



Warren County Health Services



2009 Budget Request

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Health Services

BUDGET ACCOUNT CODE: A.4010

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------------|-----------------------|-----------------------|--------------------------|
| 100's PERSONAL SERVICES | \$2,116,035.21 | \$2,260,319.00 | \$2,329,449.00 |
| 200's EQUIPMENT | \$49,022.23 | \$4,500.00 | \$29,500.00 |
| 400's CONTRACTUAL | \$1,930,542.10 | \$2,219,695.00 | \$2,236,360.00 |
| 800's EMPLOYEE BENEFITS | \$56,248.48 | \$57,091.00 | \$58,422.00 |
| TOTALS | \$4,151,848.02 | \$4,541,605.00 | \$4,653,731.00 |

Reduce
\$25,
Red
\$7

| 2007 REVENUES | 2008 ESTIMATED REVENUES | 2009 DEPARTMENT REQUESTS |
|----------------|-------------------------|--------------------------|
| \$4,983,168.65 | \$5,587,196.00 | \$5,471,051.00 |

SIGNED: _____

DEPARTMENT HEAD

TITLE: _____

DATE: _____

BUDGET REQUEST APPROVED: _____

COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL: _____

DATE: _____

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WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|--|---------------------------------|-----------------------|---|------------------------|------------------------------|
| Fund: A - General | | | | | |
| Revenues | | | | | |
| <u>Department: 4010 - Health Services</u> | | | | | |
| <u>Account Classification: Dep't Income - Departmental Income</u> | | | | | |
| 1610 | Home Nursing Charges | 4,746,046.58 | 5,559,952.00 | 5,559,952.00 | 5,294,758.00 |
| 1618 | Public Health - EISEP | 25,000.00 | 25,000.00 | 25,000.00 | 25,000.00 |
| Account Classification Total: Departmental Income | | \$4,771,046.58 | \$5,584,952.00 | \$5,584,952.00 | \$5,319,758.00 |
| <u>Account Classification: State Aid - State Aid</u> | | | | | |
| 3401 | Public Health | 208,600.32 | 0.00 | 0.00 | 151,293.00 |
| Account Classification Total: State Aid | | \$208,600.32 | \$0.00 | \$0.00 | \$151,293.00 |
| <u>Account Classification: Sale of Prop - Sale of Property And Compensation for Loss</u> | | | | | |
| 2665 | Sale of Equipment | 1,840.00 | 0.00 | 0.00 | 0.00 |
| 2680 | Insurance Recoveries | 1,681.75 | 0.00 | 2,244.00 | 0.00 |
| Account Classification Total: Sale of Property And Compensation for Loss | | \$3,521.75 | \$0.00 | \$2,244.00 | \$0.00 |
| Department Total: Health Services | | \$4,983,168.65 | \$5,584,952.00 | \$5,587,196.00 | \$5,471,051.00 |
| Expenses | | | | | |
| <u>Department: 4010 - Health Services</u> | | | | | |
| <u>Account Classification: Personal Service - Personal Services</u> | | | | | |
| 110 | Salaries - Regular | 1,850,300.50 | 1,999,628.00 | 1,999,628.00 | 2,068,349.00 |
| 120 | Salaries - Overtime | 168,838.95 | 150,000.00 | 150,000.00 | 150,000.00 |
| 130 | Salaries - Part Time | 96,495.76 | 110,691.00 | 110,691.00 | 111,100.00 |
| 140 | Salaries - Sick Leave Incentive | 400.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Personal Services | | \$2,116,035.21 | \$2,260,319.00 | \$2,260,319.00 | \$2,329,449.00 |
| <u>Account Classification: Equipment - Equipment</u> | | | | | |
| 210 | Furniture/Furnishings | 1,034.94 | 1,500.00 | 2,900.00 | 0.00 |
| 220 | Office Equipment | 12,139.27 | 0.00 | 925.00 | 1,500.00 |
| 230 | Automotive Equipment | 35,241.00 | 0.00 | 0.00 | 25,000.00 |
| 250 | Technical Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| 260 | Other Equipment | 607.02 | 3,000.00 | 675.00 | 3,000.00 |
| Account Classification Total: Equipment | | \$49,022.23 | \$4,500.00 | \$4,500.00 | \$29,500.00 |
| Comment: | | | | | |
| | Account | Level | Comment | | |
| | 220 | Departmental Request | Estimate for two desk tops to replace outdated desktops in our billing department. | | |
| | 230 | Departmental Request | We have requested 2 new vehicles for our CHHA division to replace aging vehicles with many miles per recommendation from DPW. | | |
| | 260 | Departmental Request | Any purchase with a useful life of over one year. May include items such as hole punchers. | | |
| <u>Account Classification: Contract Expens - Contractual Expense</u> | | | | | |

\$25,000
 ← Appropriation
 Removed

WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|---|---------------------------------|--------------------|---------------------|---------------------|---------------------------|
| 410 | Supplies | 35,882.21 | 35,000.00 | 35,000.00 | 35,000.00 |
| 411 | Rent-Building/Property | 42,603.00 | 39,306.00 | 39,306.00 | 49,915.00 |
| 418 | Ins-General Liability | 44,595.46 | 47,000.00 | 47,098.00 | 50,000.00 |
| 421 | Equipment Rental | 0.00 | 0.00 | 0.00 | 0.00 |
| 422 | Repair/Maint-Equipment | 3,300.62 | 5,000.00 | 5,000.00 | 5,000.00 |
| 423 | Telephone | 7,942.82 | 8,000.00 | 8,000.00 | 8,000.00 |
| 424 | Postage | 13,345.90 | 12,000.00 | 12,000.00 | 12,000.00 |
| 426 | Subscriptions | 3,099.20 | 2,000.00 | 2,000.00 | 2,000.00 |
| 427 | Memberships & Dues | 9,997.02 | 11,000.00 | 11,000.00 | 11,000.00 |
| 428 | Data Processing & Internet Fees | 39,606.65 | 105,000.00 | 105,000.00 | 105,000.00 |
| 435 | Medical Fees | 77,021.06 | 100,000.00 | 100,000.00 | 100,000.00 |
| 436 | Advertising Fees | 1,733.50 | 5,000.00 | 5,000.00 | 5,000.00 |
| 437 | Consulting Fees | 16,949.00 | 9,800.00 | 9,800.00 | 9,800.00 |
| 439 | Misc Fees & Expenses | 368.00 | 500.00 | 500.00 | 500.00 |
| 441 | Auto-Supplies & Repair | 12,973.09 | 20,000.00 | 22,244.00 | 20,000.00 |
| 442 | Automotive - Gas & Oil | 26,477.31 | 26,000.00 | 26,000.00 | 31,200.00 |
| 444 | Travel/Education/Conference | 5,543.10 | 10,000.00 | 9,902.00 | 10,000.00 |
| 445 | Foods | 944.72 | 1,000.00 | 1,000.00 | 1,000.00 |
| 453 | Uniforms & Clothing | 66.80 | 0.00 | 0.00 | 100.00 |
| 470 | Contract | 1,588,092.64 | 1,780,845.00 | 1,780,845.00 | 1,780,845.00 |
| Account Classification Total: Contractual Expense | | \$1,930,542.10 | \$2,217,451.00 | \$2,219,695.00 | \$2,236,360.00 |

→ Advertising Fees reduced to \$2,500
 → Travel/Education/Conference reduced to \$5,000

| Account | Level | Comment |
|---------|----------------------|--|
| 411 | Departmental Request | Per Frank Morehouse, Buildings and Grounds, Rent expense increased for 2009. CHHA is also occupying the space where CASA offices once were. |
| 418 | Departmental Request | Reflects a 5% increase over 2008 expenses per Amy Clute-Self Insurance. |
| 442 | Departmental Request | We currently as of 5/31/08 are running about \$2600 per month for gasoline charges. Therefore this extended for 12 months would be approximately \$31,200 total in expense for the year. Therefore I will assume the same for 2009. |
| 453 | Departmental Request | Beginning 2008, we currently have a nurse working at the GFH as a liason for our agency. She is required to wear a lab coat and may need additional uniform replacement, therefore would request to budget only \$100 if needed for uniform expense. |
| 470 | Departmental Request | Includes all Therapy and Home Health Aide contracts for which there is no stated amount but a fee for service. Based on visits to patients. Services are required per state license certification. |

| Account Classification: Employee Benefit - Employee Benefits | | | | | |
|--|------------------------|----------------|----------------|----------------|----------------|
| 840 | Workmen's Compensation | 56,248.48 | 57,091.00 | 57,091.00 | 58,422.00 |
| Account Classification Total: Employee Benefits | | \$56,248.48 | \$57,091.00 | \$57,091.00 | \$58,422.00 |
| Department Total: Health Services | | \$4,151,848.02 | \$4,539,361.00 | \$4,541,605.00 | \$4,653,731.00 |
| Revenue Total: | | \$4,983,168.65 | \$5,584,952.00 | \$5,587,196.00 | \$5,471,051.00 |
| Expense Total: | | \$4,151,848.02 | \$4,539,361.00 | \$4,541,605.00 | \$4,653,731.00 |
| Fund Total: General | | \$831,320.63 | \$1,045,591.00 | \$1,045,591.00 | \$817,320.00 |

WARREN COUNTY
Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|----------------|-----------------------|--------------------|---------------------|---------------------|---------------------------|
| | Revenue Grand Totals: | \$4,983,168.65 | \$5,584,952.00 | \$5,587,196.00 | \$5,471,051.00 |
| | Expense Grand Totals: | \$4,151,848.02 | \$4,539,361.00 | \$4,541,605.00 | \$4,653,731.00 |
| | Net Grand Totals: | \$831,320.63 | \$1,045,591.00 | \$1,045,591.00 | \$817,320.00 |

WARREN COUNTY

36.00 A.4010 HEALTH SERVICES

SALARY SCHEDULE FOR COUNTY EMPLOYEES

DATE: 07/09/2008

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| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 |
|----------|----------|---------|---|--------------------------|------------------------|-------------------------------------|----------------|------------------------|
| | .118 | 6268 | SCHALDONE,SHARON ASST DIR PATIENT SRV | 09/07/1982 01/01/1986 | 61,804.00 61,804.00 | 4,700.00 4,700.00 | 0.00 | 66,504.00 66,504.00 |
| 020 | .110 | 6743 | RACICOT,STELLA CHN #36 | 12/10/1984 | 47,925.00 49,550.00 | 0.00 0.00 | 0.00 | 47,925.00 49,550.00 |
| 021 | .110 | 6760 | DUFOUR,CATHY PHN | 01/07/1985 | 48,490.00 50,652.00 | 0.00 0.00 | 0.00 | 48,490.00 50,652.00 |
| 009 | .110 | 7026 | BARNEY,JACQUELINE NURSE TECHNICIAN #3 | 12/11/1985 | 35,619.00 37,331.00 | 0.00 0.00 | 0.00 | 35,619.00 37,331.00 |
| 009 | .110 | 7054 | SMITH,MELODY NURSE TECHNICIAN | 04/07/1986 | 35,619.00 36,831.00 | 0.00 0.00 | 0.00 | 35,619.00 36,831.00 |
| | .118 | 8025 | ANDERSON,MARIETTA SUPERVISING PHN #3 | 02/05/1990 06/01/1999 | 56,150.00 56,150.00 | 3,700.00 3,700.00 | 0.00 | 59,850.00 59,850.00 |
| | .118 | 8052 | GODFREY,MARY LEE SUPERVISING PHN #6 | 04/30/1990 01/21/2004 | 56,150.00 56,150.00 | 2,300.00 2,650.00 | 350.00 | 58,450.00 58,800.00 |
| | .118 | 8460 | WHISENANT,VALERIE S SUPERVISING PHN #4 | 02/10/1992 05/01/2005 | 56,150.00 56,150.00 | 1,950.00 2,300.00 | 350.00 | 58,100.00 58,450.00 |
| 020 | .110 | 8654 | LINEHAN,MAUREEN CHN #21 | 12/28/1992 | 46,925.00 48,550.00 | 0.00 0.00 | 0.00 | 46,925.00 48,550.00 |
| 020 | .110 | 8655 | BRIGGS,CRAIG W CHN #9 | 01/04/1993 | 46,925.00 48,550.00 | 0.00 0.00 | 0.00 | 46,925.00 48,550.00 |

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DATE: 07/09/2008

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| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE | | LONGEVITY | | LONG. DIFF. | SALARY | |
|----------|----------|---------|---|--------------------------|-----------|------|-----------|-----------|-------------|-----------|------|
| | | | | | 2008 | 2009 | THRU 2008 | THRU 2009 | | 2008 | 2009 |
| 020 | .110 | 8656 | RUSSELL,LESLIE M CHN #15 | 12/28/1992 | 46,925.00 | | 0.00 | | 0.00 | 46,925.00 | |
| | | | | | 48,550.00 | | 0.00 | | | 48,550.00 | |
| 004 | .110 | 8785 | WINSLOW,DIEDRA A SENIOR CLERK | 03/21/1994 | 29,032.00 | | 0.00 | | 0.00 | 29,032.00 | |
| | | | | | 30,031.00 | | 0.00 | | | 30,031.00 | |
| 007 | .110 | 8844 | DECESARE,DIANE M SR ACCOUNT CLERK | 09/30/1993 | 32,808.00 | | 0.00 | | 0.00 | 32,808.00 | |
| | | | | | 33,939.00 | | 0.00 | | | 33,939.00 | |
| 010 | .110 | 8867 | COTE,THERESA L PRINC ACCOUNT CLERK | 12/06/1993 | 36,374.00 | | 0.00 | | 0.00 | 36,374.00 | |
| | | | | | 37,630.00 | | 0.00 | | | 37,630.00 | |
| 009 | .110 | 8937 | HASKELL,MARGARET L NURSE TECHNICIAN #2 | 06/28/1994 | 35,119.00 | | 0.00 | | 0.00 | 35,119.00 | |
| | | | | | 36,331.00 | | 0.00 | | | 36,331.00 | |
| | .118 | 9034 | MORTON,JOANN SUPERVISING PHN #2 | 08/24/1994 11/24/1997 | 56,150.00 | | 3,200.00 | | 500.00 | 59,350.00 | |
| | | | | | 56,150.00 | | 3,700.00 | | | 59,850.00 | |
| 020 | .110 | 9271 | RODRIGUEZ,LYNNE M CHN #22 | 03/11/1996 | 46,425.00 | | 0.00 | | 0.00 | 46,425.00 | |
| | | | | | 48,050.00 | | 0.00 | | | 48,050.00 | |
| 020 | .110 | 9609 | MCGOWIN,KATHLEEN S CHN #37 | 05/09/2005 | 42,818.00 | | 0.00 | | 0.00 | 42,818.00 | |
| | | | | | 46,091.00 | | 0.00 | | | 46,091.00 | |
| 020 | .110 | 9617 | GASPER,NANCY J CHN #4 | 12/04/1997 | 46,425.00 | | 0.00 | | 0.00 | 46,425.00 | |
| | | | | | 48,050.00 | | 0.00 | | | 48,050.00 | |
| 020 | .110 | 9762 | MORTON,LISA A CHN #27 | 08/13/2002 | 44,532.00 | | 0.00 | | 0.00 | 44,532.00 | |
| | | | | | 46,091.00 | | 0.00 | | | 46,091.00 | |

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WARREN COUNTY

36.00 A.4010 HEALTH SERVICES

SALARY SCHEDULE FOR COUNTY EMPLOYEES

DATE: 07/09/2008

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| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE | | LONGEVITY | | SALARY |
|----------|----------|---------|----------------------|--------------------------|-----------|------|------------------------|-------------|-----------|
| | | | | | 2008 | 2009 | THRU 2008 THRU 2009 | LONG. DIFF. | |
| 020 | .110 | 9764 | JOHNSON,GLENDA J | 09/08/1998 | 46,425.00 | | 0.00 | | 46,425.00 |
| | | | CHN #8 | | 48,050.00 | | 0.00 | 0.00 | 48,050.00 |
| 004 | .110 | 9805 | CAMERON,GWENDOLYN A | 03/15/1999 | 28,532.00 | | 0.00 | | 28,532.00 |
| | | | MEDICAL RECORDS CLK | | 29,531.00 | | 0.00 | 0.00 | 29,531.00 |
| 004 | .110 | 9951 | COUGHLIN,BETH M | 10/15/1999 | 28,532.00 | | 0.00 | | 28,532.00 |
| | | | WORD PROCESS OPER #3 | | 29,531.00 | | 0.00 | 0.00 | 29,531.00 |
| 004 | .110 | 10018 | RICHMOND,KELLY A | 01/18/2000 | 27,812.00 | | 0.00 | | 27,812.00 |
| | | | WORD PROCESS OPER #4 | | 29,531.00 | | 0.00 | 0.00 | 29,531.00 |
| 007 | .110 | 10222 | PFEIL,DIANE L M | 04/23/2001 | 31,587.00 | | 0.00 | | 31,587.00 |
| | | | OFFICE SPECIALIST | | 32,642.00 | | 0.00 | 0.00 | 32,642.00 |
| 021 | .110 | 10298 | HAVENS,SHERYL L | 03/18/2002 | 45,620.00 | | 0.00 | | 45,620.00 |
| | | | PHN #5 | | 47,217.00 | | 0.00 | 0.00 | 47,217.00 |
| 020 | .110 | 10388 | KARGE,BARBARA | 04/29/2002 | 44,532.00 | | 0.00 | | 44,532.00 |
| | | | CHN #6 | | 46,091.00 | | 0.00 | 0.00 | 46,091.00 |
| 021 | .110 | 10495 | DEPALO,JESSICA A | 10/21/2002 | 45,620.00 | | 0.00 | | 45,620.00 |
| | | | PHN #15 | | 47,217.00 | | 0.00 | 0.00 | 47,217.00 |
| 020 | .110 | 10536 | BURKE,DEBORAH A | 01/21/2003 | 44,532.00 | | 0.00 | | 44,532.00 |
| | | | CHN #5 | | 46,091.00 | | 0.00 | 0.00 | 46,091.00 |
| 020 | .110 | 10542 | BELCHER,CHERYL L | 02/18/2003 | 44,532.00 | | 0.00 | | 44,532.00 |
| | | | CHN #32 | | 46,091.00 | | 0.00 | 0.00 | 46,091.00 |

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WARREN COUNTY

36.00 A.4010 HEALTH SERVICES

SALARY SCHEDULE FOR COUNTY EMPLOYEES

DATE: 07/09/2008

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| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 |
|----------|----------|---------|--------------------------------------|--------------------------|------------------------|-------------------------------------|-------------|------------------------|
| 020 | .110 | 10553 | SALTSMAN,FRANCES J CHN #34 | 04/28/2003 | 44,532.00 46,091.00 | 0.00 0.00 | 0.00 | 44,532.00 46,091.00 |
| | .118 | 10699 | DRISCOLL,TAWN D PH FISCAL MANAGER | 02/02/2004 06/27/2006 | 49,038.00 49,038.00 | 700.00 1,050.00 | 350.00 | 49,738.00 50,088.00 |
| 020 | .110 | 10757 | SLATTERY,LINDA CHN #2 | 05/17/2004 | 44,532.00 46,091.00 | 0.00 0.00 | 0.00 | 44,532.00 46,091.00 |
| 020 | .110 | 10759 | KELLER-ALLISON,MICHELLE M CHN #25 | 06/01/2004 | 44,532.00 46,091.00 | 0.00 0.00 | 0.00 | 44,532.00 46,091.00 |
| 020 | .110 | 10763 | FIDD,KAREN E CHN #12 | 06/01/2004 | 44,532.00 46,091.00 | 0.00 0.00 | 0.00 | 44,532.00 46,091.00 |
| 004 | .110 | 10840 | FULLER,CHERYL E SENIOR CLERK | 10/04/2004 | 26,358.00 27,281.00 | 0.00 0.00 | 0.00 | 26,358.00 27,281.00 |
| 020 | .110 | 10841 | BULLARD,RECHELLE L CHN #26 | 10/12/2004 | 44,532.00 46,091.00 | 0.00 0.00 | 0.00 | 44,532.00 46,091.00 |
| 004 | .110 | 10879 | BAKER,SHAUNA I ACCOUNT CLERK #2 | 02/14/2005 | 25,344.00 27,281.00 | 0.00 0.00 | 0.00 | 25,344.00 27,281.00 |
| 020 | .110 | 11070 | MOEHRINGER,BARBARA J CHN #16 | 03/13/2006 | 42,082.00 43,567.00 | 0.00 0.00 | 0.00 | 42,082.00 43,567.00 |
| 021 | .110 | 11217 | SCHAEFER,SUSAN S PHN #18 | 09/04/2007 | 42,408.00 43,905.00 | 0.00 0.00 | 0.00 | 42,408.00 43,905.00 |

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WARREN COUNTY

SALARY SCHEDULE FOR COUNTY EMPLOYEES

36.00 A.4010 HEALTH SERVICES

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| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 |
|----------|----------|---------|---|--------------------------|------------------------|-------------------------------------|----------------|------------------------|
| 021 | .110 | 11385 | CULLIGAN, KRISTI J PHN #35 | 10/09/2007 | 42,408.00 43,905.00 | 0.00 0.00 | 0.00 | 42,408.00 43,905.00 |
| 020 | .110 | 11450 | BEECHER, JULIA J CHN #28 | 04/29/2008 | 40,647.00 42,082.00 | 0.00 0.00 | 0.00 | 40,647.00 42,082.00 |
| 004 | .110 | 11455 | ROSEN, MARJORIE A ACCOUNT CLERK | 05/05/2008 | 24,059.00 24,908.00 | 0.00 0.00 | 0.00 | 24,059.00 24,908.00 |
| 016 | .130 | | VACANT, DIETICIAN PT | // | 3,500.00 3,500.00 | 0.00 0.00 | 0.00 | 3,500.00 3,500.00 |
| 021 | .130 | | VACANT, PHN /P #2 | // | 0.00 0.00 | 0.00 0.00 | 0.00 | 0.00 0.00 |
| 019 | .110 | | VACANT, RPN #2 | // | 38,978.00 39,660.00 | 0.00 0.00 | 0.00 | 38,978.00 39,660.00 |
| 019 | .130 | | VACANT, RPN %24 #23 | // | 23,387.00 23,796.00 | 0.00 0.00 | 0.00 | 23,387.00 23,796.00 |
| 004 | .110 | | VACANT, SENIOR CLERK #2 | // | 24,059.00 24,480.00 | 0.00 0.00 | 0.00 | 24,059.00 24,480.00 |
| 004 | .110 | | VACANT, WORD PROCESSING OPERATOR #5 | // | 24,059.00 24,480.00 | 0.00 0.00 | 0.00 | 24,059.00 24,480.00 |
| 020 | .110 | | VACANT, CHN #29 | // | 40,647.00 41,358.00 | 0.00 0.00 | 0.00 | 40,647.00 41,358.00 |

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WARREN COUNTY

SALARY SCHEDULE FOR COUNTY EMPLOYEES

36.00 A.4010 HEALTH SERVICES

DATE: 07/25/2008

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| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 |
|---------------------------|----------|---------|----------------------|--------------------------|----------------------------|-------------------------------------|--------------------------|------------------------|
| .110 | , | | | // | 26,100.00 | 0.00 | | 26,100.00 |
| | | | MEALS REIMBURSEMENT | // | 26,100.00 | 0.00 | 0.00 | 26,100.00 |
| .110 | , | | | // | 4,566.00 | 0.00 | | 4,566.00 |
| | | | PHN DIFF 6@\$761 | // | 4,566.00 | 0.00 | 0.00 | 4,566.00 |
| .110 | , | | | // | 15,000.00 | 0.00 | | 15,000.00 |
| | | | HT IV NRSE 10@\$1500 | // | 15,000.00 | 0.00 | 0.00 | 15,000.00 |
| .120 | , | | | // | 150,000.00 | 0.00 | | 150,000.00 |
| | | | OVERTIME | // | 150,000.00 | 0.00 | 0.00 | 150,000.00 |
| .110 | , | | | // | 6,676.00 | 0.00 | | 6,676.00 |
| | | | TEMP HELP | // | 6,676.00 | 0.00 | 0.00 | 6,676.00 |
| .130 | , | | | // | 83,804.00 | 0.00 | | 83,804.00 |
| | | | PART TIME FOR HOURLY | // | 83,804.00 | 0.00 | 0.00 | 83,804.00 |
| .110 | , | | | // | 884.00 | 0.00 | | 884.00 |
| | | | SHIFT DIFFERENTIAL | // | 884.00 | 0.00 | 0.00 | 884.00 |
| Department Totals: | | | | | 2,252,753.00 | 16,550.00 | | 2,269,303.00 |
| | | | | | 2,311,349.00 | 18,100.00 | 1,550.00 | 2,329,449.00 |
| Object Totals: | | | | | 110's- 2,068,349.00 | 120's- 150,000.00 | 130's- 111,100.00 | 140's- 0.00 |

NOTE: PLEASE DO NOT MAKE ANY CHANGES TO THIS FORM. CONTACT THE PERSONNEL DEPARTMENT FOR CHANGES.

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PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Physically Hand. Children
 BUDGET ACCOUNT CODE: A.4011

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------------|-------------------|---------------------|--------------------------|
| 100's PERSONAL SERVICES | | | \$0.00 |
| 200's EQUIPMENT | | | \$0.00 |
| 400's CONTRACTUAL | \$5,165.27 | \$5,650.00 | \$5,650.00 |
| TOTALS | \$5,165.27 | \$5,650.00 | \$5,650.00 |

*Reduce
* \$22*

| 2007 REVENUES | 2008 ESTIMATED REVENUES | 2009 DEPARTMENT REQUESTS |
|---------------|-------------------------|--------------------------|
| (\$142.24) | \$3,877.00 | \$3,766.00 |

SIGNED:

DEPARTMENT HEAD

TITLE:

DATE:

BUDGET REQUEST APPROVED:

COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL:

DATE: _____

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WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|--|--|-----------------------|------------------------|------------------------|------------------------------|
| Fund: A - General | | | | | |
| Revenues | | | | | |
| <u>Department: 4011 - Physically Hand. Children</u> | | | | | |
| <u>Account Classification: State Aid - State Aid</u> | | | | | |
| 3409 | Phy. Hand Children - Admin | (142.24) | 3,877.00 | 3,877.00 | 3,766.00 |
| | Account Classification Total: State Aid | (142.24)\$3 | ,877.00 | \$3,877.00 | \$3,766.00 |
| | Department Total: Physically Hand. Children | (142.24)\$3 | ,877.00 | \$3,877.00 | \$3,766.00 |
| Expenses | | | | | |
| <u>Department: 4011 - Physically Hand. Children</u> | | | | | |
| <u>Account Classification: Personal Service - Personal Services</u> | | | | | |
| 110 | Salaries - Regular | 0.00 | 0.00 | 0.00 | 0.00 |
| 120 | Salaries - Overtime | 0.00 | 0.00 | 0.00 | 0.00 |
| 130 | Salaries - Part Time | 0.00 | 0.00 | 0.00 | 0.00 |
| 140 | Salaries - Sick Leave Incentive | 0.00 | 0.00 | 0.00 | 0.00 |
| | Account Classification Total: Personal Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| <u>Account Classification: Equipment - Equipment</u> | | | | | |
| 210 | Furniture/Furnishings | 0.00 | 0.00 | 0.00 | 0.00 |
| | Account Classification Total: Equipment | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| <u>Account Classification: Contract Expens - Contractual Expense</u> | | | | | |
| 410 | Supplies | 0.00 | 100.00 | 100.00 | 100.00 |
| 411 | Rent-Building/Property | 550.00 | 550.00 | 550.00 | 550.00 |
| 422 | Repair/Maint-Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| 423 | Telephone | 108.68 | 200.00 | 200.00 | 200.00 |
| 424 | Postage | 11.59 | 200.00 | 200.00 | 200.00 |
| 427 | Memberships & Dues | 0.00 | 0.00 | 0.00 | 0.00 |
| 437 | Consulting Fees | 4,495.00 | 4,600.00 | 4,600.00 | 4,600.00 |
| 444 | Travel/Education/Conference | 0.00 | 0.00 | 0.00 | 0.00 |
| | Account Classification Total: Contractual Expense | \$5,165.27 | \$5,650.00 | \$5,650.00 | \$5,650.00 |
| | Department Total: Physically Hand. Children | \$5,165.27 | \$5,650.00 | \$5,650.00 | \$5,650.00 |
| | Revenue Total: | (142.24)\$3 | ,877.00 | \$3,877.00 | \$3,766.00 |
| | Expense Total: | \$5,165.27 | \$5,650.00 | \$5,650.00 | \$5,650.00 |
| Fund Total: General | | (\$5,307.51) | (\$1,773.00) | (\$1,773.00) | (\$1,884.00) |
| | Revenue Grand Totals: | (142.24)\$3 | ,877.00 | \$3,877.00 | \$3,766.00 |
| | Expense Grand Totals: | \$5,165.27 | \$5,650.00 | \$5,650.00 | \$5,650.00 |
| | Net Grand Totals: | (\$5,307.51) | (\$1,773.00) | (\$1,773.00) | (\$1,884.00) |

423 - Telephone
← decreased to \$125

424 - Postage
decreased to \$50

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: W.I.C.
BUDGET ACCOUNT CODE: A.4013

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------------|-----------------------|-----------------------|--------------------------|
| 100's PERSONAL SERVICES | \$246,759.64 | \$247,751.00 | \$249,057.00 |
| 200's EQUIPMENT | \$475.81 | \$6,000.00 | \$6,000.00 |
| 400's CONTRACTUAL | \$988,724.99 | \$1,036,228.00 | \$1,098,124.00 |
| TOTALS | \$1,235,960.44 | \$1,289,979.00 | \$1,353,181.00 |

| 2007 REVENUES | 2008 ESTIMATED REVENUES | 2009 DEPARTMENT REQUESTS |
|----------------|-------------------------|--------------------------|
| \$1,236,148.57 | \$1,282,309.00 | \$1,364,181.00 |

SIGNED: _____

DEPARTMENT HEAD

TITLE: _____

DATE: _____

BUDGET REQUEST APPROVED: _____

COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL: _____

DATE: _____

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WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|--|---------------------------------|-----------------------|---|------------------------|------------------------------|
| <u>Fund: A - General</u> | | | | | |
| <u>Revenues</u> | | | | | |
| <u>Department: 4013 - W.I.C.</u> | | | | | |
| <u>Account Classification: Misc Local Sourc - Miscellaneous & Local Source</u> | | | | | |
| 2714 | Grants From Local Businesses | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 2770 | Other Unclassified Revenue | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Miscellaneous & Local Source | | \$0.00 | \$0.00 | \$1,000.00 | \$0.00 |
| <u>Account Classification: Federal Aid - Federal Aid</u> | | | | | |
| 4403 | W.I.C. | 1,236,148.57 | 1,281,309.00 | 1,281,309.00 | 1,364,181.00 |
| Account Classification Total: Federal Aid | | \$1,236,148.57 | \$1,281,309.00 | \$1,281,309.00 | \$1,364,181.00 |
| Comment: | | | | | |
| | Account | Level | Comment | | |
| | 4403 | Departmental Request | Revenue reflects grant of \$424,181 plus the budgeted amount for WC Food Vouchers of \$940,000. | | |
| <u>Account Classification: Sale of Prop - Sale of Property And Compensation for Loss</u> | | | | | |
| 2680 | Insurance Recoveries | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Sale of Property And Compensation for Loss | | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Department Total: W.I.C. | | \$1,236,148.57 | \$1,281,309.00 | \$1,282,309.00 | \$1,364,181.00 |
| <u>Expenses</u> | | | | | |
| <u>Department: 4013 - W.I.C.</u> | | | | | |
| <u>Account Classification: Personal Service - Personal Services</u> | | | | | |
| 110 | Salaries - Regular | 224,683.58 | 233,575.00 | 233,575.00 | 235,086.00 |
| 120 | Salaries - Overtime | 697.09 | 0.00 | 0.00 | 0.00 |
| 130 | Salaries - Part Time | 20,978.97 | 14,176.00 | 14,176.00 | 13,971.00 |
| 140 | Salaries - Sick Leave Incentive | 400.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Personal Services | | \$246,759.64 | \$247,751.00 | \$247,751.00 | \$249,057.00 |
| Comment: | | | | | |
| | Account | Level | Comment | | |
| | 130 | Departmental Request | Part Time salary expense to be corrected by approximately \$11,000 for Sandy Watson, a part time dietician, This will then accurately reflect her salary. See salmon colored sheet. | | |
| <u>Account Classification: Equipment - Equipment</u> | | | | | |
| 210 | Furniture/Furnishings | 0.00 | 0.00 | 158.00 | 0.00 |
| 220 | Office Equipment | 391.81 | 1,000.00 | 967.00 | 1,000.00 |
| 230 | Automotive Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| 250 | Technical Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| 260 | Other Equipment | 84.00 | 5,000.00 | 4,875.00 | 5,000.00 |
| Account Classification Total: Equipment | | \$475.81 | \$6,000.00 | \$6,000.00 | \$6,000.00 |

WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|----------------|-------------|--------------------|---------------------|---------------------|---------------------------|
|----------------|-------------|--------------------|---------------------|---------------------|---------------------------|

| Comment: | Account | Level | Comment |
|----------|---------|----------------------|---|
| | 220 | Departmental Request | To purchase equipment as approved by the WIC Contract. 100% fully funded. |
| | 250 | Departmental Request | To purchase equipment approved by the WIC contract. 100% fully funded. |

Account Classification: Contract Expens - Contractual Expense

| | | | | | |
|--|---------------------------------|---------------------|-----------------------|-----------------------|-----------------------|
| 410 | Supplies | 14,948.24 | 98,000.00 | 99,000.00 | 86,130.00 |
| 411 | Rent-Building/Property | 20,561.00 | 19,628.00 | 19,758.00 | 19,394.00 |
| 413 | Repair & Maint.-Bldg/Property | 0.00 | 0.00 | 0.00 | 0.00 |
| 418 | Ins-General Liability | 3,377.29 | 4,000.00 | 4,000.00 | 4,000.00 |
| 422 | Repair/Maint-Equipment | 813.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 423 | Telephone | 1,452.37 | 3,000.00 | 2,870.00 | 3,000.00 |
| 424 | Postage | 2,278.59 | 3,000.00 | 3,000.00 | 3,000.00 |
| 426 | Subscriptions | 0.00 | 0.00 | 0.00 | 0.00 |
| 427 | Memberships & Dues | 45.00 | 0.00 | 0.00 | 0.00 |
| 428 | Data Processing & Internet Fees | 85.00 | 100.00 | 100.00 | 100.00 |
| 433 | Training-Client | 0.00 | 0.00 | 0.00 | 0.00 |
| 435 | Medical Fees | 911.02 | 10,000.00 | 10,000.00 | 10,000.00 |
| 436 | Advertising Fees | 0.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 437 | Consulting Fees | 0.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 439 | Misc Fees & Expenses | 5,739.13 | 0.00 | 0.00 | 5,000.00 |
| 441 | Auto-Supplies & Repair | 345.34 | 2,500.00 | 2,500.00 | 2,500.00 |
| 442 | Automotive - Gas & Oil | 1,024.18 | 1,000.00 | 1,000.00 | 1,000.00 |
| 444 | Travel/Education/Conference | 1,182.91 | 4,000.00 | 4,000.00 | 4,000.00 |
| 445 | Foods | 120.04 | 15,000.00 | 15,000.00 | 15,000.00 |
| 446 | WIC Food Vouchers | 935,841.88 | 870,000.00 | 870,000.00 | 940,000.00 |
| 470 | Contract | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Contractual Expense | | \$988,724.99 | \$1,035,228.00 | \$1,036,228.00 | \$1,098,124.00 |

| Comment: | Account | Level | Comment |
|----------|---------|----------------------|-------------------------------------|
| | 410 | Departmental Request | 100% fully funded by the WIC Grant. |
| | 445 | Departmental Request | 100% fully funded by the WIC Grant. |

| | | | | |
|--------------------------|----------------|----------------|----------------|----------------|
| Department Total: W.I.C. | \$1,235,960.44 | \$1,288,979.00 | \$1,289,979.00 | \$1,353,181.00 |
| Revenue Total: | \$1,236,148.57 | \$1,281,309.00 | \$1,282,309.00 | \$1,364,181.00 |
| Expense Total: | \$1,235,960.44 | \$1,288,979.00 | \$1,289,979.00 | \$1,353,181.00 |
| Fund Total: General | \$188.13 | (\$7,670.00) | (\$7,670.00) | \$11,000.00 |
| Revenue Grand Totals: | \$1,236,148.57 | \$1,281,309.00 | \$1,282,309.00 | \$1,364,181.00 |
| Expense Grand Totals: | \$1,235,960.44 | \$1,288,979.00 | \$1,289,979.00 | \$1,353,181.00 |
| Net Grand Totals: | \$188.13 | (\$7,670.00) | (\$7,670.00) | \$11,000.00 |

WARREN COUNTY

SALARY SCHEDULE FOR COUNTY EMPLOYEES

36.01 A.4013 W.I.C.

DATE: 07/09/2008

PAGE: 106

| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 |
|----------|----------|---------|--|--------------------------|------------------------|-------------------------------------|----------------|------------------------|
| 003 | .130 | 4946 | WOOD,JEANNE WIC PROGRAM AIDE /P | 02/19/2008 | 11,494.00 11,695.00 | 0.00 0.00 | 0.00 | 11,494.00 11,695.00 |
| | .118 | 5551 | SPENCER,JEAN WIC COORDINATOR | 07/14/1980 08/11/1993 | 42,131.00 42,131.00 | 4,700.00 4,700.00 | 0.00 | 46,831.00 46,831.00 |
| 016 | .130 | 6447 | WATSON,SANDRA WIC DIETITIAN PT | 07/29/1983 | 2,276.00 2,276.00 | 0.00 0.00 | 0.00 | 2,276.00 2,276.00 |
| 003 | .110 | 9800 | CLUTE,JAMIE L WIC PROGRAM AIDE | 01/25/2008 | 22,988.00 23,799.00 | 0.00 0.00 | 0.00 | 22,988.00 23,799.00 |
| 006 | .110 | 10245 | WOOD,MARILYNN J WIC NUTRITION AIDE | 05/29/2001 | 30,015.00 31,015.00 | 0.00 0.00 | 0.00 | 30,015.00 31,015.00 |
| 006 | .110 | 10396 | PIEPER,NANCY D WIC NUTRITION AIDE | 04/24/2002 | 28,596.00 29,597.00 | 0.00 0.00 | 0.00 | 28,596.00 29,597.00 |
| 004 | .110 | 10754 | STOCKWELL,SHANNON L WIC ASSISTANT | 05/04/2004 | 26,358.00 27,281.00 | 0.00 0.00 | 0.00 | 26,358.00 27,281.00 |
| 016 | .110 | 10861 | HARRISS,KATHLEEN L WIC NUTRITION FACILI | 12/07/2004 | 38,988.00 40,353.00 | 0.00 0.00 | 0.00 | 38,988.00 40,353.00 |
| 016 | .110 | | VACANT, WIC DIETITIAN | // | 35,587.00 36,210.00 | 0.00 0.00 | 0.00 | 35,587.00 36,210.00 |

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WARREN COUNTY

SALARY SCHEDULE FOR COUNTY EMPLOYEES

36.01 A.4013 W.I.C.

DATE: 07/09/2008

PAGE: 107

| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 |
|---------------------------|-------------|------------|---------------|--------------------------|----------------------|-------------------------------------|------------------|------------------------|
| Department Totals: | | | | | 238,433.00 | 4,700.00 | | 243,133.00 |
| | | | | | 244,357.00 | 4,700.00 | 0.00 | 249,057.00 |
| Object Totals: | | | | | 110's- 235,086.00 | 120's- 0.00 | 130's- 13,971.00 | 140's- 0.00 |

NOTE: PLEASE DO NOT MAKE ANY CHANGES TO THIS FORM. CONTACT THE PERSONNEL DEPARTMENT FOR CHANGES.

(19)

REQUESTED PERSONNEL CHANGES FOR 2009*

*****PLEASE NOTE: ITEM NO. 3 MUST BE COMPLETED*****

DEPARTMENT: WIC Program

BUDGET CODE: A.4013

SALARY BUDGET CODE: .130 Part Time Salaries

1) REQUEST FOR NEW POSITION OR DELETE POSITION: NEW DELETE

TITLE: WIC Dietician -Part Time

SALARY: \$

HIRE DATE:1983

GRADE: 16

REASON FOR REQUEST: To correct salary schedule on budget sheets. Sandy Watson (employee #6447) has been listed incorrectly on budget sheets for years. She primarily works as a .3 FTE employee for the WIC Program and is covered in full by the WIC Grant for this position. Her Base salary needs to be listed as \$42,466 for 2008 and \$43,900 for 2009(per Personnel) and \$13,170 for her salary budgeted for WIC for 2009. Her salary is listed incorrectly as \$2,276 for Base and \$2,276 for 2009 Budget.

IS ANY POSITION TO BE DELETED? YES NO

IF YES: TITLE:

SALARY: \$

GRADE:

IS POSITION REQUESTED TO BE OUTSIDE OF BARGAINING UNIT: YES NO

IF YES, REASON:

2) REQUEST FOR RECLASSIFICATION OF POSITION:

EMPLOYEE NUMBER:

CURRENT TITLE:

HIRE DATE:

2008 BASE SALARY: \$

GRADE:

2009 BASE SALARY: \$

GRADE:

PROPOSED TITLE:

2009 BASE SALARY: \$

GRADE:

REASON FOR REQUEST:

3) DATE OF SUPERVISORY COMMITTEE APPROVAL: _____

***Following any Approval, a New Position Duty Statement OR Job Classification information Must be completed by the department head and submitted to the Personnel Officer for position classification.**

NOTE: If request for reclassification of position is approved, the current position (one to be reclassified) will be abolished after the candidate successfully completes examination (if required), or 1/1/09, if examination is not required.

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WARREN COUNTY

SALARY SCHEDULE FOR COUNTY EMPLOYEES

36.01 A.4013 W.I.C.

DATE: 07/09/2008

PAGE: 106

| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 |
|----------|----------|---------|--|--------------------------|------------------------|-------------------------------------|----------------|------------------------|
| 003 | .130 | 4946 | WOOD,JEANNE WIC PROGRAM AIDE /P | 02/19/2008 | 11,494.00 11,695.00 | 0.00 0.00 | 0.00 | 11,494.00 11,695.00 |
| | .118 | 5551 | SPENCER,JEAN WIC COORDINATOR | 07/14/1980 08/11/1993 | 42,131.00 42,131.00 | 4,700.00 4,700.00 | 0.00 | 46,831.00 46,831.00 |
| 016 | .130 | 6447 | WATSON,SANDRA WIC DIETITIAN PT | 07/29/1983 | 2,276.00 2,276.00 | 0.00 0.00 | 0.00 | 2,276.00 2,276.00 |
| 003 | .110 | 9800 | CLUTE,JAMIE L WIC PROGRAM AIDE | 01/25/2008 | 22,988.00 23,799.00 | 0.00 0.00 | 0.00 | 22,988.00 23,799.00 |
| 006 | .110 | 10245 | WOOD,MARILYNN J WIC NUTRITION AIDE | 05/29/2001 | 30,015.00 31,015.00 | 0.00 0.00 | 0.00 | 30,015.00 31,015.00 |
| 006 | .110 | 10396 | PIEPER,NANCY D WIC NUTRITION AIDE | 04/24/2002 | 28,596.00 29,597.00 | 0.00 0.00 | 0.00 | 28,596.00 29,597.00 |
| 004 | .110 | 10754 | STOCKWELL,SHANNON L WIC ASSISTANT | 05/04/2004 | 26,358.00 27,281.00 | 0.00 0.00 | 0.00 | 26,358.00 27,281.00 |
| 016 | .110 | 10861 | HARRISS,KATHLEEN L WIC NUTRITION FACILI | 12/07/2004 | 38,988.00 40,353.00 | 0.00 0.00 | 0.00 | 38,988.00 40,353.00 |
| 016 | .110 | | VACANT, WIC DIETITIAN | // | 35,587.00 36,210.00 | 0.00 0.00 | 0.00 | 35,587.00 36,210.00 |

Backup

(21)

REQUESTED PERSONNEL CHANGES FOR 2009*

*****PLEASE NOTE: ITEM NO. 3 MUST BE COMPLETED*****

DEPARTMENT: Health Services

BUDGET CODE: A4013

SALARY BUDGET CODE: .110

1) REQUEST FOR NEW POSITION OR DELETE POSITION: NEW DELETE

TITLE:

SALARY: \$

HIRE DATE:

GRADE:

REASON FOR REQUEST:

IS ANY POSITION TO BE DELETED? YES NO

IF YES: TITLE:

SALARY: \$

GRADE:

IS POSITION REQUESTED TO BE OUTSIDE OF BARGAINING UNIT: YES NO

IF YES, REASON:

2) ^{Increasing salary} REQUEST FOR RECLASSIFICATION OF POSITION:

EMPLOYEE NUMBER: 5551

CURRENT TITLE: WIC Program Coordinator

HIRE DATE: 7/14/80

2008 BASE SALARY: \$ 42,131

GRADE: n/a, out of bargaining unit

^{Proposed}
2009 BASE SALARY: \$ 45,131

GRADE: n/a, out of bargaining unit

PROPOSED TITLE: no change

2009 BASE SALARY: \$

GRADE:

REASON FOR REQUEST: Increased salary proposed to bring WIC Coordinator in line with surrounding counties' salary and fringe benefits. 100% covered by NYS WIC Program grant. WIC Program grant deliverables continue to increase which increases job responsibilities

3) DATE OF SUPERVISORY COMMITTEE APPROVAL: _____

***Following any Approval, a New Position Duty Statement OR Job Classification information Must be completed by the department head and submitted to the Personnel Officer for position classification.**

NOTE: If request for reclassification of position is approved, the current position (one to be reclassified) will be abolished after the candidate successfully completes examination (if required), or 1/1/09, if examination is not required.

Salary Comparisons – WIC Coordinator

| County | 2008 Base | Current Salary | Length of Service |
|------------|-------------------------------|----------------|-----------------------|
| Clinton | \$41,344 | \$44,344 | 4 th year |
| Essex | \$45,791 | \$45,791 | 1 st year |
| Warren | \$34,564 42,131 | \$46,831 | 28 th year |
| Washington | \$45,973 | \$50,560 | 26 th year |

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PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Long Term Home Health Care
BUDGET ACCOUNT CODE: A.4016

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------------|---------------------|---------------------|--------------------------|
| 100's PERSONAL SERVICES | \$197,011.76 | \$240,355.00 | \$206,328.00 |
| 200's EQUIPMENT | | \$12,000.00 | \$0.00 |
| 400's CONTRACTUAL | \$392,761.97 | \$460,875.00 | \$461,155.00 |
| TOTALS | \$589,773.73 | \$713,230.00 | \$667,483.00 |

Red
by
\$9.

| 2007 REVENUES | 2008 ESTIMATED REVENUES | 2009 DEPARTMENT REQUESTS |
|---------------|-------------------------|--------------------------|
| \$658,138.44 | \$666,199.00 | \$802,247.00 |

SIGNED: _____
DEPARTMENT HEAD

TITLE: _____

DATE: _____

BUDGET REQUEST APPROVED: _____
COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL: _____

DATE: _____

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WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|--|---|--------------------|---------------------|---------------------|---------------------------|
| <u>Fund: A - General</u> | | | | | |
| <u>Revenues</u> | | | | | |
| <u>Department: 4016 - Long Term Home Health Care</u> | | | | | |
| <u>Account Classification: Dep't Income - Departmental Income</u> | | | | | |
| 1602 | Long Term Care Charges | 708,799.44 | 628,166.00 | 628,166.00 | 802,247.00 |
| | Account Classification Total: Departmental Income | \$708,799.44 | \$628,166.00 | \$628,166.00 | \$802,247.00 |
| <u>Account Classification: State Aid - State Aid</u> | | | | | |
| 3410 | Long Term Health Care | (50,661.00) | 38,033.00 | 38,033.00 | 0.00 |
| | Account Classification Total: State Aid | (\$50,661.00) | \$38,033.00 | \$38,033.00 | \$0.00 |
| | Department Total: Long Term Home Health Care | \$658,138.44 | \$666,199.00 | \$666,199.00 | \$802,247.00 |
| <u>Expenses</u> | | | | | |
| <u>Department: 4016 - Long Term Home Health Care</u> | | | | | |
| <u>Account Classification: Personal Service - Personal Services</u> | | | | | |
| 110 | Salaries - Regular | 185,322.07 | 230,155.00 | 230,155.00 | 196,128.00 |
| 120 | Salaries - Overtime | 8,775.10 | 6,200.00 | 6,200.00 | 6,200.00 |
| 130 | Salaries - Part Time | 2,914.59 | 4,000.00 | 4,000.00 | 4,000.00 |
| 140 | Salaries - Sick Leave Incentive | 0.00 | 0.00 | 0.00 | 0.00 |
| | Account Classification Total: Personal Services | \$197,011.76 | \$240,355.00 | \$240,355.00 | \$206,328.00 |
| <u>Account Classification: Equipment - Equipment</u> | | | | | |
| 210 | Furniture/Furnishings | 0.00 | 0.00 | 0.00 | 0.00 |
| 220 | Office Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| 230 | Automotive Equipment | 0.00 | 12,000.00 | 11,559.00 | 0.00 |
| 250 | Technical Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| 260 | Other Equipment | 0.00 | 0.00 | 441.00 | 0.00 |
| | Account Classification Total: Equipment | \$0.00 | \$12,000.00 | \$12,000.00 | \$0.00 |
| <u>Account Classification: Contract Expens - Contractual Expense</u> | | | | | |
| 410 | Supplies | 49.95 | 200.00 | 200.00 | 200.00 |
| 411 | Rent-Building/Property | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 418 | Ins-General Liability | 0.00 | 0.00 | 0.00 | 0.00 |
| 423 | Telephone | 1,151.76 | 1,000.00 | 1,000.00 | 1,000.00 |
| 424 | Postage | 0.00 | 100.00 | 100.00 | 100.00 |
| 426 | Subscriptions | 0.00 | 100.00 | 100.00 | 100.00 |
| 427 | Memberships & Dues | 1,103.23 | 1,500.00 | 1,500.00 | 1,500.00 |
| 428 | Data Processing & Internet Fees | 170.00 | 170.00 | 170.00 | 255.00 |
| 435 | Medical Fees | 204.66 | 500.00 | 500.00 | 500.00 |
| 436 | Advertising Fees | 0.00 | 0.00 | 0.00 | 0.00 |
| 437 | Consulting Fees | 0.00 | 0.00 | 0.00 | 0.00 |
| 439 | Misc Fees & Expenses | 0.00 | 0.00 | 0.00 | 0.00 |
| 441 | Auto-Supplies & Repair | 1,337.91 | 3,500.00 | 3,500.00 | 3,500.00 |

Auto-Supplies
→ reduced to
\$2,000

25

WARREN COUNTY
Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|---|-----------------------------|--------------------|---------------------|---------------------|---------------------------|
| 442 | Automotive - Gas & Oil | 2,566.31 | 2,500.00 | 2,500.00 | 3,000.00 |
| 444 | Travel/Education/Conference | 590.51 | 1,000.00 | 1,000.00 | 1,000.00 |
| 470 | Contract | 382,587.64 | 447,305.00 | 447,305.00 | 447,000.00 |
| Account Classification Total: Contractual Expense | | 392,761.97 | 460,875.00 | 460,875.00 | 461,155.00 |

→ Travel reduced to \$500
→ Contracts reduced to \$440,000

| Comment: | Account | Level | Comment |
|----------|---------|----------------------|--|
| | 428 | Departmental Request | In 2009, IT dept will be charging us approx. \$85 each for 3 computers, total of \$255. |
| | 442 | Departmental Request | As of 5/31/08, LTC is running about \$250 /month for gasoline therefore that would be approximately \$3000 per year. Therefore we would like to request the same amount for 2009 budget. |
| | 470 | Departmental Request | Includes all therapy and home health aide contracts for which there is no stated amount but a fee for service. Based on visits to patients. Services are required per state license certification. |

| | | | | |
|--|--------------|---------------|---------------|--------------|
| Department Total: Long Term Home Health Care | \$589,773.73 | \$713,230.00 | \$713,230.00 | \$667,483.00 |
| Revenue Total: | \$658,138.44 | \$666,199.00 | \$666,199.00 | \$802,247.00 |
| Expense Total: | \$589,773.73 | \$713,230.00 | \$713,230.00 | \$667,483.00 |
| Fund Total: General | \$68,364.71 | (\$47,031.00) | (\$47,031.00) | \$134,764.00 |
| Revenue Grand Totals: | \$658,138.44 | \$666,199.00 | \$666,199.00 | \$802,247.00 |
| Expense Grand Totals: | \$589,773.73 | \$713,230.00 | \$713,230.00 | \$667,483.00 |
| Net Grand Totals: | \$68,364.71 | (\$47,031.00) | (\$47,031.00) | \$134,764.00 |

WARREN COUNTY

36.04 A.4016 LONG TERM HH CARE PROG

SALARY SCHEDULE FOR COUNTY EMPLOYEES

DATE: 07/25/2008

PAGE: 109

| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 |
|---------------------------|----------|---------|-----------------------------------|--------------------------|--------------------------|-------------------------------------|-----------------|--------------------------|
| 021 | .110 | 4390 | MARIE,JO PHN #16 | 04/28/2003 | 45,620.00 47,217.00 | 0.00 0.00 | 0.00 | 45,620.00 47,217.00 |
| | .118 | 8444 | LAMKINS,MARY A LONG TERM COORD | 01/06/1992 07/01/2003 | 56,150.00 56,150.00 | 2,650.00 3,000.00 | 350.00 | 58,800.00 59,150.00 |
| 020 | .110 | 10880 | MUESSIG,DOROTHY J CHN #11 | 02/14/2005 | 42,818.00 46,091.00 | 0.00 0.00 | 0.00 | 42,818.00 46,091.00 |
| 019 | .110 | 11233 | GILLIS,NICHOLE T RPN | 01/08/2007 | 39,660.00 41,060.00 | 0.00 0.00 | 0.00 | 39,660.00 41,060.00 |
| | .130 | | VACANT, PART TIME | // | 4,000.00 4,000.00 | 0.00 0.00 | 0.00 | 4,000.00 4,000.00 |
| | .110 | | , MEALS REIMBURSEMENT | // // | 2,610.00 2,610.00 | 0.00 0.00 | 0.00 | 2,610.00 2,610.00 |
| | .120 | | , OVERTIME | // // | 6,200.00 6,200.00 | 0.00 0.00 | 0.00 | 6,200.00 6,200.00 |
| Department Totals: | | | | | 197,058.00 203,328.00 | 2,650.00 3,000.00 | 350.00 | 199,708.00 206,328.00 |
| Object Totals: | | | | | 110's- 196,128.00 | 120's- 6,200.00 | 130's- 4,000.00 | 140's- 0.00 |

NOTE: PLEASE DO NOT MAKE ANY CHANGES TO THIS FORM. CONTACT THE PERSONNEL DEPARTMENT FOR CHANGES.

(27)

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Preventive Program
BUDGET ACCOUNT CODE: A.4018

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------------|---------------------|---------------------|--------------------------|
| 100's PERSONAL SERVICES | \$139,274.89 | \$146,750.00 | \$209,963.00 |
| 200's EQUIPMENT | | | \$0.00 |
| 400's CONTRACTUAL | \$22,335.27 | \$25,970.00 | \$25,970.00 |
| TOTALS | \$161,610.16 | \$172,720.00 | \$235,933.00 |

Red
by

| 2007 REVENUES | 2008 ESTIMATED REVENUES | 2009 DEPARTMENT REQUESTS |
|---------------|-------------------------|--------------------------|
| \$243,052.17 | \$155,222.00 | \$187,913.00 |

SIGNED:

DEPARTMENT HEAD

TITLE:

DATE:

BUDGET REQUEST APPROVED:

COMMITTEE CHAIR

DATE:

BUDGET OFFICER APPROVAL:

DATE:

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WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|--|---------------------------------|---------------------|---------------------|---------------------|---------------------------|
| Fund: A - General | | | | | |
| Revenues | | | | | |
| <u>Department: 4018 - Preventive Program</u> | | | | | |
| <u>Account Classification: State Aid - State Aid</u> | | | | | |
| 3403 | Family Health Prev. Prog. | 106,062.31 | 0.00 | 0.00 | 0.00 |
| 3404 | C.H. Assessment - Pub Hlth | 136,989.86 | 155,222.00 | 155,222.00 | 187,913.00 |
| Account Classification Total: State Aid | | <u>\$243,052.17</u> | <u>\$155,222.00</u> | <u>\$155,222.00</u> | <u>\$187,913.00</u> |
| Department Total: Preventive Program | | <u>\$243,052.17</u> | <u>\$155,222.00</u> | <u>\$155,222.00</u> | <u>\$187,913.00</u> |
| Expenses | | | | | |
| <u>Department: 4018 - Preventive Program</u> | | | | | |
| <u>Account Classification: Personal Service - Personal Services</u> | | | | | |
| 110 | Salaries - Regular | 138,815.57 | 146,750.00 | 146,750.00 | 209,963.00 |
| 120 | Salaries - Overtime | 59.32 | 0.00 | 0.00 | 0.00 |
| 130 | Salaries - Part Time | 0.00 | 0.00 | 0.00 | 0.00 |
| 140 | Salaries - Sick Leave Incentive | 400.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Personal Services | | <u>\$139,274.89</u> | <u>\$146,750.00</u> | <u>\$146,750.00</u> | <u>\$209,963.00</u> |
| <u>Account Classification: Equipment - Equipment</u> | | | | | |
| 230 | Automotive Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Equipment | | <u>\$0.00</u> | <u>\$0.00</u> | <u>\$0.00</u> | <u>\$0.00</u> |
| <u>Account Classification: Contract Expens - Contractual Expense</u> | | | | | |
| 410 | Supplies | 1,087.17 | 1,000.00 | 1,000.00 | 1,000.00 |
| 411 | Rent-Building/Property | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 418 | Ins-General Liability | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 421 | Equipment Rental | 0.00 | 0.00 | 0.00 | 0.00 |
| 422 | Repair/Maint-Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| 423 | Telephone | 353.44 | 500.00 | 500.00 | 500.00 |
| 424 | Postage | 70.80 | 500.00 | 500.00 | 500.00 |
| 426 | Subscriptions | 0.00 | 0.00 | 0.00 | 0.00 |
| 427 | Memberships & Dues | 0.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 428 | Data Processing & Internet Fees | 170.00 | 170.00 | 170.00 | 170.00 |
| 435 | Medical Fees | 0.00 | 100.00 | 100.00 | 100.00 |
| 437 | Consulting Fees | 6,830.00 | 7,500.00 | 7,500.00 | 7,500.00 |
| 439 | Misc Fees & Expenses | 0.00 | 0.00 | 0.00 | 0.00 |
| 441 | Auto-Supplies & Repair | 0.00 | 500.00 | 500.00 | 500.00 |
| 442 | Automotive - Gas & Oil | 64.08 | 200.00 | 200.00 | 200.00 |
| 444 | Travel/Education/Conference | 176.00 | 500.00 | 500.00 | 500.00 |
| 445 | Foods | 583.78 | 1,000.00 | 1,000.00 | 1,000.00 |
| 470 | Contract | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| Account Classification Total: Contractual Expense | | <u>\$22,335.27</u> | <u>\$25,970.00</u> | <u>\$25,970.00</u> | <u>\$25,970.00</u> |

- reduced to \$400
- reduced to \$300

- Reduced to \$300
- Reduced to \$300
- Reduced to \$500

(29)

WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|--------------------------------------|-----------------------|-----------------------|--|------------------------|------------------------------|
| <hr/> | | | | | |
| Comment: | Account | Level | Comment | | |
| | 470 | Departmental Request | Contract with Upper Hudson Primary Care Consortium for the Community Health Data Project. \$5000 annually. | | |
| Department Total: Preventive Program | | \$161,610.16 | \$172,720.00 | \$172,720.00 | \$235,933.00 |
| | Revenue Total: | \$243,052.17 | \$155,222.00 | \$155,222.00 | \$187,913.00 |
| | Expense Total: | \$161,610.16 | \$172,720.00 | \$172,720.00 | \$235,933.00 |
| Fund Total: General | | \$81,442.01 | (\$17,498.00) | (\$17,498.00) | (\$48,020.00) |
| | Revenue Grand Totals: | \$243,052.17 | \$155,222.00 | \$155,222.00 | \$187,913.00 |
| | Expense Grand Totals: | \$161,610.16 | \$172,720.00 | \$172,720.00 | \$235,933.00 |
| | Net Grand Totals: | \$81,442.01 | (\$17,498.00) | (\$17,498.00) | (\$48,020.00) |

REQUESTED PERSONNEL CHANGES FOR 2009*

*****PLEASE NOTE: ITEM NO. 3 MUST BE COMPLETED*****

DEPARTMENT: Health Services

BUDGET CODE: A4018

SALARY BUDGET CODE: .110

1) REQUEST FOR NEW POSITION OR DELETE POSITION: NEW DELETE

TITLE: Principal Clerk

SALARY: \$ 28,041 HIRE DATE: 1/1/09

GRADE: 7 (recommended)

REASON FOR REQUEST: Job duties and responsibilities exceed those of a Senior Clerk.

IS ANY POSITION TO BE DELETED? YES NO

IF YES: TITLE: Senior Clerk SALARY: \$ 24,480 GRADE: 4

IS POSITION REQUESTED TO BE OUTSIDE OF BARGAINING UNIT: YES NO

Would be requesting noncompetitive direct line promotion to Prinicipal Clerk for employee in Senior Clerk position. Would propose utilizing \$1210 from remaining \$11,901 left after deleting 2 positions; and funding proposed new Supervising Public Health Nurse position. Position would be in a code eligible for 34% aid (\$9533). Have discussed this with Matt Sokol, Health Committee Chair and Personnel Officer. Warren County does not currently have this position, job description was obtained from another county that has this title.

2) REQUEST FOR RECLASSIFICATION OF POSITION:

EMPLOYEE NUMBER:

CURRENT TITLE:

HIRE DATE:

2008 BASE SALARY: \$

GRADE:

2009 BASE SALARY: \$

GRADE:

PROPOSED TITLE:

2009 BASE SALARY: \$

GRADE:

REASON FOR REQUEST:

3) DATE OF SUPERVISORY COMMITTEE APPROVAL: _____

*Following any Approval, a New Position Duty Statement OR Job Classification information Must be completed by the department head and submitted to the Personnel Officer for position classification.

NOTE: If request for reclassification of position is approved, the current position (one to be reclassified) will be abolished after the candidate successfully completes examination (if required), or 1/1/09, if examination is not required.

WARREN COUNTY

36.05 A.4018 10 PREVENTIVE PROGRAM

SALARY SCHEDULE FOR COUNTY EMPLOYEES

DATE: 07/09/2008

PAGE: 110

| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 |
|---------------------------|----------|---------|--|--------------------------|--------------------------|-------------------------------------|----------------|--------------------------|
| | .118 | 7224 | AUER,PATRICIA DIR PH/PATIENT SERV | 09/29/1986 09/29/1986 | 82,137.00 82,137.00 | 4,200.00 4,200.00 | 0.00 | 86,337.00 86,337.00 |
| 008 | .110 | 8262 | ROZELLE,NANCY J ADMINISTRATIVE ASST | 02/19/1991 | 34,034.00 35,208.00 | 0.00 0.00 | 0.00 | 34,034.00 35,208.00 |
| | .118 | 9508 | DELORENZO,TAMARA M CLINICAL & FISCAL INFORMATICS COORDINATOR | 06/23/1997 06/23/1997 | 57,975.00 57,975.00 | 3,200.00 3,200.00 | 0.00 | 61,175.00 61,175.00 |
| 004 | .110 | 11350 | LEMPKA,NANCY L SENIOR CLERK #6 | 07/16/2007 | 24,480.00 25,344.00 | 0.00 0.00 | 0.00 | 24,480.00 25,344.00 |
| | .110 | | , TEMP HELP | // // | 1,899.00 1,899.00 | 0.00 0.00 | 0.00 | 1,899.00 1,899.00 |
| Department Totals: | | | | | 200,525.00 202,563.00 | 7,400.00 7,400.00 | 0.00 | 207,925.00 209,963.00 |
| Object Totals: | | | | | 110's- 209,963.00 | 120's- 0.00 | 130's- 0.00 | 140's- 0.00 |

NOTE: PLEASE DO NOT MAKE ANY CHANGES TO THIS FORM. CONTACT THE PERSONNEL DEPARTMENT FOR CHANGES.

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PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Preventive Program - Family Health
BUDGET ACCOUNT CODE: A.4018 0020

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------------|---------------------|---------------------|--------------------------|
| 100's PERSONAL SERVICES | \$300,827.34 | \$312,241.00 | \$321,648.00 |
| 200's EQUIPMENT | \$4,248.98 | \$1,500.00 | \$1,500.00 |
| 400's CONTRACTUAL | \$42,328.90 | \$42,955.00 | \$43,255.00 |
| TOTALS | \$347,405.22 | \$356,696.00 | \$366,403.00 |

| 2007 REVENUES | 2008 ESTIMATED REVENUES | 2009 DEPARTMENT REQUESTS |
|---------------|-------------------------|--------------------------|
| \$193,429.62 | \$315,897.00 | \$316,193.00 |

SIGNED: _____
DEPARTMENT HEAD

TITLE: _____

DATE: _____

BUDGET REQUEST APPROVED: _____
COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL: _____

DATE: _____

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WARREN COUNTY
Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|---|-------------------------|--------------------|---------------------|---------------------|---------------------------|
| Fund: A - General | | | | | |
| Revenues | | | | | |
| <u>Department: 4018 - Preventive Program</u> | | | | | |
| <u>Sub Department: 0020 - Family Health</u> | | | | | |
| <u>Account Classification: Dep't Income - Departmental Income</u> | | | | | |
| 1612 | Prev. Nursing Charges | 34,419.42 | 40,000.00 | 40,000.00 | 40,000.00 |
| Account Classification Total: Departmental Income | | \$34,419.42 | \$40,000.00 | \$40,000.00 | \$40,000.00 |
| <u>Account Classification: State Aid - State Aid</u> | | | | | |
| 3406 | Family Health | 132,008.00 | 250,897.00 | 250,897.00 | 251,693.00 |
| Account Classification Total: State Aid | | \$132,008.00 | \$250,897.00 | \$250,897.00 | \$251,693.00 |
| <u>Account Classification: Federal Aid - Federal Aid</u> | | | | | |
| 4457 | Paint Poison Prevention | 27,002.20 | 25,000.00 | 25,000.00 | 24,500.00 |
| Account Classification Total: Federal Aid | | \$27,002.20 | \$25,000.00 | \$25,000.00 | \$24,500.00 |

| Comment: | Account | Level | Comment |
|----------|---------|----------------------|---|
| | 4457 | Departmental Request | Grant reduced by 2% from \$25000 to \$24500 |

| | | | | | |
|--------------------------------------|--|--------------|--------------|--------------|--------------|
| Sub Department Total: Family Health | | \$193,429.62 | \$315,897.00 | \$315,897.00 | \$316,193.00 |
| Department Total: Preventive Program | | \$193,429.62 | \$315,897.00 | \$315,897.00 | \$316,193.00 |

Expenses

| | | | | | |
|---|---------------------------------|--------------|--------------|--------------|--------------|
| <u>Department: 4018 - Preventive Program</u> | | | | | |
| <u>Sub Department: 0020 - Family Health</u> | | | | | |
| <u>Account Classification: Personal Service - Personal Services</u> | | | | | |
| 110 | Salaries - Regular | 289,769.61 | 303,941.00 | 303,941.00 | 313,348.00 |
| 120 | Salaries - Overtime | 11,002.48 | 8,300.00 | 8,300.00 | 8,300.00 |
| 130 | Salaries - Part Time | 55.25 | 0.00 | 0.00 | 0.00 |
| 140 | Salaries - Sick Leave Incentive | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Personal Services | | \$300,827.34 | \$312,241.00 | \$312,241.00 | \$321,648.00 |
| <u>Account Classification: Equipment - Equipment</u> | | | | | |
| 210 | Furniture/Furnishings | 219.00 | 500.00 | 500.00 | 0.00 |
| 220 | Office Equipment | 3,670.58 | 0.00 | 100.00 | 0.00 |
| 230 | Automotive Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| 250 | Technical Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| 260 | Other Equipment | 359.40 | 1,000.00 | 900.00 | 1,500.00 |
| Account Classification Total: Equipment | | \$4,248.98 | \$1,500.00 | \$1,500.00 | \$1,500.00 |

| Comment: | Account | Level | Comment |
|----------|---------|-------|---------|
|----------|---------|-------|---------|

WARREN COUNTY
Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|----------------|-------------|--------------------|---------------------|---------------------|---------------------------|
|----------------|-------------|--------------------|---------------------|---------------------|---------------------------|

| | | | | | |
|-----|----------------------|--|--|--|--|
| 260 | Departmental Request | Any purchase with a useful life of over one year. May include baby scales, hole punch and other miscellaneous purchases. | | | |
|-----|----------------------|--|--|--|--|

Account Classification: Contract Expens - Contractual Expense

| | | | | | |
|-----|---------------------------------|-----------|-----------|-----------|-----------|
| 410 | Supplies | 6,417.08 | 6,000.00 | 5,700.00 | 6,000.00 |
| 411 | Rent-Building/Property | 15,000.00 | 15,000.00 | 15,000.00 | 15,000.00 |
| 418 | Ins-General Liability | 7,000.00 | 7,000.00 | 7,000.00 | 7,000.00 |
| 422 | Repair/Maint-Equipment | 114.95 | 500.00 | 500.00 | 500.00 |
| 423 | Telephone | 1,288.87 | 1,000.00 | 1,000.00 | 1,000.00 |
| 424 | Postage | 2,234.12 | 2,000.00 | 2,000.00 | 2,000.00 |
| 426 | Subscriptions | 262.00 | 500.00 | 500.00 | 500.00 |
| 427 | Memberships & Dues | 0.00 | 150.00 | 150.00 | 150.00 |
| 428 | Data Processing & Internet Fees | 255.00 | 255.00 | 255.00 | 255.00 |
| 435 | Medical Fees | 239.45 | 300.00 | 300.00 | 300.00 |
| 436 | Advertising Fees | 0.00 | 200.00 | 200.00 | 200.00 |
| 439 | Misc Fees & Expenses | 25.00 | 200.00 | 500.00 | 200.00 |
| 441 | Auto-Supplies & Repair | 5,110.47 | 5,000.00 | 5,000.00 | 5,000.00 |
| 442 | Automotive - Gas & Oil | 3,627.71 | 3,700.00 | 3,700.00 | 4,000.00 |
| 444 | Travel/Education/Conference | 382.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 445 | Foods | 372.25 | 150.00 | 150.00 | 150.00 |

| | | | | | |
|---|--|-------------|-------------|-------------|-------------|
| Account Classification Total: Contractual Expense | | \$42,328.90 | \$42,955.00 | \$42,955.00 | \$43,255.00 |
|---|--|-------------|-------------|-------------|-------------|

| Comment: | Account | Level | Comment |
|----------|---------|----------------------|--|
| | 442 | Departmental Request | As of 5/31/08, Gasoline expenses are about \$335/month. Therefore an annual expense estimated at \$4000 for 2008 and will anticipate the same for 2009 budget. |

| | | | | | |
|--------------------------------------|--|----------------|---------------|---------------|---------------|
| Sub Department Total: Family Health | | \$347,405.22 | \$356,696.00 | \$356,696.00 | \$366,403.00 |
| Department Total: Preventive Program | | \$347,405.22 | \$356,696.00 | \$356,696.00 | \$366,403.00 |
| Revenue Total: | | \$193,429.62 | \$315,897.00 | \$315,897.00 | \$316,193.00 |
| Expense Total: | | \$347,405.22 | \$356,696.00 | \$356,696.00 | \$366,403.00 |
| Fund Total: General | | (\$153,975.60) | (\$40,799.00) | (\$40,799.00) | (\$50,210.00) |
| Revenue Grand Totals: | | \$193,429.62 | \$315,897.00 | \$315,897.00 | \$316,193.00 |
| Expense Grand Totals: | | \$347,405.22 | \$356,696.00 | \$356,696.00 | \$366,403.00 |
| Net Grand Totals: | | (\$153,975.60) | (\$40,799.00) | (\$40,799.00) | (\$50,210.00) |

WARREN COUNTY

36.06 A.4018 20 FAMILY HEALTH

SALARY SCHEDULE FOR COUNTY EMPLOYEES

DATE: 07/09/2008

PAGE: 111

| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 |
|---------------------------|----------|---------|--|--------------------------|--------------------------|-------------------------------------|-------------|--------------------------|
| 021 | .110 | 7819 | MYHRBERG,PATTY PHN #17 | 09/12/1994 | 47,990.00 49,652.00 | 0.00 0.00 | 0.00 | 47,990.00 49,652.00 |
| 020 | .110 | 8202 | FORTINI,JUDITH A CHN #13 | 09/11/1990 | 46,925.00 49,050.00 | 0.00 0.00 | 0.00 | 46,925.00 49,050.00 |
| 020 | .110 | 8409 | GETZ,NANCY L CHN #31 | 08/12/1991 | 46,925.00 48,550.00 | 0.00 0.00 | 0.00 | 46,925.00 48,550.00 |
| | .118 | 9058 | JONES,GINELLE T ASST DIR PUB HEALTH | 11/28/1994 01/29/2002 | 61,804.00 61,804.00 | 2,500.00 3,350.00 | 850.00 | 64,304.00 65,154.00 |
| 021 | .110 | 10194 | ANDRE,ROBIN E PHN #9 | 02/05/2001 | 46,740.00 48,326.00 | 0.00 0.00 | 0.00 | 46,740.00 48,326.00 |
| 020 | .110 | 10639 | FRASIER,NEDRA M CHN #10 | 08/04/2003 | 44,532.00 46,091.00 | 0.00 0.00 | 0.00 | 44,532.00 46,091.00 |
| | .110 | | , MEALS REIMBURSEMENT | // // | 6,525.00 6,525.00 | 0.00 0.00 | 0.00 | 6,525.00 6,525.00 |
| | .120 | | , OVERTIME | // // | 8,300.00 8,300.00 | 0.00 0.00 | 0.00 | 8,300.00 8,300.00 |
| Department Totals: | | | | | 309,741.00 318,298.00 | 2,500.00 3,350.00 | | 312,241.00 321,648.00 |
| Object Totals: | | | | | 110's- 313,348.00 | 120's- 8,300.00 | 130's- 0.00 | 140's- 0.00 |

NOTE: PLEASE DO NOT MAKE ANY CHANGES TO THIS FORM. CONTACT THE PERSONNEL DEPARTMENT FOR CHANGES.

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REQUESTED PERSONNEL CHANGES FOR 2009*

*****PLEASE NOTE: ITEM NO. 3 MUST BE COMPLETED*****

DEPARTMENT: Health Services

BUDGET CODE: A4018.0020

SALARY BUDGET CODE: .110

1) **REQUEST FOR NEW POSITION OR DELETE POSITION:** NEW DELETE

TITLE: Supervising Public Health Nurse

SALARY: \$ 56,150 HIRE DATE: 1/1/09

GRADE: n/a, out of bargaining position

REASON FOR REQUEST: See attached justification

IS ANY POSITION TO BE DELETED? YES NO

IF YES: TITLE: 2 positions: 1 Senior Clerk, 1 Word Processing Operator SALARY: \$
\$24,480 GRADE: 4

IS POSITION REQUESTED TO BE OUTSIDE OF BARGAINING UNIT: YES NO

IF YES, REASON: Managerial position

2) **REQUEST FOR RECLASSIFICATION OF POSITION:**

EMPLOYEE NUMBER:

CURRENT TITLE:

HIRE DATE:

2008 BASE SALARY: \$

GRADE:

2009 BASE SALARY: \$

GRADE:

PROPOSED TITLE:

2009 BASE SALARY: \$

GRADE:

REASON FOR REQUEST:

3) **DATE OF SUPERVISORY COMMITTEE APPROVAL:** _____

***Following any Approval, a New Position Duty Statement OR Job Classification information Must be completed by the department head and submitted to the Personnel Officer for position classification.**

NOTE: If request for reclassification of position is approved, the current position (one to be reclassified) will be abolished after the candidate successfully completes examination (if required), or 1/1/09, if examination is not required.

Warren County Health Services
Division of Public Health

Justification for
Supervising Public Health Nurse Position

Currently the Assistant Director of Public Health is directly responsible for 20 Public Health Programs, 30 staff, 7 support/fiscal staff (indirect reports but work in PH programs, requiring ongoing guidance), Quality Improvement, Policies and Procedures, Referral Assignments and other administrative tasks.

A Supervising Public Health Nurse position is requested to ensure all programs are meeting NYSDOH guidelines, staff is receiving appropriate supervision and assistance with caseload concerns, quality improvement findings/recommendations are adequately addressed, and administrative responsibilities are completed. This change will provide support to the staff and ensure programs are meeting the community needs.

The total 2008 expense budget for the Division of Public Health is \$7,021,898, with \$5,434,741 in revenues. Several of the Public Health programs are quickly multiplying in size. The two biggest programs are Early Intervention and the Preschool Program. Both programs require huge amounts of documentation to optimize maximum reimbursement to decrease county costs. In addition, NYSDOH's requirements in other programs like lead and communicable disease, are more demanding. Aggressive and timely reporting are required to ensure revenues are received. Also, as community needs arise, mandated programs are added. One of the newer programs, Emergency Response and Preparedness (ERP), includes extensive NYSDOH requirements which are cumbersome and require ongoing assistance and guidance from supervision.

The Supervising Public Health Nurse will report to the Assistant Director and would take responsibility for Quality Improvement program and the 7 staff with large client caseloads, from the MOMS/MCH/Health Supervision programs, Child Find/Lead programs, and EI/CPSE programs.

The Supervising Public Health Position is needed and requested to ensure the services continue to meet community needs, NYS guidelines, and are rendered appropriately by staff. The position is eligible for 34% reimbursement from State Aid. Every effort will be made to capitalize additional State Aid reimbursement for the position and its responsibilities from the Public Health programs.

(W)

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Preventive Program - Disease Control
BUDGET ACCOUNT CODE: A.4018 0030

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------------|---------------------|---------------------|--------------------------|
| 100's PERSONAL SERVICES | \$157,140.56 | \$181,893.00 | \$190,776.00 |
| 200's EQUIPMENT | \$1,104.58 | \$1,000.00 | \$1,000.00 |
| 400's CONTRACTUAL | \$126,099.08 | \$138,020.00 | \$146,520.00 |
| TOTALS | \$284,344.22 | \$320,913.00 | \$338,296.00 |

→ Red
bc
\$3,1

| 2007 REVENUES | 2008 ESTIMATED REVENUES | 2009 DEPARTMENT REQUESTS |
|---------------|-------------------------|--------------------------|
| \$276,859.96 | \$309,731.00 | \$322,488.00 |

SIGNED: _____
DEPARTMENT HEAD

TITLE: _____

DATE: _____

BUDGET REQUEST APPROVED: _____
COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL: _____

DATE: _____

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WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|---|---------------------------------|-----------------------|---|------------------------|------------------------------|
| Fund: A - General | | | | | |
| Revenues | | | | | |
| Department: 4018 - Preventive Program | | | | | |
| Sub Department: 0030 - Disease Control | | | | | |
| Account Classification: Dep't Income - Departmental Income | | | | | |
| 1613 | Immunization Revenue | 119,424.18 | 140,000.00 | 141,500.00 | 124,000.00 |
| 1614 | Central Intake - Public Health | 0.00 | 0.00 | 0.00 | 0.00 |
| 1615 | Clinic Revenues | 1,710.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 1619 | Rabies Clinic Donations | 6,247.25 | 9,000.00 | 9,000.00 | 9,000.00 |
| Account Classification Total: Departmental Income | | \$127,381.43 | \$151,000.00 | \$152,500.00 | \$135,000.00 |
| Account Classification: Misc Local Sourc - Miscellaneous & Local Source | | | | | |
| 2714 | Grants From Local Businesses | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Miscellaneous & Local Source | | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Account Classification: State Aid - State Aid | | | | | |
| 3407 | Disease Control - Pub Hlth | 149,478.53 | 157,231.00 | 157,231.00 | 187,488.00 |
| Account Classification Total: State Aid | | \$149,478.53 | \$157,231.00 | \$157,231.00 | \$187,488.00 |
| Comment: | | | | | |
| | Account | Level | Comment | | |
| | 3407 | Departmental Request | Includes the new IAP Grant for \$33,000. This no longer is on the revenue code A1613. | | |
| Sub Department Total: Disease Control | | \$276,859.96 | \$308,231.00 | \$309,731.00 | \$322,488.00 |
| Department Total: Preventive Program | | \$276,859.96 | \$308,231.00 | \$309,731.00 | \$322,488.00 |
| Expenses | | | | | |
| Department: 4018 - Preventive Program | | | | | |
| Sub Department: 0030 - Disease Control | | | | | |
| Account Classification: Personal Service - Personal Services | | | | | |
| 110 | Salaries - Regular | 74,756.22 | 76,522.00 | 76,522.00 | 79,683.00 |
| 120 | Salaries - Overtime | 5,707.27 | 5,000.00 | 5,000.00 | 5,000.00 |
| 130 | Salaries - Part Time | 76,677.07 | 100,371.00 | 100,371.00 | 106,093.00 |
| 140 | Salaries - Sick Leave Incentive | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Personal Services | | \$157,140.56 | \$181,893.00 | \$181,893.00 | \$190,776.00 |
| Account Classification: Equipment - Equipment | | | | | |
| 210 | Furniture/Furnishings | 38.99 | 150.00 | 150.00 | 0.00 |
| 220 | Office Equipment | 1,065.59 | 0.00 | 0.00 | 0.00 |
| 260 | Other Equipment | 0.00 | 850.00 | 850.00 | 1,000.00 |
| Account Classification Total: Equipment | | \$1,104.58 | \$1,000.00 | \$1,000.00 | \$1,000.00 |

WARREN COUNTY
Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|----------------|-------------|--------------------|---------------------|---------------------|---------------------------|
|----------------|-------------|--------------------|---------------------|---------------------|---------------------------|

| Comment: | Account | Level | Comment |
|----------|---------|----------------------|---|
| | 260 | Departmental Request | Any purchase with the useful life of over one year. |

Account Classification: Contract Expens - Contractual Expense

| | | | | | | |
|-----|---------------------------------|------------|------------|------------|------------|----------------------|
| 410 | Supplies | 1,307.12 | 3,000.00 | 3,000.00 | 3,000.00 | - Reduced to \$2,000 |
| 411 | Rent-Building/Property | 4,500.00 | 4,500.00 | 4,500.00 | 4,500.00 | |
| 418 | Ins-General Liability | 4,000.00 | 4,000.00 | 4,000.00 | 4,000.00 | |
| 422 | Repair/Maint-Equipment | 0.00 | 200.00 | 200.00 | 200.00 | → Reduced to \$100 |
| 423 | Telephone | 583.62 | 700.00 | 700.00 | 700.00 | → Reduced to \$2500 |
| 424 | Postage | 1,911.27 | 4,000.00 | 4,000.00 | 4,000.00 | |
| 426 | Subscriptions | 0.00 | 0.00 | 0.00 | 0.00 | |
| 427 | Memberships & Dues | 183.00 | 400.00 | 400.00 | 400.00 | - Reduced to \$200 |
| 428 | Data Processing & Internet Fees | 220.00 | 220.00 | 220.00 | 220.00 | |
| 432 | Special Project Supply | 0.00 | 0.00 | 0.00 | 0.00 | |
| 435 | Medical Fees | 106,199.90 | 110,000.00 | 110,000.00 | 120,000.00 | - Reduced to \$500 |
| 436 | Advertising Fees | 334.92 | 1,000.00 | 1,000.00 | 1,000.00 | |
| 437 | Consulting Fees | 4,270.00 | 5,000.00 | 6,400.00 | 5,000.00 | |
| 439 | Misc Fees & Expenses | 0.00 | 500.00 | 495.00 | 500.00 | - Reduced to \$200 |
| 441 | Auto-Supplies & Repair | 25.00 | 500.00 | 500.00 | 500.00 | → Reduced to \$200 |
| 442 | Automotive - Gas & Oil | 0.00 | 500.00 | 500.00 | 500.00 | |
| 444 | Travel/Education/Conference | 2,564.25 | 2,000.00 | 2,000.00 | 2,000.00 | |
| 445 | Foods | 0.00 | 0.00 | 105.00 | 0.00 | |
| 470 | Contract | 0.00 | 0.00 | 0.00 | 0.00 | |

| | | | | |
|---|--------------|--------------|--------------|--------------|
| Account Classification Total: Contractual Expense | \$126,099.08 | \$136,520.00 | \$138,020.00 | \$146,520.00 |
|---|--------------|--------------|--------------|--------------|

| Comment: | Account | Level | Comment |
|----------|---------|----------------------|---|
| | 435 | Departmental Request | Medical fees has been increased due to the fact that cost of medical supplies such as vaccines and supplies have risen also. We also anticipate the increase in Zostavax and Travel clinic expenses. Both of which will bring in revenues which are reflected in the 2009 budget. |

| | | | | |
|---------------------------------------|--------------|---------------|---------------|---------------|
| Sub Department Total: Disease Control | \$284,344.22 | \$319,413.00 | \$320,913.00 | \$338,296.00 |
| Department Total: Preventive Program | \$284,344.22 | \$319,413.00 | \$320,913.00 | \$338,296.00 |
| Revenue Total: | \$276,859.96 | \$308,231.00 | \$309,731.00 | \$322,488.00 |
| Expense Total: | \$284,344.22 | \$319,413.00 | \$320,913.00 | \$338,296.00 |
| Fund Total: General | (\$7,484.26) | (\$11,182.00) | (\$11,182.00) | (\$15,808.00) |
| Revenue Grand Totals: | \$276,859.96 | \$308,231.00 | \$309,731.00 | \$322,488.00 |
| Expense Grand Totals: | \$284,344.22 | \$319,413.00 | \$320,913.00 | \$338,296.00 |
| Net Grand Totals: | (\$7,484.26) | (\$11,182.00) | (\$11,182.00) | (\$15,808.00) |

WARREN COUNTY

SALARY SCHEDULE FOR COUNTY EMPLOYEES

36.07 A.4018 30 DISEASE CONTROL

DATE: 07/09/2008

PAGE: 112

| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 |
|----------|----------|---------|---------------------------------------|--------------------------|------------------------|-------------------------------------|----------------|------------------------|
| 021 | .130 | 1426 | FLYNN,RITA PHN /P #12 | 03/02/1998 | 23,745.00 24,576.00 | 0.00 0.00 | 0.00 | 23,745.00 24,576.00 |
| 021 | .130 | 1646 | STERN,HELEN PHN /P #11 | 05/01/1974 | 24,745.00 25,576.00 | 0.00 0.00 | 0.00 | 24,745.00 25,576.00 |
| 021 | .130 | 7401 | TEDESCO,PATRICIA PHN /P #13 | 06/23/1987 | 24,245.00 25,076.00 | 0.00 0.00 | 0.00 | 24,245.00 25,076.00 |
| 020 | .130 | 7717 | HALL,DANA CHN /P #19 | 09/14/1988 | 23,713.00 24,525.00 | 0.00 0.00 | 0.00 | 23,713.00 24,525.00 |
| 021 | .130 | 7732 | MEATH,KATHLEEN PHN /P #14 | 10/17/1988 | 24,245.00 25,076.00 | 0.00 0.00 | 0.00 | 24,245.00 25,076.00 |
| 020 | .130 | 7794 | KANE,ELAINE CHN /P #20 | 04/10/1989 | 23,713.00 24,525.00 | 0.00 0.00 | 0.00 | 23,713.00 24,525.00 |
| 021 | .110 | 8133 | BELDEN,PATRICIA PHN #10 | 06/20/1990 | 47,990.00 50,152.00 | 0.00 0.00 | 0.00 | 47,990.00 50,152.00 |
| 004 | .110 | 8249 | BENNETT,BARBARA L SENIOR TYPIST #3 | 10/27/1997 | 28,532.00 29,531.00 | 0.00 0.00 | 0.00 | 28,532.00 29,531.00 |
| 020 | .130 | 9969 | ARENDS,JEANETTE D CHN /P #18 | 06/27/2001 | 22,853.00 23,627.00 | 0.00 0.00 | 0.00 | 22,853.00 23,627.00 |
| | .120 | | , OVERTIME | / / | 5,000.00 5,000.00 | 0.00 0.00 | 0.00 | 5,000.00 5,000.00 |

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WARREN COUNTY

36.07 A.4018 30 DISEASE CONTROL

SALARY SCHEDULE FOR COUNTY EMPLOYEES

DATE: 07/09/2008

PAGE: 113

| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 | |
|---------------------------|-------------|------------|---------------------|--------------------------|----------------------|-------------------------------------|----------------|------------------------|------|
| .130 | | | | // | -66,888.00 | 0.00 | | -66,888.00 | |
| | | | PART TIME REDUCTION | // | -66,888.00 | 0.00 | 0.00 | -66,888.00 | |
| Department Totals: | | | | | 181,893.00 | 0.00 | | 181,893.00 | |
| | | | | | 190,776.00 | 0.00 | 0.00 | 190,776.00 | |
| Object Totals: | | 110's- | 79,683.00 | 120's- | 5,000.00 | 130's- | 106,093.00 | 140's- | 0.00 |

NOTE: PLEASE DO NOT MAKE ANY CHANGES TO THIS FORM. CONTACT THE PERSONNEL DEPARTMENT FOR CHANGES.

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PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Preventive Program - Health Education

BUDGET ACCOUNT CODE: A.4018 0040

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------------|--------------------|---------------------|--------------------------|
| 100's PERSONAL SERVICES | \$65,011.97 | \$69,206.00 | \$72,053.00 |
| 200's EQUIPMENT | \$259.94 | \$13,000.00 | \$1,000.00 |
| 400's CONTRACTUAL | \$16,917.92 | \$20,070.00 | \$20,070.00 |
| TOTALS | \$82,189.83 | \$102,276.00 | \$93,123.00 |

Reduce by \$34

| 2007 REVENUES | 2008 ESTIMATED REVENUES | 2009 DEPARTMENT REQUESTS |
|---------------|-------------------------|--------------------------|
| \$71,676.23 | \$77,772.00 | \$74,401.00 |

SIGNED: _____

DEPARTMENT HEAD

TITLE: _____

DATE: _____

BUDGET REQUEST APPROVED: _____

COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL: _____

DATE: _____

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WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|----------------|-------------|-----------------------|------------------------|------------------------|------------------------------|
|----------------|-------------|-----------------------|------------------------|------------------------|------------------------------|

Fund: A - General

Revenues

Department: 4018 - Preventive Program

Sub Department: 0040 - Health Education

Account Classification: Dep't Income - Departmental Income

| | | | | | |
|---|--------------------------|-------------|-------------|-------------|------------|
| 1617 | Health Education Classes | 10,747.23 | 10,000.00 | 10,000.00 | 5,000.00 |
| Account Classification Total: Departmental Income | | \$10,747.23 | \$10,000.00 | \$10,000.00 | \$5,000.00 |

| Comment: | Account | Level | Comment |
|----------|---------|----------------------|---|
| | 1617 | Departmental Request | Revenue is decreased due to the fact that two Grants, the Ryan White Grant and Healthy Heart Grants have ended. |

Account Classification: State Aid - State Aid

| | | | | | |
|---|-----------------------------|-------------|-------------|-------------|-------------|
| 3408 | Health Education - Pub Hlth | 60,929.00 | 67,772.00 | 67,772.00 | 69,401.00 |
| Account Classification Total: State Aid | | \$60,929.00 | \$67,772.00 | \$67,772.00 | \$69,401.00 |
| Sub Department Total: Health Education | | \$71,676.23 | \$77,772.00 | \$77,772.00 | \$74,401.00 |
| Department Total: Preventive Program | | \$71,676.23 | \$77,772.00 | \$77,772.00 | \$74,401.00 |

Expenses

Department: 4018 - Preventive Program

Sub Department: 0040 - Health Education

Account Classification: Personal Service - Personal Services

| | | | | | |
|---|---------------------------------|-------------|-------------|-------------|-------------|
| 110 | Salaries - Regular | 36,198.31 | 37,299.00 | 37,299.00 | 38,587.00 |
| 120 | Salaries - Overtime | 1,511.42 | 3,338.00 | 3,338.00 | 3,338.00 |
| 130 | Salaries - Part Time | 27,302.24 | 28,569.00 | 28,569.00 | 30,128.00 |
| 140 | Salaries - Sick Leave Incentive | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Personal Services | | \$65,011.97 | \$69,206.00 | \$69,206.00 | \$72,053.00 |

Account Classification: Equipment - Equipment

| | | | | | |
|---|-----------------------|----------|-------------|-------------|------------|
| 210 | Furniture/Furnishings | 99.96 | 100.00 | 100.00 | 0.00 |
| 220 | Office Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| 230 | Automotive Equipment | 0.00 | 12,000.00 | 12,000.00 | 0.00 |
| 260 | Other Equipment | 159.98 | 900.00 | 900.00 | 1,000.00 |
| Account Classification Total: Equipment | | \$259.94 | \$13,000.00 | \$13,000.00 | \$1,000.00 |

| Comment: | Account | Level | Comment |
|----------|---------|----------------------|---|
| | 260 | Departmental Request | Any purchase with a useful life of over one year. |

Account Classification: Contract Expens - Contractual Expense

| | | | | | |
|-----|------------------------|----------|----------|----------|----------|
| 410 | Supplies | 8,199.75 | 6,400.00 | 6,400.00 | 6,400.00 |
| 411 | Rent-Building/Property | 3,500.00 | 3,500.00 | 3,500.00 | 3,500.00 |

WARREN COUNTY
Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|---|---------------------------------|--------------------|---------------------|---------------------|---------------------------|
| 423 | Telephone | 227.98 | 300.00 | 300.00 | 300.00 |
| 424 | Postage | 141.17 | 300.00 | 300.00 | 300.00 |
| 426 | Subscriptions | 150.88 | 200.00 | 200.00 | 200.00 |
| 427 | Memberships & Dues | 10.00 | 100.00 | 100.00 | 100.00 |
| 428 | Data Processing & Internet Fees | 170.00 | 170.00 | 170.00 | 170.00 |
| 433 | Training-Client | 0.00 | 0.00 | 0.00 | 0.00 |
| 435 | Medical Fees | 178.00 | 4,000.00 | 4,000.00 | 4,000.00 |
| 436 | Advertising Fees | 2,235.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 437 | Consulting Fees | 0.00 | 0.00 | 0.00 | 0.00 |
| 439 | Misc Fees & Expenses | 0.00 | 0.00 | 0.00 | 0.00 |
| 441 | Auto-Supplies & Repair | 1,224.77 | 1,000.00 | 1,000.00 | 1,000.00 |
| 442 | Automotive - Gas & Oil | 432.03 | 700.00 | 700.00 | 700.00 |
| 444 | Travel/Education/Conference | 405.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 445 | Foods | 43.34 | 400.00 | 400.00 | 400.00 |
| Account Classification Total: Contractual Expense | | \$16,917.92 | \$20,070.00 | \$20,070.00 | \$20,070.00 |
| Sub Department Total: Health Education | | \$82,189.83 | \$102,276.00 | \$102,276.00 | \$93,123.00 |
| Department Total: Preventive Program | | \$82,189.83 | \$102,276.00 | \$102,276.00 | \$93,123.00 |
| Revenue Total: | | \$71,676.23 | \$77,772.00 | \$77,772.00 | \$74,401.00 |
| Expense Total: | | \$82,189.83 | \$102,276.00 | \$102,276.00 | \$93,123.00 |
| Fund Total: General | | (\$10,513.60) | (\$24,504.00) | (\$24,504.00) | (\$18,722.00) |
| Revenue Grand Totals: | | \$71,676.23 | \$77,772.00 | \$77,772.00 | \$74,401.00 |
| Expense Grand Totals: | | \$82,189.83 | \$102,276.00 | \$102,276.00 | \$93,123.00 |
| Net Grand Totals: | | (\$10,513.60) | (\$24,504.00) | (\$24,504.00) | (\$18,722.00) |

← Reduced to \$1,000
 Reduced to \$750
 ← Reduced to \$200

WARREN COUNTY

36.03 A.4018 40 HEALTH EDUCATION

SALARY SCHEDULE FOR COUNTY EMPLOYEES

DATE: 07/09/2008

PAGE: 108

| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 | |
|---------------------------|----------|---------|--|--------------------------|------------------------|-------------------------------------|----------------|------------------------|------|
| 014 | .130 | 10181 | SAFFER, LAURA S PUB HEALTH EDUC %30 | 11/20/2000 | 28,569.00 30,128.00 | 0.00 0.00 | 0.00 | 28,569.00 30,128.00 | |
| 014 | .110 | 10491 | DURKEE, DANIEL G PH EDUCATOR | 01/27/2003 | 36,799.00 38,087.00 | 0.00 0.00 | 0.00 | 36,799.00 38,087.00 | |
| | .110 | | , MEALS REIMBURSEMENT | // // | 500.00 500.00 | 0.00 0.00 | 0.00 | 500.00 500.00 | |
| | .120 | | , OVERTIME | // // | 3,338.00 3,338.00 | 0.00 0.00 | 0.00 | 3,338.00 3,338.00 | |
| Department Totals: | | | | | 69,206.00 72,053.00 | 0.00 0.00 | | 69,206.00 72,053.00 | |
| Object Totals: | | 110's- | 38,587.00 | 120's- | 3,338.00 | 130's- | 30,128.00 | 140's- | 0.00 |

NOTE: PLEASE DO NOT MAKE ANY CHANGES TO THIS FORM. CONTACT THE PERSONNEL DEPARTMENT FOR CHANGES.

(48)

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Preventive Program - Tobacco Entitlement
BUDGET ACCOUNT CODE: A.4018 0055

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------------|--------------------|---------------------|--------------------------|
| 100's PERSONAL SERVICES | | | \$0.00 |
| 200's EQUIPMENT | | \$1,000.00 | \$0.00 |
| 400's CONTRACTUAL | \$21,757.85 | \$29,000.00 | \$30,000.00 |
| TOTALS | \$21,757.85 | \$30,000.00 | \$30,000.00 |

SIGNED: _____
DEPARTMENT HEAD

TITLE: _____

DATE: _____

BUDGET REQUEST APPROVED:

COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL:

DATE: _____

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WARREN COUNTY
Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request | | | | | | | | | | | | |
|---|---------------------------------|----------------------|---|---------------------|---------------------------|-----------------|----------------|--------------|----------------|--|--|--|-----|----------------------|---|--|--|
| Fund: A - General | | | | | | | | | | | | | | | | | |
| Expenses | | | | | | | | | | | | | | | | | |
| Department: 4018 - Preventive Program | | | | | | | | | | | | | | | | | |
| Sub Department: 0055 - Tobacco Entitlement | | | | | | | | | | | | | | | | | |
| Account Classification: Personal Service - Personal Services | | | | | | | | | | | | | | | | | |
| 110 | Salaries - Regular | 0.00 | 0.00 | 0.00 | 0.00 | | | | | | | | | | | | |
| 140 | Salaries - Sick Leave Incentive | 0.00 | 0.00 | 0.00 | 0.00 | | | | | | | | | | | | |
| Account Classification Total: Personal Services | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | | | | | | | | | |
| Account Classification: Equipment - Equipment | | | | | | | | | | | | | | | | | |
| 260 | Other Equipment | 0.00 | 0.00 | 1,000.00 | 0.00 | | | | | | | | | | | | |
| Account Classification Total: Equipment | | \$0.00 | \$0.00 | \$1,000.00 | \$0.00 | | | | | | | | | | | | |
| Account Classification: Contract Expens - Contractual Expense | | | | | | | | | | | | | | | | | |
| 410 | Supplies | 9,076.45 | 8,500.00 | 10,300.00 | 8,500.00 | | | | | | | | | | | | |
| 424 | Postage | 0.00 | 100.00 | 100.00 | 100.00 | | | | | | | | | | | | |
| 436 | Advertising Fees | 9,281.40 | 10,000.00 | 10,000.00 | 10,000.00 | | | | | | | | | | | | |
| 437 | Consulting Fees | 0.00 | 0.00 | 0.00 | 0.00 | | | | | | | | | | | | |
| 439 | Misc Fees & Expenses | 2,000.00 | 1,600.00 | 1,300.00 | 1,600.00 | | | | | | | | | | | | |
| 444 | Travel/Education/Conference | 0.00 | 0.00 | 0.00 | 0.00 | | | | | | | | | | | | |
| 469 | Other Payments/Contributions | 1,400.00 | 1,400.00 | 1,700.00 | 1,400.00 | | | | | | | | | | | | |
| 470 | Contract | 0.00 | 8,400.00 | 5,600.00 | 8,400.00 | | | | | | | | | | | | |
| Account Classification Total: Contractual Expense | | \$21,757.85 | \$30,000.00 | \$29,000.00 | \$30,000.00 | | | | | | | | | | | | |
| <table border="0" style="width: 100%;"> <tr> <td style="width: 15%;">Comment:</td> <td style="width: 15%;">Account</td> <td style="width: 15%;">Level</td> <td colspan="3">Comment</td> </tr> <tr> <td></td> <td>470</td> <td>Departmental Request</td> <td colspan="3">In the past, these funds have been utilized for speakers/trainer for the Tobacco program.</td> </tr> </table> | | | | | | Comment: | Account | Level | Comment | | | | 470 | Departmental Request | In the past, these funds have been utilized for speakers/trainer for the Tobacco program. | | |
| Comment: | Account | Level | Comment | | | | | | | | | | | | | | |
| | 470 | Departmental Request | In the past, these funds have been utilized for speakers/trainer for the Tobacco program. | | | | | | | | | | | | | | |
| Sub Department Total: Tobacco Entitlement | | \$21,757.85 | \$30,000.00 | \$30,000.00 | \$30,000.00 | | | | | | | | | | | | |
| Department Total: Preventive Program | | \$21,757.85 | \$30,000.00 | \$30,000.00 | \$30,000.00 | | | | | | | | | | | | |
| Revenue Total: | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | | | | | | | | | |
| Expense Total: | | \$21,757.85 | \$30,000.00 | \$30,000.00 | \$30,000.00 | | | | | | | | | | | | |
| Fund Total: General | | (\$21,757.85) | (\$30,000.00) | (\$30,000.00) | (\$30,000.00) | | | | | | | | | | | | |
| Revenue Grand Totals: | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | | | | | | | | | |
| Expense Grand Totals: | | \$21,757.85 | \$30,000.00 | \$30,000.00 | \$30,000.00 | | | | | | | | | | | | |
| Net Grand Totals: | | (\$21,757.85) | (\$30,000.00) | (\$30,000.00) | (\$30,000.00) | | | | | | | | | | | | |

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Laboratory
BUDGET ACCOUNT CODE: A.4025

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------|-------------------|---------------------|--------------------------|
| 400's CONTRACTUAL | \$0.00 | \$1,000.00 | \$1,000.00 |
| TOTALS | \$0.00 | \$1,000.00 | \$1,000.00 |

| 2007 REVENUES | 2008 ESTIMATED REVENUES | 2009 DEPARTMENT REQUESTS |
|---------------|-------------------------|--------------------------|
| \$0.00 | \$360.00 | \$340.00 |

SIGNED: _____
DEPARTMENT HEAD

TITLE: _____

DATE: _____

BUDGET REQUEST APPROVED: _____
COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL: _____

DATE: _____

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WARREN COUNTY
Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|--|--------------|--------------------|---------------------|---------------------|---------------------------|
| <u>Fund: A - General</u> | | | | | |
| <u>Revenues</u> | | | | | |
| <u>Department: 4025 - Laboratory</u> | | | | | |
| <u>Account Classification: State Aid - State Aid</u> | | | | | |
| 3425 | Laboratories | 0.00 | 360.00 | 360.00 | 340.00 |
| Account Classification Total: State Aid | | <u>\$0.00</u> | <u>\$360.00</u> | <u>\$360.00</u> | <u>\$340.00</u> |
| Department Total: Laboratory | | <u>\$0.00</u> | <u>\$360.00</u> | <u>\$360.00</u> | <u>\$340.00</u> |
| <u>Expenses</u> | | | | | |
| <u>Department: 4025 - Laboratory</u> | | | | | |
| <u>Account Classification: Contract Expens - Contractual Expense</u> | | | | | |
| 435 | Medical Fees | 0.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 470 | Contract | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Contractual Expense | | <u>\$0.00</u> | <u>\$1,000.00</u> | <u>\$1,000.00</u> | <u>\$1,000.00</u> |
| Department Total: Laboratory | | <u>\$0.00</u> | <u>\$1,000.00</u> | <u>\$1,000.00</u> | <u>\$1,000.00</u> |
| Revenue Total: | | <u>\$0.00</u> | <u>\$360.00</u> | <u>\$360.00</u> | <u>\$340.00</u> |
| Expense Total: | | <u>\$0.00</u> | <u>\$1,000.00</u> | <u>\$1,000.00</u> | <u>\$1,000.00</u> |
| Fund Total: General | | <u>\$0.00</u> | <u>(\$640.00)</u> | <u>(\$640.00)</u> | <u>(\$660.00)</u> |
| Revenue Grand Totals: | | <u>\$0.00</u> | <u>\$360.00</u> | <u>\$360.00</u> | <u>\$340.00</u> |
| Expense Grand Totals: | | <u>\$0.00</u> | <u>\$1,000.00</u> | <u>\$1,000.00</u> | <u>\$1,000.00</u> |
| Net Grand Totals: | | <u>\$0.00</u> | <u>(\$640.00)</u> | <u>(\$640.00)</u> | <u>(\$660.00)</u> |

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Phys. Handicapped Programs
BUDGET ACCOUNT CODE: A.4046

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------|-------------------|---------------------|--------------------------|
| 400's CONTRACTUAL | \$373.18 | \$6,000.00 | \$6,000.00 |
| TOTALS | \$373.18 | \$6,000.00 | \$6,000.00 |

Redu
\$5

| 2007 REVENUES | 2008 ESTIMATED REVENUES | 2009 DEPARTMENT REQUESTS |
|---------------|-------------------------|--------------------------|
| \$449.25 | \$3,000.00 | \$3,000.00 |

Redu

SIGNED: _____
DEPARTMENT HEAD

TITLE: _____

DATE: _____

BUDGET REQUEST APPROVED: _____
COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL: _____

DATE: _____

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WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|---|---|--------------------|---------------------|---------------------|---------------------------|
| Fund: A - General | | | | | |
| Revenues | | | | | |
| Department: 4046 - Phys. Handicapped Programs | | | | | |
| Account Classification: Dep't Income - Departmental Income | | | | | |
| 1605 | Physically Hndcpd Child Co. Pay | 449.25 | 0.00 | 0.00 | 0.00 |
| | Account Classification Total: Departmental Income | \$449.25 | \$0.00 | \$0.00 | \$0.00 |
| Account Classification: State Aid - State Aid | | | | | |
| 3446 | Handicapped Children | 0.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| | Account Classification Total: State Aid | \$0.00 | \$3,000.00 | \$3,000.00 | \$3,000.00 |
| | Department Total: Phys. Handicapped Programs | \$449.25 | \$3,000.00 | \$3,000.00 | \$3,000.00 |
| Expenses | | | | | |
| Department: 4046 - Phys. Handicapped Programs | | | | | |
| Account Classification: Contract Expens - Contractual Expense | | | | | |
| 435 | Medical Fees | 373.18 | 6,000.00 | 6,000.00 | 6,000.00 |
| | Account Classification Total: Contractual Expense | \$373.18 | \$6,000.00 | \$6,000.00 | \$6,000.00 |
| | Department Total: Phys. Handicapped Programs | \$373.18 | \$6,000.00 | \$6,000.00 | \$6,000.00 |
| | Revenue Total: | \$449.25 | \$3,000.00 | \$3,000.00 | \$3,000.00 |
| | Expense Total: | \$373.18 | \$6,000.00 | \$6,000.00 | \$6,000.00 |
| Fund Total: General | | \$76.07 | (\$3,000.00) | (\$3,000.00) | (\$3,000.00) |
| | Revenue Grand Totals: | \$449.25 | \$3,000.00 | \$3,000.00 | \$3,000.00 |
| | Expense Grand Totals: | \$373.18 | \$6,000.00 | \$6,000.00 | \$6,000.00 |
| | Net Grand Totals: | \$76.07 | (\$3,000.00) | (\$3,000.00) | (\$3,000.00) |

- Reduced to \$500
50% of Budget State Aid Reimb.

Reduced to \$1,000

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Ed/Physically Hand.Children
BUDGET ACCOUNT CODE: A.4054

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------------|-----------------------|-----------------------|--------------------------|
| 100's PERSONAL SERVICES | \$31,203.68 | \$32,808.00 | \$31,750.00 |
| 200's EQUIPMENT | | | \$0.00 |
| 400's CONTRACTUAL | \$4,468,267.18 | \$3,603,885.00 | \$4,915,667.00 |
| TOTALS | \$4,499,470.86 | \$3,636,693.00 | \$4,947,417.00 |

| 2007 REVENUES | 2008 ESTIMATED REVENUES | 2009 DEPARTMENT REQUESTS |
|----------------|-------------------------|--------------------------|
| \$3,549,844.65 | \$2,435,852.00 | \$3,222,510.00 |

SIGNED: _____
DEPARTMENT HEAD

TITLE: _____

DATE: _____

BUDGET REQUEST APPROVED: _____
COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL: _____

DATE: _____

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WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|--|---|-----------------------|--|------------------------|------------------------------|
| Fund: A - General | | | | | |
| Revenues | | | | | |
| <u>Department: 4054 - Ed/Physically Hand.Children</u> | | | | | |
| <u>Account Classification: Dep't Income - Departmental Income</u> | | | | | |
| 1603 | Ed PHC Preschool- 3-5 yrs | 294,128.31 | 300,000.00 | 300,000.00 | 300,000.00 |
| | Account Classification Total: Departmental Income | \$294,128.31 | \$300,000.00 | \$300,000.00 | \$300,000.00 |
| <u>Account Classification: State Aid - State Aid</u> | | | | | |
| 3277 | Education of Handicapped Child | 3,255,716.34 | 2,135,852.00 | 2,135,852.00 | 2,922,510.00 |
| | Account Classification Total: State Aid | \$3,255,716.34 | \$2,135,852.00 | \$2,135,852.00 | \$2,922,510.00 |
| Comment: | | | | | |
| | Account | Level | Comment | | |
| | 3277 | Departmental Request | This reflects 59.5% of Expense for the Preschool Program (.444 code) that is reimburseable from the State. | | |
| Department Total: Ed/Physically Hand.Children | | \$3,549,844.65 | \$2,435,852.00 | \$2,435,852.00 | \$3,222,510.00 |
| Expenses | | | | | |
| <u>Department: 4054 - Ed/Physically Hand.Children</u> | | | | | |
| <u>Account Classification: Personal Service - Personal Services</u> | | | | | |
| 110 | Salaries - Regular | 30,917.10 | 32,808.00 | 32,808.00 | 31,750.00 |
| 120 | Salaries - Overtime | 286.58 | 0.00 | 0.00 | 0.00 |
| 140 | Salaries - Sick Leave Incentive | 0.00 | 0.00 | 0.00 | 0.00 |
| | Account Classification Total: Personal Services | \$31,203.68 | \$32,808.00 | \$32,808.00 | \$31,750.00 |
| <u>Account Classification: Equipment - Equipment</u> | | | | | |
| 250 | Technical Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| | Account Classification Total: Equipment | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| <u>Account Classification: Contract Expens - Contractual Expense</u> | | | | | |
| 410 | Supplies | 928.74 | 1,300.00 | 1,300.00 | 1,300.00 |
| 411 | Rent-Building/Property | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 |
| 422 | Repair/Maint-Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| 423 | Telephone | 0.00 | 0.00 | 0.00 | 0.00 |
| 424 | Postage | 497.40 | 1,000.00 | 1,000.00 | 1,000.00 |
| 426 | Subscriptions | 0.00 | 0.00 | 0.00 | 0.00 |
| 428 | Data Processing & Internet Fees | 85.00 | 85.00 | 85.00 | 85.00 |
| 437 | Consulting Fees | 0.00 | 0.00 | 0.00 | 0.00 |
| 439 | Misc Fees & Expenses | 0.00 | 0.00 | 0.00 | 0.00 |
| 442 | Automotive - Gas & Oil | 0.00 | 0.00 | 0.00 | 0.00 |
| 444 | Travel/Education/Conference | 4,465,256.04 | 3,600,000.00 | 3,600,000.00 | 4,911,782.00 |
| | Account Classification Total: Contractual Expense | \$4,468,267.18 | \$3,603,885.00 | \$3,603,885.00 | \$4,915,667.00 |

Comment:

WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|---|---------------------------------|-----------------------|---|------------------------|------------------------------|
| | Account Level Comment | | | | |
| | 444 Departmental Request | | Anticipated 5% increase 2007/2008 and 5% for 2008/2009 per CEIPAC discussions. Mandated services. | | |
| Department Total: Ed/Physically Hand.Children | | \$4,499,470.86 | \$3,636,693.00 | \$3,636,693.00 | \$4,947,417.00 |
| | Revenue Total: | \$3,549,844.65 | \$2,435,852.00 | \$2,435,852.00 | \$3,222,510.00 |
| | Expense Total: | \$4,499,470.86 | \$3,636,693.00 | \$3,636,693.00 | \$4,947,417.00 |
| Fund Total: General | | (\$949,626.21) | (\$1,200,841.00) | (\$1,200,841.00) | (\$1,724,907.00) |
| | Revenue Grand Totals: | \$3,549,844.65 | \$2,435,852.00 | \$2,435,852.00 | \$3,222,510.00 |
| | Expense Grand Totals: | \$4,499,470.86 | \$3,636,693.00 | \$3,636,693.00 | \$4,947,417.00 |
| | Net Grand Totals: | (\$949,626.21) | (\$1,200,841.00) | (\$1,200,841.00) | (\$1,724,907.00) |

WARREN COUNTY

SALARY SCHEDULE FOR COUNTY EMPLOYEES

37.02 A.4054 10 ED PHYS HAND CHI

DATE: 07/09/2008

PAGE: 115

| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 |
|---------------------------|----------|---------|--|--------------------------|------------------------|-------------------------------------|----------------|------------------------|
| 007 | .110 | 10378 | PHINNEY, KRISTEN A SR ACCOUNT CLERK | 03/25/2002 | 30,193.00 31,250.00 | 0.00 0.00 | | 30,193.00 31,250.00 |
| | .110 | | , MEALS REIMBURSEMENT | // // | 500.00 500.00 | 0.00 0.00 | | 500.00 500.00 |
| Department Totals: | | | | | 30,693.00 31,750.00 | 0.00 0.00 | | 30,693.00 31,750.00 |
| Object Totals: | | 110's- | 31,750.00 | 120's- | 0.00 | 130's- | 0.00 | 140's- 0.00 |

NOTE: PLEASE DO NOT MAKE ANY CHANGES TO THIS FORM. CONTACT THE PERSONNEL DEPARTMENT FOR CHANGES.

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PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Ed/Physically Hand.Children - Ed.Phys.Hndcppd/Early Intervnt
BUDGET ACCOUNT CODE: A.4054 0060

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------------|-----------------------|-----------------------|--------------------------|
| 100's PERSONAL SERVICES | \$79,907.30 | \$119,041.00 | \$99,918.00 |
| 200's EQUIPMENT | | | \$0.00 |
| 400's CONTRACTUAL | \$1,120,649.56 | \$907,870.00 | \$1,233,608.00 |
| TOTALS | \$1,200,556.86 | \$1,026,911.00 | \$1,333,526.00 |

| 2007 REVENUES | 2008 ESTIMATED REVENUES | 2009 DEPARTMENT REQUESTS |
|---------------|-------------------------|--------------------------|
| \$659,851.41 | \$777,661.00 | \$700,310.00 |

SIGNED: _____
DEPARTMENT HEAD

TITLE: _____

DATE: _____

BUDGET REQUEST APPROVED: _____
COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL: _____

DATE: _____



WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|---|----------------------------------|-----------------------|--|------------------------|---------------------------------|
| Fund: A - General | | | | | |
| Revenues | | | | | |
| Department: 4054 - Ed/Physically Hand.Children | | | | | |
| Sub Department: 0060 - Ed.Phys.Hndcppd/Early Intervnt | | | | | |
| <u>Account Classification: Dep't Income - Departmental Income</u> | | | | | |
| 1604 | Ed PHC - Early Intervnt 0-2 Yrs. | 526,751.45 | 692,621.00 | 692,621.00 | 600,000.00 |
| Account Classification Total: Departmental Income | | \$526,751.45 | \$692,621.00 | \$692,621.00 | \$600,000.00 |
| <u>Account Classification: State Aid - State Aid</u> | | | | | |
| 3278 | PH Early Intervnt - Per Child | 41,281.96 | 0.00 | 24,500.00 | 40,000.00 |
| Account Classification Total: State Aid | | \$41,281.96 | \$0.00 | \$24,500.00 | \$40,000.00 |
| <u>Account Classification: Federal Aid - Federal Aid</u> | | | | | |
| 4447 | Early Intervention - Ed PHC | 0.00 | 0.00 | 0.00 | 0.00 |
| 4451 | Early Intervention | 91,818.00 | 60,540.00 | 60,540.00 | 60,310.00 |
| Account Classification Total: Federal Aid | | \$91,818.00 | \$60,540.00 | \$60,540.00 | \$60,310.00 |
| Comment: | | | | | |
| | Account | Level | Comment | | |
| | 4451 | Departmental Request | This reflects the grants from EI for \$41,805 and CSHCN for \$18505. Both have been reduced from previous grant years by the 2%. | | |
| Sub Department Total: Ed.Phys.Hndcppd/Early Intervnt | | \$659,851.41 | \$753,161.00 | \$777,661.00 | \$700,310.00 |
| Department Total: Ed/Physically Hand.Children | | \$659,851.41 | \$753,161.00 | \$777,661.00 | \$700,310.00 |
| Expenses | | | | | |
| Department: 4054 - Ed/Physically Hand.Children | | | | | |
| Sub Department: 0060 - Ed.Phys.Hndcppd/Early Intervnt | | | | | |
| <u>Account Classification: Personal Service - Personal Services</u> | | | | | |
| 110 | Salaries - Regular | 14,708.95 | 24,059.00 | 24,059.00 | 24,908.00 |
| 120 | Salaries - Overtime | 503.17 | 0.00 | 0.00 | 0.00 |
| 130 | Salaries - Part Time | 64,695.18 | 70,482.00 | 94,982.00 | 75,010.00 |
| 140 | Salaries - Sick Leave Incentive | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Personal Services | | \$79,907.30 | \$94,541.00 | \$119,041.00 | \$99,918.00 |
| <u>Account Classification: Equipment - Equipment</u> | | | | | |
| 210 | Furniture/Furnishings | 0.00 | 0.00 | 0.00 | 0.00 |
| 220 | Office Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| 250 | Technical Equipment | 0.00 | 0.00 | 0.00 | 0.00 |

WARREN COUNTY
Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|---|---------------------------------|--------------------|---------------------|---------------------|---------------------------|
| Account Classification Total: Equipment | | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| <u>Account Classification: Contract Expense - Contractual Expense</u> | | | | | |
| 410 | Supplies | 541.14 | 200.00 | 570.00 | 700.00 |
| 411 | Rent-Building/Property | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 422 | Repair/Maint-Equipment | 1,440.34 | 1,800.00 | 1,480.00 | 1,800.00 |
| 423 | Telephone | 188.71 | 500.00 | 450.00 | 500.00 |
| 424 | Postage | 832.47 | 600.00 | 600.00 | 850.00 |
| 426 | Subscriptions | 0.00 | 0.00 | 0.00 | 0.00 |
| 428 | Data Processing & Internet Fees | 170.00 | 170.00 | 170.00 | 170.00 |
| 435 | Medical Fees | 0.00 | 0.00 | 0.00 | 0.00 |
| 436 | Advertising Fees | 0.00 | 0.00 | 0.00 | 0.00 |
| 439 | Misc Fees & Expenses | 0.00 | 0.00 | 0.00 | 0.00 |
| 441 | Auto-Supplies & Repair | 1,471.09 | 2,000.00 | 2,000.00 | 2,000.00 |
| 442 | Automotive - Gas & Oil | 652.70 | 600.00 | 600.00 | 900.00 |
| 444 | Travel/Education/Conference | 1,113,353.11 | 900,000.00 | 900,000.00 | 1,224,688.00 |
| Account Classification Total: Contractual Expense | | \$1,120,649.56 | \$907,870.00 | \$907,870.00 | \$1,233,608.00 |

| Comment: | Account | Level | Comment |
|----------|---------|----------------------|--|
| | 410 | Departmental Request | The supplies expense needs to be increased. You can see that it was over \$500 ytd in 2007 and as of year to date 2008, already over \$500 has been expensed. Due to added cases each year, folders, forms and other necessary office supplies and printing expenses are needed to run the EI program. Therefore a request to increase the budget from the \$200 in 2008 to \$700 in 2009 more accurately reflects actual needs. |
| | 424 | Departmental Request | Due to the increase in postage charges, a request to increase the 2009 budget from \$600 to \$800 more accurately reflects the history. It can be seen that 2007 actual expense was \$832 and year to date for 2008 averages \$70/month or \$850 per year. Therefore would request this for 2009 budget to more accurately reflect actual costs. |
| | 442 | Departmental Request | As of 5/31/08 gasoline expense is averaging \$82/month therefore approximately \$900/yr. Therefore would request to increase gasoline to more accurately reflect actual expenses, remaining at \$900 /yr for 2009. |

| | | | | |
|--|----------------|----------------|----------------|----------------|
| Sub Department Total: Ed.Phys.Hndcpdd/Early Intervnt | \$1,200,556.86 | \$1,002,411.00 | \$1,026,911.00 | \$1,333,526.00 |
| Department Total: Ed/Physically Hand.Children | \$1,200,556.86 | \$1,002,411.00 | \$1,026,911.00 | \$1,333,526.00 |
| Revenue Total: | \$659,851.41 | \$753,161.00 | \$777,661.00 | \$700,310.00 |
| Expense Total: | \$1,200,556.86 | \$1,002,411.00 | \$1,026,911.00 | \$1,333,526.00 |
| Fund Total: General | (\$540,705.45) | (\$249,250.00) | (\$249,250.00) | (\$633,216.00) |
| Revenue Grand Totals: | \$659,851.41 | \$753,161.00 | \$777,661.00 | \$700,310.00 |
| Expense Grand Totals: | \$1,200,556.86 | \$1,002,411.00 | \$1,026,911.00 | \$1,333,526.00 |
| Net Grand Totals: | (\$540,705.45) | (\$249,250.00) | (\$249,250.00) | (\$633,216.00) |

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WARREN COUNTY

37.03 A.4054 20 EDUC HAND CD- IFSP

SALARY SCHEDULE FOR COUNTY EMPLOYEES

DATE: 07/09/2008

PAGE: 116

| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE | | LONGEVITY | | SALARY | | | |
|--------------------|----------|---------|--|--------------------------|-----------|-----------|------------------------|-------------|-----------|-----------|-----------|------|
| | | | | | 2008 | 2009 | THRU 2008 THRU 2009 | LONG. DIFF. | 2008 | 2009 | | |
| 018 | .130 | 9067 | BUSH,LINDA D E I SRV COORD %30 | 09/01/2005 | 30,128.00 | 32,429.00 | 0.00 | 0.00 | 30,128.00 | 32,429.00 | | |
| 004 | .130 | 10738 | CLARKE,SHANNON M SENIOR CLERK %30 | 03/29/2004 | 19,769.00 | 20,461.00 | 0.00 | 0.00 | 19,769.00 | 20,461.00 | | |
| 018 | .130 | 10937 | MERRITT,JACQUELINE A EARLY INTERVENTION SERVICE COORDINATOR /P | 06/21/2005 | 20,085.00 | 21,620.00 | 0.00 | 0.00 | 20,085.00 | 21,620.00 | | |
| 004 | .110 | 11436 | GILLIS,DIANA E ACCOUNT CLERK #4 | 04/14/2008 | 24,059.00 | 24,908.00 | 0.00 | 0.00 | 24,059.00 | 24,908.00 | | |
| | .130 | | VACANT, PART TIME HELP | // | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 | 500.00 | | |
| Department Totals: | | | | | | 94,541.00 | 99,918.00 | 0.00 | 0.00 | 94,541.00 | 99,918.00 | |
| Object Totals: | | | | | 110's- | 24,908.00 | 120's- | 0.00 | 130's- | 75,010.00 | 140's- | 0.00 |

NOTE: PLEASE DO NOT MAKE ANY CHANGES TO THIS FORM. CONTACT THE PERSONNEL DEPARTMENT FOR CHANGES.

(62)

REQUESTED SALARY CHANGES FOR 2009
(NON-UNION TITLES ONLY)

PLEASE NOTE: ITEM 2 MUST BE COMPLETED

DEPARTMENT:
Early Intervention Program

BUDGET CODE: A.4054.0060

SALARY BUDGET CODE: 130

1) REQUEST FOR SALARY CHANGE - NON-UNIT POSITION:

EMPLOYEE NAME: Part Time Help

EMPLOYEE NUMBER:

TITLE:

HIRE DATE:

2008 BASE SALARY: \$ 500.00

2009 REQUESTED BASE SALARY: \$ 25,000.00

REASON FOR REQUEST: To increase the Part Time help budget line (Budget code 37.03 Early Intervention) from \$500 to \$25,000 for the EI Program to be available for hiring Service Coordinators help as program needs dicate. This is a billable service. The numbers in this program and service intensity continues to climb, and the present staff level is not sufficient. An individual that could work on an "as needed" temporary basis would work as numbers climb,decrease etc. This allows us to have greater control over mandated expenses.

2) DATE OF SUPERVISORY COMMITTEE APPROVAL: _____

(If this is a reclassification request, please use proper form.)

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PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Public Health-Bio Terrorism
BUDGET ACCOUNT CODE: A.4189

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------------|--------------------|---------------------|--------------------------|
| 100's PERSONAL SERVICES | \$27,476.40 | \$32,406.00 | \$33,629.00 |
| 200's EQUIPMENT | \$19,660.53 | \$2,000.00 | \$8,000.00 |
| 400's CONTRACTUAL | \$37,787.12 | \$38,654.00 | \$43,371.00 |
| TOTALS | \$84,924.05 | \$73,060.00 | \$85,000.00 |

| 2007 REVENUES | 2008 ESTIMATED REVENUES | 2009 DEPARTMENT REQUESTS |
|---------------|-------------------------|--------------------------|
| \$84,933.44 | \$73,060.00 | \$85,000.00 |

SIGNED: _____

DEPARTMENT HEAD

TITLE: _____

DATE: _____

BUDGET REQUEST APPROVED: _____

COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL: _____

DATE: _____

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WARREN COUNTY
Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|----------------|-------------|--------------------|---------------------|---------------------|---------------------------|
|----------------|-------------|--------------------|---------------------|---------------------|---------------------------|

Fund: A - General

Revenues

Department: 4189 - Public Health-Bio Terrorism

Account Classification: Federal Aid - Federal Aid

| | | | | | |
|---|-----------------------------|-------------|-------------|-------------|-------------|
| 4401 | Public Hlth - Bio Terrorism | 84,933.44 | 73,060.00 | 73,060.00 | 85,000.00 |
| Account Classification Total: Federal Aid | | \$84,933.44 | \$73,060.00 | \$73,060.00 | \$85,000.00 |
| Department Total: Public Health-Bio Terrorism | | \$84,933.44 | \$73,060.00 | \$73,060.00 | \$85,000.00 |

Expenses

Department: 4189 - Public Health-Bio Terrorism

Account Classification: Personal Service - Personal Services

| | | | | | |
|---|---------------------------------|-------------|-------------|-------------|-------------|
| 110 | Salaries - Regular | 7,498.61 | 5,200.00 | 5,200.00 | 5,200.00 |
| 120 | Salaries - Overtime | 17.16 | 0.00 | 0.00 | 0.00 |
| 130 | Salaries - Part Time | 19,960.63 | 27,206.00 | 27,206.00 | 28,429.00 |
| 140 | Salaries - Sick Leave Incentive | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Personal Services | | \$27,476.40 | \$32,406.00 | \$32,406.00 | \$33,629.00 |

Account Classification: Equipment - Equipment

| | | | | | |
|---|-----------------------|-------------|------------|------------|------------|
| 210 | Furniture/Furnishings | 0.00 | 0.00 | 0.00 | 0.00 |
| 220 | Office Equipment | 13,157.32 | 0.00 | 1,631.00 | 0.00 |
| 260 | Other Equipment | 6,503.21 | 2,000.00 | 369.00 | 8,000.00 |
| Account Classification Total: Equipment | | \$19,660.53 | \$2,000.00 | \$2,000.00 | \$8,000.00 |

| Comment: | Account | Level | Comment |
|----------|---------|----------------------|--|
| | 260 | Departmental Request | Equipment approved by the BT Grant. 100% fully funded. |

Account Classification: Contract Expens - Contractual Expense

| | | | | | |
|-----|---------------------------------|-----------|-----------|----------|-----------|
| 410 | Supplies | 2,100.06 | 3,200.00 | 6,722.00 | 5,071.00 |
| 411 | Rent-Building/Property | 0.00 | 0.00 | 0.00 | 0.00 |
| 422 | Repair/Maint-Equipment | 0.00 | 0.00 | 55.00 | 0.00 |
| 423 | Telephone | 14,349.11 | 14,180.00 | 9,234.00 | 14,000.00 |
| 424 | Postage | 283.19 | 300.00 | 100.00 | 300.00 |
| 427 | Memberships & Dues | 0.00 | 0.00 | 0.00 | 0.00 |
| 428 | Data Processing & Internet Fees | 2,041.28 | 1,500.00 | 2,946.00 | 4,000.00 |
| 435 | Medical Fees | 269.78 | 0.00 | 7,820.00 | 1,000.00 |
| 436 | Advertising Fees | 0.00 | 500.00 | 0.00 | 500.00 |
| 439 | Misc Fees & Expenses | 0.00 | 0.00 | 0.00 | 0.00 |
| 444 | Travel/Education/Conference | 850.57 | 2,474.00 | 454.00 | 2,000.00 |
| 445 | Foods | 2,049.38 | 1,500.00 | 1,500.00 | 1,500.00 |
| 453 | Uniforms & Clothing | 0.00 | 0.00 | 623.00 | 0.00 |
| 469 | Other Payments/Contributions | 0.00 | 0.00 | 0.00 | 0.00 |
| 470 | Contract | 15,843.75 | 15,000.00 | 9,200.00 | 15,000.00 |

Account Classification Total: Contractual

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WARREN COUNTY
Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|---|-----------------------|--------------------|----------------------|---------------------|---|
| | Expense | \$37,787.12 | \$38,654.00 | \$38,654.00 | \$43,371.00 |
| | Comment: | | | | |
| | Account | | Level | | Comment |
| | 470 | | Departmental Request | | This is our BT Coordinator who is fully funded by our BT Grant. |
| Department Total: Public Health-Bio Terrorism | | \$84,924.05 | \$73,060.00 | \$73,060.00 | \$85,000.00 |
| | Revenue Total: | \$84,933.44 | \$73,060.00 | \$73,060.00 | \$85,000.00 |
| | Expense Total: | \$84,924.05 | \$73,060.00 | \$73,060.00 | \$85,000.00 |
| Fund Total: General | | \$9.39 | \$0.00 | \$0.00 | \$0.00 |
| | Revenue Grand Totals: | \$84,933.44 | \$73,060.00 | \$73,060.00 | \$85,000.00 |
| | Expense Grand Totals: | \$84,924.05 | \$73,060.00 | \$73,060.00 | \$85,000.00 |
| | Net Grand Totals: | \$9.39 | \$0.00 | \$0.00 | \$0.00 |

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WARREN COUNTY

37.05 A.4189 10 PH BIOTERRORISM

SALARY SCHEDULE FOR COUNTY EMPLOYEES

DATE: 07/09/2008

PAGE: 117

| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE | | LONGEVITY | | LONG. DIFF. | SALARY | | |
|---------------------------|----------|---------|----------------------|--------------------------|-----------|----------|-----------|-----------|-------------|-----------|-----------|------|
| | | | | | 2008 | 2009 | THRU 2008 | THRU 2009 | | 2008 | 2009 | |
| 007 | .130 | 8228 | MEADE,ANGELA M | 11/14/1990 | 24,606.00 | | 0.00 | | | | 24,606.00 | |
| | | | PH LIAISON %30 | | 25,829.00 | | 0.00 | 0.00 | | 25,829.00 | | |
| | .110 | | VACANT, | / / | 5,200.00 | | 0.00 | | | | 5,200.00 | |
| | | | REG SAL BIOTERRORISM | | 5,200.00 | | 0.00 | 0.00 | | 5,200.00 | | |
| | .130 | | VACANT, | / / | 2,600.00 | | 0.00 | | | | 2,600.00 | |
| | | | PT SAL BIOTERRORISM | | 2,600.00 | | 0.00 | 0.00 | | 2,600.00 | | |
| Department Totals: | | | | | 32,406.00 | | 0.00 | | | | 32,406.00 | |
| | | | | | 33,629.00 | | 0.00 | 0.00 | | | 33,629.00 | |
| Object Totals: | | | | | 110's- | 5,200.00 | 120's- | 0.00 | 130's- | 28,429.00 | 140's- | 0.00 |

NOTE: PLEASE DO NOT MAKE ANY CHANGES TO THIS FORM. CONTACT THE PERSONNEL DEPARTMENT FOR CHANGES.

(67)

REQUESTED PERSONNEL CHANGES FOR 2009*

*****PLEASE NOTE: ITEM NO. 3 MUST BE COMPLETED*****

DEPARTMENT: Bioterrorism Program

BUDGET CODE: A.4189

SALARY BUDGET CODE: .130 Part Time Salaries

1) REQUEST FOR NEW POSITION OR DELETE POSITION: NEW DELETE

TITLE:

SALARY: \$

HIRE DATE:

GRADE:

REASON FOR REQUEST:

IS ANY POSITION TO BE DELETED? YES NO

IF YES: TITLE:

SALARY: \$

GRADE:

IS POSITION REQUESTED TO BE OUTSIDE OF BARGAINING UNIT: YES NO

IF YES, REASON:

2) REQUEST FOR RECLASSIFICATION OF POSITION:

EMPLOYEE NUMBER: RECLASSIFICATION OF BT CALL PAY

CURRENT TITLE:

HIRE DATE:

2008 BASE SALARY: \$

GRADE:

2009 BASE SALARY: \$

GRADE:

PROPOSED TITLE:

2009 BASE SALARY: \$

GRADE:

REASON FOR REQUEST: To properly allocate BT Call Pay for Budget. Total Call Pay is \$7800 per year. Currently in Budget \$5,200 is in Full Time Regular Salaries (A.4189.110) and \$2,600 is in Part Time Salaries (A.4189.130). All employees who take BT Call Pay are now Full time employees, therefore all \$7,800 needs to be reflected in the A.4189.110 code.

3) DATE OF SUPERVISORY COMMITTEE APPROVAL: _____

***Following any Approval, a New Position Duty Statement OR Job Classification information Must be completed by the department head and submitted to the Personnel Officer for position classification.**

NOTE: If request for reclassification of position is approved, the current position (one to be reclassified) will be abolished after the candidate successfully completes examination (if required), or 1/1/09, if examination is not required.

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WARREN COUNTY

37.05 A.4189 10 PH BIOTERRORISM

SALARY SCHEDULE FOR COUNTY EMPLOYEES

DATE: 07/09/2008

PAGE: 117

| SAL. GR. | OBJ CODE | EMPL NO | NAME TITLE | HIRE DATE OUT OF UNIT | BASE 2008 2009 | LONGEVITY THRU 2008 THRU 2009 | LONG. DIFF. | SALARY 2008 2009 |
|---------------------------|----------|---------|----------------------------------|--------------------------|---------------------------------|-------------------------------------|------------------|------------------------|
| 007 | .130 | 8228 | MEADE,ANGELA M PH LIAISON %30 | 11/14/1990 | 24,606.00 25,829.00 | 0.00 0.00 | 0.00 | 24,606.00 25,829.00 |
| | .110 | | VACANT, REG SAL BIOTERRORISM | // | 5,200.00 5,200.00 | 0.00 0.00 | 0.00 | 5,200.00 5,200.00 |
| | .130 | | VACANT, PT SAL BIOTERRORISM | // | 2,600.00 2,600.00 | 0.00 0.00 | 0.00 | 2,600.00 2,600.00 |
| Department Totals: | | | | | 32,406.00 33,629.00 | 0.00 0.00 | 0.00 | 32,406.00 33,629.00 |
| Object Totals: | | | | | 110's- 5,200.00 | 120's- 0.00 | 130's- 28,429.00 | 140's- 0.00 |

NOTE: PLEASE DO NOT MAKE ANY CHANGES TO THIS FORM. CONTACT THE PERSONNEL DEPARTMENT FOR CHANGES.

Backup
(69)

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Employee Health Committee
BUDGET ACCOUNT CODE: A.9061

| OBJECT CODES | 2007 EXPENDITURES | 2008 APPROPRIATIONS | 2009 DEPARTMENT REQUESTS |
|-------------------------|-------------------|---------------------|--------------------------|
| 100's PERSONAL SERVICES | | | \$0.00 |
| 200's EQUIPMENT | | | \$0.00 |
| 400's CONTRACTUAL | \$0.00 | | \$0.00 |
| 800's EMPLOYEE BENEFITS | \$2,840.75 | \$6,000.00 | \$6,000.00 |
| TOTALS | \$2,840.75 | \$6,000.00 | \$6,000.00 |

Redu
by
\$2.c

SIGNED: _____
DEPARTMENT HEAD

TITLE: _____

DATE: _____

BUDGET REQUEST APPROVED: _____
COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL: _____

DATE: _____

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WARREN COUNTY Budget Worksheet Report

| Account Number | Description | 2007 Actual Amount | 2008 Adopted Budget | 2008 Amended Budget | 2009 Departmental Request |
|--|------------------------|--------------------|---------------------|---------------------|---------------------------|
| <u>Fund: A - General</u> | | | | | |
| <u>Expenses</u> | | | | | |
| <u>Department: 9061 - Employee Health Committee</u> | | | | | |
| <u>Account Classification: Personal Service - Personal Services</u> | | | | | |
| 120 | Salaries - Overtime | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Personal Services | | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| <u>Account Classification: Equipment - Equipment</u> | | | | | |
| 260 | Other Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Equipment | | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| <u>Account Classification: Contract Expens - Contractual Expense</u> | | | | | |
| 410 | Supplies | 0.00 | 0.00 | 0.00 | 0.00 |
| 422 | Repair/Maint-Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Classification Total: Contractual Expense | | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| <u>Account Classification: Employee Benefit - Employee Benefits</u> | | | | | |
| 889 | Employees Health | 2,840.75 | 6,000.00 | 6,000.00 | 6,000.00 |
| Account Classification Total: Employee Benefits | | \$2,840.75 | \$6,000.00 | \$6,000.00 | \$6,000.00 |
| Department Total: Employee Health Committee | | \$2,840.75 | \$6,000.00 | \$6,000.00 | \$6,000.00 |
| Revenue Total: | | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Expense Total: | | \$2,840.75 | \$6,000.00 | \$6,000.00 | \$6,000.00 |
| Fund Total: General | | (\$2,840.75) | (\$6,000.00) | (\$6,000.00) | (\$6,000.00) |
| Revenue Grand Totals: | | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Expense Grand Totals: | | \$2,840.75 | \$6,000.00 | \$6,000.00 | \$6,000.00 |
| Net Grand Totals: | | (\$2,840.75) | (\$6,000.00) | (\$6,000.00) | (\$6,000.00) |

Reduced
to
\$4,000

Warren County Health Services

Budget Changes Needed for Payroll Related Services

To: Patricia Auer
 From: Tawn Driscoll
 Re: Budgeted Payroll changes needed
 Date: July 28, 2008

1. Sandy Watson has been listed incorrectly on "Golden Rod Sheets" for WIC Program

Sandy Watson is a part time Dietician who works for 4 different departments within Health Services.

She works for WIC, CHHA, LTC and EI/PS.
 Her total salary estimated for the WIC Program is incorrect.
 Her position is listed as "Part Time Dietician" on the on the Golden Rod Sheets.
 This is being paid correctly through Payroll, therefore Budget needs to reflect the corresponding amounts.

| <u>General Ledger Code</u> | <u>Description</u> | <u>"Golden Rod Sheets"</u> | <u>Amt Should be Budgeted</u> | <u>Extra Funding Needed</u> |
|----------------------------|--------------------------------|----------------------------|-------------------------------|-----------------------------|
| A.4013.130 | WIC Program-Part Time Salaries | \$2,276 | \$13,170 | \$10,894 |
| | | \$2,276 | \$13,170 | \$10,894 |

NOTE: This salary is totally funded by the annual WIC grant. We are not requesting additional salary, just that budget sheets reflect actual expenses.
 The Budgeted Payroll sheets have been incorrect for years.
 Sandy Watson has been a part time dietician for the WIC program for many years.

2. BT CALL needs to be correctly reflected on the "Golden Rod Sheets".

Per our agreement for the BT Contract, we have to have call at \$150/wk for 52 weeks. Total Expense is \$7800.
 This is being paid correctly through Payroll, therefore Budget needs to reflect the corresponding amounts.

| | | | | |
|------------|--|---------|---------|----------|
| A.4189.110 | Regular Salaries-Bioterrorism For Pat Belden, Ginelle Jones | \$5,200 | \$7,800 | \$2,600 |
| A.4189.130 | Part time salaries-Bioterrorism | \$2,600 | \$0 | -\$2,600 |
| | | \$7,800 | \$7,800 | \$0 |

NOTE: There will be no extra cost to the county. We are reclassing the PT "On call" pay to the Full Time "On call" G/L account. All staff now taking BT call are full time employees, therefore their call pay needs to be reflected in that G/L code. This expense is fully funded by the BT Grant.

(2)