

# **SOCIAL SERVICES COMMITTEE**

## **AGENDA**

**Friday, June 27, 2014**

**9:15 a.m.**

- 1. Committee Meeting called to order by Chairman.**
- 2. Motion to approve minutes of prior Committee meeting.**
- 3. Action Items**
  - A. Amend Contract**
    - 1. Request authorization to amend the agreement with Council For Prevention Of Alcohol and Substance Abuse, Inc., for A Youth Court Program, for the term January 1, 2014 through December 31, 2014, for a total amount of \$55,335, which reflects an increase of \$4,460 Local Share.**
  - B. Training/Travel**
    - 1. Request permission for Maureen Schmidt, Julie Montero, Diane Coughlin, Chris Hanchett, Karen Whitted, Liz Burke and Anthony Jordan to attend the New York Public Welfare Association (NYPWA) Annual Summer Conference in Saratoga Springs, from July 20 – July 23, 2014.**
- 4. Countryside Adult Home**

## ***RESOLUTION REQUEST FORM NO. 4***

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

**DEPARTMENT NAME: SOCIAL SERVICES**

**DATE: 6/25/14**

- (a) Purpose of Contract Change: **AMEND TOTAL AMOUNT OF CONTRACT from \$50,875, to \$55,335, which reflects an increase of \$4,460 regarding the local share.**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: **Resolution No. 131 2014**
- (c) Name of Contractor: **COUNCIL FOR PREVENTION OF ALCOHOL & SUBSTANCE ABUSE, INC.**
- (d) Address of Contractor: **10 LACROSS ST, HUDSON FALLS, NY12839**
- (e) Contractor's Contact Person and Telephone Number:
- (f) Commencement Date of Extension: **1/1/14**
- (g) Termination Date of Extension: **12/31/14**
- (h) Payment Provisions:
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed **\$55,335**
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (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:**

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

\*as listed in budget and LOGOS

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**From:** David Saffer [<mailto:DavidSaffer@councilforprevention.org>]  
**Sent:** Tuesday, June 24, 2014 12:23 PM  
**To:** [dusekp@warrencountyny.gov](mailto:dusekp@warrencountyny.gov)  
**Cc:** Wheeler, Suzanne (DFA)  
**Subject:** Youth Court...revised

Good Morning...this is the latest breakdown of the Youth Court Budget for 2014.

The expense budget as presented is \$74,000

Income to date.....	Warren County.....	\$50,875	
	Warrensburg.....	1,000	
	Queensbury.....	3,500	reduced from \$6,000 in 2013
	Lake George.....	2,500	
	State Bar Assoc.....	500	
	Warren County Bar...	2,165	
	Victims Impact Panel..	2,000	
<b>TOTAL.....</b>		<b>62,540</b>	
Expected .....	Thurman	500	
	Glens Falls	6,000	Glens Falls promised \$6,000 in 2013 but it never came, therefore a
2013 shortfall of \$2,700			
	Anticipated Fund	500	
Anticipated shortfall		\$4,460	

Thanks for your support and help. If you need further information please contact me.

David Saffer, LCSW  
Executive Director  
Council for Prevention  
10 LaCrosse Street  
Hudson Falls, NY 12839  
(518) 746-1527

# Warren County Board of Supervisors

## RESOLUTION NO. 131 OF 2014

**Resolution introduced by Supervisors Westcott, Wood, Sokol, Frasier, Strough, Vanselow and Simpson**

### **AUTHORIZING EXTENSION AND AMENDMENT AGREEMENT WITH COUNCIL FOR PREVENTION OF ALCOHOL AND SUBSTANCE ABUSE, INC. FOR THE YOUTH COURT PROGRAM**

RESOLVED, that Warren County continue and amend the previous agreement authorized by Resolution Nos. 217 of 2012, 366 of 2012, and 184 of 2013, with the Council for Prevention of Alcohol and Substance Abuse, Inc.; 10 LaCrosse St., Hudson Falls, New York 12839, to provide a Youth Court Program, for a total amount of Fifty Thousand Eight Hundred Seventy-Five Dollars (\$50,875) for a term commencing January 1, 2014 and terminating December 31, 2014, and in a form approved by the County Attorney, to be paid from Budget Code A.7313 470 Youth Court, Contract.

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 Maureen Schmidt, Julie Montero, Diane Coughlin, Chris Hanchett, Karen Whitted, Liz Burke and AnthonyJordan.  
(Supervisory Committee) (Employee Name)

to attend NYPWA Annual Summer Conference  
(Name of meeting or organization)

at Saratoga Hilton  
(Address)

on July 21 - July 23, 2014. 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:

**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 \$ \_\_\_\_\_ GSA \* Rate \$ \_\_\_\_\_
  - Meal costs - GSA \*per diem rate \$ \_\_\_\_\_
- \*[www.gsa.gov](http://www.gsa.gov)

Date: 6/26/14

  
Department Head Signature

Date: 6/28/14

  
Committee Chairman Signature

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

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Please check to request a fleet vehicle.

**REQUEST FOR USE OF FLEET VEHICLE**

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**Filing Instructions:**

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.

<b>Cost Analysis</b>	<b>Training</b>	<b>Date(s)</b>
M Schmidt, J Montero	NYPWA Summer Conference	7/21-7/23/14
A Jordan, K Whitted		
D Coughlin, E Burke, C Hanchett		

Cost of Training/Person	\$	927.00
# of staff attending		7

<b>Overnight</b>	<b>Commuting</b>
# of miles/1 way <u>25</u>	<u>255</u>
X # trips <u>6</u>	<u>2</u>
Total # of miles 150	510

Fleet Car - .12		
X Overnight	\$	18.00
Commute	\$	61.20

**Estimated Overtime**

				<b>Commuting</b>		
	Salary	Hr Rate	OT Rate	# of hrs	Total OT	
#1	<u>43,455</u>	20.89	31.34	<u>1</u>	31.34	
#2	<u>46,092</u>	22.16	33.24	<u>1</u>	33.24	Commuting OT
#3	<u>46,703</u>	22.45	33.68	<u>2</u>	67.36	\$ 199.30
#4	<u>46,703</u>	22.45	33.68	<u>2</u>	67.36	
#5	<u>          </u>	0.00	0.00	<u>          </u>	0.00	
#6	<u>          </u>	0.00	0.00	<u>          </u>	0.00	
#7	<u>          </u>	0.00	0.00	<u>          </u>	0.00	

<b>Hotel</b>		Rate/night		Total Hotel Expense
	9	\$	168.00	\$ 1,512.00

<b>Totals</b>			
	Fleet Car + Training + Hotel + OT	\$	2,457.00
	Fleet Car + Training + Overtime	\$	1,126.30

**WARREN COUNTY**  
**DEPARTMENT OF SOCIAL SERVICES**  
**Suzanne F. Wheeler, Commissioner**  
1340 STATE ROUTE 9  
MUNICIPAL CENTER ANNEX  
LAKE GEORGE, NEW YORK 12845  
(518)761-6300

CHECK NO. \_\_\_\_\_

PO # \_\_\_\_\_ CODE A 6010 444

Vendor 285

CLAIMANT'S	NYPWA
NAME	130 Washington Ave.
ADDRESS	Albany, NY 12210

DATES	Description of Materials or Services		
7/20-7/23/14	144th Annual Summer Conference		
	<b>Full Conference Attendees:</b>		
	Maureen Schmidt, Deputy Commissioner		\$ 164.00
	Julie Montero, Fiscal Manager		\$ 164.00
	Diane Coughlin, Preventive Supervisor		\$ 164.00
	Chris Hanchett, Foster Care Supervisor		\$ 164.00
	Anthony Jordan, DSS Attorney		\$ 164.00
	<b>One-Day Attendee</b>		
Karen Whitted, Chronic Care - Principle SWE		\$ 107.00	
<b>6th Full Conference Attendee:</b>			<b>Free</b>
Liz Burke, Fraud - Senior Investigator			
	<b>TOTAL</b>	\$ -	\$ 927.00

All purchases made by Warren County Department of Social Services are exempt from all taxes, including Sales Tax (# 14-6002576).

This is to certify that the several items in the foregoing account are just, true and correct, that the disbursements and services charged therein have in fact been made or rendered, and that no part of the amount claimed has been paid or satisfied.

SIGNATURE OF CLAIMANT \_\_\_\_\_

FEDERAL ID/SOCIAL SECURITY # \_\_\_\_\_

**OFFICE USE ONLY**

DEPARTMENTAL APPROVAL

The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

DATE

AUTHORIZING OFFICIAL