

**WARREN COUNTY  
EMPLOYMENT & TRAINING ADMINISTRATION**

Chris A. Hunsinger  
Director

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

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

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**Human Services Committee  
Employment and Training Administration**

**AGENDA**

**September 26, 2011 – 10:00 AM**

1. Request for Transfer of Funds (Resolution Request Form No. 10 attached)
  - a. Transfers to close out TANF Summer Program
2. Other Business
  - a. Summer Youth Program Recap
3. Adjournment

# RESOLUTION REQUEST FORM NO. 10

## Request for Transfer of Funds

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

**FROM:** Employment and Training Administration  
Name of Department

**SIGNED:**

**DATE:** 9/26/11

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
40.6326.0110		40.6326.0130		
Summer TANF Salaries - Regular		Summer TANF Salaries – Part Time		\$4,229.
40.6326.0860		40.6326.0470		
Summer TANF Hospitalization		Summer TANF Contract		\$1,000.
40.6326.0110		40.6326.0470		
Summer TANF Salaries - Regular		Summer TANF Contract		\$1,200.

**Sample: A.4018.0020 110 Preventive Program – Family Health – Salaries – Regular \$xxx.xx**

**Please state reason for transfers requested:**

**\*Please note: All amounts must be in whole dollars – no cents.**

### 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 Account- Other Payments/Contributions			

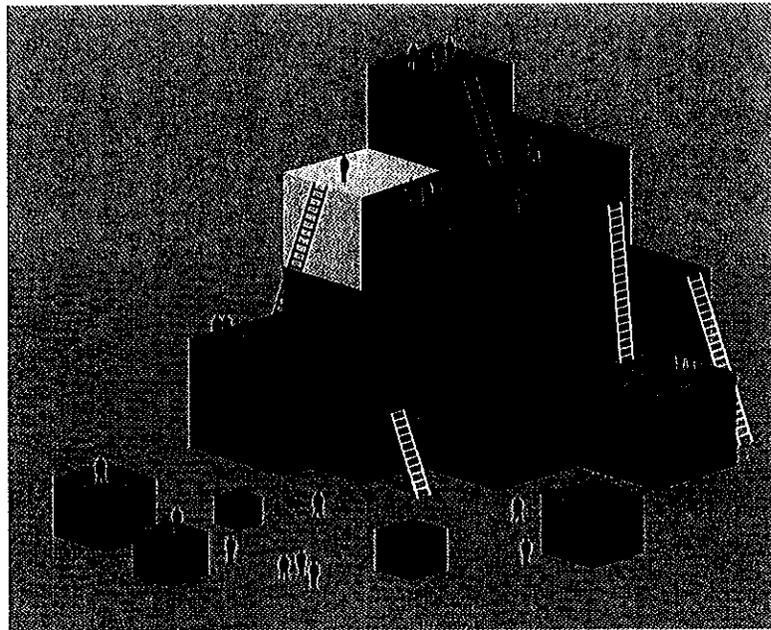
**Please state reason for transfer request:** transfer funds within an account code from Salaries - Regular to Salaries – Overtime to account for anticipated overtime in the coming year.

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

# Summer Program Report

2011

# WARREN COUNTY



# EMPLOYMENT & TRAINING

# WARREN COUNTY WIA//TANF (OGS) SUMMER YOUTH PROGRAM - 2011

(Workforce Investment Act, Temporary Assistance for Needy Families, Office of General Services Guidelines)

<b>TOTAL ENROLLED</b>	<b>42</b>	<b>MISC. INFORMATION</b>	<b>AWARDS</b>
14-15 YR. OLDS	19	% of ELIGIBLE APPLICANTS PLACED	<b>PINS AWARDED:</b>
16-17 YR. OLDS	14	% of INCOMPLETE APPLICATIONS	ACHIEVEMENT
18-21 YR. OLDS	9	% PARTICIPANTS on PUBLIC ASSISTANCE	PERFECT ATTENDANCE
No. FEMALES	24	# WARREN COUNTY WORKSITES	EXCELLENCE
No. MALES	18	% YOUTH WHO FINISHED PROGRAM	<b>TROPHIES for</b>
OUT of SCHOOL	9	<b>PROJECT: Operation Food Chain</b>	<b>OUTSTANDING EMPLOYEE</b>
			<b>4</b>

SYEP 2011	GF	Q'bury	Wburg	Athol/T Thurmn	N Crk/Jbg Bks Mills	Ctwn / Potrsvil	Brant Lake Adirondack	Bolton	Hague	Lake George	Lake Luz Stony Crk	TOTAL
Applications Received	40	14	14	3	9	5	4		1	3	14	107
Enrolled in WIA	8	1				1	1			1	1	13
Enrolled in TANF/OGS	14	4	2	2	2	3				1	1	29

### TYPES OF AIDE JOBS PERFORMED

Office, Clerical	6	Building, Maintenance, Custodial	4
Recreation, Classroom, Program	9	Grounds, Landscaping, Conservation	4
Food Service	15	Recycling / Restoration	1
Library/Museum	3		

### SUMMER YOUTH PROGRAM NUMBERS IN WARREN COUNTY FROM 1991 - 2010

	'91	'92	'93	'94	'95	'96	'97	'98	'99	2000	'01	'02	'03	'04	'05	'06	'07	'08	'09	'10	'11
JTPA/ WIA	145	199	213	149	119	113	128	131	157	44	33	35	42	39	7	5	3	3	0	19	13
ARRA																			67	12	
TANF/OGS										46	54	42	40	10	20	40	46	45	48	21	29
<b>TOTAL</b>	<b>145</b>	<b>199</b>	<b>213</b>	<b>149</b>	<b>119</b>	<b>113</b>	<b>128</b>	<b>131</b>	<b>157</b>	<b>90</b>	<b>87</b>	<b>77</b>	<b>82</b>	<b>49</b>	<b>27</b>	<b>45</b>	<b>49</b>	<b>48</b>	<b>115</b>	<b>52</b>	<b>42</b>



**Give a hand to our**

***2011 SYEP WORKSITES***

**Adirondack Tri-County Nursing Home**

**American Cancer Society**

*Adirondack Chapter*

**Chester-Horicon Youth Commission**

**Chestertown Public Library**

**Chestertown Recycling Center**

**Glens Falls Family YMCA**

*Maintenance*

*Recreation Program*

**The Hyde Museum**

**Johnsburg Town DPW**

**Lake George Town**

*Town Office*

*Usher's Park*

**North Warren Chamber of Commerce**

**North Warren School Maintenance**

**Queensbury Town Office**

**Richards Library, Warrensburg**

**SPCA of Upstate New York**

**Stuart Townsend Middle School Office**

**SUNY ACC Maintenance**

**Thurman Town DPW**

**Warren County Employment & Training**

*Operation Food Chain*

**Warren County Head Start**

**Warren County Office of the Aging**

*Cedars Mealsite, Queensbury*

*Glens Falls Mealsite, Glens Falls*

*Johnsburg Mealsite, North Creek*

*Lake Luzerne Mealsite, Lake Luzerne*

*Warrensburg Mealsite, Warrensburg*

**Warren/Washington Community Action Agency**

**World Awareness Children's Museum**





JASON MCKIBBEN PHOTOS—JMCKIBBEN@POSTSTAR.CO

A collage of photos of workers in the Warren County Youth Employment Program is on display at the program's annual awards luncheon at Crandall Park on Tuesday.

# Minimum wage, big reward

Youths involved in county employment program honored

*"Responsibility, that's one thing we got."*

**MATTHEW MCDONALD**

15-year-old who participated in Warren County Youth Employment Program, on what he gained from the experience

By **DAVE CANFIELD**  
dcanfield@poststar.com

GLENS FALLS ♦ Among the 41 youths who signed up for a county job program this summer were 10 tasked with essentially maintaining a restaurant.

They took inventory, ordered food, created dishes, and tended the ovens and served 2,000 meals to underprivileged children in local parks, said their supervisor, chef Charles Jones.

He said he told them right away they might hate the job — and he may have been right, because only six completed the program. But he said those who stuck it out are better for it not because what they learned about cooking, but about working together maturely.

"Responsibility, that's one thing we got," said 15-year-old Matthew McDonald of

Queensbury, who flipped burgers at a picnic honoring the participants Tuesday.

Most of the other jobs through the Warren County Youth Employment Program are with local municipal offices across the county or nonprofit organizations. All pay minimum wage.

Each youth is paired with

See **HOGAN**, Back Page



Chef Charles Jones hangs a teamwork medal around Caleb Canty's neck during an awards luncheon for the Warren County Youth Employment Program at Crandall Park on Tuesday. Canty and team of young workers including Nathan Plumley, right, work with Jones to provide free lunches on weekdays to kids in two local parks. The program employed 41 young adults at 28 sites throughout Warren County this summer.



JASON MCKIBBEN—JMCKIBBEN@POSTSTAR.COM

**Michaela Gudwer receives an outstanding employee trophy during an awards luncheon for the Warren County Youth Employment Program at Crandall Park on Tuesday. Gudwer worked at the American Cancer Society and helped organize multiple fundraisers. 'I loved it, there was something new every day,' she said of her experience. The employment program provided jobs to 41 young adults at 28 sites throughout Warren County this summer.**

## Hogan gave participants tips

### ◆ HOGAN

*Continued from B1*

a supervisor to mentor them, said Sharon Sano, the program's coordinator.

Several of the mentors said they weren't sure what they would have done without the help.

Keith Davidson, director of the American Cancer Society's Queensbury branch, said they "drew a winner" with 19-year-old Michaela Gudwer, who came on as they were busy planning Relay for Life events.

"I loved it. You meet new

people every day," said Gudwer, of Lake George.

Ashley Shepard, 17, said she arrived at the Queensbury town clerk's office with trepidation; but she quickly sought out work to keep busy.

"If I wasn't doing something for five minutes, I'd go to one of the ladies in the office and ask if there's anything I could do. 'Rose, can I do some alphabetizing for you?'" said Shepard, of Glens Falls.

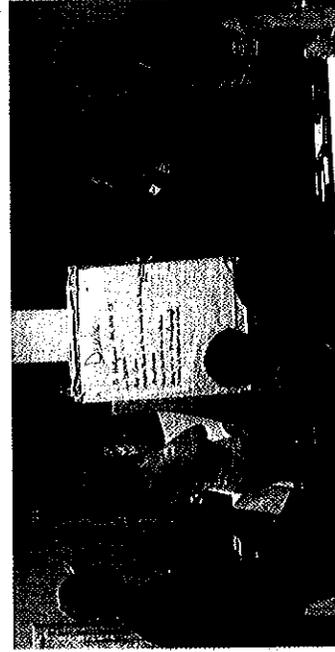
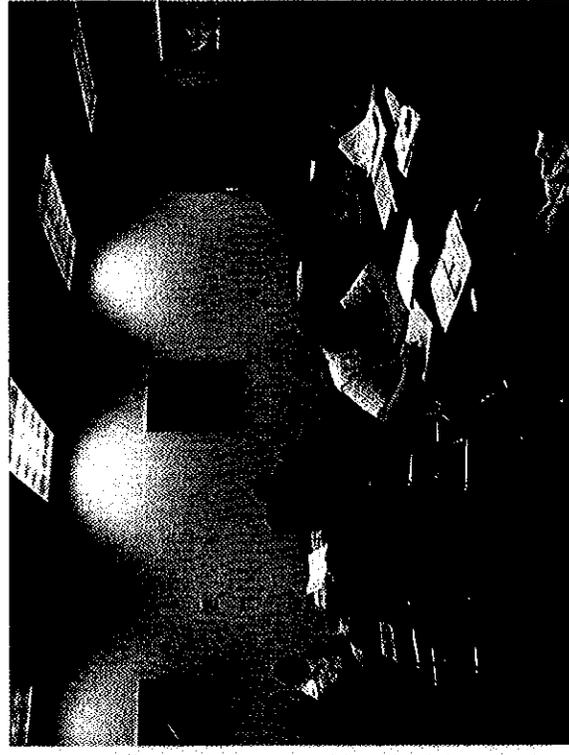
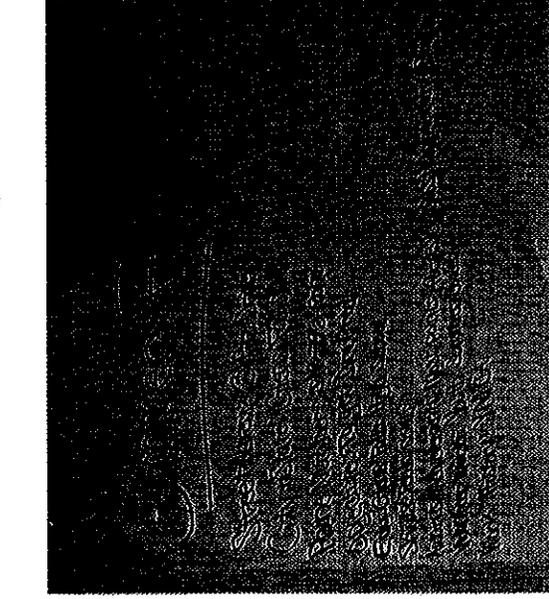
The program is funded by the state and federal governments. Its annual picnic brings supervisors and students together with family and public

officials who come to congratulate them.

District Attorney Kate Hogan warned the participants about the tough job market they will find. She said prospective employers will look them up on Google and warned that an Internet faux pas could stick with them forever.

Assemblywoman Teresa Sayward, R-Willsboro, told participants that the program will give them an edge over the competition when applying for a job.

"You'll have some experience under your belt," she said.



## Orientation Activities

**The how to's in the World of Work and Beyond!  
Searching career possibilities on CareerZone, working in teams, presentation skills, budgeting, following directions, learning what "not to wear," creating character resumes (including Jimmer's in the eyes of SYEP youth), getting ready to work while preparing for the future.**

# Dog days of summer

*Program employs teens, feeds kids*

By **DOUG GRUSE**  
dgruse@poststar.com

**F**or employees of the Operation Food Chain summer program, every day is a test.

"You have to keep on pushing through the day even if it's not going well," said Matthew McDonald.

The 15-year-old from Queensbury was one of 10 employees in this summer's food service program, a collaboration between Warren County Employment and Training, BOCES, the Warren Hamilton Community Action Agency, the Glens Falls City Parks and Recreation Department and the New York State Department of Education.

On weekdays from the beginning of July to the middle August, the free lunch program feeds local children at the East Field pavilion and Montcalm Street Playground in Glens Falls.

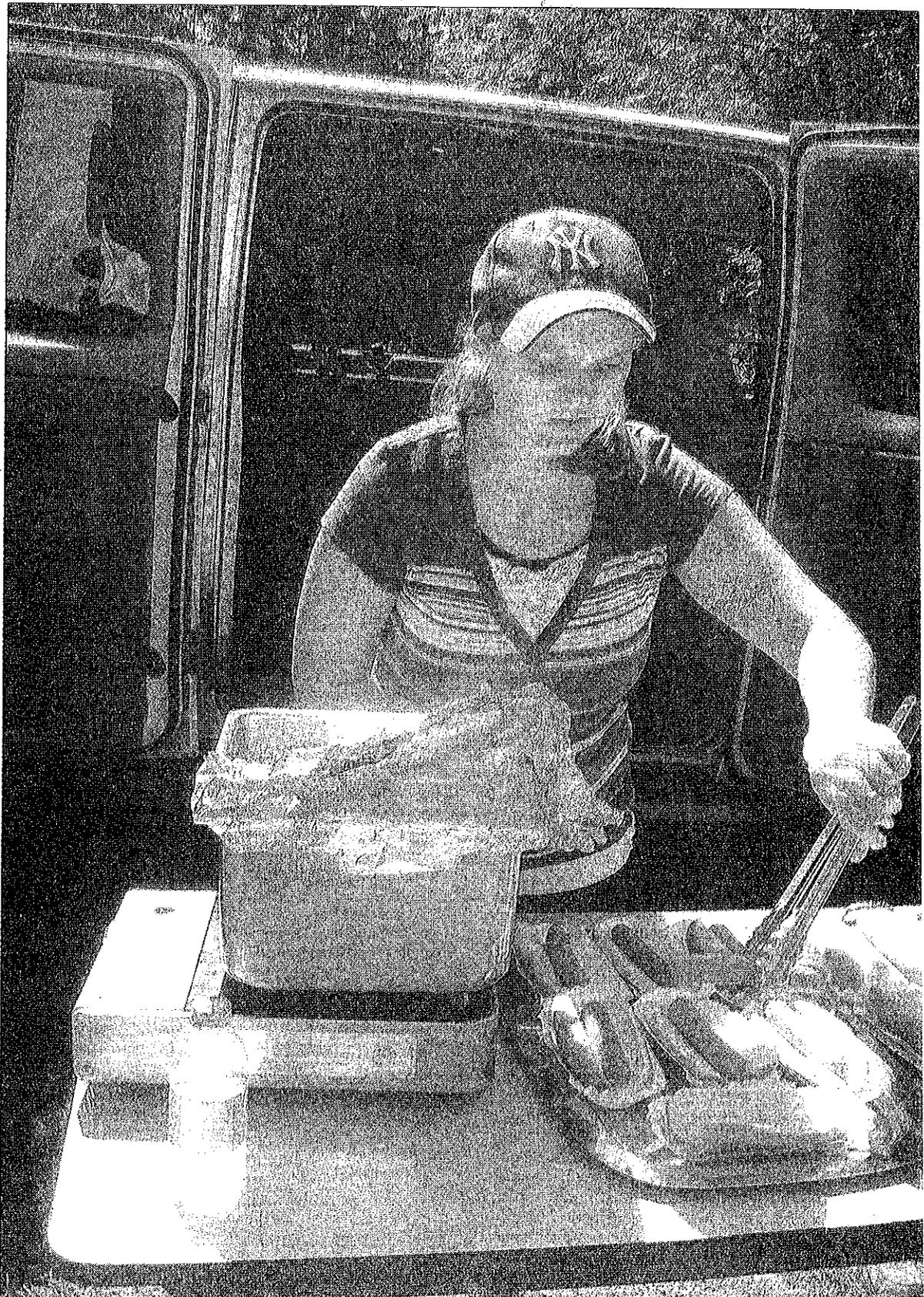
Although organized and managed by Chef Charles Jones for 17 years, Jones claims his employees, who range in age from 14 to 21, are the real stars of the operation.

"They learn cooking and restaurant work, but what they really learn is what it takes to survive in a job," said Jones, a BOCES culinary arts instructor.

From meal planning and preparation to customer service, the young employees learn first-hand how to get through the ins and outs of daily work.

"They have to problem-solve. The kids really take ownership," Jones said. "My main job is to keep them focused."

On Aug. 17, the students more than a month's worth of learning to the test by preparing and serving lunch to around 50 kids from the community and members of the Glens Falls Kiwanis Club. The meal was one of the last services of the season.



DOUG GRUSE PHOTOS—DGRUSE@POSTSTAR.COM

Tiffany Wheeler-Pond dishes out hot dogs to serve to around 50 local children on Aug. 17 at the East Field pavilion as part of the Operation Food Chain summer program. **BELOW:** Shaelee Benson hands out bagged lunch side dishes.

While most students head into final exams with some trepidation, the employees approached the task at hand calmly.

As an organized team of professionals, the food servers were prepared for the chaos ahead.

Kellee Weaver, a 14-year-old employee from Glens Falls, admitted things weren't always as smooth.

"It was difficult at first, but now it's pretty easy," said Weaver, who was passing out milk from a cooler.

Tiffany Wheeler-Pond used a food thermometer to check the temperature of hot dogs boiling on a portable burner to make sure they had reached 165 degrees.

The serving guideline was one of many technical lessons the 20-year-old Glens Falls resident, who also worked for the program last year, learned on the job.

But the employee also discovered the importance of flexibility in the workplace.

"Some groups work well together. Others don't. When you are working with a different group of people, it's a different experience," she said of her two summers in the program.

During the service, Nathan Plumley, 16, rushed around serving food to the



picnic tables of children and Kiwanians, who were guests of the BOCES Key Club.

"Does anybody else need a hot dog?" Plumley hollered over the buzz of activity.

For Plumley, who lives in Glens Falls, the summer program was a chance to be a part of the community.

"It feels good to know that

I am helping some kids who can't afford lunch every day," Plumley said.

Shaelee Benson, a 14-year-old from Glens Falls, also enjoyed that her work helped younger people.

"I liked serving the kids and being around them. It made it fun," Benson said.

Joelle Retzlaff, president-elect of the Glens

Falls Kiwanis Club, came out to distribute free class supplies to the school-age diners.

"We had a good turnout of club members, and it was wonderful. We had the best lunch," Retzlaff said.

Sharon Sano, senior counselor with Warren County Employment and Training, said she is happy

to see how the work program helps young people develop skills they can use throughout their lives.

"It's incredible how they have grown. I saw that in all of them," Sano said.

"They learn to participate as a team member. By the end of the program, they see themselves in a different light."

*Not-So-Lazy...*  
*Hazy, Crazy*  
Days of Summer

