

ORIGINAL

WARREN-HAMILTON COUNTIES
OFFICE FOR THE AGING
333 GLEN STREET
THIRD FLOOR - SUITE 306
GLENS FALLS, NEW YORK 12801

CANDACE KELLY
DIRECTOR

TEL: (518) 761-6347
FAX: (518) 745-7643

HUMAN SERVICES COMMITTEE MEETING
THURSDAY, MAY 1, 2008 9:30 A.M.
OFFICE FOR THE AGING AGENDA:

1. REQUEST FOR RESOLUTIONS:

- A. REQUEST TO AUTHORIZE SUBMISSION OF HIICAP(HEALTH INSURANCE INFORMATION COUNSELING AND ASSISTANCE PROGRAM) APPLICATION (RES.#324 OF 2007)
- B. REQUEST TO EXTEND CONTRACT WITH GREATER GLENS FALLS SENIOR CENTER UNDER HIICAP (RES.#327 OF 2007)
- C. REQUEST TO AUTHORIZE SUBMISSION OF GRANT APPLICATION FOR LTCIEOP (LONG TERM CARE INSURANCE EDUCATION AND OUTREACH PROGRAM) (RES.# 325 OF 2007)
- D. REQUEST TO EXTEND CONTRACT WITH GOLDEN LANE ASSOCIATES,INC. FOR LTCIEOP PROGRAM (RES.#326 OF 2007) AND HIICAP (RES.# 423 OF 2007)
- E. REQUEST TO OPEN CHARGE AT HANNAFORD FOR MEALSITE
- F. REQUEST TO FILL SUPERVISOR OF VOLUNTEER POSITION DUE TO RESIGNATION
- G. REQUEST TO ENTER INTO CONTRACT WITH FORT HUDSON HOME CARE INC. FOR EISEP.
- H. REQUEST TO ENTER INTO CONTRACT WITH CATHERINE KEATING-STAUCH AS REGISTERED DIETICIAN IN WARREN COUNTY

2. AUTHORIZATION FOR CANDACE KELLY TO ATTEND "AGING CONCERNS UNITE US" CONFERENCE JUNE 17-18 IN ALBANY

3. AUTHORIZATION FOR CANDACE KELLY TO ATTEND 2008 LEADERSHIP CONFERENCE IN SYRACUSE OCT. 21-23, 2008
4. REQUEST TO HOST MANDATED MEAL SITE STAFF TRAINING
5. BUDGET UPDATE (POSSIBLE AREAS TO CUT)
6. TRAVEL POLICY DISCUSSION
7. VOLUNTEER PICNIC JUNE 19TH 2008 AT KNIGHTS OF COLUMBUS- VOLUNTEER COOKS NEEDED
8. ANNUAL SENIOR LUNCHEON TO HONOR SENIOR OF THE YEAR AND OUTSTANDING CONTRIBUTION BY A SENIOR IS MAY 15, 2008 AT FORT WILLIAM HENRY AT NOON.

THIS YEARS WINNERS- RUTH MERKLE- SENIOR OF THE YEAR, NOMINATED BY TRI-TOWN SENIOR CLUB-LAKE LUZERNE AND OUTSTANDING CONTRIBUTION BY A SENIOR-DORATHY DEVOE - LAKE GEORGE SENIOR CITIZEN'S

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: **Office for the Aging**

DATE: **May 1, 2008**

- (a) Purpose of Grant: To obtain HIICAP funding for 4/1/08 - 3/31/09
- (b) Name of Grantor: .NYS Office for the Aging
- (c) Address of Grantor: **2 Empire State Plaza, Albany, NY**
- (d) Grantor's Contact Person and Telephone Number: Mike Asencio (518) 473-4130
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? OFA has not yet received the grant application
- (f) Effective Date of Grant: 4/1/08
- (g) Termination Date of Grant: 3/31/09
- (h) Total Dollar Amount Involved (not to exceed): TBD, our allocation has not been finalized but this program is wholly funded by the state, there is no cost to the county.
- (i) Deadline to Submit Grant Application and/or Grant Agreement: NA
- (j) Is Budget amendment required? NO If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? no If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (l) Is a Local Share Required? NO If Yes, where are the Funds? List Budget Code (with Title), Object Code (with title), and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount: A.6988 HIICAP

RESOLUTION REQUEST FORM NO. 4

Request for Extension of Existing Contract

DEPARTMENT NAME: **Office for the Aging**

DATE: **May 1, 2008**

- (a) Resolution No. which Authorized the Original Contract: 327 OF 2007
- (b) Name of Contractor: **Greater Glens Falls Senior Citizens Center, Inc.**
- (c) Address of Contractor: 380 Glen Street, Glens Falls, NY 12801
- (d) Contractor's Contact Person and Telephone Number: Irene Clements PH.
793-2189
- (e) Commencement Date of Extension: 4/1/2008
- (f) Termination Date of Extension: 3/31/2009
- (g) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed \$ 6,500
 - iv) how will payments be made (i.e., monthly, quarterly, upon completion of the project, etc.
- (h) Where are the Funds for this Contract? List Budget Code (with Title), Object Code (with title), and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount: A.6988 470 (General, OFA HIICAP - Contract) \$6,500.00

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: **Office for the Aging**

DATE: **May 1, 2008**

- (a) Purpose of Grant: To obtain LTCIEOP funding for 4/1/08- 3/31/09
- (b) Name of Grantor: .NYS Office for the Aging
- (c) Address of Grantor: **2 Empire State Plaza, Albany, NY**
- (d) Grantor's Contact Person and Telephone Number: Mike Asencio (518) 473-4130
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? No
- (f) Effective Date of Grant: 4/1/08
- (g) Termination Date of Grant: 3/31/09
- (h) Total Dollar Amount Involved (not to exceed): \$ 49,000
- (i) Deadline to Submit Grant Application and/or Grant Agreement: 5/5/08
- (j) Is Budget amendment required? NO If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? no If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (l) Is a Local Share Required? NO If Yes, where are the Funds? List Budget Code (with Title), Object Code (with title), and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount: A.6770 470 (General, LT Care Ins Educ & Outreach Prgm - Contract) \$49,000.00

RESOLUTION REQUEST FORM NO. 4

Request for Extension of Existing Contract

DEPARTMENT NAME: **Office for the Aging**

DATE: **May 1, 2008**

- (a) Resolution No. which Authorized the Original Contract: 326 of 2007
- (b) Name of Contractor: **Golden Lane Associates**
- (c) Address of Contractor: 333 Delaware Ave, Suites 203 & 205, Delmar, NY 12054
- (d) Contractor's Contact Person and Telephone Number: William Lane Ph. 518-475-9605
- (e) Commencement Date of Extension: 4/1/2008
- (f) Termination Date of Extension: 3/31/2009
- (g) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed \$ 49,000
 - iv) how will payments be made (i.e., monthly, quarterly, upon completion of the project, etc.
- (h) Where are the Funds for this Contract? List Budget Code (with Title), Object Code (with title), and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount: A.6770 470 (General, LT Care Ins Educ & Outreach Prgm - Contract) \$49,000.00

RESOLUTION REQUEST FORM NO. 4

Request for Extension of Existing Contract

DEPARTMENT NAME: **Office for the Aging**

DATE: **May 1, 2008**

- (a) Resolution No. which Authorized the Original Contract: 423 of 2007
- (b) Name of Contractor: **Golden Lane Associates**
- (c) Address of Contractor: 333 Delaware Ave, Suites 203 & 205, Delmar, NY
12054
- (d) Contractor's Contact Person and Telephone Number: William Lane Ph. 518-
475-9605
- (e) Commencement Date of Extension: 4/1/2008
- (f) Termination Date of Extension: 3/31/2009
- (g) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed \$10,000.00
 - iv) how will payments be made (i.e., monthly,
quarterly, upon completion of the project, etc.
- (h) Where are the Funds for this Contract? List Budget Code (with Title),
Object Code (with title), and Amount **OR** Capital Project **OR** Capital
Reserve Project Number and Title and Amount: A.6988 470 (General, OFA
HIICAP - Contract) \$10,000

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS*

***Please List All Other Requests Not Covered by Previous Resolution Request Forms Here. Please attach any backup information available and be as detailed as possible.**

DEPARTMENT NAME: Office for the Aging

DATE: May 1, 2008

- (a) Purpose of Request: To apply for continuation of Hannaford charge account
- (b) Details: Hannaford has new in-store charge account practices and they have requested a new application that includes a resolution authorizing opening and using a charge account.
- (c) Previous Resolution Number: N/A

RESOLUTION REQUEST FORM NO. 12

Request to Fill Vacant Position*

*(Please Note: A resolution **IS NOT REQUIRED** for approval **IF** the vacant position is funded in the Warren County Salary Budget. However, the request must be approved by the Personnel Committee **BEFORE** the position is filled as well as the Finance Committee if new dollars are involved.

A Resolution **IS REQUIRED** if the vacant position is **NOT FUNDED** in the Warren County Salary Budget.)

DEPARTMENT NAME: **Office for the Aging**

DATE: **May 1, 2008**

- (a) Title of Vacant Position to be Filled: Supervisor of Volunteers
- (b) Date Position became vacant: **5/2/08**
- (c) Do You Anticipate Filling the Position In-House?: No
If Yes, List Employee Number
- (d) Annual Salary of Position (and Grade if Applicable)*: \$22,503.00 This should be the Base Salary for the position if it is being filled by a **new** employee, or the salary, **including longevities**, for any **existing** employee who is filling the position.
- (e) Effective Date of Filling Position:* 5/5/08
*Please do not backdate unless the purpose is to correct an error.
- (f) Where are the Funds in the Budget for this Position? (List budget code (with title), object code (with title), and amount): A.6773 110 General, Nutrit. For Elderly-War.Co. - Salaries - Regular (Title IIIC)
- (g) Does the Vacant Position Show a Salary in the Budget? Yes
- (h) Will Lower Level Position be Vacated as a Result of Filling this Vacancy?
No If yes, is there a Request to Fill that Position also?

RESOLUTION REQUEST FORM NO. 12 (continued)

If additional requests to fill lower level vacancies are needed to be approved as a result of the above, please attach additional copies of this form.

- (i) If Yes, will it be Filled In-House? If Yes, List Current Title and Employee No.:
- (j) Salary of Lower Level Position:* *See Notes under Item No. C concerning how the salary should be listed.
- (k) Effective Date of Filling Lower Level Position:
- (l) If this a mandated position: If so, please explain: Yes, the Glens Falls site utilizes over 150 volunteer drivers and the position is critical to insuring that all routes are covered and there is no interruption in the delivery of meals to home-bound seniors.
- (m) Is there expected revenue from this position? If so, please explain: No

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CANDACE KELLY
DIRECTOR

TEL: (518) 761-6347
FAX: (518) 745-7643

MEMO

TO: Hal Payne, Commissioner of Administrative and Fiscal Services
FROM: Candace Kelly, Director Office for the Aging
DATE: April 24, 2008
RE: Supervisor of Volunteers vacancy

The Supervisor of Volunteers in the OFA resigned effective May 1, 2008 due to moving out of the area. This position involves recruiting, training, scheduling and supervising home delivered meal volunteers in addition to assisting with loading meals in volunteers cars, assisting in completing required paperwork for home delivered meal recipients in their homes, electronic entry of data and various other clerical tasks that may be assigned. At present we utilize 24 volunteers a day just for the GF, Queensbury area. We anticipate this number to grow as the number of seniors requiring meals grows. This position is not only important for that aspect, but also is used as a backup for our 1 Fiscal position in the office in doing data entry (averaging approximately 500 per month). This position also assists in completing our monthly newsletter which is very important to the senior population. Due to the many duties involved in this position along with learning the New World data entry procedure, I feel it is very important and necessary to be allowed to fill this position as soon as possible to allow for training by the present Supervisor of Volunteers.

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: **Office for the Aging**

DATE: **May 1, 2008**

- (a) Is this a Result of a Bid or Request for Proposal? no
- (b) Purpose of Contract: To enter into a contract with Fort Hudson Health Systems, under the EISEP program, to provide level one and level two home care in Warren County.
- (c) Name of Contractor: **Fort Hudson Health Systems**
- (d) Address of Contractor: 319 Broadway, Fort Edward, NY 12828
- (e) Contractor's Contact Person and Telephone Number: Beth Bruno 518-747-2811
- (f) Has or Will the Contract be provided, if so, Please Attach?
- (g) Commencement Date of Contract: 5/1/08
- (h) Termination Date of Contract: 4/30/09
- (i) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed \$ 7,500.00
 - iv) how will payments be made (i.e., monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code (with Title), Object Code (with title), and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount: A.6788 470 (General, E.I.S.E.P. - Warren - Contract) \$7,500.00

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: **Office for the Aging**

DATE: **May 1, 2008**

- (a) Is this a Result of a Bid or Request for Proposal? no
- (b) Purpose of Contract: To enter into contract with Catherine Keating- Stauch to provide registered dietician services to Warren County and SNAP mealsites as well as some menu development and/or review
- (c) Name of Contractor: **Catherine Keating- Stauch, RD**
- (d) Address of Contractor: 17 Castleberry Dr, Gansevoort, NY 12831
- (e) Contractor's Contact Person and Telephone Number: Catherine Keating- Stauch 518-584-8958
- (f) Has or Will the Contract be provided, if so, Please Attach?
- (g) Commencement Date of Contract: 5/1/08
- (h) Termination Date of Contract: 4/31/09
- (i) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed \$ 18,720.00
 - iv) how will payments be made (i.e., monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code (with Title), Object Code (with title), and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount: A.6773 437 (General, Nutri. For Elderly-War.Co. - Consulting Fees) \$ 11,700.00 and A.6774 437 (General, S.N.A.P. - Consulting Fees) \$7,020.00

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Human Services Committee hereby authorizes Candace Kelly

(Supervisory Committee) (Employee Name)

to attend Aging Concerns Unite Us Conference

(Name of meeting or organization)

at The Desmond Hotel and Conference Center, Albany NY

(Address)

on June 17-18, 2008 Mode of transportation to be used Co. Vehicle

(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ _____ GSA* Rate \$ _____
- Meal costs - GSA*per diem rate \$ _____

*www.gsa.gov

Date: 5/1/2008

Candace Kelly
Department Head Signature

Date: 5/1/08

Regew B...
Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

- REQUEST FOR USE OF FLEET VEHICLE**

Filing Instructions:

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Human Services Committee hereby authorizes Candace Kelly

(Supervisory Committee) (Employee Name)

to attend 2008 Leadership Institute

(Name of meeting or organization)

at Genesee Grande Hotel, 1060 East Genesee St. Syracuse NY

(Address)

on Oct. 21-23, 2008. Mode of transportation to be used Co. Vehicle

(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ 120 GSA* Rate \$ 129
- Meal costs - GSA*per diem rate \$ _____

*www.gsa.gov

Date: 5/1/2008

Candace Kelly
Department Head Signature

Date: 5-1-08

Regis Butler
Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

- REQUEST FOR USE OF FLEET VEHICLE**

Filing Instructions:

Warren County Request to Host Meeting or Conference

Name of Department: Office for the Aging

Name of Meeting/Conference: Meal site staff training

Date: 5/6/08

Location: 333 Glen St. G.F.

Purpose: mandated staff training

Contact Person: (If other than Department Head) Deb Coalts or Candace Kelly

Phone No.: 761-6347

Number of People attending:

30 County Employees

State Employees

Volunteers

1 Others (specify) Budget Officer

Cost to County (please include amounts):

Room rental \$ 0

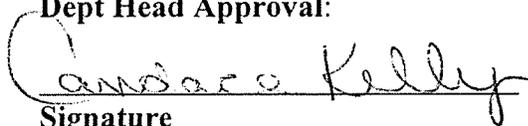
Food/beverage \$ 105.00 (\$3.50 per person)

Supplies \$ 0

Other (specify) \$ 0

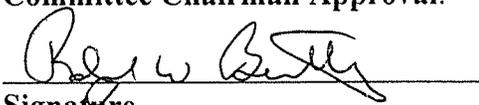
Total Cost: \$ 105.00

Dept Head Approval:


Signature

5/1/08
Date:

Committee Chairman Approval:


Signature

5-1-08
Date

WARREN COUNTY Budget Performance Report

Through Date: 03/31/2008

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD YTD Transactions	Budget Less YTD Transactions	Used / Rec'd	% Prior Year Total
Fund: A - General									
Expenses									
Department: 6770 - LT Care Ins Educ & Outreach Prgm									
110	Salaries - Regular	0.00	0.00	0.00	0.00	0.00	0.00	+++	8,571.32
140	Salaries - Sick Leave Incentive	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
260	Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
410	Supplies	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
423	Telephone	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
424	Postage	0.00	0.00	0.00	0.00	0.00	0.00	+++	17.33
436	Advertising Fees	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
444	Travel/Education/Conference	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
470	Contract	50,000.00	0.00	0.00	0.00	0.00	45,274.01	9%	35,460.23
Department Total: LT Care Ins Educ & Outreach Prgm		\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$4,725.99	9%	\$44,048.88
Department: 6771 - Nutri. For Elderly-Ham.Co.									
110	Salaries - Regular	800.00	0.00	800.00	49.04	0.00	49.04	6%	1,094.88
130	Salaries - Part Time	133,490.00	0.00	133,490.00	14,842.90	0.00	31,678.82	24%	130,792.69
140	Salaries - Sick Leave Incentive	700.00	0.00	700.00	0.00	0.00	0.00	0%	600.00
210	Furniture/Furnishings	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
230	Automotive Equipment	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
260	Other Equipment	500.00	0.00	500.00	0.00	0.00	0.00	0%	2,990.00
411	Rent-Building/Property	2,600.00	(974.00)	1,626.00	0.00	0.00	0.00	0%	0.00
413	Repair & Maint.-Bldg/Property	3,500.00	0.00	3,500.00	394.87	0.00	744.61	21%	2,276.55
415	Electricity	0.00	800.00	800.00	130.44	0.00	130.44	16%	0.00
416	Oil & Gas-Heating	2,500.00	0.00	2,500.00	713.92	0.00	921.17	37%	2,185.20
417	Water/Sewer/Taxes	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
418	Ins-General Liability	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
421	Equipment Rental	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
422	Repair/Maint-Equipment	2,500.00	1,700.00	4,200.00	921.10	1,078.90	1,136.60	53%	5,188.75
423	Telephone	1,750.00	0.00	1,750.00	73.71	0.00	466.50	27%	1,767.77
424	Postage	0.00	0.00	0.00	0.00	0.00	0.00	+++	38.10
432	Special Project Supply	4,500.00	0.00	4,500.00	793.15	637.75	1,298.91	43%	5,426.91
436	Advertising Fees	0.00	217.00	217.00	216.67	0.00	216.67	100%	12.00
437	Consulting Fees	6,240.00	(800.00)	5,440.00	0.00	0.00	0.00	0%	2,250.00
444	Travel/Education/Conference	9,000.00	0.00	9,000.00	1,027.56	0.00	1,809.15	20%	11,174.87
445	Foods	40,000.00	(4,071.00)	35,929.00	3,369.90	8,848.74	9,542.19	51%	40,624.84
Department Total: Nutri. For Elderly-Ham.Co.		\$208,080.00	(\$3,128.00)	\$204,952.00	\$22,533.26	\$10,565.39	\$47,994.10	29%	\$206,422.56
Department: 6772 - Office For The Aging									

WARREN COUNTY Budget Performance Report

Through Date: 03/31/2008

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD YTD Transactions	Budget Less YTD Transactions	Used / Rec'd	Prior Year Total	
110	Salaries - Regular	64,827.00	0.00	64,827.00	8,069.79	0.00	17,215.55	47,611.45	27%	66,904.00
130	Salaries - Part Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
140	Salaries - Sick Leave Incentive	400.00	0.00	400.00	0.00	0.00	0.00	400.00	0%	0.00
210	Furniture/Furnishings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
220	Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
230	Automotive Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
260	Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
410	Supplies	5,000.00	(220.00)	4,780.00	215.44	0.00	1,126.33	3,653.67	24%	5,438.38
411	Rent-Building/Property	46,700.00	0.00	46,700.00	3,911.79	31,294.32	15,346.26	59.42	100%	44,846.74
413	Repair & Maint.-Bldg/Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
418	Ins-General Liability	4,000.00	220.00	4,220.00	0.00	0.00	3,002.01	1,217.99	71%	3,000.00
421	Equipment Rental	2,100.00	0.00	2,100.00	350.00	0.00	525.00	1,575.00	25%	2,100.00
422	Repair/Maint-Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
423	Telephone	6,000.00	0.00	6,000.00	376.18	0.00	810.44	5,189.56	14%	6,361.08
424	Postage	1,797.00	0.00	1,797.00	131.48	0.00	372.35	1,424.65	21%	1,291.28
426	Subscriptions	50.00	0.00	50.00	0.00	0.00	0.00	50.00	0%	32.00
427	Memberships & Dues	1,200.00	0.00	1,200.00	20.00	0.00	1,120.00	80.00	93%	1,080.00
428	Data Processing & Internet Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
432	Special Project Supply	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
436	Advertising Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
437	Consulting Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
439	Misc Fees & Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	60.00
440	Legal/Transcript Fees	11,000.00	0.00	11,000.00	3,461.14	924.70	3,461.14	6,614.16	40%	11,000.00
442	Automotive - Gas & Oil	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
444	Travel/Education/Conference	2,000.00	0.00	2,000.00	93.93	0.00	93.93	1,906.07	5%	0.00
445	Foods	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
470	Contract	70,367.00	0.00	70,367.00	4,553.87	20,259.32	5,097.12	45,010.56	36%	62,487.83
<u>Sub Department: 0350 - Long Term Care Ombudsman</u>										
110	Salaries - Regular	2,938.00	0.00	2,938.00	271.77	0.00	579.78	2,358.22	20%	2,756.50
140	Salaries - Sick Leave Incentive	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
444	Travel/Education/Conference	900.00	0.00	900.00	129.28	0.00	293.31	606.69	33%	900.00
<u>Sub Department Total: Long Term Care Ombudsman</u>										
		\$3,838.00	\$0.00	\$3,838.00	\$401.05	\$0.00	\$873.09	\$2,964.91	23%	\$3,656.50
<u>Department Total: Office For The Aging</u>										
		\$219,279.00	\$0.00	\$219,279.00	\$21,584.67	\$52,478.34	\$49,043.22	\$117,757.44	46%	\$208,257.81
<u>Department: 6773 - Nutrit. For Elderly-Mar.Co.</u>										
110	Salaries - Regular	123,600.00	0.00	123,600.00	15,782.48	0.00	34,322.27	89,277.73	28%	117,980.16
120	Salaries - Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
130	Salaries - Part Time	337,380.00	0.00	337,380.00	32,925.40	0.00	67,052.84	270,327.16	20%	284,265.63

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								%		
140	Salaries - Sick Leave Incentive	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00	0%	600.00	
210	Furniture/Furnishings	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
220	Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
260	Other Equipment	1,400.00	(769.00)	631.00	0.00	0.00	631.00	0%	630.31	
410	Supplies	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00	0%	0.00	
411	Rent-Building/Property	15,000.00	0.00	15,000.00	623.00	623.00	14,377.00	4%	14,901.00	
413	Repair & Maint.-Bldg/Property	5,700.00	45.00	5,745.00	562.00	1,216.00	4,529.00	21%	5,831.92	
414	Gas-Natural	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
415	Electricity	7,000.00	0.00	7,000.00	663.13	1,625.27	5,374.73	23%	6,286.27	
416	Oil & Gas-Heating	10,000.00	1,168.00	11,168.00	706.36	2,123.09	9,044.91	19%	10,856.82	
417	Water/Sewer/Taxes	500.00	0.00	500.00	0.00	0.00	500.00	0%	275.00	
418	Ins-General Liability	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
421	Equipment Rental	600.00	0.00	600.00	0.00	100.00	500.00	17%	730.00	
422	Repair/Maint-Equipment	3,500.00	130.00	3,630.00	438.00	747.50	2,882.50	21%	2,548.45	
423	Telephone	3,200.00	0.00	3,200.00	158.82	479.34	2,720.66	15%	3,160.46	
424	Postage	500.00	0.00	500.00	23.01	82.10	417.90	16%	975.14	
427	Memberships & Dues	100.00	0.00	100.00	0.00	0.00	100.00	0%	0.00	
428	Data Processing & Internet Fees	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
432	Special Project Supply	35,000.00	114.00	35,114.00	2,198.77	10,291.42	23,457.14	33%	43,872.16	
435	Medical Fees	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
436	Advertising Fees	500.00	0.00	500.00	281.06	281.06	218.94	56%	156.78	
437	Consulting Fees	15,600.00	0.00	15,600.00	0.00	0.00	15,600.00	0%	2,902.50	
439	Misc Fees & Expenses	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
441	Auto-Supplies & Repair	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
444	Travel/Education/Conference	40,000.00	47.00	40,047.00	8,817.89	13,813.72	26,233.28	34%	54,257.51	
445	Foods	170,000.00	0.00	170,000.00	21,097.22	62,104.51	77,952.43	54%	172,478.83	
470	Contract	0.00	0.00	0.00	0.00	0.00	0.00	+++	2,535.00	
Department Total: Nutrit. For Elderly-Mar.Co.		\$772,280.00	\$735.00	\$773,015.00	\$84,277.14	\$31,308.50	\$194,862.12	29%	\$726,243.94	
Department: 6774 - S.N.A.P.										
110	Salaries - Regular	0.00	0.00	0.00	1,317.93	0.00	2,811.58	(2,811.58)	+++	13,303.86
120	Salaries - Overtime	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
130	Salaries - Part Time	89,608.00	0.00	89,608.00	8,633.91	16,224.18	73,383.82	18%	77,912.06	
140	Salaries - Sick Leave Incentive	600.00	0.00	600.00	0.00	0.00	600.00	0%	0.00	
210	Furniture/Furnishings	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
220	Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
260	Other Equipment	1,000.00	(831.00)	169.00	0.00	0.00	169.00	0%	168.63	
411	Rent-Building/Property	2.00	0.00	2.00	0.00	0.00	2.00	0%	0.00	
413	Repair & Maint.-Bldg/Property	6,500.00	573.00	7,073.00	911.96	1,828.38	5,244.62	26%	5,467.47	
414	Gas-Natural	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	

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415	9,000.00	750.00	9,750.00	338.90	0.00	338.90	9,411.10	3%	10,420.92	
416	3,000.00	573.00	3,573.00	771.87	0.00	1,069.44	2,503.56	30%	4,622.62	
417	300.00	751.00	1,051.00	20.00	0.00	20.00	1,031.00	2%	257.76	
422	1,500.00	0.00	1,500.00	190.00	0.00	190.00	1,310.00	13%	1,181.88	
423	1,000.00	0.00	1,000.00	66.57	0.00	202.49	797.51	20%	802.40	
424	500.00	0.00	500.00	2.50	0.00	38.50	461.50	8%	116.30	
427	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
432	10,276.00	(217.00)	10,059.00	220.66	609.59	1,351.58	8,097.83	19%	8,935.30	
436	0.00	217.00	217.00	216.67	0.00	216.67	0.33	100%	0.00	
437	9,360.00	0.00	9,360.00	0.00	0.00	0.00	9,360.00	0%	1,822.50	
444	9,423.00	577.00	10,000.00	2,109.69	0.00	3,250.62	6,749.38	33%	13,590.27	
445	55,000.00	0.00	55,000.00	2,702.72	22,640.76	10,908.39	21,450.85	61%	80,961.75	
470	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
Department Total: S.N.A.P.		\$197,069.00	\$2,393.00	\$199,462.00	\$17,503.38	\$23,250.35	\$38,450.73	31%	\$219,563.72	
Department: 6775 - Sr. Community Serv. Employ.										
Sub Department: 0380 - ETA - Title V										
110	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
130	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
140	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
410	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
411	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
423	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
444	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
Sub Department Total: ETA - Title V		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00	
Department Total: Sr. Community Serv. Employ.										
Department: 6777 - Commodity Foods										
445	85,000.00	0.00	85,000.00	8,928.22	76,071.78	8,928.22	0.00	100%	85,000.00	
Department Total: Commodity Foods		\$85,000.00	\$0.00	\$85,000.00	\$8,928.22	\$76,071.78	\$8,928.22	100%	\$85,000.00	
Department: 6778 - Comm. Serv. Elderly/Warren										
110	37,654.00	0.00	37,654.00	5,048.46	0.00	10,770.05	26,883.95	29%	36,974.06	
140	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
260	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
410	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	1,773.52	
411	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	
418	2,500.00	0.00	2,500.00	0.00	0.00	1,219.98	1,280.02	49%	2,346.19	
421	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00	

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423	Telephone	1,400.00	0.00	1,400.00	0.00	0.00	1,400.00	0%	1,233.22
424	Postage	200.00	0.00	200.00	0.00	0.00	200.00	0%	390.97
426	Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
428	Data Processing & Internet Fees	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
436	Advertising Fees	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
439	Misc Fees & Expenses	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
441	Auto-Supplies & Repair	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
444	Travel/Education/Conference	7,200.00	0.00	7,200.00	161.36	693.64	6,506.36	10%	4,495.58
470	Contract	60,340.00	3,140.00	63,480.00	6,328.06	8,576.62	49,446.58	22%	38,407.00
Department Total: Comm. Serv. Elderly/Warren		\$109,294.00	\$3,140.00	\$112,434.00	\$11,537.88	\$5,456.80	\$21,260.29	24%	\$85,620.54
Department: 6780 - Comm. Ser. Elderly/Hamilton									
110	Salaries - Regular	26,576.00	0.00	26,576.00	3,271.50	0.00	6,979.20	26%	33,182.16
130	Salaries - Part Time	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
140	Salaries - Sick Leave Incentive	400.00	0.00	400.00	0.00	0.00	400.00	0%	200.00
410	Supplies	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
411	Rent-Building/Property	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
413	Repair & Maint.-Bldg/Property	750.00	0.00	750.00	0.00	0.00	750.00	0%	490.00
415	Electricity	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
416	Oil & Gas-Heating	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
417	Water/Sewer/Taxes	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
423	Telephone	730.00	0.00	730.00	11.40	11.40	718.60	2%	166.16
424	Postage	250.00	0.00	250.00	7.85	18.95	231.05	8%	43.40
444	Travel/Education/Conference	10,500.00	0.00	10,500.00	1,393.54	1,852.60	8,647.40	18%	10,000.00
470	Contract	22,395.00	2,032.00	24,427.00	3,270.00	1,394.02	3,270.00	19%	12,720.11
Department Total: Comm. Ser. Elderly/Hamilton		\$61,601.00	\$2,032.00	\$63,633.00	\$7,954.29	\$1,394.02	\$12,132.15	21%	\$56,801.83
Department: 6783 - Home Energy Assist. Prog.									
110	Salaries - Regular	15,780.00	0.00	15,780.00	2,131.62	0.00	4,547.45	29%	15,282.75
130	Salaries - Part Time	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
140	Salaries - Sick Leave Incentive	0.00	0.00	0.00	0.00	0.00	0.00	+++	75.00
410	Supplies	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
423	Telephone	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
424	Postage	400.00	0.00	400.00	13.34	46.33	353.67	12%	187.34
444	Travel/Education/Conference	400.00	0.00	400.00	226.26	0.00	358.08	90%	200.00
Department Total: Home Energy Assist. Prog.		\$16,580.00	\$0.00	\$16,580.00	\$2,371.22	\$0.00	\$4,951.86	30%	\$15,745.09
Department: 6784 - USDA - S.N.A.P.									
445	Foods	25,000.00	0.00	25,000.00	1,676.31	23,323.69	1,676.31	100%	24,951.76
Department Total: USDA - S.N.A.P.		\$25,000.00	\$0.00	\$25,000.00	\$1,676.31	\$23,323.69	\$1,676.31	100%	\$24,951.76

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Department: 6785 - OFA-Point of Entry-Warren									
220	Office Equipment	9,400.00	0.00	9,400.00	0.00	0.00	9,400.00	0%	11,869.78
410	Supplies	13,500.00	0.00	13,500.00	0.00	10,558.00	2,942.00	78%	5,682.05
423	Telephone	20,000.00	(10,000.00)	10,000.00	0.00	0.00	10,000.00	0%	0.00
426	Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
436	Advertising Fees	9,100.00	0.00	9,100.00	0.00	0.00	9,100.00	0%	0.00
439	Misc Fees & Expenses	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
444	Travel/Education/Conference	0.00	0.00	0.00	0.00	0.00	0.00	+++	537.75
470	Contract	0.00	10,000.00	10,000.00	1,198.00	4,001.60	1,198.00	52%	9,946.70
Department Total: OFA-Point of Entry-Warren		\$52,000.00	\$0.00	\$52,000.00	\$1,198.00	\$14,559.60	\$1,198.00	30%	\$28,036.28
Department: 6786 - OFA-Point of Entry-Hamilton									
130	Salaries - Part Time	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
220	Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
410	Supplies	52,000.00	0.00	52,000.00	0.00	0.00	52,000.00	0%	52,000.00
423	Telephone	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
436	Advertising Fees	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
Department Total: OFA-Point of Entry-Hamilton		\$52,000.00	\$0.00	\$52,000.00	\$0.00	\$0.00	\$52,000.00	0%	\$52,000.00
Department: 6788 - E.I.S.E.P. - Warren									
110	Salaries - Regular	8,938.00	0.00	8,938.00	1,063.71	0.00	2,269.25	25%	8,808.68
140	Salaries - Sick Leave Incentive	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
220	Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
260	Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
418	Ins-General Liability	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
423	Telephone	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
424	Postage	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
441	Auto-Supplies & Repair	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
444	Travel/Education/Conference	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
470	Contract	175,818.00	13,600.00	189,418.00	18,638.28	16,443.19	19,115.52	19%	137,517.67
Department Total: E.I.S.E.P. - Warren		\$184,756.00	\$13,600.00	\$198,356.00	\$19,701.99	\$16,443.19	\$21,384.77	19%	\$146,326.35
Department: 6789 - E.I.S.E.P. - Hamilton									
110	Salaries - Regular	8,944.00	0.00	8,944.00	1,063.71	0.00	2,269.25	25%	8,808.68
140	Salaries - Sick Leave Incentive	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
260	Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
470	Contract	175,818.00	14,450.00	190,268.00	22,367.20	21,078.80	22,572.20	23%	130,339.90
Department Total: E.I.S.E.P. - Hamilton		\$184,762.00	\$14,450.00	\$199,212.00	\$23,430.91	\$21,078.80	\$24,841.45	23%	\$139,148.58
Department: 6793 - Weather, Referral & Pack. Prog.									

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110	Salaries - Regular	12,694.00	0.00	12,694.00	1,882.56	0.00	4,016.12	8,677.88	32%	16,761.71
140	Salaries - Sick Leave Incentive	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	75.00
220	Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
410	Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
413	Repair & Maint.-Bldg/Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
423	Telephone	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
424	Postage	500.00	0.00	500.00	0.00	0.00	500.00	0.00	0%	0.00
470	Contract	7,375.00	0.00	7,375.00	857.28	1,542.00	857.28	4,975.72	33%	6,071.24
Department Total: Weather,Referral & Pack. Prog.		\$20,569.00	\$0.00	\$20,569.00	\$2,739.84	\$1,542.00	\$4,873.40	\$14,153.60	31%	\$22,907.95
Department: 6794 - USDA - Hamilton County										
110	Salaries - Regular	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
140	Salaries - Sick Leave Incentive	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
445	Foods	13,000.00	0.00	13,000.00	1,546.74	11,453.26	1,546.74	0.00	100%	12,798.18
Department Total: USDA - Hamilton County		\$13,000.00	\$0.00	\$13,000.00	\$1,546.74	\$11,453.26	\$1,546.74	\$0.00	100%	\$12,798.18
Department: 6795 - Title III E - OFA										
110	Salaries - Regular	11,388.00	0.00	11,388.00	1,497.60	0.00	3,194.88	8,193.12	28%	11,413.17
140	Salaries - Sick Leave Incentive	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	50.00
411	Rent-Building/Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
470	Contract	76,300.00	46,667.00	122,967.00	11,669.73	58,321.95	11,669.73	52,975.32	57%	64,628.36
Department Total: Title III E - OFA		\$87,688.00	\$46,667.00	\$134,355.00	\$13,167.33	\$58,321.95	\$14,864.61	\$61,168.44	54%	\$76,091.53
Department: 6987 - Title VII Elder Abuse Prev.										
110	Salaries - Regular	12,404.00	0.00	12,404.00	983.40	0.00	2,097.92	10,306.08	17%	7,413.90
130	Salaries - Part Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
140	Salaries - Sick Leave Incentive	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
410	Supplies	4,408.00	0.00	4,408.00	0.00	0.00	0.00	4,408.00	0%	0.00
444	Travel/Education/Conference	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	786.69
470	Contract	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	935.00
Department Total: Title VII Elder Abuse Prev.		\$16,812.00	\$0.00	\$16,812.00	\$983.40	\$0.00	\$2,097.92	\$14,714.08	12%	\$9,135.59
Department: 6988 - OFA HILCAP										
110	Salaries - Regular	18,266.00	0.00	18,266.00	2,572.35	0.00	5,487.68	12,778.32	30%	36,988.12
140	Salaries - Sick Leave Incentive	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
220	Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
250	Technical Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
260	Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
410	Supplies	0.00	0.00	0.00	176.20	0.00	260.19	(260.19)	+++	536.32
423	Telephone	1,000.00	(721.00)	279.00	0.00	0.00	0.00	279.00	0%	0.00

WARREN COUNTY Budget Performance Report

Through Date: 03/31/2008

Account Number	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget Less YTD Transactions	Used / Rec'd	Prior Year Total	
424	Postage	1,052.00	0.00	1,052.00	0.58	0.00	441.89	610.11	42%	70.81
428	Data Processing & Internet Fees	0.00	721.00	721.00	60.06	0.00	120.12	600.88	17%	380.28
437	Consulting Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
444	Travel/Education/Conference	2,000.00	0.00	2,000.00	130.80	0.00	317.65	1,682.35	16%	1,509.37
470	Contract	20,500.00	0.00	20,500.00	541.67	540.66	5,858.34	14,101.00	31%	12,725.04
Department Total: OFA HHCAP		\$42,818.00	\$0.00	\$42,818.00	\$3,481.66	\$540.66	\$12,485.87	\$29,791.47	30%	\$52,209.94
Department: 6989 - Health Promotion										
220	Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
230	Automotive Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
250	Technical Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
260	Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	0.00
470	Contract	10,140.00	0.00	10,140.00	940.00	720.00	940.00	8,480.00	16%	7,487.32
Department Total: Health Promotion		\$10,140.00	\$0.00	\$10,140.00	\$940.00	\$720.00	\$940.00	\$8,480.00	16%	\$7,487.32
Revenue Total:										
Expense Total:		\$2,408,728.00	\$79,889.00	\$2,488,617.00	\$245,556.24	\$348,508.33	\$468,257.75	\$1,671,850.92	33%	\$2,217,797.85
Fund Total: General		(\$2,408,728.00)	(\$79,889.00)	(\$2,488,617.00)	(\$245,556.24)	(\$348,508.33)	(\$468,257.75)	(\$1,671,850.92)		(\$2,217,797.85)
Revenue Grand Total:										
Expense Grand Total:		\$2,408,728.00	\$79,889.00	\$2,488,617.00	\$245,556.24	\$348,508.33	\$468,257.75	\$1,671,850.92	33%	\$2,217,797.85
Grand Total:		(\$2,408,728.00)	(\$79,889.00)	(\$2,488,617.00)	(\$245,556.24)	(\$348,508.33)	(\$468,257.75)	(\$1,671,850.92)		(\$2,217,797.85)

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Human Services Committee hereby authorizes Candace Kelly

(Supervisory Committee) (Employee Name)

to attend Aging Concerns Unite Us Conference

(Name of meeting or organization)

at The Desmond Hotel and Conference Center, Albany NY

(Address)

on June 17-18, 2008. Mode of transportation to be used Co. Vehicle

(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ _____ GSA* Rate \$ _____
- Meal costs - GSA*per diem rate \$ _____

*www.gsa.gov

Date: 5/1/2008 _____
Department Head Signature

Date: _____
Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

- REQUEST FOR USE OF FLEET VEHICLE**

Filing Instructions:

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.
5. Copy to Commissioner of Administrative and Fiscal Services if credit card will be used.

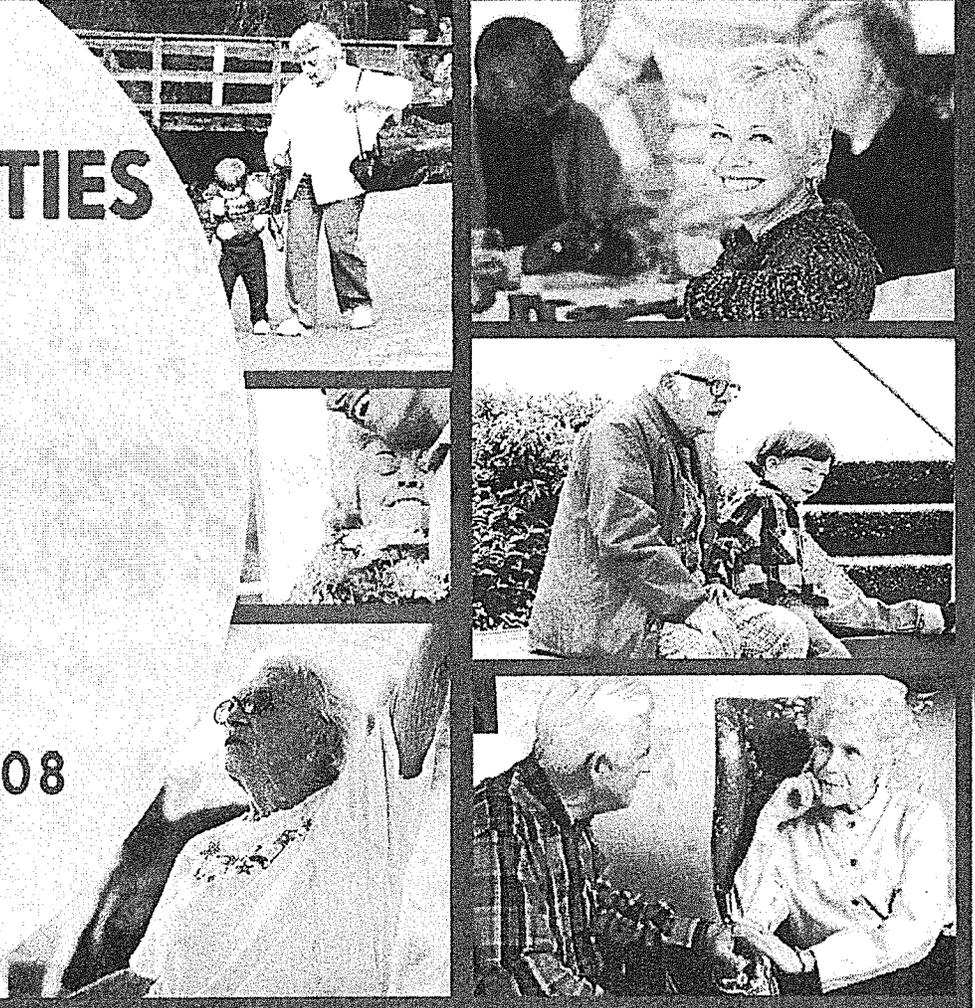
12th Annual
 "Aging Concerns Unite Us" Conference



CREATE
 COMMUNITIES
 TO AGE IN
 PLACE

June 17-18, 2008

The
Desmond
 Hotel & Conference Center



INVITATIONAL AGENDA

WITH SPECIAL THANKS TO OUR PLANNING COMMITTEE

- AARP
- Aging Services Advisory Committee
- Albany Guardian Society
- Center for Excellence in Aging Services
- Corporation for National & Community Service
- Council of Senior Centers and Services of New York City, Inc.
- Empire State Association of Assisted Living
- Geriatric Mental Health Alliance of New York
- Governor's Advisory Committee
- New York Association on Independent Living
- New York State Adult Day Services Association
- New York State Alliance of Information & Referral Systems
- New York State Association of Area Agencies on Aging
- New York State Association on Independent Living
- New York State Coalition for the Aging, Inc
- New York State Office for the Aging
- New York State Senior Services Corp
- NYSRA/RRTI
- New York State United Teachers
- State Society on Aging of New York
- Statewide Senior Action Council
- United Hospital Fund

General ACUU Information

June 17-18, 2008 - Desmond Hotel

About ACUU

The "Aging Concerns Unite Us" (ACUU) is an award-winning collaborative conference that provides quality educational programming to leaders in the field of aging and those serving people with differing abilities. This event attracts over 400 professionals from all regions of New York State who are devoted to coordinating and providing quality services for senior citizens, people with differing abilities, and their caregivers. Again this year, you'll find enticing educational programs led by thought-provoking presenters who will cover the cutting edge topics important to you and your agency.

DINNER & ENTERTAINMENT - JUNE 17

Rave reviews from last year sparked us to invite Ernie for an encore performance! Legendary blues musician, **Ernie Williams**, will entertain you following a spectacular dinner in the company of your past and future partners in the aging network. Dinner is on Tuesday evening, June 17th. Advance registration required.

BREAKFAST ROUNDTABLES - JUNE 18

Back by popular demand! Breakfast roundtables on Wednesday morning June 18th will provide an opportunity for conferees to discuss a wide range of issues in an interactive format. A facilitator will guide the discussion at each roundtable. A hot and cold buffet breakfast will be served, enabling you to easily eat and move from table to table and gather a wide array of best practices and program information in a short period of time. Advance registration and payment required.

DESMOND HOTEL & CONFERENCE CENTER

Conveniently located near the Albany International Airport and major highways providing easy access to any destination in New York's Capital Region. Yet, at The Desmond, you enter a totally unique experience with indoor landscaped courtyards and architecture resembling a small 18th century colonial village. The grounds offer a place to walk and linger amidst colorful blooms year-round.

- **Address/Phone:** 660 Albany-Shaker Road, Albany, New York 12211
Phone (518) 869-8100 Fax (518) 869-7659 www.desmondhotelsalbany.com
- **Free Shuttle Service:** The hotel features complimentary Airport shuttle service.
- **Parking:** ACUU attendees will be provided with complimentary parking.

Conference Rate: \$131 per night single/double (plus tax, unless you provide a tax-exempt form). We encourage you to make your reservations as soon as possible. Rooms will be available until **May 13, 2008** or until the group block is full, whichever occurs first. **You must refer to Group #11B63T – Aging Concerns Unite Us Conference when making your reservations.**

Questions and Conference Information

New York State Association of Area Agencies on Aging
272 Broadway, Albany, NY 12204-2717
Phone: (518) 449-7080 Fax: (518) 449-7055
Email: gabe@nysaaaa.org

Visit www.nysaaaa.org/acuu for program updates, registration forms and hotel information

Attendee Registration Form - ACUU Conference

June 17-18, 2008 - Desmond Hotel & Conference Center, Albany

www.nysaaaa.org/acuu

* PAYMENT MUST ACCOMPANY REGISTRATION FORM TO RECEIVE DISCOUNTS*

	ADVANCE REG postmarked by May 20	LATE REG postmarked May 21 or after
Package A: Full conference: all workshops & Tuesday and Wednesday lunches	\$130	\$180
Package B: Tuesday workshops & lunch	\$ 80	\$120
Package C: Wednesday workshops & lunch	\$ 80	\$120

One form per Attendee please:

Name: _____ Title: _____

Company/Organization: _____

Address: _____

City/State: _____ Zip: _____

Phone: _____ Fax: _____

Email Address: _____

Special Dietary Needs: _____

Pre-Conference Seminar: I want to attend the pre-conference session on Monday, June 16th from 12:00 pm to 5 pm. No separate fee for the Pre-Conf session, but attendance is limited to the first 40 registrants and available only to those pre-registered for the ACUU Conference. Check here for 6/16 Pre-Conf:

Registration Circle Package Selection: **A** **B** **C** \$ _____

Optional Events

Tuesday, June 17 Dinner & Ernie Williams \$39.00 per person \$ _____

Select dinner entree: Chicken & Teriyaki Steak Duet Herb Basted Salmon Vegetarian
(Pre-registration and pre-payment required; tickets will not be available on-site)

Wed, June 18 B-fast Roundtables (eggs, bacon/sausage, continental items) \$17 per person \$ _____

TOTAL AMOUNT ENCLOSED: \$ _____

Make CHECK or COUNTY VOUCHER payable to: "NYSAAAA" (Federal ID 16-1107763)

Please MAIL in Registration Form with payment to the address below:
NYSAAAA, 272 Broadway, Albany, NY 12204-2717 ~ Phone: (518) 449-7080; Fax: (518) 449-7055

Requests for refunds must be made *in writing by June 6, 2008* and are subject to \$30 processing fee per person. Instead of refund, replacement attendees from same organization are welcome - call us to change attendee name.

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Human Services Committee hereby authorizes Candace Kelly

(Supervisory Committee) (Employee Name)

to attend 2008 Leadership Institute

(Name of meeting or organization)

at Genesee Grande Hotel, 1060 East Genesee St. Syracuse NY

(Address)

on Oct. 21-23, 2008 . Mode of transportation to be used Co. Vehicle

(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ 120 GSA* Rate \$ 129
- Meal costs - GSA*per diem rate \$ _____

*www.gsa.gov

Date: 5/1/2008 _____
Department Head Signature

Date: _____
Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

- REQUEST FOR USE OF FLEET VEHICLE**

Filing Instructions:

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.
5. Copy to Commissioner of Administrative and Fiscal Services if credit card will be used.

2008 Leadership Institute

October 21 - 23 · Genesee Grande, Syracuse, NY



All-Inclusive Package: Registration & Meals

Name of Director/Commissioner: _____

County: _____ Phone: _____

Registration Fees (postmarked by the dates indicated below):

Payment (by check or voucher) MUST accompany registration form by deadline date in order to receive Advance Registration Rate. *Vouchers: if check isn't received within 45 days after the event (by December 8th) a late payment fee of \$25 will be assessed.*

Please check one option below:	Advance Registration (postmark/fax by 8/15)	Late Registration (postmark/fax on or after 8/16)
___ Full Institute (all 3 days)	\$200	\$250
___ Tuesday, October 21st only	\$125	\$175
___ Wednesday, October 22nd only	\$100	\$150

Meal Package Details

Full registration fee includes the following meals:

- 2 Breakfast Buffets with hot and cold items (October 22nd & 23rd)
- 2 Lunches (October 21st & 22nd)
- 1 Dinner Banquet (Tuesday, October 22nd)

October 21st rate includes the following meals:

- 1 Lunch (Tuesday, October 21st)
- 1 Dinner Banquet (Tuesday, October 21st)

October 22nd rate includes the following meals:

- 1 Breakfast (October 22 or 23) – select one Wed Oct. 22 Thur Oct. 22 Both days at \$20 extra \$ _____
- 1 Lunch (Wednesday, October 22)

Board Only: \$25 for lunch on October 23rd \$ _____

Payment Total: \$ _____ Check Enclosed or Voucher Enclosed

Please return Registration Form & payment to:

NYSAAA, 272 Broadway, Albany, NY 12204 • Ph (518) 449-7080 • Fax (518) 449-7055 • Federal ID#: 16-1107763

Due to monetary commitments made for registered attendees, we cannot provide refunds for cancellations received after October 10, 2008. All refunds subject to \$25 processing fee. No-shows will be billed.

2008 Leadership Institute

A strategic planning session to advance aging issues and develop public policy objectives.

October 21 - 23
Genesee Grande Hotel
Syracuse, NY

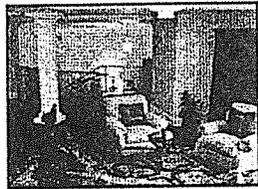
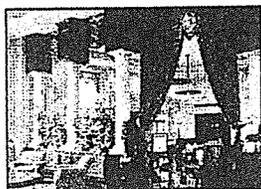
PUBLIC POLICY **COMMUNICATION**
ADVOCACY **EDUCATION** **NETWORKING**



New York State Association of Area Agencies on Aging

2008 Leadership Institute

October 21 - 23 · Genesee Grande, Syracuse, NY



2008 Institute Invitation www.nysaaaa.org/members

Year after year, Directors and Commissioners from all corners of the State convene to advance aging issues and develop public policy objectives at our annual Leadership Institute. The Institute consistently attracts 80% of the AAAs – *a tribute to the power of the collective voice of our membership!*

Attendance and Agenda

Attendance at the Leadership Institute is restricted to Directors/Commissioners that are 2008 NYSAAAA members. Requests for substitutions will be reviewed by the Executive Committee. Please mail your letter to NYSAAAA or e-mail to laura@nysaaaa.org by September 19th, and it will be reviewed by the Committee.

A preliminary agenda is included; the detailed agenda with discussion topics will be distributed at a later date. Please send suggestions for discussion topics to laura@nysaaaa.org by September 19th.

Two Events in One!

Association Annual Meeting. The first half of the Institute is dedicated to Association business, critical aging issues, the Annual Meeting, and Election of the Board of Directors.

Why attend? Gain valuable insight from your fellow AAA Directors and Commissioners.

NYSOFA Forum. NYSOFA Director Michael Burgess and his management staff will join us for lunch on Wednesday, October 22nd to begin the NYSOFA Forum component of the Institute.

Why attend? Seize the opportunity to discuss critical aging issues with NYSOFA Director Mike Burgess.

The Genesee Grande Hotel

The Genesee Grande Hotel is located in the heart of Syracuse's historic University Hill neighborhood. The hotel is surrounded by vibrant businesses, shops and attractions that include: Armory, Hanover and Clinton Squares, local museums, theater and music venues, and the Carousel Shopping Center.

Genesee Grande Hotel www.geneseegrande.com

1060 East Genesee Street, Syracuse, NY 13210

Telephone: (315) 476-4212 Fax: (315) 471-4663

\$120 single/double

Group Rates Available until September 19th – reference "NYSAAAA" when making reservation

Reservations will be accepted based on The Genesee Grande Hotel's availability after the cut-off date at the best available rate.

The New York State Association of Area Agencies on Aging www.nysaaaa.org

The New York State Association of Area Agencies on Aging (NYSAAAA) provides education, policy development, and resources to the 59 county offices for the aging in New York State. Our primary mission is to build the capacity of our members to help older persons live with dignity and choices in their homes and communities for as long as possible. Association-sponsored educational events include the June Aging Concerns Unite Us (ACUU) conference, regional aging forums, and the Fall Leadership Institute.

A strategic planning session to advance aging issues and develop public policy objectives.

**WARREN COUNTY
EMPLOYMENT & TRAINING ADMINISTRATION**

**William F. Resse
Director**

**Northway Plaza Suite 13C-1
PO Box 4393
Queensbury, NY 12804**

**Telephone (518) 743-0925
Fax (518) 743-0828**

**Human Services Committee
Employment & Training Agenda
5/1/08**

1. Request to attend Meeting/Host meeting
 - NYATEP/NYSDOL – Spring Conference for Bill Resse and Sharon Sano.
Location: Albany on 6/10-6/12/08
 - Permission to Host Summer youth program award ceremony/picnic
2. Request resolution for approval to allow chairman of the board to sign plan modification for the Saratoga-Warren-Washington workforce area. The plan mod:
 - a. Extends plan for an additional year (7/1/08-6/30/09)
 - b. Addresses strategies for increased efficiencies, funding reductions and regional initiatives
 - c. Addresses services to targeted populations
3. Review of draft WIB budget. Request resolution authorizing the following(ref. res. # 445 of '06 & 328 of '07):
 - a. approval of the WIB budget, and
 - b. authorizing the chairman of the board to execute related MOU/cost allocation plan(CAP) for the period 7/1/08-6/30/09. The cost to Warren County E&T shall not exceed their reconciled fair share of system/center costs based on the approved WIB budget and CAP, and
 - c. authorizing Saratoga County to contract for WIB staffing services for the period 7/1/08-6/30/09 per the approved WIB budget with an appropriate agency as designated by Saratoga County (currently ACC).
4. Request transfer of funds (see attached)
5. Funding Status
6. Other:
 - a. Pending item
 - b. Submitting WIA youth application to Saratoga to renew joint youth programs with Washington County EOC/ETA for the new year beginning 7/1/08.
 - c. Summer youth report
 - d. NYSAC meeting at ACC

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Human Services Committee hereby authorizes Bill Resse & Sharon Sano

(Supervisory Committee) (Employee Name)

to attend 2008 NYATEP/NYSDOL Workforce NY spring conference

(Name of meeting or organization)

at Desmond Hotel and Conference Center, Albany NY

(Address)

on 6/10-6/12/08 Mode of transportation to be used county vehicle

(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ 0 GSA* Rate \$ _____
- Meal costs - GSA* per diem rate \$ 0

*www.gsa.gov

Date: 5/1/08

Department Head Signature

Date: _____

Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Warren County Request to Host Meeting or Conference

Name of Department: Employment and Training

Name of Meeting/Conference: Summer youth awards ceremony/picnic

Date: 8/21/08 (est.)

Location: Crandall Park, Glens Falls

Purpose: Awards ceremony for youth workers

Contact Person: (If other than Department Head) Sharon Sano

Phone No.: 824-8867

Number of People attending:

20 County Employees

2-4 State Employees

Volunteers

80 Others (specify) youth workers, worksite supervisors, guests

Cost to County (please include amounts):

Room rental \$0

Food/beverage \$ 100.00 est.

Supplies \$ 70.00 est.

Other (specify) \$

Total Cost: \$ 170.00 est.

Dept Head Approval:

Committee Chairman Approval:

Signature

Signature

Date:

Date

Workforce Intelligence Project

Fact Sheet

What is the Workforce Intelligence (WI) Project? The WI Project is being operated by the New York State Association of Counties through a grant from the New York State Department of Labor. The goal of the Workforce Intelligence Project is to give local elected officials and policy makers the tools they need to better direct the economic future of their communities. This project will develop a systematic approach to identifying at-risk industries in two pilot regions of New York State. This will be accomplished by better utilizing existing economic research, developing new research as needed and assisting regions with strategies and actions. Specifically, the project will:

- **Create models of workplace forecasting:** Research for the project will identify and analyze the right trend data on a region's economic health, including what industry sectors are at risk and which have growth potential.
- **Mobilize the key players:** The project will provide assistance in bringing the right players together and "facilitating" those local leaders to reach consensus on the trend data and its implications. This "Local Leadership Team" will develop their own strategies and action plans on how to best target their efforts to address the trends identified in the data.
- **Design Research that makes sense:** The project will develop user-friendly guides for elected officials and communities on the best use of economic data in determining their future.
- **Develop Learning Through Experience:** Through the pilots, approaches will be tested so that other regions of they can learn from the experiences and replicate successful practices. Replication assistance will be provided to other regions in the future.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: JOAN SADY, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: Employment and Training
Name of Department

SIGNED: **DATE:** 5/1/08

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
40 6293.0305 433	WIA DW-Training-client	40 6293.0300 110	WIA Adult Salaries-Regular	\$20,000
40 6293.0305 433	WIA DW-Training-client	40 6293.0300 433	WIA Adult Training-client	\$27,238

Please state reason for transfers requested: To align budget with transfer of WIA grant funds

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 439	Contingent Fund			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

Workforce Intelligence Project

Fact Sheet

What is the Workforce Intelligence (WI) Project? The WI Project is being operated by the New York State Association of Counties through a grant from the New York State Department of Labor. The goal of the Workforce Intelligence Project is to give local elected officials and policy makers the tools they need to better direct the economic future of their communities. This project will develop a systematic approach to identifying at-risk industries in two pilot regions of New York State. This will be accomplished by better utilizing existing economic research, developing new research as needed and assisting regions with strategies and actions. Specifically, the project will:

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- **Mobilize the key players:** The project will provide assistance in bringing the right players together and "facilitating" those local leaders to reach consensus on the trend data and its implications. This "Local Leadership Team" will develop their own strategies and action plans on how to best target their efforts to address the trends identified in the data.
- **Design Research that makes sense:** The project will develop user-friendly guides for elected officials and communities on the best use of economic data in determining their future.
- **Develop Learning Through Experience:** Through the pilots, approaches will be tested so that other regions of they can learn from the experiences and replicate successful practices. Replication assistance will be provided to other regions in the future.

Who are the key players for this project at the local level? Chief County Elected Officials in the pilot regions will convene a local team of key players. The leaders at the local level (The Leadership Team) will include representatives of Economic Development, Workforce Investment Boards, Education, Organized Labor, and other State and Local workforce and economic development policy makers.

Are there any other benefits to the Workforce Intelligence Project? The Local Leadership Team will also be working to create the following Workforce Intelligence Products:

- **For Businesses:** a strategic planning process for businesses, which could include: alternative business strategies, business modeling, identifying existing services that would be available in the community to help at risk companies, marketing, and industry specific assistance
- **For Workers:** a strategic planning process to assist dislocated workers which would:
 - identify skill needs of other businesses in the area.
 - develop a process to assess skills of affected workers.
 - design a promotional campaign to match skills of affected workers with skill needs of other businesses in the community.
 - develop a resource map of educational and other resources to upgrade worker skills.
 - implement regional program approaches to address the needs identified.

Who is involved in guiding this initiative? The project is being managed by the New York State Association of Counties under a grant from the New York State Department of Labor (NYSDOL.) Other partners in this initiative include NYSDOL, Cornell University, the Federal Reserve Bank, and the New York State Economic Development Council.

How can I find out more? Contact:

Isabelle Andrews
Project Director
New York State Association of Counties
540 Broadway, 5th Floor
Albany, NY 12207
(518) 465-1473
iandrews@nysac.org

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: JOAN SADY, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: Employment and Training
Name of Department

SIGNED: **DATE:** 5/1/08

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
40 6293.0305 433	WIA DW-Training-client	40 6293.0300 110	WIA Adult Salaries-Regular	\$20,000
40 6293.0305 433	WIA DW-Training-client	40 6293.0300 433	WIA Adult Training-client	\$27,238

Please state reason for transfers requested: To align budget with transfer of WIA grant funds

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 439	Contingent Fund			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Human Services Committee hereby authorizes Bill Resse & Sharon Sano

(Supervisory Committee) (Employee Name)

to attend 2008 NYATEP/NYSDOL Workforce NY spring conference

(Name of meeting or organization)

at Desmond Hotel and Conference Center, Albany NY

(Address)

on 6/10-6/12/08. Mode of transportation to be used county vehicle

(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

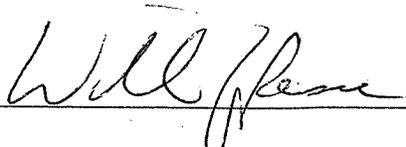
Proper documentation must be attached when submitting for approval.
(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ 0 GSA * Rate \$ _____
 - Meal costs - GSA * per diem rate \$ 0
- *www.gsa.gov

Date: 5/1/08



Department Head Signature

Date: 5-1-08



Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

2008 Workforce NY Spring Conference Registration Form
(You May Also Register On-Line Through the NYATEP Website: www.nyatep.org)

The 2008 NYATEP / NYSDOL Workforce New York Spring Conference

June 11-12, 2008

Desmond Hotel, 660 Albany Shaker Road, Albany, NY

June 10th, a special Preconference Session will be held for local WIB Directors and One-Stop Leaders.

Name _____ Title _____

Agency _____

Address _____

Phone _____ Fax _____

E-mail _____

Registration Fees for the Spring Conference

Please check applicable options below:

Member Early Bird Rate (Received BY 5/2/08) \$390.00 _____

Member Regular Rate (Received AFTER 5/2/08) \$430.00 _____

Non-Member Early Bird Rate* (Received BY 5/2/08) \$450.00 _____

Non-Member Regular Rate* (Received AFTER 5/2/08) \$490.00 _____

I will be attending the Pre-Day Session on June 10, 2008; _____ Yes _____ No

Would You Be Interested In Being a Moderator For A Workshop Session: _____ Yes _____ No

Check As Appropriate: I require Kosher Meals _____

I require Vegetarian Meals _____

I have a Disability that requires accommodation _____ (Please Attach Description of Needs)

Conference Rate includes registration fee, materials, continental breakfast and lunch (6/11 & 6/12), and breaks.

There is a \$100 Cancellation Fee for cancellations after 5/30/08. You must call the NYATEP office to cancel prior to 5/30/08 to avoid this fee. No-Shows must pay the Full Registration Fee.

I have enclosed: _____ Check _____ Voucher _____ Purchase Order
(Make checks payable to NYATEP)

For Credit Card Payment Circle One: Visa _____ MasterCard _____ American Express _____
_____ Expiration Date _____

Return this form via mail or fax or register on-line at www.nyatep.org before 5/30/08

NYATEP, 175 Central Avenue, Albany NY 12206

Fax: 518-433-7424 Phone: 518-433-1200

HOTEL RESERVATION INFORMATION:

You are responsible for making your own room reservations and paying lodging expenses. The room rate at the Desmond Hotel is \$140 single/double. Call 1-800-448-3500 to make reservations. To receive this special group rate, please identify the group's ID # as: 11B274. Reservations must be made by 5/18/08. Be sure to say you are with the NYATEP Conference.

How do I know if I'm registered? You will receive a confirmation via email or mail depending on how you registered.

Can I register by telephone? We prefer that you register by mail or fax or on-line at www.nyatep.org.

Can I just show up? NYATEP discourages anyone from just showing up without preregistering. To ensure quality, the number of participants must be anticipated.

04/15/08

Warren County Request to Host Meeting or Conference

Name of Department: Employment and Training

Name of Meeting/Conference: Summer youth awards ceremony/picnic

Date: 8/21/08 (est.)

Location: Crandall Park, Glens Falls

Purpose: Awards ceremony for youth workers

Contact Person: (If other than Department Head) Sharon Sano

Phone No.: 824-8867

Number of People attending:

20 County Employees

2-4 State Employees

Volunteers

80 Others (specify) youth workers, worksite supervisors, guests

Cost to County (please include amounts):

Room rental \$0

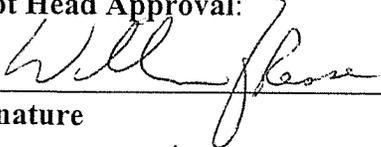
Food/beverage \$ 100.00 est.

Supplies \$ 70.00 est.

Other (specify) \$

Total Cost: \$ 170.00 est.

Dept Head Approval:

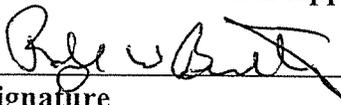


Signature

5/1/08

Date:

Committee Chairman Approval:



Signature

5-1-08

Date

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Employment and Training

DATE: 5/1/08

- (a) Purpose of Request: Request approval to allow chairman to sign plan modification with NYS DOL for the Saratoga Warren Washington workforce area

- (b) Details: The plan modification is required to allow the counties to continue to operate Workforce Investment Act programs for the period 7/1/08-6/30/09 and provides information related to strategies in the three county area for increased efficiencies, funding reductions, regional initiatives and services to targeted populations.

- (c) Previous Resolution Number: 371 of '05

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Employment and Training

DATE: 5/1/08

- (a) Purpose of Request: Request resolution authorizing the following:
1. Approval of the WIB budget for the period 7/1/08-6/30/09
 2. The chairman to execute the SWW WIB MOU cost allocation plan for the period 7/1/08-6/30/09
 3. Saratoga County to contract for WIB staffing services on behalf of the three county workforce area for the period 7/1/08-6/30/09 per the approved WIB budget with an appropriate agency as designated by Saratoga County
- (b) Details: The Mou for the SWW workforce area covers the period 7/1/06-6/30/09 with new WIB budgets and MOU cost allocation plans to be approved annually. The cost to Warren County E&T will be paid from federal funds provided for such purpose and will not exceed the amount identified in the cost allocation plan.
- (c) Previous Resolution Number: 445 of '06 & 328 of '07

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: JOAN SADY, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: Employment and Training
Name of Department

SIGNED: **DATE:** 5/1/08

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CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 439	Contingent Fund			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

SWM WIB
WIB / System Budgets

WIB Costs	MOU 5 7/04-6/05 Actual	MOU 6 7/05-6/06 Actual	MOU 7 7/06-6/07 Actual	MOU 8 7/07-6/08 Current Budget	MOU 9 7/08-6/09 Proposed
Salaries					
Executive Director	\$ 50,000	\$ 50,000	\$ 52,500	\$ 54,075	\$ 55,697
Benefits	\$ 9,441	\$ 9,139	\$ 9,468	\$ 12,000	\$ 14,500
Wib Staff Educ.	\$ 1,839	\$ 3,011	\$ 750	\$ 1,000	\$ 1,000
Mileage	\$ 2,328	\$ 2,263	\$ 2,209	\$ 3,000	\$ 3,000
Phone	\$ 645	\$ 587	\$ 573	\$ 900	\$ 900
Office Exp/Supp/Post	\$ 143	\$ 298	\$ 584	\$ 700	\$ 700
Misc.	\$ -	\$ 278	\$ 40	\$ 2,500	\$ 2,500
Sub Total	\$ 64,396	\$ 65,576	\$ 66,124	\$ 74,175	\$ 78,297
Other System Costs					
Meeting Expense	\$ 2,183	\$ 2,158	\$ 1,734	\$ 2,500	\$ 2,500
Marketing	\$ 5,055	\$ 4,208	\$ 3,855	\$ 7,000	\$ 7,000
Legal	\$ -	\$ -	\$ -	\$ -	\$ -
WIB Member Trng.	\$ -	\$ -	\$ 1,500	\$ -	\$ -
Sub Total	\$ 7,238	\$ 6,366	\$ 7,089	\$ 9,500	\$ 9,500
Total System Cost	\$ 71,634	\$ 71,942	\$ 73,213	\$ 83,675	\$ 87,797

MOU's 5-7 Actual Expenses
MOU 8 Current Budget
MOU 9 Proposed Budget

Saratoga-Warren-Washington
One Stop Centers
Operating Expense Budget
MOU 9
(7/1/08-6/30/09)

Item	Warren One Stop			Saratoga One Stop			Washington One Stop		
	Total	WIA	DOL	VESID	Total	WIA	DOL	VESID	Total
1 Telephone (customer use only)	\$1,254	\$480	\$0	\$0	\$480	\$270	\$0	\$0	\$270
2 Printing	\$3,509	\$800	\$0	\$0	\$800	\$200	\$0	\$0	\$200
3 Equipment useage/rental	\$5,057	\$1,940	\$552	\$0	\$2,492	\$2,373	\$96	\$0	\$2,469
4 Resource materials/supplies	\$12,588	\$3,600	\$2,067	\$0	\$5,667	\$1,900	\$1,090	\$0	\$2,990
5 Advertising/Promotion	\$5,741	\$3,000	\$0	\$0	\$3,000	\$500	\$0	\$0	\$500
Total	\$28,149	\$9,820	\$2,619	\$0	\$12,439	\$5,243	\$1,186	\$0	\$6,429
Definitions below are for the agreed upon shared center costs which are above and beyond program specific costs in each center:									
1 Telephone: represents the dedicated use of a phone line to customer job search activities. Includes line charge and call usage; same for fax lines.									
2 Printing: represents the center handouts plus any other agreed upon signage or informational handout about the center.									
3 Equipment useage/rental: fax, data and copier use/rental/maintenance costs for equipment dedicated or shared for customer resource room use only,swipe cards and maint;									
4 maintenance costs for printers used by customers;internet costs.									
5 Resource materials/supplies: includes books, software etc, paper, toner, printer and fax cartridges.									
Advertising/promotion of centers.									

Warren County Board of Supervisors

RESOLUTION NO. 328 OF 2007

Resolution introduced by Supervisors Bentley, VanNess, Mason, Geraghty and Girard

APPROVING WORKFORCE INVESTMENT BOARD (WIB) BUDGET FOR POLICY YEAR 2007-2008; AUTHORIZING MEMORANDUM OF UNDERSTANDING BETWEEN WARREN, WASHINGTON AND SARATOGA COUNTIES; AND AUTHORIZING SARATOGA COUNTY AS LEAD AGENCY TO CONTRACT WITH WIB STAFFING SERVICES - EMPLOYMENT & TRAINING ADMINISTRATION

RESOLVED, that the Warren County Board of Supervisors, upon the review and recommendation of the Federal Programs Committee, hereby approves the Workforce Investment Board Budget for the Policy Year 2007-2008, subject to a maximum salary increase of three percent (3%) for the WIB executive director, said budget being on file with the Clerk of the Board of Supervisors, and be it further

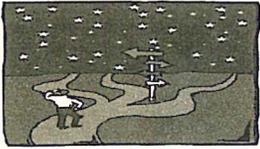
RESOLVED, that Warren County hereby authorizes a new cost allocation plan for the Memorandum of Understanding between Warren, Washington, and Saratoga Counties for the period commencing July 1, 2007 and terminating June 30, 2008, for the Workforce Investment Board, with the understanding that the cost to Warren County for system costs portion of said Memorandum of Understanding shall not exceed the reconciled fair share of system costs, as based on the above described 2007-2008 budget, and shall include the cost allocation plan for the period of July 1, 2007 through June 30, 2008, and further the Chairman of the Board be, and hereby is, authorized to execute said Memorandum of Understanding so long as: (1) the agreement is in a form approved by the County Attorney, and (2) that the only funds to be provided by Warren County toward this function will be funds received through

RESOLUTION NO. 328 OF 20 07

Page 2, Continued

Federal or State sources so designated for this purpose, be it further

RESOLVED, that the Warren County Board of Supervisors, upon the recommendation of the Federal Programs Committee, does hereby authorize Saratoga County, on behalf of Warren, Washington and Saratoga Counties to contract for Workforce Investment Board staffing services (as previously authorized by Resolution No. 445 of 2006) with an appropriate agency as designated by Saratoga County, for the period of July 1, 2007 through June 30, 2008, so long as: (1) the form of the agreement is approved by the County Attorney; and (2) that the only funds to be provided by Warren County toward this function will be funds received through Federal or State sources so designated for this purpose.



YOUTH EMPLOYMENT PROGRAM

Warren County

2007

WARREN COUNTY EMPLOYMENT & TRAINING

NORTHWAY PLAZA, SUITE 13-C
P.O. BOX 4393
QUEENSBURY, NY 12804
(518) 743-0925 Fax: (518) 743-0828
www.thejoblink.org

*Delivering Workforce Investment Act (WIA)
Services through the Warren County
One Stop Career Center*

*We are a partner in the local Workforce Development System
of the Saratoga, Warren Washington Workforce Investment
Board (WIB) and its Emerging Worker Council*

FROM THE DIRECTOR, WILLIAM F. RESSE

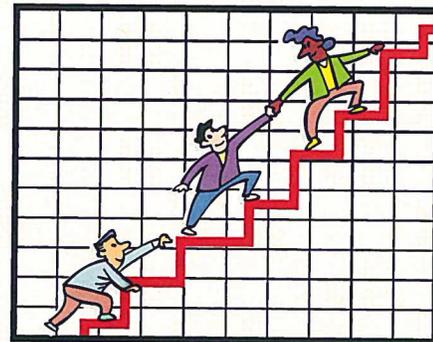
The summer youth employment program is just one of the initiatives supported by the county and the local Workforce Investment Board (WIB) to provide youth and adult workforce services through the local one stop career center. Our ability to continue the summer program is made possible by the use of state TANF funding in conjunction with the local Department of Social Services. The main goal of the program is to introduce youth to the expectations of the workplace and to develop a work ethic that they can carry forward to future jobs and employers. The development of a good work ethic can greatly assist local employers who sometimes struggle to find job applicants who come to work prepared to work. We appreciate the efforts of the host worksites and the important role that their staff play to make this a learning experience. I would also like to thank our staff for their fine efforts dealing with the numerous details to make the program a success.

AN OVERVIEW

Our worksites and worksite supervisors continue to be the backbone of our youth programs. Guest speaker for our award ceremony, District Attorney Kate Hogan, repeated a quote by cultural anthropologist, writer and speaker Margaret Mead: *"Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has"* to thank those in Warren County who care and are committed without pay or compensation, to changing the world. The Employment and Training staff would like to extend our appreciation to the summer and year round host agencies and their staff.

INSIDE

- * PARTICIPATING WORKSITES *
- * 2007 SUMMER PROJECT*
- * YOUTH PROGRAMS UPDATE *
- * HAPPENINGS & HIGHLIGHTS *
- * AWARD CEREMONIES *
- * SUMMER PROGRAM NUMBERS *



SUMMER STAFF

Coordinator: Sharon Sano
Counselors: Karen Sommer
Sharon Sano
Payroll/Fiscal Julie Montero

SUMMER WORKSITES 2007

AMERICAN RED CROSS
 CEDARS MEALSITE (Office for the Aging)
 CHESTER LIBRARY
 TOWN OF CHESTER RECYCLING CENTER
 CORNELL COOPERATIVE EXTENSION
 CURTIS READ BOY SCOUT CAMP
 GLENS FALLS FAMILY YMCA SUMMER CAMP
 GLENS FALLS FAMILY YMCA MAINTENANCE
 GLENS FALLS MEALSITE (Office for the Aging)
 HADLEY LUZERNE JR/SR HIGH SCHOOL
 HADLEY/LUZERNE PUBLIC LIBRARY
 HIDDEN LAKE GIRL SCOUT CAMP
 HUDSON HEADWATERS HEALTH NETWORK
 HYDE COLLECTION ART MUSEUM
 JOHNSBURG MEALSITE (Office for the Aging)
 LUZERNE MEALSITE (Office for the Aging)
 NORTH WARREN CHAMBER OF COMMERCE
 NORTH WARREN SCHOOL
 TOWN OF THURMAN HIGHWAY DEPARTMENT
 WARREN COUNTY BUILDINGS AND GROUNDS
 WARREN COUNTY DISTRICT ATTORNEY'S OFFICE
 WARREN COUNTY ONE STOP CAREER CENTER
 WARREN/HAMILTON COMMUNITY ACTION AGENCY
 WARREN/WASHINGTON HOMELESS YOUTH COALITION
 WARRENSBURG CENTRAL SCHOOL
 WARRENSBURG MEALSITE (Office for the Aging)
 WESTMOUNT HEALTH FACILITY
 WORLD AWARENESS CHILDREN'S MUSEUM
 WSWHE BOCES - OPERATION FOOD CHAIN

2007 SUMMER PROJECT

(The collaboration includes Warren County Employment & Training, WSWHE BOCES, Warren/Hamilton Community Action Agency, Glens Falls City Parks & Recreation, and NYS Department of Education)

OPERATION FOOD CHAIN, led by Chef Charles Jones: For the 14th year, youth prepared and served lunches at two area meal sites. In addition, ServSafe classes were conducted by Chef Jones at the completion of the summer program for a limited number of youth. Certification from the National Restaurant Association Education Foundation was received for those who completed the training successfully. As of September 2008, NYS mandates a ServSafe certified individual be on staff at all food service establishments.



Chef Jones and Operation Food Chain Crew serving lunch at award ceremony

The following was written by the 2007 OFC team:

"We were hired by Warren County Employment and Training to work in the program Operation Food Chain. OFC is a program where the seven teenagers ran a restaurant having to follow rules and regulations. We worked five days a week preparing 80 and 90 safe lunches for young children. Operation Food Chain is a program that takes patience, responsibility, and hard work, like meeting deadlines and meeting expectations. The best part of this program was meeting new people, making friends, and interacting with the kids at the sites." By: Kelley, Kyle, Laura, Tiaisha, Ben, Brittany, Brandon

Lunches	2800
Milk	175 gallons
Meat for sandwiches	350 pounds
Salad	700 pounds
Food budget for the project	\$6300
Kids running a restaurant for kids	Priceless

YOUTH PROGRAMS UPDATE

Work Crew (CAA Green Team)

This fall saw the end of an era for Warren County Employment & Training. For over 20 years, we have sponsored more than 70 work-based projects during the summer and year round programs. Due to continued funding cuts, the year-round work crew, commonly known the "Green Team," came to an end last fall. Youth did subsidized work experience under the supervision of a crew chief hired through Community Action Agency. Work schedules allowed the crew to attend GED/basic skills classes delivered by an Employment & Training staff person and held at CAA. A number of young people have gone on to successful private-sector employment following their work experience component; including one young man who presently works full time for the Warren/Hamilton Community Action Agency.



Karen with Kyle



Sharon with Lisa

GED Accomplishments & Recognition

This year's award ceremony honored the young people from Warren County who received their high school equivalency diploma during our program year from July 2006 through June 2007. Certificates done by the Warren County Youth Bureau were presented to youth at the event. The majority of youth attended classes taught by Karen Sommer through Warren County Employment & Training. They worked extremely hard and deserve a lot of credit for realizing getting their GED enhances future opportunities.

One young lady who began her quest with our program entered the Glenmont Job Corps. They were gracious enough to bring her to the award ceremony to celebrate her accomplishment. She then went on to obtain her CNA (Certified Nursing Assistant) certification through Glenmont Job Corps.

HAPPENINGS & HIGHLIGHTS

Warren County Career Center One Stop Visits:

- Warrensburg Central School – Terri Palermo's class visited and toured the Warren County One Stop in April
- Glens Falls High School – Bill Jones' class visited and toured the Warren County One Stop in December. Students set up CareerZone accounts.

Job & Career Fairs Involving Students

- Job Discovery in March at ACC -106 students and chaperones from 7 local schools attended
- Lake George Job Fair held at Ft Wm Henry in April to assist employers with seasonal positions – over 200 attendees
- Warrensburg Career Fair in September where over 1400 students interacted with 100 employers and explored careers

New Initiatives

- ACT (Assets Coming Together) for Youth of Washington/Warren Counties is an innovative youth development initiative that promotes social change to help young people thrive
- World of Work – Collaboration with ETA, Warren Co. Youth Bureau, Cornell Cooperative Extension – incorporated into the summer youth orientation. Council for Prevention staff conducted team-building activities for youth
- MTP (Mode Transition Program) through VESID Grant – Warren County Employment & Training staff is working with Glens Falls and South Glens Falls students to assist in the transition from school to work.

Program Youth Highlights

- Brittany – received the honor of being the Adirondack Community College student of the year in physics
- Lindsey – Graduated from Adirondack Community College and entered private-sector employment in the fall
- Kyle – volunteered at the Warren County Youth Fair through Cornell Cooperative Extension
- Sara – did a day-long internship with the Warren County District Attorney's office
- Audrey & Justin – were hired by the host worksite as a result of their job performance during the summer

AWARD CEREMONY

We were fortunate to have a beautiful summer day to recognize the young people and their worksite supervisors for a job well done during the summer employment program. We were also fortunate to have Warren County District Attorney, Kate Hogan agree to be our guest speaker for the festivities.



Over 100 people gathered at the Crandall Park Pavilion in Glens Falls to celebrate the success of our emerging workforce. This primarily TANF-funded summer youth employment program included a number of young people who were introduced to their very first work experience. Included with worksite supervisors, families, and friends were:

JoAnne Finn, John Gregory, Kim Haviland, Lois Karhinen, Julie Montero, Marlene Robillard, Shari Venable, and ETA Director Bill Resse, from the Warren County One Stop Career Center; Louis Tessier, Town of Lake George, Hal Payne, Commissioner of Administrative and Fiscal Services, JoAnn McKinstry, Deputy Commissioner of Administrative and Fiscal Services, Joan Sady, Clerk of the Board, from the Warren County Board of Supervisors; Debbie Coalts, Warren Co. Office of the Aging; Frank O'Keefe, Warren Co. Treasurer; Larry Cleveland, Warren Co. Sheriff, Linda LaRock, Director Margaret Sing-Smith, Warren Co. Youth Bureau, Kathy Herold, Glens Falls School; Betty Decker, Coordinator of Business and Workforce Development for WSWHE BOCES; Tammy Breen, Warren Co. Preventive Services; Catherine Reed, Tara Sano, former summer youth employment counseling staff; Peg Murphy, Chairperson Saratoga/Warren/Washington County Workforce Investment Board, Lisa Manzi, Regional Representative for Congresswoman Kirsten Gillibrand, and guest speaker, District Attorney Kate Hogan.

Kate spoke to the audience about investing more time, money and energy in the kids in our community. She said they are our future, and we need to know that they are living good, and healthy, and safe lives. She spoke about how lucky the youth on the program were to have mentors and how it impacted her when she was able to job shadow attorney Bernice McPhillips. As an inexperienced lawyer, Kate worked with Dave Krogman and Bill Backus and remembers Mr. Backus saying to her: "Don't forget the helping hands you've received and make sure you reach back to kids who follow you." She told the youth that their first step in the job market was their first step in humanity, and that they are going to become the committed citizens Margaret Mead referenced. (See Overview)



Guest Speaker, Warren Co. District Attorney Kate Hogan with Lisa Manzi, Regional Representative for 20th district Congresswoman Kirsten Gillibrand

A certificate of appreciation is presented to each worksite supervisor. Every youth who completes the program receives an individualized certificate highlighting an attribute. Youth received a Congressional certificate from Congresswoman Kirsten Gillibrand presented by Lisa Manzi.

Some youth achieve pins for Excellence, Conduct and Perfect Attendance. In 2007 there were **10 excellence pins, 11 conduct pins and 14 perfect attendance pins** awarded by Karen Sommer and Sharon Sano. Trophies for Outstanding Achievement are not handed out lightly, and go to youth who meet strict criteria. The **5 youth who received trophies** were:

*Lindsey Crandell
Kelley Eggleston
Louis Galarza
Brandon Osborne
Cody Ovitt*

EFFECT OF DECLINING FUNDING FOR SUMMER EMPLOYMENT PROGRAMS ON NUMBER OF YOUTH SERVED IN WARREN COUNTY

	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
WIA/JTPA	145	199	213	149	119	113	128	131	157	44	33	35	42	39	7	5	3
TANF										46	54	42	40	10	20	40	46
TOTALS	145	199	213	149	119	113	128	131	157	90	87	87	82	49	27	45	49

WARREN COUNTY WIA/TANF SUMMER YOUTH PROGRAM - 2007

TOTAL ENROLLED	MISC. INFORMATION		AWARDS		
14-15 YR. OLDS	31	% of APPLICANTS PLACED	48%	WORLD OF WORK CERTIFICATES	44
16-17 YR. OLDS	14	% HANDICAPPED	24%	EXCELLENCE PINS	10
18-21 YR. OLDS	4	No. WARREN COUNTY WORKSITES	28	CONDUCT PINS	11
OUT of SCHOOL	0	% YOUTH FINISHED PROGRAM	76%	PERFECT ATTENDANCE PINS	14
No. MALES	23	SERVS SAFE CREDENTIALS	75%	OUTSTANDING ACHIEVEMENT TROPHIES	5
No. FEMALES	26				

Project: OPERATION FOOD CHAIN

2007	GF	Q'bury	Wburg	Thurman	Jburg / No Crk Bk Mil	Ctwn / Potsrsvil	Horicon Brant Lk	Bolton	Hague	Lk Geo	Lk Luz	HF	TOTAL
APPS	38	22	14	2	5	5	3	0	0	5	7	1	102
ENR WIA		3											3
ENR TANF	22	6	5	1	1	1	3	3			4		46

TYPES OF JOBS PERFORMED

Office, Clerical	10	Building, Maintenance, Custodial	7
Recreation, Program, Activity	7	Grounds, Landscaping, Conservation	6
Food Service	17	Recycling	2

SUMMER YOUTH PROGRAM NUMBERS IN WARREN COUNTY FROM 1991 - 2007

	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
WIA/JTPA	145	199	213	149	119	113	128	131	157	44	33	35	42	39	7	5	3
TANF									46	54	42	40	10	20	40	46	
TOTAL	145	199	213	149	119	113	128	131	157	90	87	87	82	49	27	45	49

PASSPORT to the

WORLD of WORK



*Warren County Employment & Training,
Warren County Youth Bureau &
Cornell Cooperative Extension of Warren County*

present this certificate to

NAME HERE

for completion of the June 2007

Job Seeking & Job Keeping Skills Workshop

WARREN COUNTY
SUMMER WORKSITES 2007

AMERICAN RED CROSS
CEDARS MEALSITE (Office for the Aging)
CHESTER LIBRARY
TOWN OF CHESTER RECYCLING CENTER
CORNELL COOPERATIVE EXTENSION
CURTIS READ BOY SCOUT CAMP
GLENS FALLS FAMILY YMCA SUMMER CAMP
GLENS FALLS FAMILY YMCA MAINTENANCE
GLENS FALLS MEALSITE (Office for the Aging)
HADLEY LUZERNE JR/SR HIGH SCHOOL
HADLEY/LUZERNE PUBLIC LIBRARY
HIDDEN LAKE GIRL SCOUT CAMP
HUDSON HEADWATERS HEALTH NETWORK
HYDE COLLECTION ART MUSEUM
JOHNSBURG MEALSITE (Office for the Aging)
LUZERNE MEALSITE (Office for the Aging)
NORTH WARREN CHAMBER OF COMMERCE
NORTH WARREN SCHOOL
TOWN OF THURMAN HIGHWAY DEPARTMENT
WARREN COUNTY BUILDINGS AND GROUNDS
WARREN COUNTY DISTRICT ATTORNEY'S OFFICE
WARREN COUNTY ONE STOP CAREER CENTER
WARREN/HAMILTON COMMUNITY ACTION AGENCY
WARREN/WASHINGTON HOMELESS YOUTH COALITION
WARRENSBURG CENTRAL SCHOOL
WARRENSBURG MEALSITE (Office for the Aging)
WESTMOUNT HEALTH FACILITY
WORLD AWARENESS CHILDREN'S MUSEUM
WSWHE BOCES - OPERATION FOOD CHAIN



SEP 6 2007

NEW YORK STATE
OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE
40 NORTH PEARL STREET
ALBANY, NEW YORK 12243-0001

Eliot Spitzer
Governor

David A. Hansell
Commissioner

September 6, 2007

Mr. Robert Hummell
Executive Director
Saratoga-Warren-Washington Workforce Development Board
605 Palmer Avenue
Corinth, NY 12822

Dear Mr. Hummell:

The purpose of this letter is to share with you the results of my Summer Youth Employment Program (SYEP) on-site review conducted on August 7, 2007.

The review consisted of a meeting with Sharon Sano to discuss the overall structure and administration of the SYEP, a review of program components, and a visit to the Operation Food Chain worksite. I also reviewed 13 participant case records to ensure each contained the documentation needed to establish eligibility and participation in program activities.

As conveyed to you at that time, my review found all SYEP activities and services are being provided in a manner consistent with SYEP guidelines. The participant case files included all the necessary applications and review forms to establish participant eligibility, and activity enrollment was properly documented in all cases. The number of worksites and the quality of the educational, career exploration and employment activities provided clearly offer youth participants with the opportunity for a positive summer experience. I particularly enjoyed meeting Chef Jones and his students at Operation Food Chain.

I would like to thank William Resse and Sharon Sano for their cooperation and assistance during my review. If you have any questions concerning the review or other SYEP issues, please contact me at (518) 473-3011.

Sincerely,

Patricia Stefanik
Division of Employment and Transitional Supports

cc: William Resse ✓
Kevin Kehmna
John Haley
Anthony DeCrescenzo
Commissioner Christopher
Commissioner DeLorme
Commissioner Phelps

Program introduces youths to working world



ERIN REID COKER-COKER@POSTSTAR.COM

16-year-old Lou Galarza of Brant Lake, right, was just one area teen recognized Thursday afternoon at Crandall Park in Glens Falls for the Summer Youth Employment Program. Galarza was recognized for his hard work this summer while working in the kitchen at Camp Read in Brant Lake with Food Service Director Joe Augusto, back.

By MELISSA GUAY
mguay@poststar.com

GLENS FALLS ♦ A group of 49 kids, their families, friends, employers and a number of local officials gathered in the Crandall Park Pavilion Thursday to celebrate the completion of the Summer Youth Employment Program run by Warren County Employment & Training.

The program, which is federally funded, provides jobs for those between the ages of 14 and 21.

"We help kids who don't have some of the resources others might have to get jobs locally," said Sharon Sano, senior counselor with WCET. "We teach kids to fill out applications, how to get along in the work envi-

ronment, job skills — things like that."

Sano said jobs range from nursing home aides to work at YMCA camps to Operation Food Chain, through which participants run a kitchen to make lunches for kids who might not receive them otherwise.

More than 30 job sites participated in the program, including North Warren School, Chester Recycling Center, Lake Luzerne Library and various Boy Scout and Girl Scout camps and Head Start programs.

Warren County District Attorney Kate Hogan, who hired an intern for the summer through the program, was on hand to offer congratulations to the kids.

"Every kid needs a mentor," she said. "This is your first step

in the job market and your first step in humanity because you know the value of having a mentor. That's something you can give back someday."

Chef Charles Jones, who has been running Operation Food Chain for 14 years, said the program is run in conjunction with BOCES, Community Action and the Glens Falls Recreation Department.

But it's the kids in the program who deserve all the credit, he said.

"I plan the chaos and drive the van. The kitchen is run by the seven students," he said. "They did all the food preparation; all the ordering and shelf-stocking — they basically ran a restaurant."

Please see FIVE, Back Page

B8 — Friday, August 17, 2007

♦ FROM PAGE ONE ♦

The Post-Star, Glens Falls, N.Y.

Five children were given trophies for excellence

♦ FIVE

Continued from B1

Kelley Eggleston, 16, of Glens Falls, completed her second summer with WCET and said her participation in the program through Operation Food Chain has made her want a career in food service.

"I like the experience you get. It's fun and hard sometimes," she said. "But I want to work in food service now."

Tiaisha Hill, 14, of Glens Falls, also participated in Operation Food Chain and said making the 80 to 90 lunches per day was often challenging, but worth it.

"It wasn't what I expected — it was a lot of work. But I liked meeting all the people and interacting with the kids at the sites," she said. The meals made by Operation Food Chain were delivered to kids at East Field and Montcalm parks in Glens Falls.

Sano said the program went

six weeks during the summer, ending when the program ran out of money.

"Next year we'd like to go more," she said.

The 49 kids who completed the program received certificates from WCET as well as from U.S. Rep. Kirsten Gillibrand's office.

Five children received trophies for excellence as well.

The ceremony also recognized a few individuals who completed the high school general equivalency degree program through either Community Action or Warren County Employment & Training. Sano said WCET has a year-round program that meets two nights per week to help people get their GED.

"I'm so proud of all of you," Sano said to the newest program veterans. "This is your introduction into the world of work, and judging from this group, it's lucky to have you."



ERIN REID COKER-COKER@POSTSTAR.COM

Guest speaker Kate Hogan, Warren County District Attorney, speaks to youth involved in the Warren County Youth Employment Program Thursday afternoon in Crandall Park. The annual lunch and award ceremony honored area youth for their hard work this Summer.

CUSTOMER SATISFACTION 2007

Customer satisfaction forms are distributed to participating worksite supervisors and youth employees upon completion of the summer program. This information is used to continue what works well and make adjustments to the program for improvement.

The following are excerpts from the responses received from worksite supervisors:

"I love the program."

Zack, Glens Falls Family YMCA

"It was great having a teen in the library."

Cynthia, Hadley-Luzerne Public Library

"We have grown, so it was great to have an extra person helping."

Brenda, Cedars Mealsite (Office for the Aging)

Youth responses to the question: What new skills did you learn as a result of your work experience this summer?

"Muti-tasking" "Meeting new people" "Working with others"

"How to wash walls"

"Solving problems"

"Being a leader"

Youth responses to the question: How would you improve the program?

"I wouldn't improve it in any way other than making it a longer program."

"More worksites"

"Nothing"

"I think it's good the way it is"

2007 WORKSITE SATISFACTION SURVEY AUG 30 2007

Warren County Employment & Training requests that worksite supervisors who directly supervise youth in our Summer Youth Employment Program give us feedback on their experience. This information will be used to improve future programs. Excerpts may be shared with the Workforce Investment Board, Warren County Board of Supervisors, Youth Council, and for public relations purposes. If you have questions, feel free to call: 743-0925.

WORKSITE Westmont Health Facility NAME Doree Truax (Optional)

1. Have you worked with the Warren Co. Summer Program previously? Yes ___ No
If not, how did you find out about the Summer Youth Employment Program? _____

2. Did you complete the Worksite Agreement? Yes ___ No
If yes, did you find it easy to understand and complete? Yes ___ No
If no, please explain _____

3. Do you feel that the supervisor orientation covered the necessary information? Yes ___ No
If no, please explain _____

4. Did you refer to the handbook if you had questions regarding the program? Yes ___ No
If yes, did you find the answer? yes - I did call because Tiffany
wanted more hours.

5. Do you feel that the youth placement(s) at your worksite were appropriate? Yes ___ No
Please explain This year we had a young lady - more appropriate
than a male -

6. Were you able to provide enough meaningful work for the number of hours the youth worked? Yes ___ No
Please explain Tiffany had the learned
 alot about caring for the elderly!

7. Would you be interested in having the same youth return to your site through the program? Yes ___ No
Please explain Tiffany was always busy -
when not at programs - doing ion 1's w/ other residents

8. Considering the age of each youth, were they able to perform the work assigned? Yes ___ No
If no, please explain _____

9. Do you feel that visits by the counselors and monitors are frequent enough? Yes ___ No
Too frequent? ___ Yes No

Please explain we do know they keep close contact
with the youths -

10. Did your counselor respond in a timely manner if problems occurred on the worksite? Yes ___ No
Please explain when I called about hours - she called

me in get back. I explained the allotted money -

Was the counselor able to solve the problem? Yes ___ No

Did the counselor listen and take your concerns seriously? Yes ___ No

Please explain _____

11. Overall were you satisfied with the summer program? Yes ___ No
Did it meet your expectations? Yes ___ No

If not, why? _____

12. Would you be willing to be a worksite in the future? Yes ___ No
If no, please explain _____

Suggestions for improvements/changes: I know money is allotted
for the program - it was a short span this
year.

*Warren County Employment & Training appreciates your participation and support.
Thank you, and we look forward to working with you in the future.*

Please return to: Warren County Employment & Training
PO Box 4393
Queensbury, NY 12804

SUMMER YOUTH SATISFACTION SURVEY AUG 30 2007

Warren County Employment & Training would like to have your feedback on your summer job experience. This information will be used to improve future programs. Thank you!

(Optional) NAME: Travis WORKSITE: Headstart Date: 2006

1. How did you find out about Summer Youth Program? Poster Radio Pamphlet
 Friend Newspaper Family Member School Other - Please explain:

2. Did you call the Employment and Training Office for information? Yes No
 The information given to you was: Very Helpful Helpful Not Helpful

3. Where did you pick up an application? School Guidance Office Employment & Training Office
 Mail Other - Please explain

4. Did you receive a participant handbook before starting your job? Yes No
 The handbook was: Helpful Very Helpful Not Helpful Why or why not:
It showed how to fill out a timesheet

5. Did you attend the World of Work workshop at the One Stop Center before beginning your job?
 Yes No

If so, what did you like best about the workshop? everything
 Was there anything you didn't like about it? no there wasn't

6. Did you work on your portfolio during the program? Yes No
 What did you like best about the portfolio? I liked how organized it is

7. Please rate the following:	<u>Excellent</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>
Your job	<u>X</u>	_____	_____	_____
Your worksite supervisor	<u>X</u>	_____	_____	_____
Your counselor	<u>X</u>	_____	_____	_____

8. Do you feel the Summer Youth Program has provided you with good work experience and valuable skills?
 Yes No Please explain: It provided me with good working skills

9. What new skills did you learn as a result of your work experience this summer? working skills
to work as a team Do more than one thing at a time How to organize my papers

10. If you had personal or worksite problems, did someone help you try to solve them? ___ Yes No
Who? Worksite supervisor ___ Counselor ___ Other I did not have
any problems

11. What did you like best about the Summer Youth Program? I liked everything

12. Was there anything you didn't like about the Summer Youth Program? ~~no~~ There
was not anything I didn't like

13. Would you participate again? Yes ___ No Please explain: I had a lot of
fun

14. Would you recommend this program to your friends? Yes ___ No. Why or why not?
It is fun and you have money
if you want to buy something

15. Do you feel as a result of this program you are better prepared to get a job on your own? Yes ___ No
Why or why not? It gave me better working
skills

16. How would you improve the program? I wouldn't improve the
program because there is nothing
to improve

Thanks for taking the time to fill this out! Check out the Youth Services section at www.thejoblink.org

Please return in the enclosed, stamped envelope to:

Warren County Employment & Training
Attn: Sharon Sano
PO Box 4393
Queensbury, NY 12804

OPINION

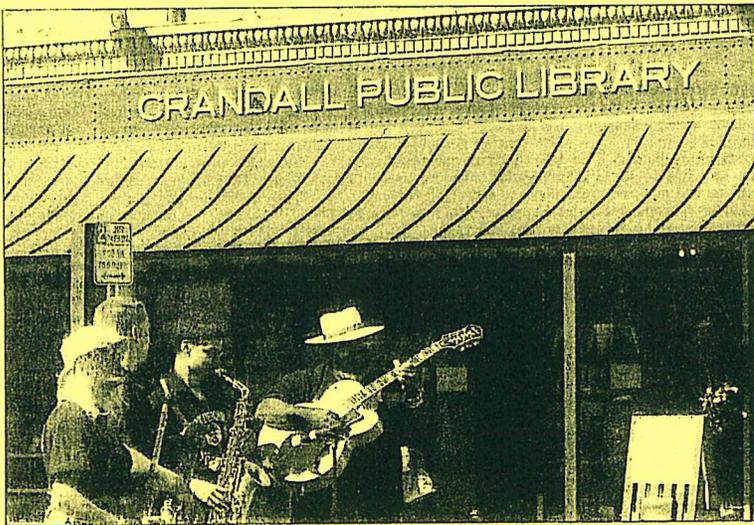
MONDAY
August 20, 2007

PAGE A4

Boos and Bravos



Bravos to Operation Adopt a Soldier and Project Yellow Ribbon, for their latest effort to raise money and awareness of the plight of soldiers serving overseas. The groups combined Friday to hold a poker run through a portion of Saratoga County, hoping to raise money for CARE packages to send to soldiers serving in Iraq and Afghanistan. The groups also hope to raise particular awareness of soldiers who have served multiple tours of duty in the region since the war began, and to remind the public that many soldiers are not lucky enough to have family members sending them items and keeping them in their thoughts. The groups continue to work on behalf of our fighting men and women. Please support them.



ERIN REID COKER-COKER@POSTSTAR.COM



Bravos to the city government and all the city businesses and organizations that made Friday's "Rebirth of Glens Falls Celebration" a huge success. It seemed as if every business in the city came out to greet downtown visitors and to mark the beginning of a new era of prosperity in the city. The enthusiasm for all the past and future changes in the city was palpable. And that, perhaps, is what the city needs most as it moves forward into the future — a vibrant community with an optimistic attitude. Let's hope this party was the start of better things to come.



Bravos to the Warrensburg school board for considering a public hearing on a proposal to do a complete financial audit of the district's books in the wake of serious problems found in an earlier audit. While a full forensic audit would help restore confidence in the board's financial actions, support for such a large expenditure of taxpayer money is not universal in the district, as evidenced by comments made on our Web site. So before the board goes forward with this, it's important that it give this important decision a full public airing and consider all sides. If the full school board at its next meeting endorses a committee recommendation to hold the hearing, it will be held from 7 to 9 p.m. on Sept. 12. In the Warrensburg district, we encourage you to take advantage of this opportunity.



Bravos to the organizers and workers in the Warren County Employment and Training office for their support of a federal program that puts young people to work during the summer. Last week, the office held a party for the 49 kids who had been provided with jobs in local camps, schools and food programs. The students not only got a valuable work experience, but also were taught skills such as workplace skills and how to fill out applications — skills they can use for future employment.



T.J. HOOKER-HOOKER@POSTSTAR.COM



Bravos to the members of the New York Army National Guard's 42nd Infantry Division Band, who performed both patriotic and modern music for a grateful crowd in Glens Falls City Park last week. The music was enjoyable, and the purpose — to build community spirit and honor veterans from all branches of the service — is noble. We hope you'll come back and play for us again soon.