

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**

**May 25, 2011 – 11:15 AM**

1. Consideration to Amend Budget (Resolution Request Form 7 attached)
2. Permission to host meeting:  
Youth GED Graduation Ceremony and Awards
3. Other Business
4. Adjournment



WARREN-HAMILTON COUNTIES  
**OFFICE FOR THE AGING**  
1340 STATE ROUTE  
LAKE GEORGE, NEW YORK 12845

CHRISTIE SABO  
DIRECTOR

TEL: (518) 761-6347  
FAX: (518) 761-6344

**HUMAN SERVICES COMMITTEE MEETING**  
**FRIDAY, MAY 25th 11:15am**  
**OFFICE FOR THE AGING AGENDA**

- I. Committee meeting called to order by Dave Strainer
- II. Action Agenda
  - a) Resolution Request Form #20 Misc- Amending table of organization
  - b) Authorization to attend ACUU Conference
- III. Old business/pending items
  - a) Update on Warrensburg meal site move to Countryside
- IV. Current business
  - a) Change to volunteer recognition
  - b) OFA Medical Transport Travel Policy



# **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: OFA**

**DATE: 5/25/12**

- (a) Purpose of Request: To amend OFA salary schedule and table of organization and change hours of vacant Mealsite Manger #2 (grade level 2) from 35 hours per week (\$20,743) to 30 hours per week (\$17,768)
  
- (b) Details: OFA has an open position that I feel can be handled by a 30 hour a week position as opposed to the 35 currently approved by resolution 480 of 2011 resulting in a savings of \$2,975 in salary plus health benefits.
  
- (c) Previous Resolution Number: 480 of 2011
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: A6773 130 Nutrit for Elderly Warren Cty- Salaries- Part time

**Sample: A.8021 470 Planning & Community Development -- Contract**

\* as listed in budget and LOGOS



# Veterans' Services Agenda

## May 25, 2012 9:15am

### OLD BUSINESS:

There were approximately 130 Veterans who attended the Veterans' Benefits Fair on April 26, 2012.

### NEW BUSINESS:

#### **Item 1**

NY Army National Guard Training – MOS 88M School

Schedule: 6JUL12 – 7AUG12 (orders pending)

**\*This training is necessary for re-enlistment & promotion.**

Plan of action during Military Leave~

- Office hours: M, T, W, Thu 8 – 4p & Fri. 12 – 4p
- Computer access communication
- Mobile communication
- Informational packets for distribution (all major benefits)
- Payroll will be handled by the Treasurer's Office with confirmation by Crystal Lawrence with any driver issues.

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#### **Item 2**

Notice Of Intent To Fill Vacant Position

It has come to my attention that on approximately June 24<sup>th</sup>, the Van Driver #2 position will be available to backfill. This position has been vacate due to LOA since August 15, 2011.

### PENDING ITEMS:

