

SOCIAL SERVICES COMMITTEE

AGENDA

Friday, March 22, 2013

10am

- 1. Committee Meeting called to order by Chairman.**
- 2. Motion to approve minutes of prior Committee meeting.**
- 3. ANNOUNCEMENTS**
 - A. Team Player for the month of February
Ann Hayden, Social Welfare Examiner in the TA/WTW Unit**
 - B. Team Leader for the Month of February
Janet Trackey, Senior Social Welfare Examiner in the TA/WTW Unit**
- 4. INFORMATION AND EDUCATION**

**Katherine Chambers, Director of Youth Court, Council on
Prevention. Providing an update on Youth Court**
- 5. ACTION ITEMS**
 - A. Request permission to extend and amend the Youth Bureau
Contract with the Council on Prevention to provide Youth Court
Services for \$50, 875 until December 2013**
 - B. Request to amend the 2013 County Budget due to a decrease in
Revenues from the NYS Youth Development and Delinquency
Program and a decrease in contract Expenses for Youth Court.**
 - C. Request to amend County Budget to increase Revenue and
Expenditures to cover the cost of automobile repairs where
insurance claims have been received.**
 - D. Request permission to fill the position of Caseworker in the Adult
Protective Unit due to the retirement of Greg Quinn and all back
fills.**
 - E. Request permission to fill the position of Medicaid Clerk due to the
death of Wendy Timko and all back fills.**
 - F. Request permission to fill the position of Social Welfare Examiner
in the Temporary Assistance unit due to the resignation of Genny
O'Brien and all back fills.**
 - G. Request permission for Mary Wilcox, Senior Social Welfare
Examiner of the SNAP/HEAP Unit to attend the "Case Processing
Review training for NTA SNAP Supervisors in Albany, NY**
 - H. Request permission for Social Welfare Examiners Pat Diamond,
Carrie Maldonado and Beth Mabie in the Temporary Assistance Unit
to attend the Institute for Temporary Assistance Programs B1 in
Albany, NY**
- 6. OVERTIME ANALYSIS**
- 7. BUDGET ANALYSIS**

Please join me in congratulating Janet Trackey and Ann Hayden for their appointment as Team Leader and Team Player for the month of February.

Janet Trackey, TA/WTW Senior Social Welfare Examiner "has been of great support to me." "She has assisted me in helping understand my job better." "She takes her time in helping me through difficult cases." "Janet listens to me and considers my concerns carefully." "My respect level has grown for her even more over the last few months." "I am thankful for her. she goes above and beyond to assist all of us as much as she possibly can."

Ann Hayden, TA/WTW Social Welfare Examiner is always willing to step up and help any of her co-workers with anything they need. She is an amazing asset to the team." "Ann is always positive and has amazing suggestions that benefit TA." "She is always so gracious and helpful in every way." Ann is thoughtful, helpful and deserves all the recognition she can get." She would be a great asset as a supervisor. I look to her as a leader and others in TA do as well."

Warren County Probation Department

Youth Court Comparative Analysis

Juvenile Supervision case WITH Youth Court available:

- Youth Assessment Screening Instrument (YASI) performed on all cases.
- Low risk school PINS & low risk JD's go to Youth Court – no PO assigned.
- Low risk Parent PINS go to mediation – no PO assigned.
- Med/High risk assigned a Probation Officer and case plan developed.
- Referrals will be made to various local agencies for targeted risk factors. Youth Court may be utilized if indicated in cases where there are not acute targeted risk factors such as substance abuse, mental health issues, special education needs and/or there is a lack of protective factors such as family support, positive peer associations, involvement in extracurricular activities – basically the youth who tend to break rules & and have engaged in generally incorrigible behavior. **A referral to Youth Court will greatly reduce the amount of time the PO spends on a case** other than to monitor compliance with Youth Court and school attendance/behavior. As the PO is already in the school this remains an efficient process.
- In most cases there are instances of violations during the supervision period that are handled at the discretion of the PO in conference with the Probation Supervisor. When Youth Court is involved in the case, the matter could be handled by intermediate sanctions imposed by Youth Court such as increased Community Service or other requirements all of are aimed at avoiding the case having to proceed into Family Court.
- Upon successful completion of the comprehensive requirements of Youth Court, the case will be considered for early discharge with Court approval.

Juvenile Supervision case WITHOUT Youth Court available:

- Youth Assessment Screening Instrument (YASI) performed on all cases.
- Low risk school PINS & low risk JD's will be adjusted at intake after supervisory review & approval. No change in cost.
- Low risk Parent PINS go to mediation – No change in cost.
- Med/High risk assigned a Probation Officer and case plan developed.
- Referrals will be made to various local agencies for targeted risk factors. For youth previously referred to Youth Court, case plans would be developed to integrate more accountability planning for youth such as more frequent reporting to PO and assignments designed to encourage engagement in positive activities. **Will result in a more labor intensive process for the PO.**
- Referral for Preventive Services caseworker in majority of cases normally referred to Youth Court.
- In the event of violations during the course of supervision the case will more often proceed to Family Court producing significant costs in the following areas:
 - **County Attorney clerical preparation time for petitions**
 - **County Attorney time prior to & during Court / \$300 - \$500**
 - **Law Guardian fees / \$300 - \$500**
 - **Probation Officer will spend 1-2 hours per Court appearance @ \$30/hr**
 - **Pre-dispositional Investigation by Probation / 4 hours @ 30/hr**
 - **Detention (if ordered by Court) / \$550 per day**
 - **Electronic Monitoring (if ordered by Court) / \$75 installation & \$18 per day**
 - **Foster Care evaluation and placement (if ordered by Court) / \$13 - \$75 per day in home / \$300-800 per day institutional placement**

Expenses		Income		Youth Court
Supervision	1800	Warren County	35038	
Office Manager	1700	NYS YDDP	15837	
YC Director	36674	Warrensburg	1000	
YC Assistant	10000	Thurman	500	
Fringes	10500	Queensbury	6000	
Rent	3174	Glens Falls	6000	
Insurance	1500	State Bar Assoc	1000	
Maintenance	600	WC Bar Assoc	1000	
Telephone	1600	Victim's Impact	2000	
Transportation	3000	Carryover Donations	2586	
Copier	600	Donations	3587	
Office Supplies	500	Total	74548	
Postage	1000			
Program Supplies	1000			
Food	500			
Internet	400			
Total	74548			50875

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Social Services/Youth Bureau

DATE:

- (a) Purpose of Contract Change: Names, Renewal, Date and Amount of Funding Renewal

- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: Original - 217 of 2012 (\$18,735), Revision - 340 of 2012 (\$16,303), Revision - 366 of 2012 (\$17,282) Total = \$52,320

- (c) Name of Contractor: Council for Prevention

- (d) Address of Contractor: 10 LaCrosse St. Hudson Falls, NY 12839

- (e) Contractor's Contact Person and Telephone Number: David Saffer

- (f) Commencement Date of Extension: 1/1/13

- (g) Termination Date of Extension: 12/31/13

- (h) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed - \$50,875
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. Monthly payments based on actual expenses for the month.

- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount: A.7313.470 Youth Court - Contract \$50,875

Sample: A.1010 470 Legislative Board – Contract \$xx.xx

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: Social Services/Youth Bureau

DATE:

- (a) Purpose of Amendment: To reduce revenue and expenses due to reduction of NYSOCFS grant.

- (b) Appropriation Code, Object Code, Full Title and Amount:
A.7313 470 Youth Court-Contract (1,445)

- (c) Revenue Code (with title), and Amount:
A.7313 3825 NYSOCFS Youth Court (1,445)

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: Social Services

DATE:

- (a) Purpose of Amendment: To increase revenue and expenses to cover the cost of automobile repairs where insurance claims have been received.

- (b) Appropriation Code, Object Code, Full Title and Amount:
A.6010 441 Auto-Supplies & Repair - \$4,531.03

- (c) Revenue Code (with title), and Amount:
A.6010 2680 Insurance Recoveries - \$4,531.03

RESOLUTION REQUEST FORM NO. 12

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, termination or promotion. 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 SOCIAL SERVICES Payroll Dept. No. 40.01
Title of Position CASEWORKER #2 Annual Salary \$35,385 Grade 14
Budget code and title A.6010 110 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No. 7301
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal 50% State 23% Other LOCAL 27%
Impact to Budget: reduce expenses by \$9,647 as present worker receives annual salary of \$45,032
Personnel Officer has approved this form when initialed. _____

*file a backfile
any vacancies due
to promotion*

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

Name of Committee _____ Date _____
 The Administrator has no objection to the filling of the vacancy.
 The Administrator objects to the filling of the vacancy.

Administrator Signature _____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Arise Services Date 3/22/13
 The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy.

Ranking Committee Member Signature *William Lomb*

PERSONNEL/HUMAN RESOURCES COMMITTEE COMPLETES THIS SECTION

Date _____
 The Personnel/Human Resources Committee has no objection to the filling of the vacancy.
 The Personnel/Human Resources Committee objects to the filling of the vacancy.

Ranking Committee Member Signature _____

Warren County Department of Social Services

1340 State Route 9
Lake George, New York 12845-3434
Telephone 518-761-6326
Fax 518-761-6353

March 11, 2013

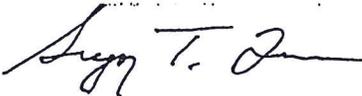
Suzanne Wheeler, Commissioner
Warren County Department of Social Services
1340 State Route 9
Lake George, NY 12845

Dear Commissioner Wheeler,

Please accept this letter as notice of my retirement effective April 27, 2013. My last day of employment with the Warren County Department of Social Services will therefore be Friday April 26, 2013.

I have enjoyed my twenty six years of employment with the Department of Social Service but feel that it is now time to move on and pursue personal and family interests.

Sincerely,



Gregory T. Quinn

cc: Julie Pearl, Supervisor
Warren County Adult Protective Services

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

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DEPARTMENT HEAD COMPLETES THIS SECTION

Department SOCIAL SERVICES Payroll Dept. No. 40.03
Title of Position Medicaid Clerk #1 Annual Salary \$26,370 Grade 5
Budget code and title A.6010 110 Union Non-Union

*file + backfile any
vacancies created
by promotion*

This position is vacated due to: Retirement Resignation Termination Promotion Other Death
Employee No. 9930

Is this position mandated? Yes No Is the position reimbursable? Yes No

Source of reimbursement: Federal 67% State 33% Other LOCAL 0%

Impact to Budget: reduce expenses by \$6,927 as previous worker receives annual salary of \$33,297

Personnel Officer has approved this form when initialed. _____

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

Name of Committee _____ Date _____

- The Administrator has no objection to the filling of the vacancy.
 The Administrator objects to the filling of the vacancy.

Administrator Signature _____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Social Services Date 3/22/13

- The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy.

Ranking Committee Member Signature William Cook

PERSONNEL/HUMAN RESOURCES COMMITTEE COMPLETES THIS SECTION

Date _____

- The Personnel/Human Resources Committee has no objection to the filling of the vacancy.
 The Personnel/Human Resources Committee objects to the filling of the vacancy.

Ranking Committee Member Signature _____

PostStar .com

Winner of the 2006 Pulitzer Prize

Wendy Lynn Timko

MARCH 02, 2013 10:46 PM

SOUTH GLENS FALLS and CHESTERTOWN — Wendy Lynn Timko, 63, died Thursday, Feb. 28, 2013, at Glens Falls Hospital.

Born Oct. 1, 1949, in Syracuse, she was the daughter of the late Vernon Dale and Marjorie (Davis) Silverthorn.

Wendy was employed at Warren County Department of Social Services as a Medicaid clerk for the past 15 years. Before moving to the Glens Falls area, she worked for local doctors in Ohio.

Wendy enjoyed cats and traveling to the New York state wine country.

Survivors include her sister, Holly D. Bedell of Chestertown; two stepsons, Robert Timko of Jacksonville, Fla., and Scott Timko of Brunswick, Ohio; two nieces, Brooke Bedell and her companion, Michael Bailey of Point Arena, Calif., Katy (Matt) Burke of Chestertown; two cousins, Kathy and Tom Timko of Brunswick, Ohio, Janet and Robert Umek of Garfield Heights, Ohio; and two close friends, Betty and Don Jones of Gansevoort, Gloria and Lefty Edmonds of Warrensburg.

Relatives and friends may call from 1 to 2:30 p.m. Saturday, March 9, 2013, at Barton-McDermott Funeral Home Inc., 9 Pine St., Chestertown.

Funeral services will follow calling hours at 2:30 p.m., with the Rev. Paul Dufford officiating.

There are no words adequate enough to express the gratitude, love and respect we have for the entire staff at 2nd Tower at Glens Fall Hospital. Special thanks to the following people for allowing Wendy to die with dignity and grace for the compassion, protection, guidance and kindness you bestowed upon her family and friends throughout the journey: Dr. Robert Sponzo, Jean Vanauken, Sue Long, Lilly Robarge, Rodney Griest, Margaret Dimola, Mary Grace Joyce, Tammy Harrington and Dr. Nishan Dadian. You are the most precious of gifts. Wendy's life and our lives are blessed and are richer for having you in them.

Memorials may be made to Glens Falls Hospital Cancer Center, 102 Park St., Glens Falls, NY 12801, or the animal shelter or animal protection agency of your choice.

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

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DEPARTMENT HEAD COMPLETES THIS SECTION

Department SOCIAL SERVICES Payroll Dept. No. 00
Title of Position Social Welfare Examiner #1 Annual Salary \$30,230 Grade 8
Budget code and title A.6010 110 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No. 11829

Is this position mandated? Yes No Is the position reimbursable? Yes No

Source of reimbursement: Federal 50% State 27% Other LOCAL 23%

Impact to Budget: Reduce expense by \$1029 as previous worker received an annual salary of \$31,259.

Personnel Officer has approved this form when initialed. _____

*fill + backfile
any vacancies
also to promote*

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

Name of Committee _____ Date _____

- The Administrator has no objection to the filling of the vacancy.
 The Administrator objects to the filling of the vacancy.

Administrator Signature _____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Social Services Date 3/22/13

- The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy.

Ranking Committee Member Signature William Cook

PERSONNEL/HUMAN RESOURCES COMMITTEE COMPLETES THIS SECTION

Date _____

- The Personnel/Human Resources Committee has no objection to the filling of the vacancy.
 The Personnel/Human Resources Committee objects to the filling of the vacancy.

Ranking Committee Member Signature _____

Genevieve O'Brian
38 Crandall St
Glens Falls, NY 12801

Warren County DSS
Human Services Building
1340 State Rt 9
Lake George, NY 12845
Attn: Temporary Assistance Unit

3/18/13

Dear Rebecca,

Please accept this as my two week notification of resignation. I have been offered a position at another agency which I am not able to turn down. My last day with Temporary Assistance will be March 29, 2013.

I want to thank you for all of the experience I have gained here at this agency. I especially want to thank you personally for your patience with me and understanding my particular needs.

It has been a pleasure working with you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Genny O'Brian".

Genny O'Brian

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Social Services Committee hereby authorizes Mary Wilcox
(Supervisory Committee) (Employee Name)

to attend Case Processing Review Training for NTA-SNAP Supervisors
(Name of meeting or organization)

at SUNY ALBANY PTP TRAINING CENTER UAB 437 , 1215 Western Ave,
Albany, NY 12203
(Address)

on 4/16-19/2013 . Mode of transportation to be used County Vehicle
(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

County Vehicle

Proper documentation must be attached when submitting for approval.
(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ \$52 GSA* Rate \$ _____
- Meal costs - GSA* per diem rate \$ The hotel provides breakfast and the Research Foundation provides dinner coupons. Lunch is provided for all training participants.

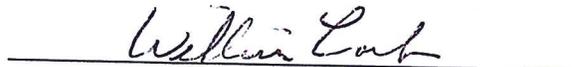
* www.gsa.gov

Date: 3/20/13



Department Head Signature

Date: _____



Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

- REQUEST FOR USE OF FLEET VEHICLE**

Cost Analysis
Mary Wilcox

Training Date(s)
Case Processing Review Training 4/16-4/19/13
for NTA/SNAP Supervisors

Overnight		Commuting		Cost of Training/Person	\$	56.00
# of miles/1 way	<u>50</u>		<u>50</u>	# of staff attending		<u>1</u>
X # trips	<u>2</u>		<u>8</u>		\$	56.00
Total # of miles	100		400	X		
				Fleet Car - .105		
				Overnight	\$	10.50
				Commute	\$	42.00
				Personal Car-.345		
				Overnight	\$	34.50
				X		
				Commuting	\$	138.00

Estimated Overtime

				Commuting			
	Salary	Hr Rate	OT Rate	# of hrs	Total OT		
#1	<u>40,356</u>	19.40	29.10	<u>8</u>	232.82		
#2	<u> </u>	0.00	0.00	<u> </u>	0.00	Commuting OT	\$ 232.82

				Overnight			
				# of hrs	Total OT		
#1				<u>2</u>	58.21		
#2				<u> </u>	0.00	Overnight OT	\$ 58.21

Hotel	# of days	Rate/night	Total Hotel Expense
	3	\$ 52.00	\$ 156.00

Totals

Fleet Car + Training + Hotel + OT	\$ 280.71
Fleet Car + Training + Overtime	\$ 330.82
Personal Car + Training + Hotel + OT	\$ 304.71
Personal Car + Training + Overtime	\$ 426.82

Print

Training Announcement

Training Title

Case Processing Review Training for NTA-SNAP Supervisors

Attachments - click to view

▶ <https://stars.bsc-cdhs.org/docs/StarsUserDocs/7570/AnnounceAttachments>

<https://stars.bsc-cdhs.org/docs/StarsUserDocs/7570/AnnounceAttachments>

Provider

SUNY Albany - PDP

Date & Time	Location	Registration Deadline	Hotel
04/16/2013 - 04/19/2013 9:00AM to 4:30PM	SUNY Albany PDP Training Center UAB 437 1215 Western Avenue, Albany 12203-	04/01/2013	Holiday Inn Express - Albany/Western Ave. 1442 Western Avenue, Albany 12203-0000 Phone: (518) 438-0001

Course Description

This training program is for supervisors who have responsibility for the case processing review function for NTA-SNAP cases in social services districts. The purpose of the training is to measurably improve the accuracy of NTA-SNAP case determinations and processing. This four-day program provides NTA-SNAP supervisors with a self-evaluative learning environment in which to test and apply the skills necessary to ensure quality supervisory case reviews. The topic areas included have been targeted for performance improvement based on common errors identified by the Office of Temporary and Disability Assistance (OTDA).

Training Description

Please see Course Description.

Target Population

Additional Information

<p>This training program is designed for supervisors who review and monitor Non-Temporary Assistance SNAP (NTA-SNAP) eligibility cases, regardless of the length of their supervisory experience. It is applicable for newly promoted supervisors, experienced supervisors, and supervisors seeking a refresher course.</p>	<p>Registration Time: 8:45 am, Day 1</p> <p>For overnight participants, the hotel provides breakfast and the Research Foundation for SUNY provides dinner coupons for each eligible night. Lunch is provided to all training participants.</p> <p>The parking passes required for this event, directions, and parking map are attached to the Confirmation.</p>
<p>Course Prerequisites</p>	
<p>It is recommended that registrants for Case Processing Review Training for NTA-SNAP Supervisors have previously completed the five-day offering of the SNAP Training Institute.</p>	
<p>Course Content</p>	
<p>Supervisory Skills</p>	
<p>Pre-registration Required</p>	
<p>Yes</p>	
<p>Reimbursement</p>	

Mileage & Hotel
Training Fees
Local District, ACS and HRA staff will be charged Training fees
Meets In-Service CPS Requirements
No
For Additional Course Information Contact
Peggy Dayer Phone: (518) 956-7927 Email: <u>pdayer@albany.edu</u>

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Social Services Committee hereby authorizes Pat Diamond and Carrie Maldonado and Beth Mabie
(Supervisory Committee) (Employee Name)

to attend Institute for Temporary Assistance Programs B1
(Name of meeting or organization)

at SUNY ALBANY PDP Training Center
(Address)

on 4/08-4/12 and 4/22-4/26/2013 Mode of transportation to be used
County Car
(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is not a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.
(Please check documents attached)

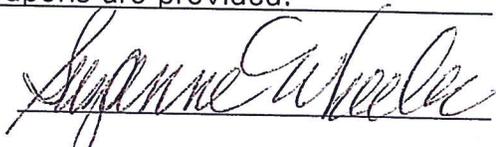
- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ 35 GSA* Rate \$ _____
- Meal costs - GSA* per diem rate \$ Institute provides a \$5 breakfast reimbursement, lunch is provided and dinner coupons are provided.

*www.gsa.gov

Date: 3/5/13


Department Head Signature

Date: _____


Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

- REQUEST FOR USE OF FLEET VEHICLE**

<u>Cost Analysis</u>			<u>Training</u>		<u>Date(s)</u>
Pat Diamond			Institute for Temp Asst Programs		4/8-4/12/13
Carrie Maldonado			B-1		4/22-4/26/13
Beth Mabie					
			Cost of Training/Person		\$ 140.00
			# of staff attending		<u>3</u>
					\$ 420.00
Overnight			Commuting		
# of miles/1 way	<u>50</u>		<u>50</u>		
X # trips	<u>4</u>		<u>20</u>		
Total # of miles	200		1000	X	
			Fleet Car - .105		
			Overnight		\$ 21.00
			Commute		\$ 105.00
			Personal Car-.345		
			Overnight		\$ 69.00
			X Commuting		\$ 345.00
Estimated Overtime					
			Commuting		
	Salary	Hr Rate	OT Rate	# of hrs	Total OT
#1	<u>34,857</u>	16.76	25.14	<u>20</u>	502.75
#2	<u>30,759</u>	14.79	22.18	<u>20</u>	443.64
#3	<u>35,357</u>	17.00	25.50	<u>20</u>	509.96
					Commuting OT
					\$ 1,456.34
			Overnight		
			# of hrs	Total OT	
#1			<u>2</u>	50.27	
#2			<u>2</u>	44.36	Overnight OT
#3			<u>2</u>	51.00	\$ 145.63
Hotel					
	# of days		Rate/night	Total Hotel Expense	
	4		\$ 35.50	x3 staff	\$ 426.00
Totals					
			Fleet Car + Training + Hotel + OT		\$ 1,012.63
			Fleet Car + Training + Overtime		\$ 1,981.34
			Personal Car + Training + Hotel + OT		\$ 1,060.63
			Personal Car + Training + Overtime		\$ 2,221.34

Print

Training Announcement

Training Title

**Institute for Temporary Assistance Programs (ITAP)
B-1**

Attachments - click to view

▶ <https://stars.bsc-cdhs.org/docs/StarsUserDocs/7570/AnnounceAttachments>

<https://stars.bsc-cdhs.org/docs/StarsUserDocs/7570/AnnounceAttachments>

<https://stars.bsc-cdhs.org/docs/StarsUserDocs/7570/AnnounceAttachments>

Provider

SUNY Albany - PDP

Date & Time	Location	Registration Deadline	Hotel
04/08/2013 - 04/12/2013 8:30AM to 4:30PM	SUNY Albany PDP Training Center UAB 437 1215 Western Avenue, Albany 12203-	03/21/2013	Extended Stay America 1395 Washington Ave., Albany 12206-0000 Phone: (518) 446-0680
04/22/2013 - 04/26/2013 8:30AM to 4:30PM	SUNY Albany PDP Training Center UAB 437 1215 Western Avenue, Albany 12203-		Extended Stay America 1395 Washington Ave., Albany 12206-0000 Phone: (518) 446-0680

Course Description

STAYING

This program is the primary vehicle for delivering core, performance-based training to new Temporary Assistance (TA) workers from social service districts (SSD) across New York State. This 10-day residential institute provides uniform, consistent knowledge and skill development opportunities related to the policies, procedures, and computerized systems that support and assist social services districts and workers in administering temporary assistance programs. Course topics, objectives, and sequencing are based on a delivery plan developed in previous years in conjunction with NYS OTDA and the NYS Welfare Reform Advisory Committee, in addition to previous job task analyses of the role of the Social Welfare Examiner in managing temporary assistance caseloads.

This training program is a key component of a training resource system (TRS) for new TA workers, which spans a six-month period, where competency is gained and measured through classroom training as well as participation in a mix of job-related work and learning (wrap-around) activities. TRS related learning resources and supports can be found on www.trainingspace.org. It is recommended that registrants for ITAP review and complete pre-training activities in the ITAP Wrap-Around, Phase One using the assigned NYS sign-on.

Training Description	
Same as Course Description.	
Target Population	Additional Information

SSD Temporary Assistance eligibility staff, including new or recently hired staff who perform TA intake, eligibility, and undercare functions and have 1-3 months of on-the-job experience in current position (with 6 to 8 weeks being optimal). Staff from other program areas in need of a basic foundation for understanding Temporary Assistance policy are also encouraged to attend.

First Day Registration
Weeks 1 & 2: 8:45 AM
First Day Start Time:
9:00 AM
Start Time Tuesday -
Friday: 8:30 AM
End Time Monday -
Thursday: 4:30PM
Friday End Time: 2:30
PM

Attached please find:
Course Outline;
Registration Form;
Travel &
Accommodation
Policies

For overnight participants, the Research Foundation of SUNY provides dinner coupons for each eligible night as well as a \$5 breakfast reimbursement. Lunch is provided to all training participants.

The parking passes required for this training, directions, and parking map are

	attached to the Confirmation.
Course Prerequisites	
It is recommended that registrants for ITAP review and complete pre-training activities in the ITAP Wrap-Around, Phase One found on www.trainingspace.org using the assigned NYS sign-on.	
Course Content	
Temporary Assistance	
Pre-registration Required	
Yes	
Reimbursement	
Mileage & Hotel	
Training Fees	
Local District, ACS and HRA staff will be charged Training fees	
Meets In-Service CPS Requirements	
No	
For Additional Course Information Contact	
Amy Kerr Phone: (518) 956-7874 Email: akerr@albany.edu	

<p>Social services district and contract/provider staff who perform Welfare-To-Work/Employment functions and Eligibility/Undercare staff who determine eligibility for Temporary Assistance and SNAP or maintain undercare caseloads. All staff, regardless of their level of experience, are encouraged to attend.</p>	<p>Registration Time: 8:45 am</p> <p>At check-in you must present a credit card to cover a mandatory deposit for your incidentals. Use of a debit card is not recommended for this purpose.</p> <p>For <u>overnight</u> participants, the hotel provides breakfast and the Research Foundation of SUNY provides dinner coupons for each eligible night. Lunch is provided to all training participants.</p>
<p>Course Prerequisites</p>	

Participants are encouraged to review the New York State Temporary Assistance and SNAP Employment Policy Manual. In addition, it is recommended that participants review the Local District Employment Plan and Community Resource Directories.

Course Content

Temporary Assistance

Pre-registration Required

Yes

Reimbursement

Mileage & Hotel

Training Fees

Local District, ACS and HRA staff will be charged Training fees

Meets In-Service CPS Requirements

No

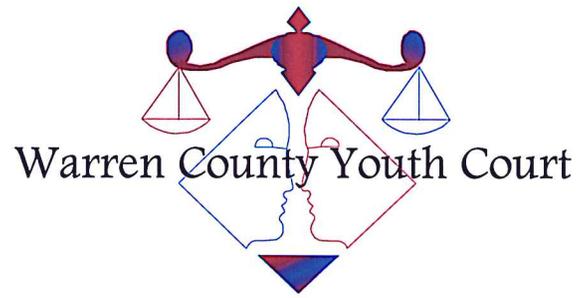
For Additional Course Information Contact

Peggy Dayer

Phone: (518) 956-7927

Email:

pdayer@albany.edu



Warren County Youth Court

2012 End of Year



182 unduplicated youth

47 OFFENDERS:

- 29 referrals
- 0 cases pending
- 10 currently open
 - 2 college kids
 - Received referrals in "clumps" – one in spring and one in fall
- 32 successful completions
- 2 unsuccessful completions:
(1 probation/truancy, 1 gave birth)
- 1 return for failure to comply
- 1 youth referred for *community service supervision*
(local youth arrested in RI and completed service with us as approved by probation/diversion there)

REFERRALS:

- 7 Warren County Probation
- 22 adult court:
 - Glens Falls 3
 - Queensbury 8
 - Lake George 11

OFFENSES:

- **Petit Larceny**
- **Unlawful Possession of Marijuana**
- **Speeding**
 - **All more than 20mph over limit**
- Incorrigible
- Criminal Trespass
- Disorderly Conduct
- Criminal Mischief
- Traffic Offenses
- Truancy
- Possession of Alcohol under 21



VOLUNTEERS

- 150+ volunteers from all 8 school districts/10 communities eligible to participate
- 135 have participated in the last year
 - 3 offenders after completing sentencing successfully now participate as volunteers
 - 75 would be considered active, having attended 6 or more sessions throughout the year (includes training sessions)

COMMUNITY SERVICE

- youth have provided service to approximately 36 organizations/municipalities across 7 communities
 - Bolton Landing
 - Chestertown
 - Glens Falls
 - Hague
 - Lake George
 - North Creek
 - Queensbury
 - Thurman
 - Warrensburg
- more than 75 service opportunities, majority of which were open to all youth (offenders and volunteers)
- more than 2,000 hours of service completion
 - Group Community Service
 - Independent Community Service
 - Volunteer Services
 - Youth Court
 - Additional Time Committed

