

Human Services Committee
Veterans' Services Office
AGENDA
June 22, 2016

Action Agenda/New Business:

1. Request to...Approve the payout of 2015 vacation that was not rolled over.
Rationale: Was unable to take time due to office coverage & being on an "LOD" with the NY Army National Guard which required medical care multiple times per week.
2. Request to....Transfer money to cover 2015 vacation payout. (See attached MISC 20)
Rationale:
3. Request to... Travel in-state
Rationale: Annual NYS CVSOA Conference
4. Request to... Create and manage a Facebook page
Rationale: (See attached)

Referral/Pending Items:

1. ...
2. ...
3. ...

Information for Discussion/Review:

(List here budget reports, annual reports, project reports, business activity, updates, photos of projects, etc. - whatever you normally report on to Committee)

Will bring updated listing to meeting

Additional items:

Attachments: (List attachments by number relating to the above cited regular items)

ResReq Form No. 20 – Miscellaneous w/ attached additional supporting information (2-pages)

Novatime Accrual – Balance Report (supporting documents 2-pages)

Authorization To Attend Meeting or Convention w/ supporting documentation

Written rationale for the creation of a Facebook page

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: Veterans' Services

DATE: 06/15/2016

- (a) Purpose of Request: **Transfer funds to cover 2015 vacation payout**
- (b) Details: **Director's remaining 31.5 hours of vacation**
- (c) Previous Resolution Number: **336 of 2010**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **The funds to cover this transaction to include all associated fringe benefits will need to be transferred from A.1990 469 Contingency Fund in the total amount of \$1002.95 (breakdown attached).**

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

* as listed in budget and LOGOS

Veterans' Services Agenda

June 22, 2016

Additional supporting information to Resolution Request Form No. 20

31.50 (vacation hours) x 25.2198 (rate) =

Salary	\$794.42	A.6510 110
FICA	\$49.25	A.6510 830
Medicare	\$11.52	A.6510 831
Retirement	\$147.76	A.6510 810

Total: \$1,002.95

WARREN COUNTY

Report Date: 05/17/2016

Report Time: 1:23:06 PM

Accrual - Balance Report.ACC

Primary Sort By: Dept(G1);Sub-Dept(G2)

Date:12/31/2015

1 of 2

Employee	Paycode	Last Post Date	Accrual Code	Last Post Type	Available Hours
Dept: VETERANS SERVICE [Veterans Service]					
Sub-Dept: 100 [DEFAULT - UNASSIGNED]					
10928 [DIRESTA, DENISE]	2[VACA]	09/04/2015	VAC7	T	* 66.50
	3[SICK]	12/14/2015	SICK7	T	607.00
	4[FHOL]	08/31/2015	FH7	T	0.00
	5[PERS]	12/31/2015	PER8	T	0.00
	8[CSCR]	12/17/2015	CSCR	T	0.50
	86[VCAR]	06/01/2015	VC7	*	0.00
	903[COMP]	01/01/2015	COMP	*	0.00

END OF REPORT

Accrual - Balance Report.ACC

* 66.50 - 2015 Balance
 * 35.00 - Rolled OVER

 31.50 - 2015 Remaining VACATION

WARREN COUNTY
 Report Date: 05/17/2016
 Report Time: 1:33:45 PM

Accrual - Balance Report.ACC

Primary Sort By: Dept(G1);Sub-Dept(G2)

Date:01/01/2016

2 of 2

Employee	Paycode	Last Post Date	Accrual Code	Last Post Type	Available Hours
Dept: VETERANS SERVICE [Veterans Service]					
Sub-Dept: 100 [DEFAULT - UNASSIGNED]					
10928 [DIRESTA, DENISE]	2[VACA]	01/01/2016	VAC7	S	133.00
	3[SICK]	01/01/2016	SICK7	S	614.00
	4[FHOL]	01/01/2016	FH7	S	7.00
	5[PERS]	01/01/2016	PER8	S	21.00
	8[CSCR]	01/01/2016	CSCR	S	4.00
	86[VCAR]	01/01/2016	VC7	U	* 35.00
	903[COMP]	01/01/2015	COMP	*	0.00

END OF REPORT

Accrual - Balance Report.ACC



County Veterans Service Officers Association Of The State Of New York, Inc.



Samuel J. Hall, President

c/o Washington County Veterans Service Agency, Municipal Center, 383 Broadway, Ft. Edward, NY 12828

Email: shall@co.washington.ny.us – Telephone: (518) 746-2470 – Fax: (518) 746-2473

June 1, 2016

You and your staff are invited to attend the County Veterans Service Officers Association (CVSOA) Annual Conference on Friday, August 12th, 2016 at the American Legion Post #230 in Sherrill, NY (Oneida County). Please dress casually, comfortably and for the weather, as dining is outdoors, under a pavilion. The inclusive registration/meal cost will be \$32.50 per person.

Important ~ Everyone must RSVP-by-mail and include full payment

Please note that payments cannot be made upon arrival. Receipts and meal tickets will be included in the registration packets, available at the sign-in table.

The preliminary agenda is as follows:

8:00am	Welcome! Arrival, Sign-In & Refreshments
9:30am	Pledge Of Allegiance & CVSOA President's Greeting
9:35am	General Business Meeting, Statewide & Regional Elections
10:20am	Consumer Financial Protection Bureau – Service Member Affairs
11:30am	NYS Division Of Veterans Affairs
11:50am	VBA – Buffalo/NYC Regional Offices
12:35pm	Comments, Meeting Wrap-Up
12:45pm	Steak Bake Lunch
2:30pm	Raffle Drawing & Conclusion Of 2016 Annual Conference

Please **submit your RSVP form and full payment to:**

**Ellen Andros, CVSOA Executive Director
c/o Madison County Veterans Service Agency
P.O. Box 546, Wampsville, NY 13163**

Please make checks payable to CVSOA ~ Must be received by July 29th, 2016

Sincerely,

Ellen

Ellen M. Andros
Executive Director

Facebook Rationale
Veterans' Services Agenda
June 22, 2016

Request: Warren County Veterans' Services is requesting the ability to create and manage a Warren County Veterans' Services Facebook page.

Objective: The purpose of a Warren County Veterans' Services Facebook page to be an active resource and outreach site to Warren County Veterans who:

- a) Are familiar with the department and would have mobile real time access to information relating to veterans and the services provided by Warren County Veterans' Services
- b) Are not familiar with the department and can easily find out about the services provided
- c) A platform to share resources in the hopes of reaching out to Warren County Veterans of all ages and service periods
- d) A shareable resource amongst other local county Veteran Services Agencies who currently have an active Facebook page

Administration: Warren County Veteran's Services proposes that Denise Di Resta and Cindy Harris be primary administrators of the page; having the ability to create posts, share posts, post pictures relevant to the department along with any or all other tasks relative to the page. In addition, IT shall also have administrative access to the page.

Sample Posts: Facebook posts would include (but not limited to):

- a) Veteran Training opportunities and Job Fairs
- b) Veteran Discounts from Warren County Businesses
- c) Important VA news
- d) Important VA Medical news
- e) Sharing photos from Veteran events such as:
 - a. Parades
 - b. Honor Flight
 - c. Veteran Honoring/Charity Events
- f) Warren County Veterans' specific information:
 - a. Transportation to VA Hospital procedures
 - b. Contact information
 - c. VA benefit videos

Human Services Committee

Veterans' Services

June 22, 2016

Information for Discussion/Review:

- VIMS – Veterans Information Management System. To date we have 371 records loaded. Actively loading all “new” clients and adding “previously seen” clients as necessary.
- To date we are at 865 active files from 24,000 when I started in 2008.
- To date we are at 13,334 MISC discharges. Cindy is working with the National Personnel Records Center to archive and preserve the oldest records we have on-site.
- As of September 7th, the NYS Division of Veterans' Affairs Counselor, Rubin Acevedo will conduct business here two days a week on Wednesday & Fridays until further notice.
- In the near future I will be attending web-based training offered by the VA in order to use two of their systems (VBMS & SEP). There is no cost affiliated with this training and it will allow me to upload a Veteran's claim electronically and directly manage the progression of the claim.
- Finally, I would like to extend my appreciation for being considered as one of the first departments to receive a new vehicle. The Veterans have expressed how happy they are.

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

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

The Human Services Committee hereby authorizes Denise A. Di Resta
(Supervisory Committee) (Employee Name)

to attend Annual CVSOA Conference
(Name of meeting or organization)

at American Legion Post #230 in Sherrill NY (Oneida County)
(Address)

on August 12, 2016. 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:

N/A

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

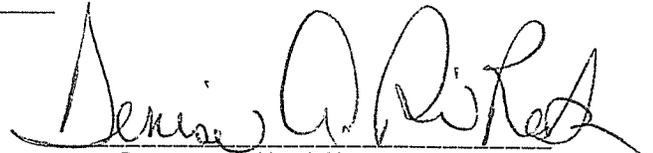
- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ _____ GSA * Rate \$ _____
- Meal costs - GSA *per diem rate \$ _____

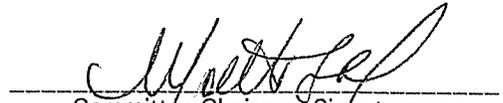
* www.gsa.gov

Date: 5/23/2016



Department Head Signature

Date: June 22 2016



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.
5. Copy to County Administrator if credit card will be used.