

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) 7

**HUMAN SERVICES COMMITTEE MEETING**  
**FRIDAY, JULY 2, 2008- 9:30**  
**OFFICE FOR THE AGING AGENDA**

1. REQUEST FOR RESOLUTION:
  - A. TO INCREASE CONTRACT WITH BJ QUEEN FOR REPAIRS TO EQUIPMENT IN HAMILTON COUNTY
  - B. TO INCREASE COUNTY BUDGET TO ADD FUNDS UNDER S.N.A.P.
  - C. TO INCREASE COUNTY BUDGET TO ADD FUNDS UNDER USDA COMMODITY FOODS
2. VOLUNTEER PICNIC THANK YOU TO MR. TAYLOR, MR. GIRARD, MR. PAYNE AND MR. O'KEEFE AND COUNTY BUILDINGS AND GROUNDS STAFF.
3. EMPLOYEE/CIVIL SERVICE ISSUES- EXECUTIVE SESSION REQUESTED

## ***RESOLUTION REQUEST FORM NO. 4***

### ***Request for Extending, Rescinding or Amending Existing Contract***

**DEPARTMENT NAME: OFA**

**DATE: July 2, 2008**

- (a) Purpose of Contract Change: To increase the contract with BJ Queen for repairs to equipment at Hamilton County meal sites. Increase contract amount by \$ 7,500 (from \$ 3,750 to \$ 11,250)
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: 157 of 2008
- (c) Name of Contractor: BJ Queen Enterprises LLC
- (d) Address of Contractor: PO Box 252, Eagle Bay, NY 13331
- (e) Contractor's Contact Person and Telephone Number: B.J. Queen 315-357-3431
- (f) Commencement Date of Extension: N/A
- (g) Termination Date of Extension: N/A
- (h) Payment Provisions:
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed \$ 11,250
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) 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.6771 422 (General, Nutri. For Elderly-Ham.Co. - Repair/Maint-Equipment) \$ 11,250.00

## RESOLUTION REQUEST FORM NO. 7

### Request to Amend County Budget\*

**\*If this is the result of a grant award, also complete and submit Form No. 5 or 6.**

DEPARTMENT NAME: **Office for the Aging**

DATE: **July 2, 2008**

- (a) Purpose of Amendment: To increase the budget in order to add funds allocated to OFA in the final NGA
- (b) Appropriation Code (with title), Object Code (with title) and Amount:  
A.6774 260 (General, S.N.A.P. - Other Equipment) \$ 3,500.00 / A.6774 445 (General, S.N.A.P. - Foods) \$ 6,500.00
- (c) Revenue Code (with title), and Amount: **A.6774 3774 (General, S.N.A.P. - Nutrition/Elderly (SNAP) \$ 10,000.00**

## RESOLUTION REQUEST FORM NO. 7

### Request to Amend County Budget\*

**\*If this is the result of a grant award, also complete and submit Form No. 5 or 6.**

DEPARTMENT NAME: **Office for the Aging**

DATE: **July 2, 2008**

- (a) Purpose of Amendment: To increase the budget in order to add funds allocated to OFA by the second NGA for FFY 2008
- (b) Appropriation Code (with title), Object Code (with title) and Amount:  
A.6777 445 (General, Commodity Foods - Foods) \$ 7,562.00
- (c) Revenue Code (with title), and Amount: **A.6777 4778 (General, Commodity Foods - OFA USDA Comm. Foods) \$ 7,562.00**



**WARREN COUNTY YOUTH BUREAU**  
333 GLEN STREET  
SUITE 306, 3<sup>RD</sup> FLOOR  
GLENS FALLS, NEW YORK  
12801-3578

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Margaret Sing Smith, Director  
Linda L. LaRock, Deputy Director

Phone: (518) 791-6498 Fax: (518) 761-6518  
E-mail: smithm@co.warren.ny.us

## **HUMAN SERVICES COMMITTEE**

### **Youth Bureau**

**July 2, 2008**

#### **1. Resolution Request**

To authorize Agreements with three municipalities for youth tennis instruction using National Junior Tennis Foundation grant funds.

#### **2. Updates**

- Summer Program Visits
- Children & Family Services Plan Update
- Baseball Tickets for Youth Programs

## RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Warren County Youth Bureau

DATE: July 2, 2008

(a) Is this a Result of a Bid or Request for Proposal?

(b) Purpose of Contract: Authorize contractual relationship with the Town of Warrensburg, Town of Johnsborg, and City of Glens Falls for tennis instruction programs(c) Name of Contractor: see attached(d) Address of Contractor: see attached(e) Contractor's Contact Person and Telephone Number: see attached

(f) Has or will the Contract be provided, if so, please attach: \_\_\_\_\_

(g) Commencement Date of Contract: July 2, 2008(h) Termination Date of Contract: December 31, 2008

(i) Payment Provisions: i) lump sum amount  
 ii) hourly rate amount \_\_\_\_\_  
 iii) total amount not to  
 iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.) completion of project

(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.7311 Youth Bureau 470 Contracts \$800

SCHEDULE A

Warren County Youth Bureau

Tennis Instruction Programs – 2008

Town of Warrensburg \$300  
Emerson Memorial Town Hall  
3797 Main Street  
Warrensburg, NY 12885  
Contact person: Supervisor Kevin Geraghty

Town of Johnsbury \$300  
P.O. Box 7  
North Creek, NY 12853  
Contact person: Supervisor Sterling Goodspeed

City of Glens Falls \$200  
65 Ridge Street  
Glens Falls, NY 12801  
Contact person: Josh Milton

**WARREN COUNTY  
EMPLOYMENT & TRAINING ADMINISTRATION**

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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  
7/2/08**

1. Request resolution to add the following additional federal funds to the county budget

Revenues:	<u>Code</u>	<u>Title</u>	<u>Amount</u>
	40 6293.4791	WIA	\$165,869

Appropriations:

<u>Code</u>	<u>Title</u>	<u>Amount</u>
40 6293.0300 110	WIA Adult-Salaries-regular	\$60,000
40 6293.0300 411	WIA Adult Rent-Building/Property	14,000
40 6293.0300 433	WIA Adult Training-Client	6,640
40 6293.0300 810	WIA Adult -Retirement	12,000
40 6293.0300 860	WIA Adult - Hospitalization	24,000
40 6293.0306 110	WIA DW Supp.- Salaries-regular	20,338
40 6293.0306 433	WIA DW Supp. Training-Client	8,000
40 6293.0306 810	WIA DW Supp.- Retirement	4,000
40 6293.0306 860	WIA DW Supp. – Hospitalization	4,000
40 6293.0313 110	WIA Admin - Salaries-regular	5,891
40 6293.0313 810	WIA Admin – Retirement	3,000
40 6293.0313 860	WIA Admin - Hospitalization	4,000

2. Request resolution authorizing budget transfers (see attached)
3. Request resolution authorizing charge account at Hannaford Supermarket
4. Discussion – new programs/initiatives
5. Discussion – staff changes
6. Pending items
  - a. WIB membership
  - b. Policy for staff supervision/oversight in the one stop center

# 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:** 7/2/08

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
40 6293.0310 220	WIA Youth- Office Equipment	40 6293.0310 110	WIA Youth- Salaries-Regular	\$12,000
40 6293.0310 470	WIA Youth- Contract	40 6293.0310 110	WIA Youth- Salaries-Regular	\$10,000
40 6293.0310 470	WIA Youth- Contract	40 6293.0310 810	WIA Youth- Retirement	\$ 6,000
40 6293.0310 470	WIA Youth- Contract	40 6293.0310 860	WIA Youth- Hospitalization	\$18,000

Please state reason for transfers requested: To align budget with new program year expenditures

### 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.

# ***RESOLUTION REQUEST FORM NO. 7***

## ***Request to Amend County Budget\****

***\*If this is the result of a grant award, also complete and submit Form No. 5 or 6***

**DEPARTMENT NAME: Employment and Training**

**DATE: 7/2/08**

- (a) Purpose of Amendment: Add federal funds to county budget
  
- (b) Appropriation Code (with title), Object Code (with title) and Amount: See attached
  
- (c) Revenue Code (with title), and Amount: See attached

**WARREN COUNTY  
EMPLOYMENT & TRAINING ADMINISTRATION**

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William F. Resse  
Director

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

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

**Federal Programs Committee  
Employment & Training Agenda  
7/2/08**

1. Request resolution to add the following additional federal funds to the county budget

Revenues:	<u>Code</u>	<u>Title</u>	<u>Amount</u>
	40 6293.4791	WIA	\$165,869

Appropriations:

<u>Code</u>	<u>Title</u>	<u>Amount</u>
40 6293.0300 110	WIA Adult-Salaries-regular	\$60,000
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**FROM:** Employment and Training  
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**SIGNED:** **DATE:** 7/2/08

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Please state reason for transfers requested: To align budget with new program year expenditures

### 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.

# ***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: 7/2/08**

- (a) Purpose of Request: To authorize Director of Employment and Training to reapply for Hannaford charge account
  
- (b) Details: Hannaford has new in-store charge account practices and they have requested a new application which requires a resolution authorizing opening and using a charge account.
  
- (c) Previous Resolution Number: N/A ( But similar to Res. # 336 Of 2008 for Office for the Aging)

You're Invited

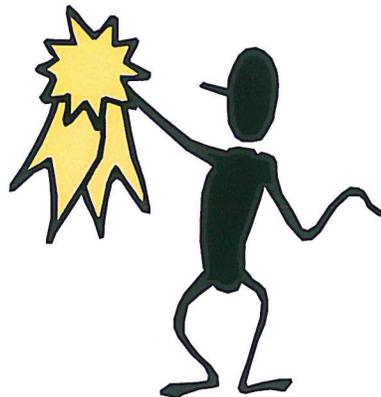


to the annual  
**Warren County  
Youth Employment Program**

# Awards Ceremony

*Thursday, August 21, 2008  
@ 12 noon*

At the Pavilion  
in Crandall Park  
Glens Falls



Food & Soda for Everyone