

# SOCIAL SERVICES COMMITTEE

June 24, 2010

## AGENDA

### **Motion to accept minutes of previous meeting (5/28/10)**

1. Request resolution for permission to fill a Caseworker position in Child Protective. We had a staff member who did not pass the probationary period. The position is reimbursed at 73%. It is a mandated position and is in the budget. It is a Grade 14 and the starting salary is \$34,776.00.
2. Request resolution to enter into a contract with Medical Transportation Management, Inc for coordination of our transportation services. It is a cost of \$2,500.00 per month and would include the following: a Call Center, Care Management, Utilization Reporting Package, and Provider network coordination. It is 100% reimbursable through Medicaid.
3. FYI – Update on Homeless Housing Expenditures:
  - a. 2008 Over \$500,000.00
  - b. 2009 \$445,514.18 Individual Cases 480 Cost per case \$928.15
  - c. 2010 \$170,329.71 Individual Cases 221 Cost per case \$770.72
4. Request permission to send:
  - a.
5. Budget impacts on the county as of 6/15/10. Child Welfare reimbursement is reduced by 1.7% to 62% retroactively to 4/1/10. If the State chooses to recoup the monies owed to them for OCFS which previously we were told was due in 2011 and 2012, we will owe over \$150,000.00 local share.
6. We have numerous computers that need outlook updated and the State has advised that if they are more than 5 or 6 years old the State will not pay for the update.
7. I would like to acknowledge Nora Merkle as the Team Player of the Month for Social Services for going above and beyond her normal duties at the Department.

8. Overtime Report.
9. Budget status report.

Pending Items:

- 1) Review the possibility of using the old jail space, the former Code Enforcement Building or prospective foreclosure properties to house Warren County indigents.
- 2) Mr. McDevitt to work with Mayor Diamond and Ms. Weaver on Mayor Diamond's request to develop a policy to restrict where homeless can be housed
- 3) Mr. Dusek to research the possibility of using modular housing for the homeless and report back to the Committee.

# Countryside COMMITTEE

June 24, 2010

## AGENDA

1. Overtime – ↑ 41.6 hours for the past 2 pay cycles, ↓ 42 hours overall from last years figures. Three staff members were out on medical during this time period and we had several call-ins that we needed coverage for.
2. Current Census: 43 Residents
  - a. 16 Men, 27 Women
  - b. Average Age: 76.3
3. Referrals for the Month: Four (4) - (1) does not require placement and it will be cheaper for TA to house them in a motel, (1) was admitted Tuesday, (1) will be admitted today, (1) we are waiting for them to make a decision. We have one pending referral from April that we are still waiting for them to submit documentation for their Medicaid/TA application before we can admit. Admissions/Discharges: Four (4) admissions, including the one for today, zero (0) discharges.
4. VA Aid & Attendance Applications – We now have six (6) applications completed in full with all necessary paperwork, and sent in to the VA. We are still awaiting the proper paperwork (discharge papers from the VA, and marriage licenses) on the other nine (9) individuals. We are attempting to change the discharge status for one (1) of our residents from Dishonorable to Honorable, so they will be eligible.
5. Misc Resolution to amend the salary schedule and the table of organization to change the title from Director of Residential Hall to Director of Countryside Adult Home.

### Pending Items:

- 1) Committee to establish a sub-Committee to make the determination of the future of Countryside Adult Home and decide how to deal with the repercussions. (01.22.10)
- 2) Commissioner Weaver to conduct further research pertaining to the use of available space at Countryside for temporary housing for the homeless. (03.26.10)
- 3) Committee tabled discussion on request for a resolution to pursue a Social Adult Day Care Waiver from the State pending further statistical details regarding the demand for such services in Warren County. (04.23.10)
- 4) Committee tabled request for transfer of funds from part-time to overtime in the amount of \$20,000 until later in the year (05.28.10)

## Overtime Report

*Pay period ending 4/5/10*

Foster Care after hours	11.3	
CPS after-hours	34.45	
CPS Backlog	<u>2.5</u>	
	48.25	

*Pay period ending 4/12/09*

45

*Pay period ending 4/25/10*

Foster Care after hours	2	
Preventive after hours	3	
CPS after-hours	33.5	
CPS Backlog	<u>3.4</u>	133
	41.9	

*Pay period ending 4/28/09*

46.8

138

*Pay period ending 5/9/10*

Foster Care after hours	4.5	
CPS after-hours	29.35	
CPS Backlog	<u>2</u>	142
	35.85	

*Pay period ending 5/4/09*

45.8

147

*Pay period ending 5/23/10*

Foster Care after hours	13	
CPS after-hours	40.6	
CPS Backlog	<u>20</u>	142
	73.6	

*Pay period ending 5/18/09*

88.4

147

*Pay period ending 6/6/10*

Foster Care after hours	7.72	
CPS after-hours	48.1	
CPS Backlog	<u>8</u>	142
	63.82	

*Pay period ending 6/8/09*

44.6

147

**Total**

**263.42 hours**  
**52.68 average**

**270.6 hours**  
**54.12 average**

**WARREN COUNTY BUDGET ANALYSIS**

REVENUE AND EXPENDITURES FOR 2010 AS OF 6/23/2010 3:00:17 PM

FUND(S): A, CL, D, DM, EF, GI, MS, SD, V

CODE(S): 6010, 6030, 6050, 6055, 6070, 6100, 6101, 6106, 6109, 6119, 6123, 6129, 6140, 6141, 6142, 9785

EXPENSES	2010 BUDGETED		2010 YTD ACTUAL		2009 Prior Year Totals	
Salaries - Regular	\$5,723,219.42	\$2,347,361.97	\$5,638,940.47		\$5,638,940.47	
Salaries - Overtime	\$76,678.24	\$33,674.75	\$89,601.61		\$89,601.61	
Salaries - Part Time	\$61,788.64	\$1,850.47	\$0.00		\$0.00	
Salaries - Sick Leave Incentive	\$13,600.00	\$0.00	\$11,950.00		\$11,950.00	
100's PERSONAL SERVICES	\$5,875,286.30	\$2,382,887.19	\$5,740,492.08		\$5,740,492.08	
200's EQUIPMENT	\$7,823.54	\$437.94	\$28,736.58		\$28,736.58	
400's CONTRACTUAL	\$22,944,838.70	\$8,607,040.63	\$23,863,947.95		\$23,863,947.95	
600's INDEBTEDNESS	\$116,367.00	\$14,372.95	\$118,150.16		\$118,150.16	
700's INDEBTEDNESS	\$94,399.00	\$6,285.71	\$98,615.80		\$98,615.80	
800's EMPLOYEE BENEFITS	\$2,795,528.00	\$1,217,364.33	\$2,435,231.12		\$2,435,231.12	
<b>TOTALS</b>	<b>\$31,834,242.54</b>	<b>\$12,228,388.75</b>	<b>\$32,285,173.69</b>		<b>\$32,285,173.69</b>	
<b>REVENUES</b>	<b>2010 BUDGETED</b>	<b>2010 YTD ACTUAL</b>	<b>2009 Prior Year Totals</b>			
	\$17,369,954.00	\$4,491,992.25	\$18,987,610.10			

**As of 6/6/10 for 11 payrolls**

Social Services	YTD 2010	YTD 2009	YTD 10v09	Percentage Change	Estimated Annual Exp	Budget 2010
regular	\$ 1,996,904.15	\$ 2,250,375.21	\$ (253,471.06)	-8.87%	\$ 4,678,747.58	\$ 4,875,854.92
Overtime	\$ 19,326.37	\$ 28,468.85	\$ (9,142.48)	-3.11%	\$ 45,680.44	\$ 54,000.00
Part Time	\$ 1,850.47	\$ -	\$ 1,850.47		\$ 4,373.20	\$ 27,813.64
Sick Incentive	\$ -	\$ -	\$ -		\$ -	\$ 9,600.00
Totals	\$ 2,018,080.99	\$ 2,278,844.06	\$ (260,763.07)	-11.99%	\$ 4,728,801.22	\$ 4,967,268.56
<b>Countryside Adult Home</b>						
regular	\$ 350,457.82	\$ 451,973.50	\$ (101,515.68)	-4.45%	\$ 82,834.80	\$ 847,364.50
Overtime	\$ 14,348.38	\$ 15,649.60	\$ (1,301.22)	-12.02%	\$ 33,914.14	\$ 22,678.24
Part Time	\$ -	\$ -	\$ -		\$ -	\$ 33,975.00
Sick Incentive	\$ -	\$ -	\$ -		\$ -	\$ 4,000.00
Totals	\$ 364,806.20	\$ 467,623.10	\$ (102,816.90)	-16.47%	\$ 116,748.94	\$ 908,017.74



**WARREN COUNTY YOUTH BUREAU**  
**1340 STATE ROUTE 9**  
**LAKE GEORGE, NEW YORK**  
**12845-9803**

---

Margaret Sing Smith, Director ([smithm@co.warren.ny.us](mailto:smithm@co.warren.ny.us))  
Linda L. LaRock, Administrative Assistant ([larockl@co.warren.ny.us](mailto:larockl@co.warren.ny.us))

Phone: (518) 761-6498  
Fax: (518) 761-6518

**SOCIAL SERVICES COMMITTEE**  
**YOUTH PROGRAMS**

**June 24, 2010**

1. Junior Tennis Foundation Grant  
The Youth Bureau was awarded \$1000. for youth tennis programs.

Resolutions Requests:

- Referral to Finance Committee to amend/increase 2010 County Budget in revenues and appropriations in the amount of \$1000.
  - Authorize contracts with towns of Chester, Johnsburg and Lake Luzerne to provide youth tennis instruction programs
2. Updates
    - Site Visits to Youth Programs
    - Recreation Staff Training – June 28, 2010
    - Youth Suicide Prevention Workshop Update

## 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: Warren County Youth Bureau**

**DATE: June 24, 2010**

(a) Purpose of Amendment: To amend Warren County Adopted Budget in A.7311 Youth Bureau revenues and appropriations in the amount of \$1,000 from Junior Tennis Foundation Grant.

(b) Appropriation Code (with title), Object Code (with title) and Amount:  
A.7311 Youth Bureau 470 Contracts \$1,000

(c) Revenue Code (with title), and Amount:  
A.7311 2705 Gifts & Donations \$1,000

## RESOLUTION REQUEST FORM NO. 3

### Request for New Contract

DEPARTMENT NAME: **Warren County Youth Bureau**

DATE: June 24, 2010

- (a) Is this a Result of a Bid or Request for Proposal?
- (b) Purpose of Contract: To authorize 2010 contract with Chestertown, Johnsburg, and Lake Luzerne using funds from tennis grant.
- (c) Name of Contractor: see attached list
- (d) Address of Contractor: see attached list
- (e) Contractor's Contact Person and Telephone Number: see attached list
- (f) Has or will the Contract be provided, if so, please attach: \_\_\_\_\_
- (g) Commencement Date of Contract: July 1, 2010
- (h) Termination Date of Contract: December 31, 2010
- (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 Court 470 Contracts \$1,000

**SCHEDULE A**  
**2010 Junior Tennis Foundation Grant**

Town of Chester  
P.O. Box 423 \$200  
Chestertown, NY 12817  
Contact Person: Supervisor Frederick Monroe

Town of Johnsburg  
P.O. Box 7  
North Creek, NY 12853  
Contact Person: Supervisor Sterling Goodspeed \$500

Town of Lake Luzerne  
539 Lake Avenue  
P.O. Box 370  
Lake Luzerne, NY 12846  
Contact Person: Supervisor Eugene Merlino \$300

**TOTAL**            **\$1,000**