

Social Services Committee
Warren County Department of Social Services
AGENDA
August 28, 2015

Committee Members: Supervisors Simpson, Wood, Sokol, Frasier, Strough, Vanselow and Seeber.

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior Committee meeting
- III. Action Agenda/New Business
 1. Request to change the vacant position of Part-Time Assistant Social Services Attorney (20 hours per week), Salary \$35,000, to Full-Time Assistant Social Services Attorney, Salary of \$62,500.
Please see Attachment 1
 2. Notice of Intent to Fill the Vacant Position of Social Welfare Examiner #41, Grade 8 (Step 0), in the Temporary Assistance Unit, due to resignation effective 8/20/15.
Please see Attachment 2
 3. Request permission for Cynthia Schrock Seeley, Deputy Commissioner/Chief Legal Counsel, to attend The Interstate Substance Abuse Convening: New York and Vermont Strengthening Collaborations, in Burlington, VT, from October 7 through 9th, 2015.
Please see Attachment 3
 4. Request for Approval to Enroll in Job-Related Courses at SUNY Adirondack, for Social Welfare Examiner.
Please see Attachment 4
- IV. Pending Item
There are no pending items.
- V. Information for Discussion/Review
 1. Deanna Park - Countryside Adult Home
 2. Julie Montero - Monthly Revenue & Expenditures, and Overtime Reports (**Attachment #5**);
Projected 2016 Revenue & Expenditures (**Attachment #6**) – Please note: Full packets will be distributed at the Committee meeting.
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to Adjourn

Attachments:

1. Misc. Change Part Time Social Services Attorney to Full Time Social Services Attorney
2. Notice of Intent to Fill – Social Welfare Examiner
3. Request Permission Cynthia Schrock Seeley to attend Convening in Burlington VT
4. Application for Approval to Enroll in Job-Related Courses
5. Monthly Revenue & Expenditures, and Overtime Reports
6. Projected 2016 Revenue & Expenditures

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: SOCIAL SERVICES

DATE: 8/28/15

- (a) Purpose of Request: **To change the vacant position of Part Time Assistant Social Services Attorney to Full Time Assistant Social Services Attorney.**
- (b) Details: **To change the vacant position of Part Time Assistant Social Services Attorney, not to exceed 20 hours per week, Salary \$35,000, to Full Time Assistant Social Services Attorney, Salary \$62,500.**
- (c) Previous Resolution Number: **Resolution No. 86 of 2015**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES

LEGAL DEPARTMENT – FULL TIME ATTORNEY

- Counties of similar size (Columbia, Cortland, and Genesee) have more than two attorneys who handle DSS matters, and have 2-3 full time attorneys to prosecute Article 10 matters.
- Beginning January 1, 2016, we will have two Family Courts running at the same time, with an additional courtroom for Support matters, which our attorney(s) cover/handle.
- Our current Assistant Attorney routinely works 45-60 hour weeks.
- The matters being handled in Family Court are getting more complex.
- The Family Court matters alone being currently handled by one attorney include prosecution and court appearances at all stages of the litigation, motion practice and discovery, drafting legal pleadings and resulting orders, preparing for and participating in Fair Hearings, advising caseworkers at every stage of a legal case.
- There is currently no full time dedicated support staff in the Social Services Legal Department.

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: **40.00**
 Title of Position: **Social Welfare Examiner #41** Base Salary of Position: **\$31,452** Grade: **8**
 Filling at Step # (If Known): **0** Request to Backfill Due to Promotion: Yes No
 Budget code and title: **A 6010 110 - Salaries Regular** Union Non-Union
 This position is vacated due to: Retirement Resignation Termination Promotion Other
 Employee No.: **12539** Is this position mandated? Yes No Is the position reimbursable? Yes No
 Source of reimbursement: Federal 50% State 25% Other 25%

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (*hiring would be provisional*) Non-Competitive Other _____

Actual Impact to Budget Report will be provided monthly by Human Resources Director.

Candidate's qualifications must be approved by Personnel Officer prior to hiring.

Human Resources Director has approved this form when initialed. _____

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

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

Administrator Signature _____ Date _____

BUDGET OFFICER COMPLETES THIS SECTION

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

Budget Officer Signature _____ Date _____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee _____

- The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy.
 In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.
 In the case of an emergency, Committee Chair objects to the filling of the vacancy.

Ranking Committee Member Signature _____ Date _____

August 12, 2015

To Whom It May Concern:

I, Cody Stewart, hereby tender my resignation as a Social Welfare Examiner with Warren County Department of Social Services. My last day of employment will be 8/20/15. I am relocating because my wife has accepted employment out of the state. I have greatly appreciated the opportunity to work for Warren County and have enjoyed my time here as an employee.

Sincerely,

Cody Stewart

A handwritten signature in black ink, appearing to read "Cody Stewart". The signature is stylized, with the first name "Cody" written in a cursive-like font and the last name "Stewart" written in a more blocky, cursive style. The signature is positioned below the printed name "Cody Stewart".

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

ATTACHMENT #3

Check one:

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

The Social Services Committee hereby authorizes Cynthia Schrock Seeley

 (Supervisory Committee) (Employee Name)

to attend Interstate Substance Abuse Convening

 (Name of meeting or organization)

at Sheraton Hotel & Conference Center, Burlington, VT

 (Address)

on October 29 - 30, 2015. 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

Date: 8/25/15

Maureen Schmidt
 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

Filing Instructions:

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.

Cost Analysis		Training		Date(s)
Cynthia Schrock Seeley		Interstate Substance Abuse		10/29-10/30/15
		Burlington, Vermont		
		Cost of Training/Person	\$	-
		# of staff attending		1
			\$	-
Overnight		Commuting		
# of miles/1 way	<u>105</u>	<u> </u>		
X # trips	<u>2</u>	<u> </u>		
Total # of miles	210	0	X	
		Commute	\$	-
		Fleet Car = .25	\$	52.50
		Personal Car - .575	\$	120.75
Hotel		Rate/night		
1 night		\$ -	\$	-
Totals				
		Travel - Personal Vehicle	\$	120.75
		Travel - Fleet Vehicle	\$	52.50

SAFE STRONG SUPPORTIVE

Interstate Substance Abuse Convening: New York and Vermont *Strengthening Collaborations*

When: October 29-30, 2015; *please note that October 28th is a travel day and we will end at 12pm on October 30th.*

Where: Sheraton Hotel and Conference Center, Burlington, VT

Purpose: To develop sustainable solutions and capacity for collaboration across systems and borders to effectively respond to the Opioid and Heroin epidemic in New York and Vermont. Share and examine best practices for substance abuse related issues, such as primary prevention, intervention treatment options, medically assisted treatment, engagement of primary care, Prescription Monitoring Drug Programs, drug courts, law enforcement collaborations, and the transformative process essential for public system response to the Opioid epidemic and its impact on families.

PLEASE [REGISTER](#) EACH TEAM MEMBER BY SEPTEMBER 16, 2015

FURTHER INFORMATION WILL BE SENT IN THE NEAR FUTURE

21P 0034-1103

RESOLUTION REQUEST FORM NO. 19***Application for Approval to Enroll in Job-Related Courses by Employee***

1. Employee's Name: **Linda Morgan**
2. Position: **Social Welfare Examiner** 3. Department: **Social Services/Medicaid Unit**
4. Course Title: **Sociology 101; Psychology 101 (3 credit hours each)**
5. Institution or School: **SUNY Adirondack**
6. How Course Relates to Current Position: **Required courses for Crim Justice-Subst Abus degree**
7. Starting Date: **09/09/15** 8. Completion Date:
9. Cost: **\$166 per credit hour.**

10: Employee's Signature: Linda Morgan Date: 8/25/15

11. Supervisor's Comments (Approval/Denial)

I think Linda is trying to improve herself and further her career in Social Services by taking these classes.

Supervisor's Signature: James J. Conner Date: 8/25/15

12. Department Head's Comments (Approval/Denial)

Department Head's Signature: Maureen Schmidt Date: 8/25/15

13. Committee's Recommendation:

Committee Chairman's Signature: _____ Date: _____

If approved by Committee, and resolution approving the course is adopted by the Board of Supervisors, candidate may enroll and be eligible for 50% reimbursement for costs as itemized in Item #9. Employee must complete the course with at least a "C", its equivalent, or better. Employee then submits a voucher with receipts verifying costs as listed and a copy of their final grade.

BUDGET ANALYSIS

ATTACHMENT #5

REVENUE AND EXPENDITURES FOR JULY 2015

FUND(S): A

CODE(S): 6010, 6030, 6050, 6055, 6070, 6100, 6109, 6119, 6140, 6141, 6142, 7311, 7312, 7313

EXPENSES	2015 BUDGETED	JULY 2015 EXP	JULY 2014 EXP	2015 YTD ACTUAL	2014 Prior Year Totals
110 Salaries - Regular	\$5,676,292.00	\$413,874.10	\$400,929.21	\$3,038,831.29	\$5,182,997.7
120 Salaries - Overtime	\$85,222.00	\$4,299.01	\$4,608.61	\$37,677.88	\$71,676.6
130 Salaries - Part Time	\$190,020.00	\$11,516.78	\$13,514.31	\$118,948.88	\$220,535.2
100's PERSONAL SERVICES Total	\$5,951,534.00	\$429,689.89	\$419,052.13	\$3,195,458.05	\$5,475,209.6
200's EQUIPMENT	\$39,018.24	(\$265.00)	\$284.05	\$30,444.47	\$15,611.1
400's CONTRACTUAL	\$23,516,499.00	\$1,881,002.55	\$1,813,299.04	\$11,843,099.76	\$23,937,879.6
800's EMPLOYEE BENEFITS	\$3,944,725.00	\$288,652.33	\$385,070.40	\$2,165,004.87	\$3,726,485.5
TOTALS	\$33,451,776.24	\$2,599,079.77	\$2,617,705.62	\$17,234,007.15	\$33,155,185.9

REVENUES	2015 BUDGETED	JULY 2015 REVENUE	JULY, 2014 REVENUE	2015 YTD ACTUAL	2014 Prior Year Totals
	\$16,151,956.00	\$600,000.00	\$3,413,023.95	\$5,933,742.98	\$15,777,219.91

Expense Budget Performance Report

Fiscal Year to Date 07/31/15
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund A - General										
Department 6010 - Social Services										
EXPENSE										
<i>Personal Services</i>										
110	Salaries - Regular	5,027,233.00	.00	5,027,233.00	364,065.67	.00	2,671,915.39	2,355,317.61	53	4,560,141.07
120	Salaries - Overtime	49,222.00	.00	49,222.00	1,910.42	.00	25,528.60	23,693.40	52	50,891.73
130	Salaries - Part Time	26,361.00	.00	26,361.00	582.98	.00	38,612.31	(12,251.31)	146	65,913.34
<i>Personal Services Totals</i>		\$5,102,816.00	\$0.00	\$5,102,816.00	\$366,559.07	\$0.00	\$2,736,056.30	\$2,366,759.70	54%	\$4,676,946.14
<i>Equipment</i>										
210	Furniture/Furnishings	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
220	Office Equipment	5,000.00	26,418.24	31,418.24	.00	.00	26,559.68	4,858.56	85	3,333.26
<i>Equipment Totals</i>		\$6,000.00	\$26,418.24	\$32,418.24	\$0.00	\$0.00	\$26,559.68	\$5,858.56	82%	\$3,333.26
<i>Contractual Expense</i>										
410	Supplies	55,000.00	.00	55,000.00	3,393.16	4,501.91	25,351.74	25,146.35	54	59,367.34
411	Rent-Building/Property	564,547.00	.00	564,547.00	94,091.12	.00	376,364.48	188,182.52	67	564,546.94
418	Ins-General Liability	45,547.00	.00	45,547.00	.00	.00	37,640.48	7,906.52	83	42,311.11
422	Repair/Maint-Equipment	3,000.00	(186.85)	2,813.15	.00	.00	.00	2,813.15	0	170.00
423	Telephone	20,000.00	.00	20,000.00	1,606.57	.00	10,014.10	9,985.90	50	18,994.36
424	Postage	25,000.00	.00	25,000.00	3,506.88	.00	17,778.62	7,221.38	71	33,446.97
426	Subscriptions	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	299.00
427	Memberships & Dues	5,000.00	.00	5,000.00	.00	.00	4,508.00	492.00	90	4,168.00
428	Data Processing & Internet Fees	3,600.00	186.85	3,786.85	332.85	1,884.00	1,902.85	.00	100	3,576.00
432	Special Project Supply	95,000.00	.00	95,000.00	1,701.00	.00	2,155.00	92,845.00	2	95,000.00
435	Medical Fees	2,000.00	.00	2,000.00	(227.53)	.00	(1,025.26)	3,025.26	-51	(427.84)
436	Advertising Fees	1,500.00	.00	1,500.00	.00	.00	223.80	1,276.20	15	1,335.07
437	Consulting Fees	3,000.00	(3,000.00)	.00	.00	.00	.00	.00	+++	.00
439	Misc Fees & Expenses	3,000.00	3,000.00	6,000.00	471.92	.00	3,300.67	2,699.33	55	3,951.77
440	Legal/Transcript Fees	7,000.00	.00	7,000.00	.00	.00	.00	7,000.00	0	9,080.08
441	Auto-Supplies & Repair	15,215.00	.00	15,215.00	185.94	.00	2,216.17	12,998.83	15	2,338.82
442	Automotive - Gas & Oil	15,000.00	.00	15,000.00	652.14	.00	3,403.81	11,596.19	23	10,374.91
444	Travel/Education/Conference	18,000.00	.00	18,000.00	1,192.08	.00	3,420.38	14,579.62	19	10,527.71
469	Other Payments/Contributions	5,000.00	.00	5,000.00	.00	200.00	800.00	4,000.00	20	3,675.00
470	Contract	380,800.00	.00	380,800.00	49,856.96	45,350.04	136,706.14	198,743.82	48	322,007.45
<i>Contractual Expense Totals</i>		\$1,268,409.00	\$0.00	\$1,268,409.00	\$156,763.09	\$51,935.95	\$624,760.98	\$591,712.07	53%	\$1,184,742.69
<i>Employee Benefits</i>										
810	Retirement	869,315.00	.00	869,315.00	60,049.17	.00	489,521.08	379,793.92	56	879,436.31
830	Social Security	316,378.00	.00	316,378.00	21,336.84	.00	160,028.18	156,349.82	51	274,498.66
831	Medicare Contribution	73,989.00	.00	73,989.00	4,990.04	.00	37,425.89	36,563.11	51	64,197.35
860	Hospitalization	1,541,543.00	.00	1,541,543.00	120,754.85	.00	854,040.82	687,502.18	55	1,445,337.98
865	Dental Insurance	22,680.00	.00	22,680.00	1,778.00	.00	12,368.00	10,312.00	55	21,452.00
<i>Employee Benefits Totals</i>		\$2,823,905.00	\$0.00	\$2,823,905.00	\$208,908.90	\$0.00	\$1,553,383.97	\$1,270,521.03	55%	\$2,684,922.30

Expense Budget Performance Report

Fiscal Year to Date 07/31/15
 Include Rollup Account and Rollup to Account



Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund A - General											
Department 6010 - Social Services											
	EXPENSE										
	<i>Other Benefits</i>										
840	Workmen's Compensation	57,479.00	.00	57,479.00	.00	.00	57,478.01	57,478.01	.99	100	43,057.70
850	Unemployment Insurance	37,000.00	.00	37,000.00	1,033.00	.00	1,176.00	35,824.00	35,824.00	3	23,298.20
855	Disability	6,000.00	.00	6,000.00	2,863.03	.00	4,059.54	1,940.46	1,940.46	68	5,371.25
861	Retirees Hospitalization	424,160.00	.00	424,160.00	31,565.89	.00	224,866.32	199,293.68	199,293.68	53	394,714.99
862	EPO Co-Pay	.00	.00	.00	.00	.00	.00	.00	.00	+++	1,140.00
	<i>Other Benefits Totals</i>	\$524,639.00	\$0.00	\$524,639.00	\$35,461.92	\$0.00	\$287,579.87	\$237,059.13	\$237,059.13	55%	\$467,582.14
	EXPENSE TOTALS	\$9,725,769.00	\$26,418.24	\$9,752,187.24	\$767,692.98	\$51,935.95	\$5,228,340.80	\$4,471,910.49	\$4,471,910.49	54%	\$9,017,526.53
	Department 6010 - Social Services Totals	(\$9,725,769.00)	(\$26,418.24)	(\$9,752,187.24)	(\$767,692.98)	(\$51,935.95)	(\$5,228,340.80)	(\$4,471,910.49)	(\$4,471,910.49)	54%	(\$9,017,526.53)
Department 6030 - Countryside Adult Home											
	EXPENSE										
	<i>Personal Services</i>										
110	Salaries - Regular	649,059.00	.00	649,059.00	49,808.43	.00	366,915.90	282,143.10	282,143.10	57	622,856.70
120	Salaries - Overtime	36,000.00	.00	36,000.00	2,388.59	.00	12,149.28	23,850.72	23,850.72	34	20,784.90
130	Salaries - Part Time	163,659.00	.00	163,659.00	10,933.80	.00	80,336.57	83,322.43	83,322.43	49	154,621.87
	<i>Personal Services Totals</i>	\$848,718.00	\$0.00	\$848,718.00	\$63,130.82	\$0.00	\$459,401.75	\$389,316.25	\$389,316.25	54%	\$798,263.47
	<i>Equipment</i>										
210	Furniture/Furnishings	6,000.00	(700.00)	5,300.00	.00	.00	3,246.79	2,053.21	2,053.21	61	10,132.00
220	Office Equipment	.00	.00	.00	.00	.00	.00	.00	.00	+++	348.00
260	Other Equipment	400.00	700.00	1,100.00	(265.00)	.00	638.00	462.00	462.00	58	1,797.85
270	Lawn & Landscaping	200.00	.00	200.00	.00	.00	.00	200.00	200.00	0	.00
	<i>Equipment Totals</i>	\$6,600.00	\$0.00	\$6,600.00	(\$265.00)	\$0.00	\$3,884.79	\$2,715.21	\$2,715.21	59%	\$12,277.85
	<i>Contractual Expense</i>										
410	Supplies	35,000.00	(16.00)	34,984.00	1,463.49	15,964.37	9,712.44	9,307.19	9,307.19	73	28,296.35
413	Repair & Maint.-Bldg/Property	40,000.00	.00	40,000.00	901.65	8,251.23	9,137.61	22,611.16	22,611.16	43	30,352.21
415	Electricity	35,000.00	.00	35,000.00	2,291.93	.00	12,176.72	22,823.28	22,823.28	35	24,753.46
416	Oil & Gas-Heating	50,000.00	.00	50,000.00	58.93	930.00	16,897.56	32,172.44	32,172.44	36	44,745.77
418	Ins-General Liability	8,500.00	.00	8,500.00	.00	.00	8,637.87	(137.87)	(137.87)	102	7,879.69
422	Repair/Maint-Equipment	1,500.00	.00	1,500.00	155.75	600.00	715.46	184.54	184.54	88	21.62
423	Telephone	3,500.00	.00	3,500.00	195.94	579.14	1,572.14	1,348.72	1,348.72	61	2,282.63
424	Postage	440.00	.00	440.00	9.48	.00	129.75	310.25	310.25	29	672.76
426	Subscriptions	250.00	16.00	266.00	.00	.00	265.20	.80	.80	100	242.97
428	Data Processing & Internet Fees	1,250.00	.00	1,250.00	94.96	475.28	664.72	110.00	110.00	91	1,069.52
432	Special Project Supply	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	2,000.00	0	409.50
434	Allowances	25,800.00	.00	25,800.00	1,150.00	.00	9,250.00	16,550.00	16,550.00	36	17,850.00
435	Medical Fees	3,200.00	.00	3,200.00	205.00	.00	630.00	2,570.00	2,570.00	20	3,147.67
436	Advertising Fees	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	1,000.00	0	.00

Expense Budget Performance Report

Fiscal Year to Date 07/31/15
Include Rollup Account and Rollup to Account



Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund A - General										
Department 6030 - Countryside Adult Home										
EXPENSE										
<i>Contractual Expense</i>										
437	Consulting Fees	17,500.00	.00	17,500.00	1,265.03	6,025.21	9,902.88	1,571.91	91	11,868.99
439	Misc Fees & Expenses	4,750.00	.00	4,750.00	.00	.00	224.70	4,525.30	5	465.00
440	Legal/Transcript Fees	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	1,000.00
441	Auto-Supplies & Repair	3,000.00	.00	3,000.00	972.24	.00	1,524.94	1,475.06	51	2,117.07
442	Automotive - Gas & Oil	3,600.00	.00	3,600.00	126.77	.00	786.42	2,813.58	22	2,366.14
444	Travel/Education/Conference	1,500.00	.00	1,500.00	.00	.00	1,426.39	73.61	95	789.00
445	Foods	122,000.00	.00	122,000.00	7,624.60	29,514.27	53,231.51	39,254.22	68	111,572.74
451	Medical Supply Expense	6,000.00	.00	6,000.00	79.55	3,000.00	994.96	2,005.04	67	4,430.89
453	Uniforms & Clothing	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
470	Contract	35,000.00	.00	35,000.00	949.30	1,450.70	20,587.00	12,962.30	63	30,978.65
		\$402,890.00	\$0.00	\$402,890.00	\$17,544.62	\$66,790.20	\$158,468.27	\$177,631.53	56%	\$327,312.63
<i>Contractual Expense Totals</i>										
<i>Employee Benefits</i>										
810	Retirement	121,724.00	.00	121,724.00	9,545.74	.00	75,521.76	46,202.24	62	140,534.03
830	Social Security	52,617.00	.00	52,617.00	3,672.29	.00	26,828.04	25,788.96	51	46,703.58
831	Medicare Contribution	12,305.00	.00	12,305.00	858.85	.00	6,274.27	6,030.73	51	10,922.57
860	Hospitalization	276,899.00	.00	276,899.00	21,023.88	.00	145,806.08	131,092.92	53	254,020.39
865	Dental Insurance	4,440.00	.00	4,440.00	332.00	.00	2,352.00	2,088.00	53	4,240.00
		\$467,985.00	\$0.00	\$467,985.00	\$35,432.76	\$0.00	\$256,782.15	\$211,202.85	55%	\$456,420.57
<i>Employee Benefits Totals</i>										
<i>Other Benefits</i>										
840	Workmen's Compensation	5,041.00	.00	5,041.00	.00	.00	5,040.64	.36	100	3,601.14
850	Unemployment Insurance	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	4,002.40
855	Disability	3,606.00	.00	3,606.00	.00	.00	143.70	3,462.30	4	2,450.57
861	Retirees Hospitalization	95,577.00	.00	95,577.00	7,737.85	.00	54,298.24	41,278.76	57	91,328.44
		\$110,224.00	\$0.00	\$110,224.00	\$7,737.85	\$0.00	\$59,482.58	\$50,741.42	54%	\$101,382.55
		\$1,836,417.00	\$0.00	\$1,836,417.00	\$123,581.05	\$66,790.20	\$938,019.54	\$831,607.26	55%	\$1,695,657.07
		(\$1,836,417.00)	\$0.00	(\$1,836,417.00)	(\$123,581.05)	(\$66,790.20)	(\$938,019.54)	(\$831,607.26)	55%	(\$1,695,657.07)
Department 6030 - Countryside Adult Home Totals										
EXPENSE										
Department 6050 - Public Facil. For Children										
EXPENSE										
<i>Contractual Expense</i>										
469	Other Payments/Contributions	.00	.00	.00	.00	.00	.00	.00	+++	30,086.02
470	Contract	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	.00
		\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0%	\$30,086.02
		\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0%	\$30,086.02
		(\$25,000.00)	\$0.00	(\$25,000.00)	\$0.00	\$0.00	\$0.00	(\$25,000.00)	0%	(\$30,086.02)
Department 6050 - Public Facil. For Children Totals										

Expense Budget Performance Report

Fiscal Year to Date 07/31/15
 Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund A - General										
Department 6055 - Daycare										
	EXPENSE									
	Contractual Expense									
470	Contract	1,515,000.00	.00	1,515,000.00	107,823.49	.00	586,582.08	928,417.92	39%	1,315,413.09
	<i>Contractual Expense Totals</i>	<i>\$1,515,000.00</i>	<i>\$0.00</i>	<i>\$1,515,000.00</i>	<i>\$107,823.49</i>	<i>\$0.00</i>	<i>\$586,582.08</i>	<i>\$928,417.92</i>	<i>39%</i>	<i>\$1,315,413.09</i>
	EXPENSE TOTALS	\$1,515,000.00	\$0.00	\$1,515,000.00	\$107,823.49	\$0.00	\$586,582.08	\$928,417.92	39%	\$1,315,413.09
	Department 6055 - Daycare Totals	(\$1,515,000.00)	\$0.00	(\$1,515,000.00)	(\$107,823.49)	\$0.00	(\$586,582.08)	(\$928,417.92)	39%	(\$1,315,413.09)
Department 6070 - Services for Recipients										
	EXPENSE									
	Contractual Expense									
470	Contract	315,000.00	.00	315,000.00	37,057.18	.00	137,444.56	177,555.44	44%	323,415.12
	<i>Contractual Expense Totals</i>	<i>\$315,000.00</i>	<i>\$0.00</i>	<i>\$315,000.00</i>	<i>\$37,057.18</i>	<i>\$0.00</i>	<i>\$137,444.56</i>	<i>\$177,555.44</i>	<i>44%</i>	<i>\$323,415.12</i>
	EXPENSE TOTALS	\$315,000.00	\$0.00	\$315,000.00	\$37,057.18	\$0.00	\$137,444.56	\$177,555.44	44%	\$323,415.12
	Department 6070 - Services for Recipients Totals	(\$315,000.00)	\$0.00	(\$315,000.00)	(\$37,057.18)	\$0.00	(\$137,444.56)	(\$177,555.44)	44%	(\$323,415.12)
Department 6100 - Medicaid										
	EXPENSE									
	Contractual Expense									
470	Contract	13,001,536.00	.00	13,001,536.00	910,168.00	.00	6,781,476.00	6,220,060.00	52%	13,989,058.50
	<i>Contractual Expense Totals</i>	<i>\$13,001,536.00</i>	<i>\$0.00</i>	<i>\$13,001,536.00</i>	<i>\$910,168.00</i>	<i>\$0.00</i>	<i>\$6,781,476.00</i>	<i>\$6,220,060.00</i>	<i>52%</i>	<i>\$13,989,058.50</i>
	EXPENSE TOTALS	\$13,001,536.00	\$0.00	\$13,001,536.00	\$910,168.00	\$0.00	\$6,781,476.00	\$6,220,060.00	52%	\$13,989,058.50
	Department 6100 - Medicaid Totals	(\$13,001,536.00)	\$0.00	(\$13,001,536.00)	(\$910,168.00)	\$0.00	(\$6,781,476.00)	(\$6,220,060.00)	52%	(\$13,989,058.50)
Department 6101 - Medical Assistance										
	EXPENSE									
	Contractual Expense									
470	Contract	100,000.00	(25,000.00)	75,000.00	790.46	.00	2,202.95	72,797.05	3%	30,382.48
	<i>Contractual Expense Totals</i>	<i>\$100,000.00</i>	<i>(\$25,000.00)</i>	<i>\$75,000.00</i>	<i>\$790.46</i>	<i>\$0.00</i>	<i>\$2,202.95</i>	<i>\$72,797.05</i>	<i>3%</i>	<i>\$30,382.48</i>
	EXPENSE TOTALS	\$100,000.00	(\$25,000.00)	\$75,000.00	\$790.46	\$0.00	\$2,202.95	\$72,797.05	3%	\$30,382.48
	Department 6101 - Medical Assistance Totals	(\$100,000.00)	\$25,000.00	(\$75,000.00)	(\$790.46)	\$0.00	(\$2,202.95)	(\$72,797.05)	3%	(\$30,382.48)
Department 6109 - Aid To Dependent Children										
	EXPENSE									
	Contractual Expense									
470	Contract	2,050,000.00	.00	2,050,000.00	164,121.18	.00	1,111,071.27	938,928.73	54%	2,155,461.84
	<i>Contractual Expense Totals</i>	<i>\$2,050,000.00</i>	<i>\$0.00</i>	<i>\$2,050,000.00</i>	<i>\$164,121.18</i>	<i>\$0.00</i>	<i>\$1,111,071.27</i>	<i>\$938,928.73</i>	<i>54%</i>	<i>\$2,155,461.84</i>
	EXPENSE TOTALS	\$2,050,000.00	\$0.00	\$2,050,000.00	\$164,121.18	\$0.00	\$1,111,071.27	\$938,928.73	54%	\$2,155,461.84
	Department 6109 - Aid To Dependent Children Totals	(\$2,050,000.00)	\$0.00	(\$2,050,000.00)	(\$164,121.18)	\$0.00	(\$1,111,071.27)	(\$938,928.73)	54%	(\$2,155,461.84)

Expense Budget Performance Report

Fiscal Year to Date 07/31/15
 Include Rollup Account and Rollup to Account



Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund A - General										
Department 6119 - Child Care										
EXPENSE										
Contractual Expense										
470	Contract	3,600,000.00	.00	3,600,000.00	371,702.69	.00	1,721,917.57	1,878,082.43	48%	3,410,682.38
		<i>Contractual Expense Totals</i>								
		EXPENSE TOTALS	\$0.00	\$3,600,000.00	\$371,702.69	\$0.00	\$1,721,917.57	\$1,878,082.43	48%	\$3,410,682.38
			\$0.00	\$3,600,000.00	\$371,702.69	\$0.00	\$1,721,917.57	\$1,878,082.43	48%	\$3,410,682.38
			\$0.00	(\$3,600,000.00)	(\$371,702.69)	\$0.00	(\$1,721,917.57)	(\$1,878,082.43)	48%	(\$3,410,682.38)
Department 6140 - Home Relief										
EXPENSE										
Contractual Expense										
470	Contract	1,100,000.00	.00	1,100,000.00	97,760.30	.00	652,151.67	447,848.33	59%	1,010,674.46
		<i>Contractual Expense Totals</i>								
		EXPENSE TOTALS	\$0.00	\$1,100,000.00	\$97,760.30	\$0.00	\$652,151.67	\$447,848.33	59%	\$1,010,674.46
			\$0.00	\$1,100,000.00	\$97,760.30	\$0.00	\$652,151.67	\$447,848.33	59%	\$1,010,674.46
			\$0.00	(\$1,100,000.00)	(\$97,760.30)	\$0.00	(\$652,151.67)	(\$447,848.33)	59%	(\$1,010,674.46)
Department 6141 - Fuel Crisis Assistance										
EXPENSE										
Contractual Expense										
470	Contract	30,000.00	.00	30,000.00	(857.53)	.00	(759.56)	30,759.56	-3%	31,068.44
		<i>Contractual Expense Totals</i>								
		EXPENSE TOTALS	\$0.00	\$30,000.00	(\$857.53)	\$0.00	(\$759.56)	\$30,759.56	-3%	\$31,068.44
			\$0.00	\$30,000.00	(\$857.53)	\$0.00	(\$759.56)	\$30,759.56	-3%	\$31,068.44
			\$0.00	(\$30,000.00)	\$857.53	\$0.00	\$759.56	(\$30,759.56)	-3%	(\$31,068.44)
Department 6142 - Emergency Aid For Adults										
EXPENSE										
Contractual Expense										
470	Contract	15,000.00	25,000.00	40,000.00	2,741.31	.00	27,828.28	12,171.72	70%	21,171.80
		<i>Contractual Expense Totals</i>								
		EXPENSE TOTALS	\$15,000.00	\$25,000.00	\$2,741.31	\$0.00	\$27,828.28	\$12,171.72	70%	\$21,171.80
			\$15,000.00	\$25,000.00	\$2,741.31	\$0.00	\$27,828.28	\$12,171.72	70%	\$21,171.80
			(\$15,000.00)	(\$25,000.00)	(\$2,741.31)	\$0.00	(\$27,828.28)	(\$12,171.72)	70%	(\$21,171.80)
Department 7310 - Youth Program 4-H Camp										
EXPENSE										
Contractual Expense										
470	Contract	25,000.00	.00	25,000.00	12,500.00	12,500.00	12,500.00	.00	100%	25,000.00
		<i>Contractual Expense Totals</i>								
		EXPENSE TOTALS	\$25,000.00	\$25,000.00	\$12,500.00	\$12,500.00	\$12,500.00	\$0.00	100%	\$25,000.00
			\$25,000.00	\$25,000.00	\$12,500.00	\$12,500.00	\$12,500.00	\$0.00	100%	\$25,000.00
			(\$25,000.00)	(\$25,000.00)	(\$12,500.00)	(\$12,500.00)	(\$12,500.00)	\$0.00	100%	(\$25,000.00)
Department 7311 - Youth Bureau										
EXPENSE										
Contractual Expense										
410	Supplies	100.00	.00	100.00	.00	.00	.00	100.00	0	254.17

Expense Budget Performance Report

Fiscal Year to Date 07/31/15

Include Rollup Account and Rollup to Account



Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund A - General										
Department 7311 - Youth Bureau										
EXPENSE										
<i>Contractual Expense</i>										
423	Telephone	200.00	.00	200.00	.00	.00	.00	200.00	0	.00
424	Postage	300.00	.00	300.00	9.33	.00	93.15	206.85	31	188.33
427	Memberships & Dues	.00	.00	.00	.00	.00	.00	.00	+++	50.00
444	Travel/Education/Conference	151.00	.00	151.00	.00	.00	.00	151.00	0	56.00
470	Contract	5,520.00	.00	5,520.00	.00	4,094.00	1,426.00	.00	100	4,002.00
	<i>Contractual Expense Totals</i>	\$6,271.00	\$0.00	\$6,271.00	\$9.33	\$4,094.00	\$1,519.15	\$657.85	90%	\$4,550.50
<i>Other Benefits</i>										
861	Retirees Hospitalization	17,972.00	.00	17,972.00	1,110.90	.00	7,776.30	10,195.70	43	16,178.02
	<i>Other Benefits Totals</i>	\$17,972.00	\$0.00	\$17,972.00	\$1,110.90	\$0.00	\$7,776.30	\$10,195.70	43%	\$16,178.02
	EXPENSE TOTALS	\$24,243.00	\$0.00	\$24,243.00	\$1,120.23	\$4,094.00	\$9,295.45	\$10,853.55	55%	\$20,728.52
	Department 7311 - Youth Bureau Totals	(\$24,243.00)	\$0.00	(\$24,243.00)	(\$1,120.23)	(\$4,094.00)	(\$9,295.45)	(\$10,853.55)	55%	(\$20,728.52)
Department 7312 - Special Delinquency Prev.										
EXPENSE										
<i>Contractual Expense</i>										
410	Supplies	128.00	64.00	192.00	.00	.00	.00	192.00	0	88.04
424	Postage	100.00	.00	100.00	.00	.00	2.16	97.84	2	23.67
427	Memberships & Dues	200.00	26.00	226.00	.00	.00	226.00	.00	100	176.00
428	Data Processing & Internet Fees	90.00	(90.00)	.00	.00	.00	.00	.00	+++	.00
470	Contract	11,000.00	17,885.00	28,885.00	.00	20,215.00	.00	8,670.00	70	27,697.00
	<i>Contractual Expense Totals</i>	\$11,518.00	\$17,885.00	\$29,403.00	\$0.00	\$20,215.00	\$228.16	\$8,959.84	70%	\$27,984.71
	EXPENSE TOTALS	\$11,518.00	\$17,885.00	\$29,403.00	\$0.00	\$20,215.00	\$228.16	\$8,959.84	70%	\$27,984.71
	Department 7312 - Special Delinquency Prev. Totals	(\$11,518.00)	(\$17,885.00)	(\$29,403.00)	\$0.00	(\$20,215.00)	(\$228.16)	(\$8,959.84)	70%	(\$27,984.71)
Department 7313 - Youth Court										
EXPENSE										
<i>Contractual Expense</i>										
470	Contract	50,875.00	.00	50,875.00	2,878.43	25,166.62	25,708.38	.00	100	50,874.99
	<i>Contractual Expense Totals</i>	\$50,875.00	\$0.00	\$50,875.00	\$2,878.43	\$25,166.62	\$25,708.38	\$0.00	100%	\$50,874.99
	EXPENSE TOTALS	\$50,875.00	\$0.00	\$50,875.00	\$2,878.43	\$25,166.62	\$25,708.38	\$0.00	100%	\$50,874.99
	Department 7313 - Youth Court Totals	(\$50,875.00)	\$0.00	(\$50,875.00)	(\$2,878.43)	(\$25,166.62)	(\$25,708.38)	\$0.00	100%	(\$50,874.99)
	Fund A - General Totals	\$33,425,358.00	\$44,303.24	\$33,469,661.24	\$2,599,079.77	\$180,701.77	\$17,234,007.15	\$16,054,952.32		\$33,155,185.95
	Grand Totals	\$33,425,358.00	\$44,303.24	\$33,469,661.24	\$2,599,079.77	\$180,701.77	\$17,234,007.15	\$16,054,952.32		\$33,155,185.95

Montero, Julie (DFA)

From: Donohue, Daniel <donohued@warrencountyny.gov>
Sent: Wednesday, August 19, 2015 10:45 AM
To: Montero, Julie (DFA)
Subject: August-October Cash Flows

Hi Julie

Can you send me your projections for August-October. Thanks

July we only collected a little over \$ 600,000, August so far we have collected around \$ 715,000. Thanks

Dan Donohue
Junior Accountant
Warren County Treasurer's Office
1340 State Route 9
Lake George, NY 12845
Phone-518-761-6385
Fax-518-761-6470
donohued@warrencountyny.gov

*Revenue not posted to Revenue Budget Performance Report
as of 8/25/15. (pm)*

Claims Register 2015 June 2015
Outstanding Claims

Programs	State Revenue	Federal Revenue
Family Assistance	\$ 2	\$ 144,882
Emergency Assistance for Adults	\$ 7,881	
Safety Net / Other	\$ 45,546	\$ 6,461
Adult Shelter	\$ -	
Public Home	\$ 49,241	
Child Health Plus	\$ -	\$ -
Medical Assistance	\$ (75,686)	\$ (35,188)
Day Care Block Grant	\$ 6,850	\$ 215,193
Adoption Subsidy	\$ 79,960	\$ 111,238
Foster Care	\$ 14,233	\$ 100,318
EAF / TANF	\$ -	\$ 87,289
Family & Children's Services Block Grant FCBG	\$ -	
Title XX		\$ 364,890
Administration	\$ 216,539	\$ 486,415
Food Stamps		\$ 118,416
Miscellaneous Claims	\$ -	\$ 57,903
Local Administrative Fund LAF	\$ -	
Flexible Fund for Family Services FFFS		\$ -
Total State and Federal Revenue	\$ 344,566	\$ 1,657,817
A400 Due from Federal & State		\$ 2,002,383

Anticipated Revenue

Claims Register 2015 July 2015
Outstanding Claims

Programs	State Revenue	Federal Revenue
Family Assistance	\$ (27)	\$ 224,394
Emergency Assistance for Adults	\$ 9,404	
Safety Net / Other	\$ 45,513	\$ 9,804
Adult Shelter	\$ -	
Public Home	\$ 46,845	
Child Health Plus	\$ -	\$ -
Medical Assistance	\$ (90,527)	\$ (46,198)
Day Care Block Grant	\$ 4,939	\$ 328,364
Adoption Subsidy	\$ 80,645	\$ 168,148
Foster Care	\$ 28,076	\$ 126,239
EAF / TANF	\$ -	\$ 109,826
Family & Children's Services Block Grant FCBG	\$ -	
Title XX		\$ 434,918
Administration	\$ 222,546	\$ 658,638
Food Stamps		\$ 172,803
Miscellaneous Claims	\$ 8,452	\$ 51,638
Local Administrative Fund LAF	\$ -	
Flexible Fund for Family Servies FFFS		\$ -
Total State and Federal Revenue	\$ 355,866	\$ 2,238,574
A400 Due from Federal & State		\$ 2,594,440

Anticipated Revenue

Social Services - Overtime Report - Comparison 2014/2015

Week End	2014 OT	2015 OT	Reason	CPS (After Hrs/OnCall)	Foster Care	APS/CASA	Preventive	Medicaid	Chronic Care	TA/Employ	FS/HEAP	Training	CPS	Res Acctg	Fraud	Admin/Yth Ct
01/11/15	86.79	57.00	CPS-HV,NR, safety assessment/FC-Meeting/CC - backlog	47.55	0.50				7.00				1.95			
01/25/15	126.92	32.98	CPS - HV, safety assessments	29.90									3.08			
02/08/15	142.87	67.93	CPS-HV,NR, abuse invest,court/MED-backlog/FC-HV,court	45.88	2.50			5.00					14.55			
02/22/15	73.55	47.28	CPS-NR,HV/FC-Prison visit/Training - Chronic Care workers	26.43	11.00							7.10	2.75			
03/08/15	96.82	78.99	CPS-NR,HV,Removal/FC-Backlog/Prev-Respite/TA Training	34.17	11.40		2.42					25.90	5.10			
03/22/15	72.44	105.28	CPS-NR,HV/FC-Prison visit, Backlog/Training - TA	27.18	56.10					0.50		18.40	3.60			
04/05/15	79.86	49.89	CPS-NR,Removal,SA/FC-Backlog/TA-w/Client	22.09	20.60								6.70			
04/19/15	54.42	47.75	CPS-NR,SA,HV/FC-Court,Home Study, Backlog/Prev-Emerg Placem	31.98	9.40		1.92						4.45			
05/03/15	57.53	42.37	CPS-NR,Safety Assessment/FC-2 staff - court ordered prison visit	29.17	10.90								2.30			
05/17/15	56.91	57.67	CPS-NR,HV,Notes,closing investigations	34.57									23.10			
05/31/15	69.25	66.32	CPS-HV,Court/FC-Prison Visit,Mtg/Training-New Fraud Investigator	46.72	8.50							9.50	1.70			
06/14/15	92.39	59.68	CPS - Backlog, notes	47.68									12.00			
06/28/15	55.40	48.45	CPS-Backlog,notes/FC-child to Albany Med	35.50	2.20								10.75			
07/12/15	31.09	28.04	CPS-NR,Safety Assessment, Coverage/FC-Court	23.94	1.00								3.10			
07/26/15	65.14	33.81	CPS- Safety Assessment/FC-Home Study/Preventive-Investigation	27.28	4.20		0.33						2.00			
08/09/15	46.72	49.68	CPS-NR,HV,Assessment/Preventive - Court	44.01			0.37					2.50	2.80			
08/23/15	33.22															
09/06/15	90.95															
09/20/15	97.05															
10/04/15	83.85															
10/18/15	52.27															
11/01/15	42.58															
11/15/15	43.56															
12/06/15	21.17															
12/13/15	54.85															
12/27/15	36.16															
Totals	1763.76	873.12		554.05	138.30	0.00	5.04	5.00	7.00	0.50	0.00	63.40	99.93	0.00	0.00	0.00

