10% of Total Modified Direct Costs)	



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

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Therese Connolly, Clerk of the Board  
Stephanie Hodgson, Director of Budget

**CC:** John Warmt, Director of Purchasing  
Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Audra Hedden, County Administrator's Office  
Laurie Vroman, County Attorney's Office

**DEPARTMENT:** Department of Aging & Youth Services



**DATE:** 11/27/2023

**COMMITTEE:** Health & Human Services



This column must be completed prior to submission of the request.

1. Is a Resolution Required:

Yes, Grant Acceptance

County Attorney's Office  
Consulted Yes

2. Proposed Resolution Title:

Authorizing the Acceptance of 2023-2024 State Aid Allocations from the Office of Children and Family Services for the Youth Development Program funding and Youth Sports and Education Opportunity funding

3. Specific Details on what the resolution will authorize:

Authorize the acceptance of 2023-2024 State Aid Allocations from the New York State Office of Children and Family Services (OCFS) for the Youth Development Program funding (YDP) and Youth Sports and Education Opportunity funding (YSEF).

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office Consulted Yes <input type="checkbox"/>
-------------------------------------------------------------------------

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:
---------

5. Identify Budget Impact (**Required**):

No Budget Impact. Funds are included in the Department Budget <input type="checkbox"/>
----------------------------------------------------------------------------------------

- a. G/L line impacted A.76-3810 Youth Development Program and A.76-3812 Youth Sports and Education
- b. Budget year impacted 2024
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

Human Resources Consulted

7. Does this item require the awarding of a contract:  Y  N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department?  Y  N  N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office  
Consulted Yes

a. Source of grant funding:

State

b. Agency granting funds:

New York State Office of Children and Family Services (OCFS)

c. Amount of grant:

\$193,063

d. Purpose grant will be used for:

Youth Development Programming and Youth Sports and Education

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

10/1/2023 - 9/30/2024

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Information summary memo

Copy of proposal or estimate

Copy of grant award notification and information

Other Youth Development Program Allocation & Youth Sports & Education Allocation

10. Remarks:

**Appendix C: Municipal Youth Sports and Education Opportunity Funding Allocations,  
October 1, 2023 - September 30, 2024**

<b>County</b>	<b>One-time infrastructure investment</b>	<b>County</b>	<b>One-time infrastructure investment</b>
Albany	\$ 10,344.00	Onondaga	\$ 10,344.00
Allegany	\$ 10,344.00	Ontario	\$ 10,344.00
Broome	\$ 10,344.00	Orange	\$ 10,344.00
Cattaraugus	\$ 10,344.00	Orleans	\$ 10,344.00
Cayuga	\$ 10,344.00	Oswego	\$ 10,344.00
Chautauqua	\$ 10,344.00	Otsego	\$ 10,344.00
Chemung	\$ 10,344.00	Putnam	\$ 10,344.00
Chenango	\$ 10,344.00	Rensselaer	\$ 10,344.00
Clinton	\$ 10,344.00	Rockland	\$ 10,344.00
Columbia	\$ 10,344.00	St. Lawrence	\$ 10,344.00
Cortland	\$ 10,344.00	<b>Saratoga</b>	<b>\$ 10,344.00</b>
Delaware	\$ 10,344.00	Schenectady	\$ 10,344.00
Dutchess	\$ 10,344.00	Schoharie	\$ 10,344.00
Erie	\$ 10,344.00	Schuyler	\$ 10,344.00
Essex	\$ 10,344.00	Seneca	\$ 10,344.00
Franklin	\$ 10,344.00	Steuben	\$ 10,344.00
Fulton	\$ 10,344.00	Suffolk	\$ 10,344.00
Genesee	\$ 10,344.00	Sullivan	\$ 10,344.00
Greene	\$ 10,344.00	Tioga	\$ 10,344.00
Hamilton	\$ 10,344.00	Tompkins	\$ 10,344.00
Herkimer	\$ 10,344.00	Ulster	\$ 10,344.00
Jefferson	\$ 10,344.00	Warren	\$ 10,344.00
Lewis	\$ 10,344.00	Washington	\$ 10,344.00
Livingston	\$ 10,344.00	Wayne	\$ 10,344.00
Madison	\$ 10,344.00	Westchester	\$ 10,344.00
Monroe	\$ 10,344.00	Wyoming	\$ 10,344.00
Montgomery	\$ 10,344.00	Yates	\$ 10,344.00
Nassau	\$ 10,344.00	New York City	\$ 10,392.00
Niagara	\$ 10,344.00	Rest of State	\$ 310,320.00
Oneida	\$ 10,344.00	Statewide	\$ 600,000.00



# Youth Development Programming (YDP)

County	October 2023 - September 2024	County	October 2023 - September 2024
Albany	\$ 291,683	Onondaga	\$ 449,671
Allegany	\$ 51,415	Ontario	\$ 95,948
Broome	\$ 186,816	Orange	\$ 374,391
Cattaraugus	\$ 94,521	Orleans	\$ 45,611
Cayuga	\$ 69,996	Oswego	\$ 130,671
Chautauqua	\$ 153,300	Otsego	\$ 52,735
Chemung	\$ 103,529	Putnam	\$ 92,635
Chenango	\$ 48,257	Rensselaer	\$ 155,769
Clinton	\$ 85,883	Rockland	\$ 324,299
Columbia	\$ 59,615	St. Lawrence	\$ 106,456
Cortland	\$ 68,687	Saratoga	\$ 182,719
Delaware	\$ 38,697	Schenectady	\$ 136,763
Dutchess	\$ 271,315	Schoharie	\$ 29,679
Erie	\$ 821,757	Schuyler	\$ 18,423
Essex	\$ 43,543	Seneca	\$ 40,189
Franklin	\$ 47,916	Steuben	\$ 86,547
Fulton	\$ 57,353	Suffolk	\$ 1,335,323
Genesee	\$ 71,659	Sullivan	\$ 72,983
Greene	\$ 45,495	Tioga	\$ 46,600
Hamilton	\$ 2,677	Tompkins	\$ 127,467
Herkimer	\$ 60,131	Ulster	\$ 151,151
Jefferson	\$ 109,488	Warren	\$ 54,727
Lewis	\$ 23,399	Washington	\$ 59,860
Livingston	\$ 61,557	Wayne	\$ 87,571
Madison	\$ 75,768	Westchester	\$ 836,456
Monroe	\$ 686,953	Wyoming	\$ 38,333
Montgomery	\$ 49,963	Yates	\$ 28,451
Nassau	\$ 1,083,887	New York City	\$ 4,968,465
Niagara	\$ 255,751	Rest of State	\$ 10,403,228
Oneida	\$ 220,796	Statewide	\$ 15,371,700



# BOARD OF SUPERVISORS

~~11/21/2023~~

## RESOLUTION ~~286~~ - 2023

Introduced by Health and Human Services: Supervisors Barrett, Lant, Murray, Ostrander, Richardson, Schopf and Wright

**AUTHORIZING THE ACCEPTANCE OF 2023-2024 STATE AID ALLOCATION FROM THE OFFICE OF CHILDREN AND FAMILY SERVICES FOR YOUTH SPORTS AND EDUCATION OPPORTUNITIES, AND ~~RUNAWAY HOMELESS YOUTH PROGRAMS AND SERVICES~~ Youth Development Programming**

**WHEREAS**, a 2023-2024 Resources Allocation for programs and agencies participating in the Department of Aging and Youth Services Youth Sports and Education Funding (YSEF), and ~~Runaway Homeless Youth Act (RHYA)~~ Youth Development Programming (YDP) program to include County sponsorship, administration and payment responsibility has been proposed; and

**WHEREAS**, agencies or municipalities will provide, from their current or prospective budgets, the program expenditures; and

**WHEREAS**, these applications for State funds require authorized signatures of the Chair of this Board and of the Director of Aging and Youth Services; now, therefore, be it

**RESOLVED**, that the Chair of the Board, and the Director of Aging and Youth Services are authorized to execute all documents required by the State Office of Children and Family Services for approval, reimbursement and implementation of the actual 2023-2024 Department of Aging and Youth Services Resources Allocation for the County and its local governments; and it is further

~~**RESOLVED**, that the Chair of the Board and/or the County Administrator is authorized to execute all subcontracts not to exceed \$15,000 for any individual program; and it is further~~

~~**RESOLVED**, that the Chair of the Board is authorized to execute the following subcontract for acceptance of the 2023-2024 RHYA funds by the following agency:~~

~~AGENCY  
CAPTAIN/Youth Shelter~~

~~2023-2024  
RHYA  
\$42,626~~

~~; and it is further~~

**RESOLVED**, that this Resolution shall take effect immediately.



BUDGET IMPACT STATEMENT: No Budget Impact. Funds are included in the Department Budget.

November 21, 2023 Regular Meeting

Motion to Adopt: Supervisor Grasso

Second: Supervisor: M. Veitch

AYES (199756.5): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Ian Murray (5808), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), John Lant (17361)

NOES (0):

ABSENT (35752.5): Diana Edwards (819), Thomas Richardson (5163), Willard H. Peck (5242), Sandra Winney (2075), Tara N. Gaston (14245.5), John Lawler (8208)