

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: Warren County Youth Bureau

DATE: September 26, 2008

(a) Purpose of Request: To amend Warren County Travel Policy to authorize Margaret Sing Smith to transport youth as a function of the Youth Bureau director position.

(b) Details: per County Attorney, Section I B2 could include Youth Bureau Director Or Section 1 B3 could be amended to add Youth Bureau Director

(c) Previous Resolution Number: ? (will be provided by County Attorney)



B.O.S.

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

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 Programs

September 26, 2008

Approval of Minutes of August 27, 2008 Meeting

Thank you for the official National Youth Court Month Proclamation and recognizing the positive contributions of our youth that prepare them for successful futures, impact on community safety and help reduce crime in Warren County.

New Business:

Request Resolution:

To amend the Warren County Travel Policy to authorize Margaret Sing Smith to transport youth as a function of the Youth Bureau director position.

Rationale:

The Youth Bureau works directly with youth to involve them in planning projects and activities such as the annual Warren & Washington Youth Leadership event at ACC, NYS Youth Leadership Summit in Albany, and *ACT for Youth* meetings and trainings in the local area. Permission slips from parents/guardians will be used in accordance with forms developed and approved by the county attorney's office.

Committee Approval for In-state Travel

I received a scholarship to attend the annual Association of New York State Youth Bureaus in Syracuse, New York from October 26-29, 2008. Additional costs will be paid directly through *ACT for Youth* grant funds.

Informational Item:

State Funding Reductions Impacting 2008 Youth Programs

We understand that there will be additional reduction in our state local assistance funds for local youth programs. To date, we have not received confirmation of reduced amounts.

Additional Note: Three municipal programs have not yet claimed for 2007 state youth program funds in amounts ranging from \$2580. to \$8500. All programs will be urged to file 2008 claims as soon as funds are spent. There is no information yet about state youth program funding for 2009!

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 Margaret Sing Smith
(Supervisory Committee) (Employee Name)

to attend Association of New York State Youth Bureaus Association
(Name of meeting or organization)

at Holiday Inn - Syracuse/Liverpool 441 Electronics Parkway, Liverpool NY 13088
(Address)

on 10/26-10/29 2008. Mode of transportation to be used n/a
(Dates) (County Vehicle or Mass Transportation)

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

will ride with Washington County Youth Bureau staff

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

- Notice of meeting or convention including cost.

* *NO COST TO Warren County; lodging + meal scholarship received*

For Overnight Travel

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

*www.gsa.gov

Date: 9/26/08

Margaret Sing Smith
Department Head Signature

Date: 9-26-08

Regina [Signature]
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.

38th Annual Conference

October 26 - 29, 2008

Holiday Inn Syracuse/Liverpool ▪ Liverpool, NY

Association of New York State Youth Bureaus



**YOUTH
DEVELOPMENT**
Roots for a Strong New York

FEATURED SPEAKERS:

COACH JIM JOHNSON &
JASON McELWAIN (J-MAC)

GLADYS CARRIÓN

LIZ MURRAY

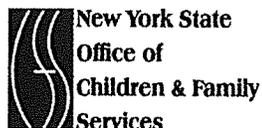
Presentation of:
BILL BUB AWARD

POLLY SANDERS AWARD

This conference registration booklet
with detailed workshop descriptions
is available at: www.anysyb.net

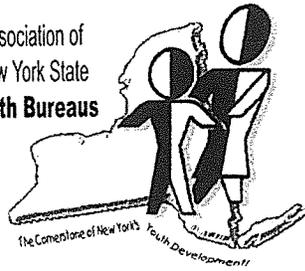


Partnership for Children,
Youth & Families



**Association of
New York State Youth Bureaus**
1653 Central Avenue
Albany, New York 12205

Association of
New York State
Youth Bureaus



www.anysyb.org
E-mail: nassocia@nycap.rr.com
Phone: 518-869-4930
Fax: 518-869-0780

September 18, 2008

Margaret Sing Smith
Executive Director
Warren County Youth Bureau
333 Glen Street, Suite 306
Glens Falls, New York 12801

Dear Ms Sing Smith:

I am pleased to inform you that you have been awarded a hotel scholarship to the Association of NYS Youth Bureaus 38th Annual Conference which will be held October 26-29, 2008 at the Holiday Inn Syracuse/Liverpool, Liverpool, New York.

The scholarship covers the lodging and meals (hotel package) at the double occupancy rate. If you prefer a single room, you or your municipality must cover the difference between the single occupancy and double occupancy rate.

There are one, two, and three night hotel package options. Please indicate on the hotel registration form (copy attached) which option you are choosing. You must complete the hotel reservation form included in the conference brochure and use the payment area to write in "scholarship/master bill" preferably in red so it stands out. Please also complete the Conference Registration form that is in the conference brochure.

Enclosed also is the Scholarship Recipient Agreement. If you haven't already submitted one, please complete, sign and return to the Association office by October 6, 2008.

Thank you for your cooperation. I look forward to seeing you at the Conference.

Sincerely,

Deborah Kerr-Rosenbeck
President

Enclosures
cc: Kathleen Fenlon





Fax or mail this reservation form to:

Syracuse/Liverpool, 441 Electronics Parkway, Liverpool, New York 13088
Phone 315-457-1122, Fax 315-451-0675
www.holiday-inn.com/syr/i-90ext37
Email hisyr@earthlink.net

Association of NYS Youth Bureaus Conference

Sunday, October 26, 2008 - Wednesday, October 29, 2008

Reservation cut-off date is October 12, 2008. Reservations made after this date will be based on availability of the hotel.

Name: _____ Phone #: _____

Company: _____

Address: _____

Cit/State/Zip: _____

Roommate: _____

Arrival Date: _____ (Check in time: 4:00 p.m.) Departure Date: _____

Smoking: _____ Non-smoking: _____ Other Special Requests: _____

*Room Preference/Requests are based on availability

Method of payment

Check/Voucher# _____ (Must be enclosed) Amount \$ _____

Check/Voucher Name of Agency _____

Credit Card:

Type: _____ Number: _____ Expiration Date: _____

Cardholder Name: _____ Signature: _____

Amount: _____ Tax Exempt Form Enclosed: Y N

***The hotel will only accept reservations with a \$100.00 deposit. Your reservation and deposit MUST be received by OCTOBER 12, 2008. Advanced deposit will be refundable if you cancel on or before Tuesday, October 21, 2008. Deposit may be paid by check or credit card. Please make check payable to Holiday Inn Syracuse/Liverpool. Please complete the credit card information above to authorize the deposit charge of \$100.00 to your credit card.

PLEASE CHECK THE PACKAGE YOU ARE PAYING FOR:

- _____ **Full Package rates** **\$430.00 Single Occupancy** **\$285.00 Double Occupancy**
Package includes: Three nights accommodations (Sunday, Monday, Tuesday), three breakfasts (Monday, Tuesday, Wednesday), two lunches (Monday, Tuesday), one dinner (Tuesday), five breaks, and all service charges
- _____ **One-night Package rates** **\$115.00 Single Occupancy** **\$70.00 Double Occupancy**
Package includes: One night accommodations (Sunday or Monday or Tuesday), breakfast the following morning

Room rates are subject to sales and occupancy tax on the date of arrival, unless tax exempt. **A TAX EXEMPT form must be presented upon reservation or arrival in order to qualify for tax exempt status.** Prices are quoted above without tax.

Reservation Requirements:

The hotel will only accept reservation forms and will reject all other means of reservation (ex. Call-in, internet, Central Reservations). The hotel's cut-off date is October 12, 2008. Reservations made after this date will be made based on availability of the hotel.

Remember to register for the conference separately (p. 12)


**CONFERENCE REGISTRATION FORM
DUE BY OCTOBER 17, 2008**

Complete BOTH this conference registration form AND the hotel registration form (P. 13) unless you do not require lodging. Complete all items that apply and include with payment or voucher.

Name (as it should appear on your badge) _____ Conference presenter? Yes

Agency _____ County _____ Phone _____

Address _____ City _____ State _____ Zip _____

Email _____ Special dietary requirements _____

FULL CONFERENCE REGISTRATION:

- | | |
|---|---|
| _____ Member* <u>with</u> 3 night hotel package | \$135 (includes full meal package**) |
| _____ Non-member <u>with</u> 3 night hotel package | \$185 (includes full meal package**) |
| _____ Member* <u>without</u> 3 night hotel package | \$235 (includes lunch on Mon. & Tues. and all breaks) |
| _____ Non-member <u>without</u> 3 night hotel package | \$285 (includes lunch on Mon. & Tues. and all breaks) |

Affiliate organization members are entitled to multiple registrations at the member rate. Individual members are entitled to one registration at the member rate.

Youth bureaus that are current dues-paying members of the Association are entitled to one conference registration at no cost. For those members not staying at the hotel, \$75 will be assessed for lunches and breaks. Contact registration (see box below) for costs for one day or for Tuesday night dinner costs.

- | | |
|---|--|
| _____ Youth bureau member* <u>with</u> 3 night hotel package | \$0 (limit <u>one</u> per youth bureau) |
| _____ Youth bureau member* <u>without</u> 3 night hotel package | \$75 (limit <u>one</u> per youth bureau) |

DAILY REGISTRATION:

- | | |
|-----------------------------------|---|
| _____ Member*, Monday | \$110 (includes lunch and breaks) |
| _____ Non-member, Monday | \$135 (includes lunch and breaks) |
| _____ Member*, Tuesday | \$110 (includes lunch and breaks) |
| _____ Non-member, Tuesday | \$135 (includes lunch and breaks) |
| _____ Off-package dinner, Tuesday | \$45 (includes Tuesday dinner only) |
| _____ Member*, Wednesday | \$50 (includes Wednesday morning break) |
| _____ Non-member, Wednesday | \$60 (includes Wednesday morning break) |

*See inside of back cover for information on membership in the Association of New York State Youth Bureaus.

****FULL HOTEL/MEAL PACKAGE:**

Breakfast (Mon., Tues. & Wed.)	Lunch (Mon. & Tues.)
Snacks (Mon., Tues. & Wed.)	Dinner (Tues.)

WORKSHOP SELECTION:

For planning purposes, please indicate workshop choices:

- Mon.: A _____ B _____ C _____ Bridges Out Of Poverty
 Tues.: D _____ E _____ F _____ WhyTry
 Wed.: G _____ H _____

TOTAL ENCLOSED for conference and/or meals:

\$ _____
 check voucher purchase order

No later than Oct. 17, 2008, return conference registration form with check or voucher payable to:

NYS Partnership for Children, Youth and Families
 c/o Cicero Youth Bureau Parks & Rec.
 PO Box 1517, Cicero, NY 13039
 Fax: 315-699-5234 Phone: 315-699-5233
 Email: jrogers@ciceronewyork.net

Remember to register for hotel separately (p. 13).

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
SEPTEMBER 26, 2008 11:30A.M.
OFFICE FOR THE AGING AGENDA

1. RESOLUTION REQUESTS:
 - a. REQUEST FOR TRANSFER OF FUNDS IN POE
 2. REQUEST TO HOST MEETING-MANDATED STAFF TRAINING
 3. AUTHORIZATION FOR DEBBIE COALTS TO ATTEND
NUTRITION CONFERENCE- OCT.16-17TH 2008 IN ROCHESTER
 4. H.E.A.P. 2008 OUTREACH SCHEDULE AND INCOME GUIDELINES
 5. UPDATE ON CEDARS MEALSITE
 6. HOME DELIVERED EVENING MEAL DISCUSSION
 7. PENDING ITEM- TRANSPORTATION POLICY
-

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

FROM: Office for the Aging Name of Department

SIGNED: **DATE:** 9/26/08

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.6786 .410	POE Hamilton Supplies	A.6785 .210	POE Furniture	\$12,000.00
A.6786 .410	POE Hamilton Supplies	A.6785 .470	Contract	\$3,500.00

Please state reason for transfers requested:

Purchase furniture for POE office and add users to Peer Place reporting system.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Fund			

Please state reason for transfer request:

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

Warren County

Request to Host Meeting or Conference

Name of Department: Office for the Aging

Name of Meeting/Conference: Mandated Fall staff training

Date: 9/26/08

Location: Long Lake Meal Site

Purpose: Mandated Staff training

Contact Person: (If other than Department Head) Debbie Coalts

Phone No.: 761-6347

Number of People attending:

30 County Employees

0 State Employees

Volunteers

1 Others (specify) Contracted Registered Dietician

Cost to County (please include amounts):

Room rental \$ 0

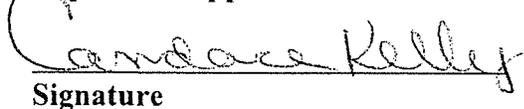
Food/beverage \$ 150.00

Supplies \$ 0

Other (specify) \$ 0

Total Cost: \$ 150.00

Dept Head Approval:


Signature

9/26/08

Date:

Committee Chairman Approval:


Signature

9/26/08

Date

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 Debbie Coalts

(Supervisory Committee) (Employee Name)

to attend Unity in Our Diversity Conference

(Name of meeting or organization)

at Diplomat Conference Center & La Quinta Inn Rochester NY

(Address)

on 10/16/08-10/17/08 Mode of transportation to be used personal car

(Dates) (County Vehicle or Mass Transportation)

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

Side trip after conference

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 \$ 84.99 GSA* Rate \$ 95.00
- Meal costs - GSA*per diem rate \$ _____

*www.gsa.gov

Date: 09/26/08

Candace Kelly
Department Head Signature

Date: 9/26/08

Regina...
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

Unity in Our Diversity 2008 Conference Registration Form

NAME: Deborah Coalts COUNTY: Warren/Hamilton

AGENCY: Warr/Ham Cos/OFA PHONE: (518) 761-6347

ADDRESS: 333 Glen Street
Glens Falls NY 12801

EMAIL: Coaltsd@co.warren.ny.us

Member of which group (Please check only one)

ASDNYS NYSANASP MOWAA/NYS

CONFERENCE OPTIONS

Please indicate amount to be paid on the line next to the option you choose.

Option 1 - Full conference: All Training Sessions, Lunch, Dinner and Breakfast 110.00
• \$110.00 Members
• \$135.00 Non-Members

Option 2 - One-Day Conference (THURS): Training Sessions, Lunch and Dinner _____
• \$80.00

Option 3 - One-Day Conference: Training Sessions and Lunch _____
• \$50.00 - indicate which day: Oct 16th _____ Oct 17th _____

Option 4 - Dinner only (Thursday Evening, Oct 16th) _____
• \$35.00

To assist us in assigning workshop rooms, please check box if you are unable to access stairs (one upstairs workshop room does not have access to an elevator, other rooms are located downstairs).

Scholarship information is available on the following web sites: www.nyasd.org or www.mealsonwheelsnys.org

DINNER CHOICES: (Conference Options 1, 2 & 4)

LUNCH CHOICES for Friday Oct 17th: (Conference Options 1 & 3-if Friday)

Please check one

Please check one

Slow Oven Roasted Sirloin of Beef

Ham & Cheddar on Kaiser Roll

Chicken French
Battered Chicken sautéed in a lemon wine sauce

Turkey & Swiss on Kaiser Roll

Vegetarian Lasagna
Layers of Vegetables, Cheese and Pasta in a marinara sauce

Veggie Wrap



Please mail completed registration form with a check payable to: Unity in Our Diversity

Unity in Our Diversity

c/o Peggy Fitkowski, Meals on Wheels for Western New York, 100 James E. Casey Drive, Buffalo NY 14206

Conference Registration Deadline is September 22, 2008

(Please add late fee of \$10.00 if postmarked after 9/22)

HOTEL REGISTRATION DEADLINE IS September 15, 2008

Thursday October 16, 2008

7:30 - 8:30 AM

8:30 - 9:30 AM

**REGISTRATION & CONTINENTAL BREAKFAST
WELCOME & OPENING SESSION**

Greg Olsen, Deputy Director, Executive Division, NYSOFA
Corinda Crossdale, Director, Monroe County Office for the Aging
Vicky Hines, President & CEO, Visiting Nurse Service

9:45 - 10:45 AM

GENERAL SESSION

Leadership Presentation: - Hear tools, methods and strategies to make you a more effective leader. Presented by a seasoned Leadership Training professional.

11:00 - 12:00 AM

WORKSHOPS

Track 1 (MOWAA)

MOWAA Update

Tom Marullo, Vice President & CFO, Meals on Wheels Association of America

Track 2 (NYSANASP)

Cook Chill Technology

Bill Park, Food Service Director, Greater Rochester Chapter of the American Red Cross

Track 3 (ASD)

Strength Training and Exercise as it relates to Arthritis, Osteoporosis, Diabetes and Healthy Hearts Intervention trials

*Rebecca A. Seguin, Research Associate & Strong Women Program Manager, Tufts University
John Hancock Center for Physical Activity & Nutrition, Friedman School of Nutrition Science and Policy*

12:00 - 1:15 PM

NETWORKING LUNCH

1:15 AM - 2:15 PM

WORKSHOPS

Track 1 (MOWAA)

Six Sigma for Executives

*Reginald Stewart, Assistant Professor of Community and Preventive Medicine,
University of Rochester Medical Center*

Track 2 (NYSANASP)

Update on Aging in NYS

Florence Reed, Director of Nutrition Unit, NYSOFA

Track 3 (ASD)

Vitamin D, Health and the Older Person: What Does the Evidence Mean for Practice?

Patsy Brannon, PhD, RD, Professor, Cornell University

2:30 - 3:45 PM

Panel Discussion

Disaster Preparedness: - Hear from a variety of professionals as they discuss ways to become prepared for disasters. Panelists will include representatives from the American Red Cross, Leaders in Contract Food Services, MOWAA staff and others to provide significant contributions to this critical and timely topic.

4:00 - 5:00 PM

WORKSHOPS

Track 1 (MOWAA)

Recruiting Volunteers—Best Practice Ideas

Track 2 (NYSANASP)

Community Supported Agriculture

Elizabeth Henderson, Co Founder, Genesee Valley Organic Community Supported Agriculture

Track 3 (ASD)

Effective Nutrition Messages for Seniors

Jeff Ensminger, Proprietor, Propel Health, LLC

5:00 - 6:00 PM

COCKTAIL HOUR

6:00 PM

DINNER

Friday October 17, 2008

7:30 - 8:50 AM

BREAKFAST AND ASSOCIATION MEETINGS

9:00 - 11:00 AM

Highlights from 2008 Meals on Wheels Association of America Conference

Nancy Schmid, Secretary/Treasurer, Meals on Wheels Association of America Board

Senior Nutrition Program Challenges

Enid A. Borden, President & CEO, Meals on Wheels Association of America

11:00 - 11:15 AM

BREAK—Pick up Boxed Lunch

11:15 - 1:00 PM

Group Share & Compare with Your Peers:

Share Your Successes & Bring your Ideas (50/50 Raffle Drawing)

Moderator: Susan Gold, Director of Patient Financial Services, Visiting Nurse Service



CONFERENCE PRICING

- | | |
|-------------------|---|
| Option # 1 | Full Conference:
Includes All Training Sessions & 2 Lunches, Dinner and breakfast
\$110.00 members
\$135.00 non members |
| Option #2 | One Day Conference (THURS):
Includes Training Sessions, Lunch and Dinner
\$80.00 |
| Option #3 | One Day Conference:
Includes Trainings and Lunch
\$50.00 either Thurs. or Friday |
| Option #4 | Dinner only (Thursday Evening)
\$35.00 |

Scholarship information is available on the following web sites: www.nyasd.org or www.mealsonwheelsnys.org

PLEASE FILL OUT THE ATTACHED 8½ x11 Sheet and return to :

Meals on Wheels for Western New York

100 James E. Casey Drive

Buffalo, New York, 14206

Attn: Peggy Fitkowski, RD

(716) 822-2002 x 40

**A Resource Center will be available to display &
share any materials you may want to bring!**



HEAP Guidelines 2008-2009

Household
Size

Tier 1

Tier 2

1

0 - \$ 1,127.

\$1,128. - \$1,963.

2

0 - \$1,517.

\$1,518. - \$2,567.

3

0 - \$1,907.

\$1,908. - \$3,172.

4

0 - \$2,297.

\$2,298. - \$3,776.

5

0 - \$2,687.

\$2,688. - \$4,380.

6

0 - \$3,077.

\$3,078. - \$4,984.

7

0 - \$3,467.

\$3,468. - \$5,097.

8

0 - \$3,857.

\$3,858. - \$5,210.

9

0 - \$4,247.

\$4,248. - \$5,324.

10

0 - \$4,637.

\$4,638. - \$5,437.

11

0 - \$5,027.

\$5,028. - \$5,800.

11+

+ 390.

+ 450.

WARREN-HAMILTON COUNTIES
OFFICE FOR THE AGING
2008-09 H.E.A.P OUTREACH SCHEDULE

WARREN COUNTY

Wednesday, November 5 th	<u>BOLTON MEALSITE</u> Church of St. Sacrement	10:00am-11:00am
Wednesday, November 5 th	<u>HAGUE TOWN HALL</u>	12:00pm-1:00pm
Friday, November 7 th	<u>GLENS FALLS MEALSITE</u> Fellowship Hall First Presbyterian Church Corner of Glen and West Notre Dame	11:00am-12:00pm
Monday, November 10 th	<u>LAKE LUZERNE MEALSITE</u> Luzerne/Hadley Firehouse	10:30am-11:30am
Friday, November 14 th	<u>WEST GLENS FALLS VFW</u> Luzerne Rd and Richardson St. Queensbury	10:00am-11:00am
Tuesday, November 18 th	<u>CRONIN HIGH RISE</u> 43 Ridge St Glens Falls (Activity Room)	10:00am-11:00am
Thursday, November 20 th	<u>SOLOMON HEIGHTS APARTMENTS</u> 18 Farr Lane East, Queensbury	1:00pm-2:00pm
Friday, November 21 st	<u>WARRENSBURG MEALSITE</u> United Methodist Church	10:00-11:00am
Monday, November 24 th	<u>GLENS FALLS SENIOR CENTER</u> 380 Glen St. Glens Falls	1:00pm-2:00pm
Tuesday, November 25 th	<u>THURMAN TOWN HALL</u>	10:00am-11:00am
Tuesday, November 25 th	<u>STONY CREEK TOWN HALL</u>	12:00pm-1:00pm
Wednesday, December 3 rd	<u>LAKE GEORGE TOWN HALL</u> 26 Old Post Road, Lake George	9:30am-10:30am
Friday, December 5 th	<u>JOHN BURKE APARTMENTS</u> Community Room	9:30am-10:30am
Wednesday, December 10 th	<u>JOHNSBURG SEN. CNTR/MEALSITE</u> Rt. 28 North Creek	10:30am-11:30am
Wednesday, December 10 th	<u>WHITE WATER MANOR</u> North Creek	12:30pm-1:30pm
Friday, December 12 th	<u>CHESTERTOWN MEALSITE</u> Chester Municipal Center 6307 State Rt 9	10:30am-11:30am
Friday, December 12 th	<u>HORICON COMMUNITY CENTER</u> 6604 State Route 8 Brant Lake	1:00pm-2:00pm
Monday, December 15 th	<u>QUEENSBURY SENIOR CENTER</u> Bay/Haviland Rds.	9:30am-10:30am

All persons in Hamilton County over 60 please call:

Bessie Savage – (518)352-7719-Northern Hamilton County
Alice Burger – (518)548-8101 – Southern Hamilton County

ORIGINAL COPY

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

CANDACE KELLY
DIRECTOR

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

HUMAN SERVICES COMMITTEE MEETING
SEPTEMBER 26, 2008 11:30A.M.
OFFICE FOR THE AGING AGENDA

1. RESOLUTION REQUESTS:
 - a. REQUEST FOR TRANSFER OF FUNDS IN POE
2. REQUEST TO HOST MEETING-MANDATED STAFF TRAINING
3. AUTHORIZATION FOR DEBBIE COALTS TO ATTEND NUTRITION CONFERENCE- OCT.16-17TH 2008 IN ROCHESTER
4. H.E.A.P. 2008 OUTREACH SCHEDULE AND INCOME GUIDELINES
5. UPDATE ON CEDARS MEALSITE
6. HOME DELIVERED EVENING MEAL DISCUSSION
7. PENDING ITEM- TRANSPORTATION POLICY

2nd original
file

NOTE -
a copy must've
been signed
original is here
unsigned.
Please advise

Use signed set as
Vault copy
Aging

Warren County Request to Host Meeting or Conference

Name of Department: Office for the Aging

Name of Meeting/Conference: Mandated Fall staff training

Date: 9/26/08

Location: Long Lake Meal Site

Purpose: Mandated Staff training

Contact Person: (If other than Department Head) Debbie Coalts

Phone No.: 761-6347

Number of People attending:

30 County Employees

0 State Employees

Volunteers

1 Others (specify) Contracted Registered Dietician

Cost to County (please include amounts):

Room rental \$ 0

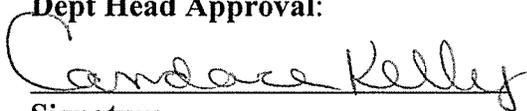
Food/beverage \$ 150.00

Supplies \$ 0

Other (specify) \$ 0

Total Cost: \$ 150.00

Dept Head Approval:



Signature

9/26/08

Date:

Committee Chairman Approval:

Signature

9/26/08

Date

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 Debbie Coalts

(Supervisory Committee) (Employee Name)

to attend Unity in Our Diversity Conference

(Name of meeting or organization)

at Diplomat Conference Center & La Quinta Inn Rochester NY

(Address)

on 10/16/08-10/17/08. Mode of transportation to be used personal car

(Dates) (County Vehicle or Mass Transportation)

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

Side trip after conference

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 \$ 84.99 GSA* Rate \$ 95.00
- Meal costs - GSA*per diem rate \$ _____

*www.gsa.gov

Date: 09/26/08

Candace Kelly
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

Unity in Our Diversity 2008 Conference Registration Form

NAME: Deborah Coalts COUNTY: Warren/Hamilton

AGENCY: Warr/Ham Cos/OFA PHONE: (518) 761-6347

ADDRESS: 333 Glen Street
Glen Falls NY 12801

EMAIL: coaltsd@co.warren.ny.us

Member of which group (Please check only one)

ASDNYS NYSANASP MOWAA/NYS

CONFERENCE OPTIONS

Please indicate amount to be paid on the line next to the option you choose.

Option 1 - Full conference: All Training Sessions, Lunch, Dinner and Breakfast 110.00

- \$110.00 Members
- \$135.00 Non-Members

Option 2 - One-Day Conference (THURS): Training Sessions, Lunch and Dinner _____

- \$80.00

Option 3 - One-Day Conference: Training Sessions and Lunch _____

- \$50.00 - indicate which day: Oct 16th _____ Oct 17th _____

Option 4 - Dinner only (Thursday Evening, Oct 16th) _____

- \$35.00

To assist us in assigning workshop rooms, please check box if you are unable to access stairs (one upstairs workshop room does not have access to an elevator, other rooms are located downstairs).

Scholarship information is available on the following web sites: www.nyasd.org or www.mealsonwheelsnys.org

DINNER CHOICES: (Conference Options 1, 2 & 4)

Please check one

- Slow Oven Roasted Sirloin of Beef
- Chicken French
Battered Chicken sautéed in a lemon wine sauce
- Vegetarian Lasagna
Layers of Vegetables, Cheese and Pasta in a marinara sauce

LUNCH CHOICES for Friday Oct 17th:

(Conference Options 1 & 3-if Friday)

Please check one

- Ham & Cheddar on Kaiser Roll
- Turkey & Swiss on Kaiser Roll
- Veggie Wrap



Please mail completed registration form with a check payable to: Unity in Our Diversity

Unity in Our Diversity

c/o Peggy Fitkowski, Meals on Wheels for Western New York, 100 James E. Casey Drive, Buffalo NY 14206

Conference Registration Deadline is September 22, 2008

(Please add late fee of \$10.00 if postmarked after 9/22)

HOTEL REGISTRATION DEADLINE IS September 15, 2008

Thursday October 16, 2008

7:30 - 8:30 AM
8:30 - 9:30 AM

**REGISTRATION & CONTINENTAL BREAKFAST
WELCOME & OPENING SESSION**

Greg Olsen, Deputy Director, Executive Division, NYSOFA
Corinda Crossdale, Director, Monroe County Office for the Aging
Vicky Hines, President & CEO, Visiting Nurse Service

9:45 - 10:45 AM

GENERAL SESSION

Leadership Presentation: - Hear tools, methods and strategies to make you a more effective leader.
Presented by a seasoned Leadership Training professional.

11:00 - 12:00 AM

WORKSHOPS

Track 1 (MOWAA)

MOWAA Update

Tom Marullo, Vice President & CFO, Meals on Wheels Association of America

Track 2 (NYSANASP)

Cook Chill Technology

Bill Park, Food Service Director, Greater Rochester Chapter of the American Red Cross

Track 3 (ASD)

Strength Training and Exercise as it relates to Arthritis, Osteoporosis,

Diabetes and Healthy Hearts Intervention trials

Rebecca A. Seguin, Research Associate & Strong Women Program Manager, Tufts University
John Hancock Center for Physical Activity & Nutrition, Friedman School of Nutrition Science and Policy

12:00 - 1:15 PM

NETWORKING LUNCH

1:15 AM - 2:15 PM

WORKSHOPS

Track 1 (MOWAA)

Six Sigma for Executives

Reginald Stewart, Assistant Professor of Community and Preventive Medicine, University of Rochester Medical Center

Track 2 (NYSANASP)

Update on Aging in NYS

Florence Reed, Director of Nutrition Unit, NYSOFA

Track 3 (ASD)

Vitamin D, Health and the Older Person: What Does the Evidence

Mean for Practice?

Patsy Brannon, PhD, RD, Professor, Cornell University

2:30 - 3:45 PM

Panel Discussion

Disaster Preparedness: - Hear from a variety of professionals as they discuss ways to become prepared for disasters. Panelists will include representatives from the American Red Cross, Leaders in Contract Food Services, MOWAA staff and others to provide significant contributions to this critical and timely topic.

4:00 - 5:00 PM

WORKSHOPS

Track 1 (MOWAA)

Recruiting Volunteers—Best Practice Ideas

Track 2 (NYSANASP)

Community Supported Agriculture

Elizabeth Henderson, Co Founder, Genesee Valley Organic Community Supported Agriculture

Track 3 (ASD)

Effective Nutrition Messages for Seniors

Jeff Ensminger, Proprietor, Propel Health, LLC

5:00 - 6:00 PM

COCKTAIL HOUR

6:00 PM

DINNER

Friday October 17, 2008

7:30 - 8:50 AM

BREAKFAST AND ASSOCIATION MEETINGS

9:00 - 11:00 AM

Highlights from 2008 Meals on Wheels Association of America Conference

Nancy Schmid, Secretary/Treasurer, Meals on Wheels Association of America Board

Senior Nutrition Program Challenges

Enid A. Borden, President & CEO, Meals on Wheels Association of America

11:00 - 11:15 AM

BREAK—Pick up Boxed Lunch

11:15 - 1:00 PM

Group Share & Compare with Your Peers:

Share Your Successes & Bring your Ideas (50/50 Raffle Drawing)

Moderator: Susan Gold, Director of Patient Financial Services, Visiting Nurse Service



CONFERENCE PRICING

- | | |
|-------------------|---|
| Option # 1 | Full Conference:
Includes All Training Sessions & 2 Lunches, Dinner and breakfast
\$110.00 members
\$135.00 non members |
| Option #2 | One Day Conference (THURS):
Includes Training Sessions, Lunch and Dinner
\$80.00 |
| Option #3 | One Day Conference:
Includes Trainings and Lunch
\$50.00 either Thurs. or Friday |
| Option #4 | Dinner only (Thursday Evening)
\$35.00 |

Scholarship information is available on the following web sites: www.nyasd.org or www.mealsonwheelsnys.org

PLEASE FILL OUT THE ATTACHED 8½ x11 Sheet and return to :

Meals on Wheels for Western New York

100 James E. Casey Drive

Buffalo, New York, 14206

Attn: Peggy Fitkowski, RD

(716) 822-2002 x 40

**A Resource Center will be available to display &
share any materials you may want to bring!**



WARREN-HAMILTON COUNTIES
OFFICE FOR THE AGING
2008-09 H.E.A.P OUTREACH SCHEDULE

WARREN COUNTY

Wednesday, November 5 th	<u>BOLTON MEALSITE</u> Church of St. Sacrement	10:00am-11:00am
Wednesday, November 5 th	<u>HAGUE TOWN HALL</u>	12:00pm-1:00pm
Friday, November 7 th	<u>GLENS FALLS MEALSITE</u> Fellowship Hall First Presbyterian Church Corner of Glen and West Notre Dame	11:00am-12:00pm
Monday, November 10 th	<u>LAKE LUZERNE MEALSITE</u> Luzerne/Hadley Firehouse	10:30am-11:30am
Friday, November 14 th	<u>WEST GLENS FALLS VFW</u> Luzerne Rd and Richardson St. Queensbury	10:00am-11:00am
Tuesday, November 18 th	<u>CRONIN HIGH RISE</u> 43 Ridge St Glens Falls (Activity Room)	10:00am-11:00am
Thursday, November 20 th	<u>SOLOMON HEIGHTS APARTMENTS</u> 18 Farr Lane East, Queensbury	1:00pm-2:00pm
Friday, November 21 st	<u>WARRENSBURG MEALSITE</u> United Methodist Church	10:00-11:00am
Monday, November 24 th	<u>GLENS FALLS SENIOR CENTER</u> 380 Glen St. Glens Falls	1:00pm-2:00pm
Tuesday, November 25 th	<u>THURMAN TOWN HALL</u>	10:00am-11:00am
Tuesday, November 25 th	<u>STONY CREEK TOWN HALL</u>	12:00pm-1:00pm
Wednesday, December 3 rd	<u>LAKE GEORGE TOWN HALL</u> 26 Old Post Road, Lake George	9:30am-10:30am
Friday, December 5 th	<u>JOHN BURKE APARTMENTS</u> Community Room	9:30am-10:30am
Wednesday, December 10 th	<u>JOHNSBURG SEN. CNTR/MEALSITE</u> Rt. 28 North Creek	10:30am-11:30am
Wednesday, December 10 th	<u>WHITE WATER MANOR</u> North Creek	12:30pm-1:30pm
Friday, December 12 th	<u>CHESTERTOWN MEALSITE</u> Chester Municipal Center 6307 State Rt 9	10:30am-11:30am
Friday, December 12 th	<u>HORICON COMMUNITY CENTER</u> 6604 State Route 8 Brant Lake	1:00pm-2:00pm
Monday, December 15 th	<u>QUEENSBURY SENIOR CENTER</u> Bay/Haviland Rds.	9:30am-10:30am

All persons in Hamilton County over 60 please call:

Bessie Savage – (518)352-7719-Northern Hamilton County
Alice Burger – (518)548-8101 – Southern Hamilton County

HEAP Guidelines 2008-2009

Household
Size

Tier 1

Tier 2

1 0 - \$ 1,127.

\$1,128. - \$1,963.

2 0 - \$1,517.

\$1,518. - \$2,567.

3 0 - \$1,907.

\$1,908. - \$3,172.

4 0 - \$2,297.

\$2,298. - \$3,776.

5 0 - \$2,687.

\$2,688. - \$4,380.

6 0 - \$3,077.

\$3,078. - \$4,984.

7 0 - \$3,467.

\$3,468. - \$5,097.

8 0 - \$3,857.

\$3,858. - \$5,210.

9 0 - \$4,247.

\$4,248. - \$5,324.

10 0 - \$4,637.

\$4,638. - \$5,437.

11 0 - \$5,027.

\$5,028. - \$5,800.

11+ + 390.

+ 450.