



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

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## HUMAN SERVICES COMMITTEE - Youth Programs

November 30, 2009

### Updates:

#### Warren County Youth Bureau Staffing

As this committee directed August 28<sup>th</sup>, my retirement will be effective on December 31, 2009. For 2010, it is planned that the Youth Bureau director position will be reduced to part-time - 19 hours per week without health benefits or vacation/holiday time. An administrative assistant will work part-time in the Youth Bureau and part-time in Department of Social Services Fiscal Unit with benefits paid through Social Services to maximize reimbursement. This plan will reduce county costs in 2010 and retain the framework of the Youth Bureau and Youth Board that is required to maximize youth programs dollars for our county youth.

The Youth Bureau Director Position for 2010 will be discussed at the meeting.

### New Business:

#### Tennis Grant

*Background:* The Youth Bureau received a \$1000. grant from the National Junior Tennis Foundation. 60 youth in Johnsbury, Chester and Glens Falls learned to play tennis lessons in the summer and after school. There is a reserve of \$195. in 100% grant funds.

*Resolution Request:* A resolution to amend Resolution 502 of 2009 to allocate \$195 in additional funds to the Glens Falls Recreation Department for tennis instructor costs.

### AliveAT25® Update

#### *Background:*

- District Attorney Hogan, Sheriff York and I worked together to bring this 4 hour young driver intervention program to Warren County as a sentencing tool for young drivers with vehicle and traffic violations.
- The District Attorney/Assistants and justice courts direct defendants to complete the course run monthly in the Sheriff's Training Center.
- Highest accident and fatality rates nationwide are in this age group.
- Since the program began in October, 40 individuals aged 16-24 completed the course.
- The Youth Bureau handles scheduling, registration, instructor contacts, payment and court notifications.
- The instructor (Robert Lathrop) is paid through participant fees.

- Funds from participant fees are reserved in the Youth Bureau budget to subsidize youth intervention programs and the Youth Bureau

*Resolution Request:* Renewal of Agreement with Alive at25® instructor Robert Lathrop for 2010

### **Warren County Children & Family Services Plan & Annual Update**

#### *Background:*

NYS Office of Children & Family Services requires that the Department of Social Services, Probation and Youth Bureau prepare this document that outlines needs, outcomes and resources I have worked with DSS and Probation on this. The next Plan is due December 15<sup>th</sup>. I have talked with Commissioner Weaver and an extension will be requested. There will be significant revisions in the Youth Bureau administrative structure and Department of Social Services sections in this Plan.

*Resolution Request:* TBD

### **Warren County Youth Court**

The Warren County Youth Court is one of seven in New York State to be included in a Youth Court Best Practices publication compiled by the Center for Court Innovation/Office of Court Administration.

### **Warren County Youth Board Appointments**

It's time to address appointments to the Warren County Youth Board for Hague, Village of Lake George, Johnsbury, Warrensburg, and Queensbury. Warrensburg representative Mr. Joe Barlow resigned before his term is up. He has helped expand opportunities for Warrensburg youth and contributed significant time and ideas to the countywide advisory board.

There are also vacant seats for a Thurman representative and two youth under age 21. I will contact supervisors about new or renewal appointees and request names and addresses. Appointee information will be forwarded to the Clerk of the Board as soon as possible so that Certificates of Appointment can be prepared for January.

Three county supervisors are appointed to the Youth Board by the Chairman of the Board of Supervisors. Supervisors Dan Girard, Kathy Simmes, and Frank Thomas served on the Youth Board and their perspectives are greatly appreciated.

Schedule "A"

**NOTICE OF INTENT TO FILL VACANT POSITION**

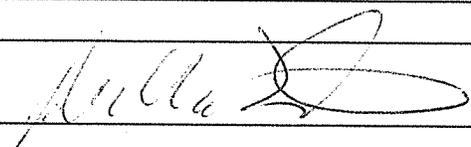
This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation or termination. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

**DEPARTMENT HEAD COMPLETES THIS SECTION**

Department YOUTH BUREAU  
Title of Position COUNTY YOUTH DIRECTOR Base salary \$19.00 /hour -part-time not to exceed 19 hours per week  
Budget code and title A.7311 Youth Bureau  
This position is vacate due to:  Retirement  Resignation  Termination  
Employee No. 6271

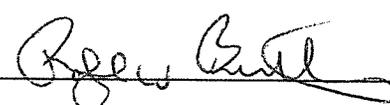
**COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION**

Name of Committee \_\_\_\_\_ Date 12/1/09  
 The Commissioner has no objection to the filling of the vacancy.  
 The Commissioner objects to the filling of the vacancy.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Commissioner Signature 

**SUPERVISORY COMMITTEE COMPLETES THIS SECTION**

Name of Committee Human Services Date 11-30-09  
 The committee has no objection to the filling of the vacancy.  
 The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature 

**PERSONNEL/HUMAN RESOURCES COMMITTEE COMPLETES THIS SECTION**

Date \_\_\_\_\_  
 The Personnel Committee has no objection to the filling of the vacancy.  
 The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature \_\_\_\_\_

## RESOLUTION REQUEST FORM NO. 4

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

DEPARTMENT NAME: Warren County Youth Bureau

DATE: November 30, 2009

- (a) Purpose of Contract Change: Renew agreement with Robert Lathrop for provision of the "Alive at 25@" Program to increase driver safety among those persons ages 16 to 25.
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: Resolution # 213, 2009
- (c) Name of Contractor:
- (d) Address of Contractor:
- (g) Contractor's Contact Person and Telephone Number:
- (h)
- (f) Commencement Date of Extension: January 1, 2010
- (g) Termination Date of Extension: December 31, 2010
- (h) Payment Provisions: i) lump sum amount  
ii) hourly rate amount \_\_\_\_\_  
iii) total amount not to exceed \_\_\_\_\_  
v) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.) monthly
- (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 a Title and Amount: A.7311 470 Contracts \$4,000

# Warren County Board of Supervisors

RESOLUTION NO. 502 OF 2009

Resolution introduced by Supervisors Simmes, Bentley, Girard, Stec, VanNess, Sokol and Taylor

## AUTHORIZING AGREEMENTS WITH THE TOWN OF CHESTER, CITY OF GLENS FALLS AND TOWN OF JOHNSBURG FOR TENNIS INSTRUCTION PROGRAMS – YOUTH BUREAU

WHEREAS, the Director of the Warren County Youth Bureau submitted an application to the New York State Youth Bureaus for receipt of United States Tennis Association (USTA) grant funds to be used to expand tennis instruction opportunities (the "program") in Warren County, for a term commencing July 1, 2009 and terminating December 31, 2009, and

WHEREAS, said grant funds have been approved to implement the program, and three (3) communities in the County have been identified and wish to participate in the program, and

WHEREAS, agreements are now necessary with those communities who will be receiving a portion of the grant funds for the program, now, therefore, be it

RESOLVED, that Warren County, on behalf of the Warren County Youth Bureau, enter into agreements with the following communities, in the following amounts, using grant funds from the New York State Youth Bureaus/United States Tennis Association for tennis instruction opportunities:

<u>COMMUNITY</u>	<u>AMOUNT</u>
Town of Chester PO Box 423 Chesterown, New York 12817	\$200

RESOLUTION NO. 502 OF 20 09

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City of Glens Falls \$300  
42 Ridge Street  
Glens Falls, New York 12801

Town of Johnsburg \$300  
P.O. Box 7  
North Creek, NY 12853

TOTAL \$800.

[\$200 in reserve to be allocated to another municipal tennis program], and be it further

RESOLVED, that the Chairman of the Board of Supervisors be, and hereby is,  
authorized to execute said agreements in the form approved by the County Attorney.