

**Warren County Health Services
2010 Budget
Further Reductions Request
December 15, 2009**

Challenge:

Budget Officer Kevin Geraghty requests all departments reduce proposed budgets by an additional 3%.

Response:

Realistically, after re-revisiting our budget, Health Services is unable to meet this request and in good faith say we will not need to return to the Board before the end of 2010 to report we are unable to meet our expenditures. As the Board is aware, the department is responsible for the administration of a very significant amount of funding for mandated programs.

Total Requested 2010 Budget Appropriations: \$14,137,528

Total Anticipated 2010 Revenues: \$13,044,573

Proposed Possibilities to Positively Impact Budget and Keep Programs Intact, and Meet Patient Care Demands:

Reduce the requested appropriations for contract therapists:

Amount: \$10,000.

Code: A.4016.470 Long Term Home Health Care Program Contract Expense

Rationale:

This is at best a guess and not our best guess as that is already in the current proposed budget. But, that said, should the need arise to increase the appropriations during the 2010 Budget Year, the expenditures would be offset by revenues as therapy services are billable visits so there is a safety mechanism that would not cause harm.

Consider not accepting funds from New York State Department of Health Grants for situations other than offsetting budgeted salaries since funds must be expended before they may be considered for reimbursement:

Amount: To Be Determined After Evaluating All Grants if Board Recommends

Codes: To Be Determined

Rationale:

This is a course we have never pursued but at this time it might be something the Board wishes to consider. After conversation with Health Services Committee Chairman, Matt Sokol, and discussing the concern over the county's cash flow problem, coupled with the fact that the county must front the monies and then wait for reimbursement from the state, and at this time it is not known when or even if the state will make payments and if so, at what reduction, is this an avenue worth exploring? This would decrease expenditures and revenues. Unfortunately, it is unlikely we will have all this information by the time the 2010 Budget is adopted, since we were not aware of the Governor's current plan until this past weekend.

Consider reducing the appropriations for the mandated Early Intervention and Preschool Programs:

Amount: To Be Determined if Board Recommends

Codes: To Be Determined

Rationale:

The requested appropriations are based on trends for these expenses. The Board can elect to reduce the numbers if they so choose in hopes that the expenses will be lower in 2010. These reductions could make the Health Services' budget look another 3% less. Expenditures and Revenues would need to be adjusted if changes are made. Based on past years and our expenses this year, that is a risk, and unless mandate relief occurs this coming year, it is probably not a risk I would recommend. Legislative action on these issues is needed. It should also be noted that payments from the state for these programs in the coming year are also likely to be later than this year, and this year they were/are late!

Total Amount of Additional 2010 Budget Reductions With Most Minimal Risk for County: \$10,000.

(Does not include reductions in Grants, Early Intervention or Preschool Programs)

2010 BUDGET - CHANGES

BUDGET CODE 12/15/2009	DESCRIPTION	2010 REQUESTED BUDGET AMOUNT	PLUS OR MINUS	2010 NEW BUDGET AMOUNT
APPROPRIATIONS				
Treasurer				
A.1325 130	Part Time Salaries	\$ 22,641	\$ (5,435)	\$ 17,206
A.1325 120	Overtime	\$ 3,000	\$ (1,500)	\$ 1,500
A.1325 140	Sick leave incentive	\$ 400	\$ (400)	\$ -
A.1325 220	Office Equipment	\$ 2,000	\$ (1,000)	\$ 1,000
A.9010 810	Retirement		\$ (135)	\$ (135)
A.9030 830	Social Security		\$ (455)	\$ (455)
A.9031 831	Medicare		\$ (107)	\$ (107)
Purchasing				
A.1345 140	Sick Leave Incentive	\$ 400	\$ (400)	\$ -
A.1345 422	R&M Equipment	\$ 400	\$ (50)	\$ 350
A.1345 426	Subscriptions	\$ 275	\$ (75)	\$ 200
A.1345 428	Internet fees	\$ 135	\$ (45)	\$ 90
A.1345 436	Advertising	\$ 7,000	\$ (2,390)	\$ 4,610
A.1345 439	Misc Fees	\$ 600	\$ (200)	\$ 400
County Attorney				
A.1420 120	Overtime	\$ 3,500	\$ (2,500)	\$ 1,000
A.1420 440	Legal/Transcript Fees	\$ 12,000	\$ (6,000)	\$ 6,000
Stockroom				
A.1660 140	Sick Leave Incentive	\$ 200	\$ (200)	\$ -
A.1660 410	Supplies	\$ 93	\$ (50)	\$ 43
A.1660 423	Telephone	\$ 100	\$ (50)	\$ 50
Probation				
A.3140 110	Salaries Regular	\$ 941,163	\$ (49,732)	\$ 891,431

2010 BUDGET - CHANGES

BUDGET CODE	DESCRIPTION	2010 REQUESTED BUDGET AMOUNT	PLUS OR MINUS	2010 NEW BUDGET AMOUNT
Office of Emergency Services				
A.3410 411	Rental	\$ 9,000	\$ (5,500)	\$ 3,500
Social Services				
A.6055 470	Contract	\$ 1,800,000	\$ (295,223)	\$ 1,504,777
A.6109 470	Contract	\$ 3,300,000.00	\$ (295,223)	\$ 3,004,777
A.6119 470	Contract		\$ (295,223)	\$ (295,223)
Tourism/Occupancy Tax				
A.6417 130	Part Time Salaries	\$ 8,148	\$ (11,280)	\$ (3,132)
A.6417 ???			\$ (12,500)	\$ (12,500)
A.6417 ???			\$ (11,000)	\$ (11,000)
A.6417 428	Data Processing Fees	\$ 55,405	\$ (15,000)	\$ 40,405
A.6417 ???			\$ (1,000)	\$ (1,000)
A.6417 424	Postage	\$ 294,039	\$ (15,560)	\$ 278,479
Office for the Aging				
A.6773 130	Part Time Salaries	\$ 354,381	\$ (15,500)	\$ 338,881
Youth Bureau				
A.7311 110	Salaries Regular	\$ 42,575	\$ (1,943)	\$ 40,632
A.7312 470	Contract	\$ 21,086	\$ (663)	\$ 20,423
A.7313 470	Contract	\$ 39,314	\$ (579)	\$ 38,735
Planning				
A.8029 470	Contract	\$ 25,000	\$ (5,500)	\$ 19,500
Westmount				
EF82200.7500 414	Gas	\$ 356,000	\$ (50,000)	\$ 306,000
EF60100.100.110	Salaries Regular	\$ 132,190	\$ (10,000)	\$ 122,190
		2		

2010 BUDGET - CHANGES

BUDGET CODE	DESCRIPTION	2010 REQUESTED BUDGET AMOUNT	PLUS OR MINUS	2010 NEW BUDGE AMOUNT
REVENUE				
Building & Fire Code				
A.3640 2590	Building Permits	\$ 104,000	\$ 8,000	\$ 112,000
Social Services				
A.6055 3655	Day Care	\$ 1,800,000	\$ (295,223)	\$ 1,504,777
A.6109 3609	Aid for Family Assistance	\$ 762,500	\$ (73,806)	\$ 688,694
A.6109 4609	Aid for Dependent Children	\$ 1,525,000	\$ (147,612)	\$ 1,377,388
A.6119 3619	Child Care	\$ 1,982,092	\$ (73,806)	\$ 1,908,286
A.6119 4619	Foster Care	\$ 417,454	\$ (147,612)	\$ 269,842
Youth Court				
A.7313 2617	Youth Court	\$ 15,000	\$ 5,000	\$ 20,000
TOTAL REVENUE		\$ 6,606,046	\$ (725,059)	\$ 5,880,987
TOTAL ADJUSTMENT TO BUDGET		\$ 14,037,091	\$ (387,359)	\$ 12,199,614

McKinstry, JoAnn

From: Dusek, Paul
Sent: Monday, December 14, 2009 11:52 AM
To: McKinstry, JoAnn
Subject: RE: Budget cuts

JoAnn,

I realize how difficult the times are and have reanalyzed this offices budget and offer the following.

I have reviewed the amount allocated to overtime (\$3500) and I think we could cut it to \$1000 or reduce it by \$2500 in view of the fact that the Board recently authorized the Social Services legal staff (including a secretary) to join this office.

Practically speaking the only real way to get to 3% would be in the area of personnel (we would have to bring someone to part time-most likely an attorney -this may be problematic due to the needs of Social Services and other departments). Another area that some of the 3% might be able to be obtained (not 3% and certainly no more than \$6000) is from the legal transcript code (the legal transcript code is at \$12000). This, however, is also problematic.

The legal transcript code is set up to cover miscellaneous expenses including that for outside counsel. This budget item is a judgment call and an estimate of anticipated expenses and possible other expenses based on historical experience. I try not to use outside counsel any more then I have to. I think that \$12,000 is reasonable number and feel more comfortable with it as it has been traditionally used. If, however, for 2010 the Board wanted to take up to \$6,000 from here with the understanding the I may have to come back for additional funds during the year, if something comes up, this might be able to work. We currently have an outside firm working on litigation that will continue into next year so a certain amount of funding (at least \$6000) needs to be continued. This will make for an extremely tight budget and certainly no room for anything coming up in this line item or others.

I trust the above is responsive to the Board's request.

Paul B. Dusek, Warren County Attorney
Warren County Muncipal Center
1340 State Route 9
Lake George, New York 12845
518-761-6463

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From: McKinstry, JoAnn
Sent: Friday, December 11, 2009 12:14 PM
To: Department Heads
Subject: Budget cuts

Budget Officer Geraghty has requested each department to offer suggestions to reduce your budget by 3%. He asks that you email these suggestions prior to Tuesday, December 15th. On Tuesday, there will be a budget meeting at 9:00 a.m. and he requests that you be present to explain the suggestions.

Please let me know if you have any questions.

JoAnn McKinstry
Deputy Commissioner of Administrative & Fiscal Services
Warren County Board of Supervisors
1340 State Route 9
Lake George, NY 12845
(518)761-7655

McKinstry, JoAnn

From: York, Robert
Sent: Monday, December 14, 2009 1:22 PM
To: McKinstry, JoAnn
Subject: RE: Budget cuts

JoAnn----The Mental Health Dept has a very favorable State/County funding formula... (12.9% County/87.1% State). It is not to our advantage to cut such significant revenue. I do have 100% County funds budgeted for Court-Ordered Psychiatric expenses. I could trim these by the suggested 3%, as these funds are not always used---it just depends on the # of court orders in any given year, and whether any result in hospitalization, for which there is a county chargeback. The problem with this is that the charges for these evaluations are mandated in NYS law as a county expense. I would rather try to realistically plan for this expense than to not budget for it, and end up with an over-run.

I will attend tomorrow's meeting.

Robert York, LCSW, MPA
Director of Community Services
Office of Community Services for Warren and Washington Counties
Phone (518) 792-7143
Fax (518) 792-7166

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JoAnn McKinstry
Deputy Commissioner of Administrative & Fiscal Services
Warren County Board of Supervisors
1340 State Route 9
Lake George, NY 12845
(518)761-7655

McKinstry, JoAnn

From: Bill Lamy [wlamy@warrencountydpw.com]
Sent: Monday, December 14, 2009 3:19 PM
To: McKinstry, JoAnn
Subject: Re: Budget cuts

JoAnn,

I have assumed that 3% of the amount to be raised by taxes is approximately \$300,000. The DPW Budget just does not have that amount of money or staff to be eliminated and deliver the programs desired by the Board safely, effectively and efficiently. After another detailed review of the budget I would offer the following.

The local share for capital projects for 2010 (approximately \$550,000) has been removed from the proposed budget by the Budget Officer and it will be bonded as needed. This could also be done with the local share being provided in the 2009 budget. Rather than transfer \$300,000 this Friday at the Board meeting just return that money to the General Fund and use it to decrease the amount to be raised by taxes in the 2010 budget. Then bond the local share for 2009, 2010, 2011. Some other counties do bond their local share requirement for capital projects.

I have submitted both Corinth Road and Milton Street Bridge for consideration of local share on lists to Congressman Murphy.

I will be available at the Budget meeting to discuss this option and hopefully answer any other questions that may arise.

Bill

William E. Lamy, P.E.
Superintendent
Warren County Dept. of Public Works
518-761-6556
518-623-2663 Fax

----- Original Message -----

From: McKinstry, JoAnn
To: Department Heads
Sent: Friday, December 11, 2009 12:13 PM
Subject: Budget cuts

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Warren County Board of Supervisors
1340 State Route 9
Lake George, NY 12845
(518)761-7655

McKinstry, JoAnn

From: Lunt, Todd
Sent: Monday, December 14, 2009 12:47 PM
To: McKinstry, JoAnn; Geraghty, Kevin
Subject: RE: Budget cuts Human Resources

Supervisor Geraghty, JoAnn,

We have the option to remove the County's EAP, Employee Assistance Program.

For the 2010 Budget, \$14,250 has been allocated for the EAP contract from June 1, 2010 – May 31, 2011. This is an optional program for all employees, Non Union, CSEA, PBA. It is part of the Alliance Contract and would require further discussion if we were to remove it. At this time we are paid through May 31, 2010.

Todd Lunt
G. Todd Lunt PHR
Human Resources Director
Warren County Human Resources
Direct Phone (518) 761- 6349
Email luntt@co.warren.ny.us

From: McKinstry, JoAnn
Sent: Friday, December 11, 2009 12:14 PM
To: Department Heads
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JoAnn McKinstry
Deputy Commissioner of Administrative & Fiscal Services
Warren County Board of Supervisors
1340 State Route 9
Lake George, NY 12845
(518)761-7655

McKinstry, JoAnn

From: Auer, Pat
Sent: Monday, December 14, 2009 5:46 PM
To: Sokol, Matt; Geraghty, Kevin; McKinstry, JoAnn
Subject: Budget Reduction Proposals

Attachments: Budget Reduction Proposal 2010.doc

Hello All,

Attached is our attempts and thoughts. Really, not a lot we can do without making matters worse. We have already done the best we can, I will be happy to answer any questions tomorrow.



Budget Reduction
Proposal 2010...

Pat

McKinstry, JoAnn

From: Levin, Herbert
Sent: Monday, December 14, 2009 9:30 AM
To: McKinstry, JoAnn
Subject: RE: Budget cuts

Good morning JoAnn,

While it is no longer possible to eliminate 3% from my budget, I will be collecting inspection fees in 2010 which should account for an **additional 5% (minimum)** in revenue. This amount was not included in my budget numbers for 2010 since it was not authorized until afterwards.

I do have some thoughts on the issues that you can pass along (Kevin's email is not in the printed directory). Why not aim for a sales tax of 7 ½ % (and present that as "only an extra 50 cents per hundred dollars" OR average out the sales tax percentage of all the counties in NYS (I'm guessing it to be 7.25 to 7.75) and make that our goal. By presenting a lower percentage, the media and business folks may be more willing to accept the increase (a compromise and a small victory for their side) (During Americade, at least one high end vendor was charging 7.25% anyhow... I saw no complaints). By the way, who is in charge of making sure the sales tax is properly collected at such events? (If self-enforced, maybe we could see that more event generated sales taxes see their way to us.)

Could we generate revenue from the "train stations" until such time they might be actually used as planned? Possible uses: rafting companies- parking and staging areas (both stations within proximity of rivers)...they carry their own insurances. Or, using either as a co-op farmers market or independent produce stand. Both locations lack nearby competition. The market at the pavilion in the downtown Glens Falls parking lot could be a model. Giving them some use may get critics off our backs and generate some revenue (every little bit helps, doesn't it?) And either type enterprise may enhance the tourist interest....don't we want that?

Thanks for sending this along.

Herb

From: McKinstry, JoAnn
Sent: Friday, December 11, 2009 12:14 PM
To: Department Heads
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JoAnn McKinstry
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Warren County Board of Supervisors
1340 State Route 9
Lake George, NY 12845
(518)761-7655

McKinstry, JoAnn

From: Harris, Judy
Sent: Friday, December 11, 2009 1:43 PM
To: McKinstry, JoAnn
Attachments: budget graph.xls

Hi Joann-

I am enclosing a graph showing the history of the budget for the County Auditor's department from 2000-2010. As you can see, the budget increased each year until 2006, when I took over in the middle of the year. Since then, the budget has decreased each year and my 2010 request is less than \$400 more than the level of the budget in 2000. I have done this by reducing staff, streamlining procedures and removing all excess from the budget so we are operating on an "as needed" basis only.

Line by line, the only increase in my 2010 budget request is for the salary of my deputy, who is covered under the CSEA contract. Her increase is \$1225.00, but my total budget request is only up \$745.00, so I have already absorbed almost 40% of that increase by reducing other items.

I believe that an additional 3% cut in my department is unwarranted.

Thank you.

Judith Harris, Warren County Auditor

1340 State Route 9

Lake George, New York 12845

Phone: (518) 761-6413

Fax: (518) 761-6595

County Auditor Budget History

