

**Social Services Committee**  
**Warren County Department of Social Services**  
**AGENDA**  
**August 24, 2016**

**Committee Members:** Supervisors Sokol, Simpson, Seeber, Frasier, Strough, Vanselow, McDevitt, MacDonald and Braymer.

I. Committee meeting called to order by Chairman

II. Motion to approve minutes of prior Committee meeting

III. Action Agenda/New Business

**1. Request Resolution:**

Notice of Intent to Fill the vacant position of Keyboard Specialist #4, Employee ID 12870, Salary \$25,823, Grade 3, Step 0, due to resignation effective July 29, 2016.

**Rationale:** This is a mandated, reimbursed position

**Please see Attachment #1**

**2. Request Resolution:**

Notice of Intent to Fill the vacant position of Case B Supervisor #1 and back-fills, Employee ID 09600, Salary \$55,424, Grade 20, Step 10, Preventive Unit, due to resignation effective August 21, 2016.

**Rationale:** This is a mandated, reimbursed position

**Please see Attachment #2**

**3. Request Resolution:**

Notice of Intent to Fill the vacant positions of Caseworker (Grade 16) and back-fills, as follows:

Caseworker #5 Employee ID 12239, Salary \$41,924, Step 3, Preventive Unit, due to resignation effective August 12, 2016;

Caseworker #22 Employee ID 09125, Salary \$49,969, Step 21, Adult Protective Unit, due to resignation effective August 24, 2016;

Caseworker #26 Employee ID 12201, Salary \$41,211, Step 2, Adult Protective Unit, due to resignation effective September 9, 2016;

Caseworker #30, Employee ID 11873, Salary \$46,631, Step 5, Adult Protective Unit, due to resignation effective September 2, 2016.

**Rationale:** These are mandated, reimbursed positions

**Please see Attachment #3**

**4. Request Resolution:**

**Resolution Request:**

Request to Create the position of Case A Supervisor, Salary \$59,000, effective January 3, 2017.

**Rationale:** This is a mandatory and reimbursed position.

**Please see Attachment #4**

**5. Resolution Request:**

Request to Transfer Funds from Salaries – Regular to Salaries Part-Time, in the amount of \$50,000.

**Rationale:** To cover part-time HEAP (4 Staff) salaries and current part time staff through year end.

**Please see Attachment #5**

**6. Resolution Request:**

Request to increase petty cash from \$200 to \$500, to accommodate an increase in witness fees and other routine expenses.

**Rationale:** To allow enough petty cash for the year so multiple requests will not be necessary.

**Please see Attachment #6**

**7. Resolution Request: (Pre Approved by Committee Chair)**

Request to ratify the actions of the Chairman to authorize attendance for four staff members to attend Welfare to Work Caseload Management Training on August 17 and 18 in Rensselaer, N.Y.

**Rationale:** This is an essential Training for Temporary Assistance workers.

**Please see Attachment #7**

**8. Resolution Request:**

Request permission for two Adult Protective Caseworkers to attend an online training pertaining to Long Term Care through the University of Albany, at a cost of \$275 per person.

**Rationale:** This is an essential Training pertaining to Long Term Care for Adult Protective Services Caseworkers.

**Please see Attachment #8**

IV. Pending Item

There are no pending items.

V. Information for Discussion/Review

1. Countryside Adult Home – Deanna Park
2. Monthly Revenue & Expenditures and Overtime Report

**Please see Attachment #9**

VI. Privilege of the Floor to discuss any additional items to come before the Committee

VII. Motion to Adjourn

**Attachments:**

1. Notice of Intent to Fill – Keyboard Specialist#4
2. Notice of Intent to Fill - Case B Supervisor #1
3. Notice of Intent to Fill four Caseworker Positions: CW#5, CW#22, CW#26, CW#30
4. Create Position: Case A Supervisor
5. Request for Transfer of Funds from Salaries Regular to (HEAP) Salaries Part Time, \$50,000
6. Request to increase Petty Cash Fund from \$200 to \$500
7. Authorization to Attend WTW Caseload Management Training in Rensselaer, NY
8. Request for Online Training University of Albany
9. Monthly Revenue & Expenditures and Overtime Report

# RESOLUTION REQUEST FORM NO. 12

Schedule "A"

ATTACHMENT #1

## 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.: 40.11

Title of Position: Keyboard Specialist #4 Base Salary of Position: 25,823 Grade: 3

Filling at Step # (If Known): Request to Back Due to Promotion:  Yes  No

Budget code and title: A6010 110 Union  Non-Union

This position is vacated due to:  Retirement  Resignation  Termination  Promotion  Other

Employee No: 12870 Is this position mandated?  Yes  No Is the position reimbursable?  Yes  No

Source of reimbursement:  Federal 50%  State 25%  Other %

### 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. 8-23-16

Pen  
8/23/16

### 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 [Signature] B. M. [Signature] Date 8/23/16

### 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 Frank E. Thomas Date 8/24/16

### SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human & Social Services

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 [Signature] Date August 24 2016

# RESOLUTION REQUEST FORM NO. 12

Schedule "A"

ATTACHMENT #2

## 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: Case Superv B #1 Base Salary of Position: 45,661 Grade: 20

Filling at Step # (If Known): Request to Back Due to Promotion:  Yes  No

Budget code and title: A6010 110 Union  Non-Union

This position is vacated due to:  Retirement  Resignation  Termination  Promotion  Other

Employee No: 9600 Is this position mandated?  Yes  No Is the position reimbursable?  Yes  No

Source of reimbursement:  Federal 50%  State 25%  Other %

### CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

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

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. *8-23-16*

### 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 *W. B. M. get* Date *8/23/16*

### 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 *Frank E. Thomas* Date *8/24/16*

### SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee *Health Human & Social Services*

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 *W. B. M. get* Date *August 24 2016*

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

ATTACHMENT #3

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 #5 Base Salary of Position: 39,979 Grade: 16

Filling at Step # (If Known): Request to Back Due to Promotion: [X] Yes [ ] No

Budget code and title: A6010 110 Union [X] Non-Union [ ]

This position is vacated due to: [ ] Retirement [X] Resignation [ ] Termination [ ] Promotion [ ] Other

Employee No: 12239 Is this position mandated? [X] Yes [ ] No Is the position reimbursable? [X] Yes [ ] No

Source of reimbursement: [X] Federal 50% [X] State 25% [ ] Other %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[X] Competitive-active eligible list [ ] Competitive-no list (hiring would be provisional) [ ] Non-Competitive [ ] Other P.W. 8/22/16

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. [Signature] 8-23-16

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

[X] The Administrator has no objection to the filling of the vacancy.

[ ] The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 8/23/16

BUDGET OFFICER COMPLETES THIS SECTION

[X] 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 [Signature] Date 8/29/16

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human & Social Services

[X] 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 [Signature] Date August 24, 2016

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 #22 Base Salary of Position: 39,979 Grade: 16

Filling at Step # (If Known): Request to Back Due to Promotion: [X] Yes [ ] No

Budget code and title: A6010 110 Union [X] Non-Union [ ]

This position is vacated due to: [ ] Retirement [X] Resignation [ ] Termination [ ] Promotion [ ] Other

Employee No: 9125 Is this position mandated? [X] Yes [ ] No Is the position reimbursable? [X] Yes [ ] No

Source of reimbursement: [X] Federal 50% [X] State 25% [ ] Other %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[X] 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. [Signature] 8-23-16

PCN 8/23/16

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

[X] The Administrator has no objection to the filling of the vacancy.

[ ] The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 8/23/16

BUDGET OFFICER COMPLETES THIS SECTION

[X] 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 [Signature] Date 8/24/16

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human & Social Services

[X] 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 [Signature] Date August 24 2016

# 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 #26 Base Salary of Position: 39,979 Grade: 16

Filling at Step # (If Known): Request to Back Due to Promotion:  Yes  No

Budget code and title: A6010 110 Union  Non-Union

This position is vacated due to:  Retirement  Resignation  Termination  Promotion  Other

Employee No: 12201 Is this position mandated?  Yes  No Is the position reimbursable?  Yes  No

Source of reimbursement:  Federal 50%  State 25%  Other %

### 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. AS 8-23-16

### 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 W. B. M. [Signature] Date 8/23/16

### 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 Frank E. Thomas Date 8/24/16

### SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human & Social Services

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 [Signature] Date August 24, 2016

# 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 #30 Base Salary of Position: 39,979 Grade: 16

Filling at Step # (If Known): Request to Back Due to Promotion:  Yes  No

Budget code and title: A6010 110 Union  Non-Union

This position is vacated due to:  Retirement  Resignation  Termination  Promotion  Other

Employee No: 11873 Is this position mandated?  Yes  No Is the position reimbursable?  Yes  No

Source of reimbursement:  Federal 50%  State 25%  Other %

### 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. 17 8-23-16

### 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 W. B. [Signature] Date 8/23/16

### 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 Frank E. Thomas Date 8/24/16

### SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human & Social Services

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 [Signature] Date August 24, 2016

***RESOLUTION REQUEST FORM NO. 11***

***Request to Create New Position***

**ATTACHMENT #4**

**DEPARTMENT NAME: SOCIAL SERVICES**

**DATE: 08.24.16**

- (a) Title of Requested Position: **Case A Supervisor**
- (b) Annual **Base** Salary (and Grade if Applicable): **\$59,000**
- (c) Effective Date for New Position:\* **January 3, 2017**  
\*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department=s Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable): **N/A**
- (e) Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount: **A 6010 110 Salaries - Regular**
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title?  
(This is necessary **BEFORE** bringing the request to committees.) **Yes**
- (g) Is this a mandated position? If so, please explain: **No**
- (h) Is there expected revenue from this position? If so, please explain:

# 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.: 40.01

Title of Position: Case Superv A Base Salary of Position: 59,000 Grade:

Filling at Step # (If Known): Request to Back Due to Promotion:  Yes  No

Budget code and title: A6010 110 Union  Non-Union

This position is vacated due to:  Retirement  Resignation  Termination  Promotion  Other

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

Source of reimbursement:  Federal 50%  State 25%  Other %

### 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 \_\_\_\_\_

## CASE SUPERVISOR - GRADE A

**DISTINGUISHING FEATURES OF THE CLASS:** This is an administrative and supervisory position which involves responsibility for planning and supervising the work of the children and family services staff in the Department of Social Services, which includes coordinating and supervising the work of several units of the agency. The Case Supervisor- Grade A recommends casework and group work policies and procedures for the agency and is responsible for social services standards in accordance with policy. The Case Supervisor Grade-A is responsible for day to day operations of services and compliance with federal, State and local requirements which may include child protective services, foster care, preventive and adoption services. The work is performed under the general direction of a higher level administrator. Direct supervision is exercised over children and family services Case Supervisor Grade B staff. Does related work as required.

### **TYPICAL WORK ACTIVITIES:** (Illustrative only)

Develops and implements State and local plans for determination of community/client needs and delivery of services; assists in the formulation of child and family service policies and procedures; Supervises social services staff in administering and rendering services, including determining policy and program standards and monitoring performance;

Conducts and monitors personnel recruiting, selection, training and development, and evaluation activities;

Maintains knowledge of operation of other units and sections of the agency and maintains productive relationships with them;

Establishes and maintains productive working relationships with various community agencies, the Family Court and client advocates; Interprets agency programs to the community through personal presentations and preparation of material such as brochures, slide presentations, videos, etc.;

Guides processes determining client needs and advocating for and analyzing new or revised procedures and programs as needed;

Prepares or directs preparation of various plans and reports detailing division operations, Community/client needs and plans for new or expanded services or program evaluation;

Commits agency participation in various social work research projects and prepares special funding request;

Conducts training sessions.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of modern principles and practices of social work and of techniques involved in prevention programming, child welfare and foster care; thorough knowledge of policy development and implementation; thorough knowledge of program administration; thorough knowledge of techniques of case recording and confidentiality; understanding of child development, family dynamics, and intervention techniques; ability to write clear and accurate records and reports; ability to establish and maintain successful relationships with people; ability to plan, direct and supervise the work of others; ability to interpret the work of the agency; good powers of observation and analysis and good judgment; physical condition commensurate with the demands of the position.

### **MINIMUM QUALIFICATIONS:**

Candidates must be current employees of Warren County Civil Service and hold 3 years permanent status as a Case Supervisor- Grade B..

Warren County Civil Service  
Adopted 1/27/16

**RESOLUTION REQUEST FORM NO. 10**

*Request for Transfer of Funds*

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: Social Services

SIGNED: *Maureen Schmidt*

DATE: 8/19/16

| <u>FROM CODE</u> | <u>TITLE</u>       | <u>TO CODE</u> | <u>TITLE</u>         | <u>AMOUNT</u> |
|------------------|--------------------|----------------|----------------------|---------------|
| A6010 110        | Salaries - Regular | A6010 130      | Salaries - Part Time | \$50,000      |

Please state reason for transfers requested: To cover Heap Salaries (4 staff) & current part time staff through year end.

**CONTINGENT FUND TRANSFER REQUESTS**

| <u>FROM CODE</u> | <u>TITLE</u>  | <u>TO CODE</u> | <u>TITLE</u> | <u>AMOUNT</u> |
|------------------|---|----------------|--------------|---------------|
| A.1990 469       | Contingent Account-<br>Other Payments/Contributions |                |              |               |

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

# **RESOLUTION REQUEST FORM NO. 20**

**MISCELLANEOUS**

**ATTACHMENT #6**

*\*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: 08.24.16**

- (a) Purpose of Request: **To Increase Petty Cash Fund from \$200 to \$500**
- (b) Details: **To allow for routine expenses including but not limited to an increase in Witness Fees.**
- (c) Previous Resolution Number:
- (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

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 Linda Pechette, Carrie Maldonado, Beth Mabie, and Debra Frenette  
(Supervisory Committee) (Employee Name)

to attend Welfare To Work Caseload Management  
(Name of meeting or organization)

at Rensselaer County DSS 52 Washington St Rensselaer, NY 12144  
(Address)

on August 17 & 18, 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:

**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 \$ 53.50 GSA \* Rate \$ 53.50
- Meal costs - GSA \* per diem rate \$ \_\_\_\_\_

\* [www.gsa.gov](http://www.gsa.gov)

Date: 8/23/16 Maura Schmitt  
Department Head Signature

Date: August 24, 2016 [Signature]  
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)   |
|------------------|-------------------------|-----------|
| Linda Pechette   | Welfare to Work         | 8/18-8/18 |
| Debra Frenette   | Caseload Management     |           |
| Carrie Maldonado |                         |           |
| Beth Mabie       |                         |           |
|                  | Cost of Training/Person |           |
|                  | # of staff attending    | 4         |
|                  |                         | \$ -      |

| Overnight        | Commuting |  |     |   |                 |
|------------------|-----------|--|-----|---|-----------------|
| # of miles/1 way | 58        |  |     |   |                 |
| X # trips        | 2         |  |     |   |                 |
| Total # of miles | 116       |  |     |   |                 |
|                  |           |  | 232 | X |                 |
|                  |           |  |     |   | Fleet Car - .25 |
|                  |           |  |     |   | Overnight       |
|                  |           |  |     |   | Commute         |
|                  |           |  |     |   | \$ 29.00        |
|                  |           |  |     |   | \$ 58.00        |

**Estimated Overtime**

|    | Salary | Hr Rate | OT Rate | # of hrs | Total OT |              |           |
|----|--------|---------|---------|----------|----------|--------------|-----------|
| #1 | 40,183 | 19.32   | 28.98   | 2        | 57.96    |              |           |
| #2 | 32,771 | 15.76   | 23.63   | 2        | 47.27    | Commuting OT | \$ 209.35 |
| #3 | 34,493 | 16.58   | 24.87   | 2        | 49.75    |              |           |
| #4 | 37,705 | 18.13   | 27.19   | 2        | 54.38    |              |           |

|    | # of hrs | Total OT |              |      |
|----|----------|----------|--------------|------|
| #1 |          | 0.00     |              |      |
| #2 |          | 0.00     | Overnight OT | \$ - |
| #3 |          | 0.00     |              |      |
| #4 |          | 0.00     |              |      |

| Hotel   | # of Staff | Rate/night | Total Hotel Expense |
|---------|------------|------------|---------------------|
| 1 night | 4          | \$ 53.50   | \$ 214.00           |

**Totals**

|                                   |           |
|-----------------------------------|-----------|
| Fleet Car + Training + Hotel + OT | \$ 243.00 |
| Fleet Car + Training + OT         | \$ 267.35 |

# Classroom Training Announcement

## Training Title

Welfare-To-Work Caseload Management System (WTWCMS) User Training

## Provider

SUNY Albany - PDP

| Date & Time  | Name & Location   | Registration Deadline | Lodging  |
|--|---|-----------------------|--|
| 08/17/16 9:00am to 4:00pm<br>08/18/16 9:00am to 4:00pm | Welfare-To-Work Caseload Management System (WTWCMS) User Training<br>OCFS 52 Washington St.-South Bldg<br>52 Washington St. Room: 103S,<br>Rensselaer NY 12144-2735<br>Location Phone: (518) 000-0000 | 08/03/2016            | Fairfield Inn - East Greenbush 124 Troy Road, East Greenbush 12061-0000<br>Phone: (518) 477-7984 |

## Additional Information

Reason for resend: This training is open for registration.

Registration Time: 8:45 a.m., Day 1.

Attached please find: Travel Policy, Accommodation Policy, and Registration Form for those who cannot register directly via HSLC.

For overnight trainees, the hotel provides breakfast and The Research Foundation for The SUNY provides a \$12 dinner reimbursement for each eligible night. Lunch is on your own each day for all trainees.

Inform trainees that they must bring a photo identification to be admitted to the training site.

## Course Description

Welfare-To-Work Caseload Management System (WTWCMS) User Training is a two-day course that is designed for staff who perform Welfare-To-Work/Employment functions and use WTWCMS to manage caseloads, enter data, and monitor client status and activities.

This training program provides trainees with the opportunity to learn how to navigate WTWCMS and perform the user functions in a hands-on environment. Course content will be presented in a manner that will simulate case activity at the district level, enable trainees to understand job related uses of the WTWCMS application, and learn to complete steps to use the application's features and functions.

Course content will include: Introduction to the WTWCMS Application, Working With WTWCMS Folders, Working With the Assessment and Employment Plan, Processing Referrals, Working With the Enrollment Function, Working With the Employment Function, Working With the Noncompliance Function, and Searching for Data in WTWCMS.

## Training Description

Same as Course Description

## Target Population

Social services district staff who perform Welfare-To-Work/Employment functions and use WTWCMS to manage caseloads, enter data, and monitor participant status and activities. New staff, as well as those who are inexperienced with the system, are encouraged to attend.

## Course Content

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 Kerry Watkins and Penny Barlow  
(Supervisory Committee) (Employee Name)

to attend University of Albany Online Training - Patient Review Instrument/Screen Training for Nursing Home Placements

(Name of meeting or organization)

at Web-based - to be completed at work-station

(Address)

on Web-based Training 2016 (aprox. 8 hrs) Mode of transportation to be used  
(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: 8/23/16

*Maura Schmidt*

Department Head Signature

Date: August 24 2016

*Matthew P...*  
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.

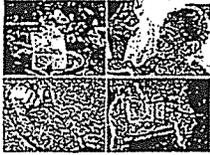


# UNIVERSITY AT ALBANY

State University of New York

## ATTACHMENT #8

SCREEN



### SCREEN

Online training for professionals responsible for discharge planning and Residential Health Care Facility placement in use of the Department's Screen form to assess a person for possible mental illness, intellectual disability and/or developmental disability. A 10 digit Screener Identification number will be issued to all discharge professionals that complete the training.

\*Indicates required information

|               |               |
|---------------|---------------|
| Stock number: | Screen-Online |
| Price:        | \$275.00      |
| Quantity:     | 1             |

|  |  |
|--|--|
| * First Name                                     | <input type="text"/>                       |
| * Last Name                                      | <input type="text"/>                       |
| * Email  | <input type="text"/>                       |
| * Phone Number                                   | <input type="text"/>                       |
| * Occupation                                     | <input type="text" value="Please Select"/> |
| * Affiliation                                    | <input type="text" value="Please Select"/> |
| * Organization Name (e.g. Albany Medical Center) | <input type="text"/>                       |

2 Adult Protective Services staff

BUDGET ANALYSIS  
REVENUE AND EXPENDITURES FOR JULY 2016

ATTACHMENT #9

FUND(S): A

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

| EXPENSES                             | 2016 BUDGETED          | JULY 2016 EXP         | JULY 2015 EXP         | 2016 YTD ACTUAL        | 2015 Prior Year Totals |
|--------------------------------------|------------------------|-----------------------|-----------------------|------------------------|------------------------|
| 110 Salaries - Regular               | \$5,746,066.00         | \$431,832.66          | \$413,874.10          | \$3,103,614.60         | \$5,384,752.8          |
| 120 Salaries - Overtime              | \$80,222.00            | \$6,376.20            | \$4,299.01            | \$38,347.42            | \$67,959.31            |
| 130 Salaries - Part Time             | \$195,541.00           | \$13,269.37           | \$11,516.78           | \$130,586.27           | \$219,908.61           |
| <b>100's PERSONAL SERVICES Total</b> | <b>\$6,021,829.00</b>  | <b>\$451,478.23</b>   | <b>\$429,689.89</b>   | <b>\$3,272,548.29</b>  | <b>\$5,672,620.8</b>   |
| 200's EQUIPMENT                      | \$21,600.00            | \$0.00                | (\$265.00)            | \$5,231.52             | \$68,621.51            |
| 400's CONTRACTUAL                    | \$23,308,081.00        | \$2,034,338.81        | \$1,881,002.55        | \$11,984,166.74        | \$22,854,930.51        |
| 800's EMPLOYEE BENEFITS              | \$3,630,498.00         | \$276,039.74          | \$288,652.33          | \$2,052,861.37         | \$3,606,016.21         |
| <b>TOTALS</b>                        | <b>\$32,982,008.00</b> | <b>\$2,761,856.78</b> | <b>\$2,599,079.77</b> | <b>\$17,314,807.92</b> | <b>\$32,202,189.1</b>  |

| REVENUES | 2016 BUDGETED   | JULY 2016 REVENUE | JULY 2015 REVENUE | 2016 YTD ACTUAL | 2015 Prior Year Totals |
|----------|-----------------|-------------------|-------------------|-----------------|------------------------|
|          | \$16,151,956.00 | \$2,067,465.60    | \$600,000.00      | \$7,862,944.18  | \$15,777,219.91        |

# Expense Budget Performance Report

Fiscal Year to Date 07/31/16  
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 |
|--|---------------------------------|----------------|-------------------|----------------|----------------------------|--------------|------------------|---------------------------|---------------|------------------|
| <b>Fund A - General</b>                  |                                 |                |                   |                |                            |              |                  |                           |               |                  |
| <b>Department 6010 - Social Services</b> |                                 |                |                   |                |                            |              |                  |                           |               |                  |
| <b>EXPENSE</b>                           |                                 |                |                   |                |                            |              |                  |                           |               |                  |
| <i>Personal Services</i>                 |                                 |                |                   |                |                            |              |                  |                           |               |                  |
| 110                                      | Salaries - Regular              | 5,071,844.00   | .00               | 5,071,844.00   | 381,218.11                 | .00          | 2,751,046.61     | 2,320,797.39              | 54            | 4,752,816.01     |
| 120                                      | Salaries - Overtime             | 49,222.00      | .00               | 49,222.00      | 4,577.41                   | .00          | 26,755.92        | 22,466.08                 | 54            | 45,594.42        |
| 130                                      | Salaries - Part Time            | 26,755.00      | .00               | 26,755.00      | 636.37                     | .00          | 34,709.70        | (7,954.70)                | 130           | 67,859.79        |
| <i>Personal Services Totals</i>          |                                 | \$5,147,821.00 | \$0.00            | \$5,147,821.00 | \$386,431.89               | \$0.00       | \$2,812,512.23   | \$2,335,308.77            | 55%           | \$4,866,270.22   |
| <i>Equipment</i>                         |                                 |                |                   |                |                            |              |                  |                           |               |                  |
| 210                                      | Furniture/Furnishings           | .00            | 3,120.00          | 3,120.00       | .00                        | .00          | 2,666.00         | 454.00                    | 85            | 1,472.64         |
| 220                                      | <b>Office Equipment</b>         |                |                   |                |                            |              |                  |                           |               |                  |
| 220                                      | Office Equipment                | 15,000.00      | .00               | 15,000.00      | .00                        | 40.06        | 2,213.72         | 12,746.22                 | 15            | 39,923.51        |
| 220.1                                    | Office Equipment - Reserve      | .00            | .00               | .00            | .00                        | .00          | .00              | .00                       | +++           | 18,369.00        |
| <i>220 - Office Equipment Totals</i>     |                                 | \$15,000.00    | \$0.00            | \$15,000.00    | \$0.00                     | \$40.06      | \$2,213.72       | \$12,746.22               | 15%           | \$58,292.51      |
| 230                                      | <b>Automotive Equipment</b>     |                |                   |                |                            |              |                  |                           |               |                  |
| 230                                      | Automotive Equipment            | .00            | .00               | .00            | .00                        | .00          | .00              | .00                       | +++           | 229.98           |
| 230.1                                    | Automotive Equipment - Reserve  | .00            | 16,200.00         | 16,200.00      | .00                        | 16,125.00    | .00              | 75.00                     | 100           | .00              |
| <i>230 - Automotive Equipment Totals</i> |                                 | \$0.00         | \$16,200.00       | \$16,200.00    | \$0.00                     | \$16,125.00  | \$0.00           | \$75.00                   | 100%          | \$229.98         |
| <i>Equipment Totals</i>                  |                                 | \$15,000.00    | \$19,320.00       | \$34,320.00    | \$0.00                     | \$16,165.06  | \$4,879.72       | \$13,275.22               | 61%           | \$59,995.13      |
| <i>Contractual Expense</i>               |                                 |                |                   |                |                            |              |                  |                           |               |                  |
| 410                                      | Supplies                        | 52,000.00      | .00               | 52,000.00      | 4,788.81                   | 3,018.34     | 27,288.32        | 21,693.34                 | 58            | 56,658.67        |
| 411                                      | Rent-Building/Property          | 564,547.00     | .00               | 564,547.00     | 47,045.58                  | .00          | 376,364.64       | 188,182.36                | 67            | 564,546.94       |
| 418                                      | Ins-General Liability           | 39,147.00      | (2,045.82)        | 37,101.18      | .00                        | .00          | 37,101.18        | .00                       | 100           | 37,640.48        |
| 422                                      | Repair/Maint-Equipment          | 200.00         | .00               | 200.00         | .00                        | .00          | .00              | 200.00                    | 0             | .00              |
| 423                                      | Telephone                       | 20,000.00      | .00               | 20,000.00      | 1,660.05                   | .00          | 10,608.56        | 9,391.44                  | 53            | 19,128.31        |
| 424                                      | Postage                         | 30,000.00      | .00               | 30,000.00      | 2,253.65                   | .00          | 16,745.32        | 13,254.68                 | 56            | 33,414.73        |
| 426                                      | Subscriptions                   | 500.00         | .00               | 500.00         | .00                        | .00          | .00              | 500.00                    | 0             | 406.64           |
| 427                                      | Memberships & Dues              | 5,000.00       | .00               | 5,000.00       | .00                        | .00          | 4,411.00         | 589.00                    | 88            | 4,498.00         |
| 428                                      | Data Processing & Internet Fees | 3,800.00       | 3,300.00          | 7,100.00       | 785.00                     | 2,662.00     | 4,151.00         | 287.00                    | 96            | 3,825.85         |
| 432                                      | Special Project Supply          | 95,000.00      | .00               | 95,000.00      | 394.00                     | .00          | 7,600.00         | 87,400.00                 | 8             | 95,000.00        |
| 435                                      | Medical Fees                    | .00            | 2,000.00          | 2,000.00       | (131.09)                   | .00          | (182.29)         | 2,182.29                  | -9            | (688.10)         |
| 436                                      | Advertising Fees                | 1,000.00       | .00               | 1,000.00       | .00                        | .00          | .00              | 1,000.00                  | 0             | 387.14           |
| 437                                      | Consulting Fees                 | 2,000.00       | .00               | 2,000.00       | .00                        | .00          | .00              | 2,000.00                  | 0             | .00              |
| 439                                      | Misc Fees & Expenses            | 5,000.00       | .00               | 5,000.00       | 404.60                     | .00          | 2,620.84         | 2,379.16                  | 52            | 5,044.09         |
| 440                                      | Legal/Transcript Fees           | 7,000.00       | .00               | 7,000.00       | .00                        | .00          | 7,000.00         | .00                       | 0             | 9,380.85         |
| 441                                      | Auto-Supplies & Repair          | 10,000.00      | .00               | 10,000.00      | 903.92                     | .00          | 2,306.56         | 7,693.44                  | 23            | 4,818.38         |
| 442                                      | Automotive - Gas & Oil          | 12,000.00      | .00               | 12,000.00      | 614.90                     | .00          | 2,703.95         | 9,296.05                  | 23            | 6,567.04         |
| 444                                      | Travel/Education/Conference     | 17,000.00      | (2,000.00)        | 15,000.00      | 1,854.25                   | 692.50       | 7,661.57         | 6,645.93                  | 56            | 7,975.99         |
| 469                                      | Other Payments/Contributions    | 5,000.00       | .00               | 5,000.00       | .00                        | .00          | 1,000.00         | 4,000.00                  | 20            | 800.00           |
| 470                                      | Contract                        | 355,000.00     | (15,363.00)       | 339,637.00     | 39,182.59                  | 41,671.02    | 126,345.16       | 171,620.82                | 49            | 276,451.60       |
| <i>Contractual Expense Totals</i>        |                                 | \$1,224,194.00 | (\$14,108.82)     | \$1,210,085.18 | \$99,756.26                | \$48,043.86  | \$626,725.81     | \$535,315.51              | 56%           | \$1,125,856.61   |

# Expense Budget Performance Report

Fiscal Year to Date 07/31/16  
Include Rollup Account and Rollup to Account

| Account Fund                                    | Account Description             | Adopted Budget   | Budget Amendments | Amended Budget   | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|---|---------------------------------|------------------|-------------------|------------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| <b>Department 6010 - Social Services</b>        |                                 |                  |                   |                  |                            |                  |                  |                           |               |                  |
| <b>EXPENSE</b>                                  |                                 |                  |                   |                  |                            |                  |                  |                           |               |                  |
| <i>Employee Benefits</i>                        |                                 |                  |                   |                  |                            |                  |                  |                           |               |                  |
| 810   | Retirement                      | 741,451.00       | .00               | 741,451.00       | 53,031.17                  | .00              | 428,304.30       | 313,146.70                | 58            | 785,796.06       |
| 830   | Social Security                 | 319,157.00       | .00               | 319,157.00       | 22,453.72                  | .00              | 164,244.97       | 154,912.03                | 51            | 284,756.04       |
| 831   | Medicare Contribution           | 74,645.00        | .00               | 74,645.00        | 5,251.30                   | .00              | 38,412.20        | 36,232.80                 | 51            | 66,595.97        |
| 860   | Hospitalization                 | 1,426,775.00     | .00               | 1,426,775.00     | 119,465.79                 | .00              | 836,329.78       | 590,445.22                | 59            | 1,461,861.90     |
| 865   | Dental Insurance                | 22,344.00        | .00               | 22,344.00        | 1,892.00                   | .00              | 12,986.00        | 9,358.00                  | 58            | 21,386.00        |
| <i>Employee Benefits Totals</i>                 |                                 | \$2,584,372.00   | \$0.00            | \$2,584,372.00   | \$202,093.98               | \$0.00           | \$1,480,277.25   | \$1,104,094.75            | 57%           | \$2,620,395.97   |
| <i>Other Benefits</i>                           |                                 |                  |                   |                  |                            |                  |                  |                           |               |                  |
| 840   | Workmen's Compensation          | 52,685.00        | .00               | 52,685.00        | .00                        | .00              | 52,684.54        | .46                       | 100           | 57,478.01        |
| 850   | Unemployment Insurance          | 37,000.00        | .00               | 37,000.00        | 2,733.75                   | .00              | 2,733.75         | 34,266.25                 | 7             | 2,248.55         |
| 855   | Disability                      | 5,000.00         | .00               | 5,000.00         | .00                        | .00              | 1,956.28         | 3,043.72                  | 39            | 6,853.97         |
| 861   | Retirees Hospitalization        | 401,816.00       | .00               | 401,816.00       | 30,171.76                  | .00              | 214,335.37       | 187,480.63                | 53            | 377,594.48       |
| <i>Other Benefits Totals</i>                    |                                 | \$496,501.00     | \$0.00            | \$496,501.00     | \$32,905.51                | \$0.00           | \$271,709.94     | \$224,791.06              | 55%           | \$444,175.01     |
| <b>EXPENSE TOTALS</b>                           |                                 | \$9,467,888.00   | \$5,211.18        | \$9,473,099.18   | \$721,187.64               | \$64,208.92      | \$5,196,104.95   | \$4,212,785.31            | 56%           | \$9,116,692.94   |
| <b>Department 6030 - Countryside Adult Home</b> |                                 | (\$9,467,888.00) | (\$5,211.18)      | (\$9,473,099.18) | (\$721,187.64)             | (\$64,208.92)    | (\$5,196,104.95) | (\$4,212,785.31)          | 56%           | (\$9,116,692.94) |
| <b>Department 6030 - Countryside Adult Home</b> |                                 |                  |                   |                  |                            |                  |                  |                           |               |                  |
| <b>EXPENSE</b>                                  |                                 |                  |                   |                  |                            |                  |                  |                           |               |                  |
| <i>Personal Services</i>                        |                                 |                  |                   |                  |                            |                  |                  |                           |               |                  |
| 110   | Salaries - Regular              | 674,222.00       | .00               | 674,222.00       | 50,614.55                  | .00              | 352,567.99       | 321,654.01                | 52            | 631,936.80       |
| 120   | Salaries - Overtime             | 31,000.00        | .00               | 31,000.00        | 1,798.79                   | .00              | 11,591.50        | 19,408.50                 | 37            | 22,364.94        |
| 130   | Salaries - Part Time            | 168,786.00       | .00               | 168,786.00       | 12,633.00                  | .00              | 95,876.57        | 72,909.43                 | 57            | 152,048.87       |
| <i>Personal Services Totals</i>                 |                                 | \$874,008.00     | \$0.00            | \$874,008.00     | \$65,046.34                | \$0.00           | \$460,036.06     | \$413,971.94              | 53%           | \$806,350.61     |
| <i>Equipment</i>                                |                                 |                  |                   |                  |                            |                  |                  |                           |               |                  |
| 210   | Furniture/Furnishings           | 5,300.00         | .00               | 5,300.00         | .00                        | .00              | 321.88           | 4,978.12                  | 6             | 6,281.11         |
| 260   | Other Equipment                 | 1,100.00         | 28,391.00         | 29,491.00        | .00                        | .00              | 29.92            | 29,461.08                 | 0             | 2,345.32         |
| 270   | Lawn & Landscaping              | 200.00           | .00               | 200.00           | .00                        | .00              | .00              | 200.00                    | 0             | .00              |
| <i>Equipment Totals</i>                         |                                 | \$6,600.00       | \$28,391.00       | \$34,991.00      | \$0.00                     | \$0.00           | \$351.80         | \$34,639.20               | 1%            | \$8,626.43       |
| <i>Contractual Expense</i>                      |                                 |                  |                   |                  |                            |                  |                  |                           |               |                  |
| 410   | Supplies                        | 31,000.00        | .00               | 31,000.00        | 1,066.80                   | 7,910.07         | 12,133.28        | 10,956.65                 | 65            | 26,723.89        |
| 413   | Repair & Maint.-Bldg/Property   | 35,000.00        | 9,972.00          | 44,972.00        | 484.90                     | 6,131.67         | 31,888.19        | 6,952.14                  | 85            | 23,993.51        |
| 415   | Electricity                     | 28,000.00        | .00               | 28,000.00        | 2,082.95                   | .00              | 11,785.34        | 16,214.66                 | 42            | 26,109.15        |
| 416   | Oil & Gas-Heating               | 43,000.00        | .00               | 43,000.00        | 107.09                     | 803.92           | 10,844.78        | 31,351.30                 | 27            | 27,250.95        |
| 418   | Ins-General Liability           | 9,427.00         | .00               | 9,427.00         | .00                        | .82              | 9,138.18         | 288.00                    | 97            | 8,637.87         |
| 422   | Repair/Maint-Equipment          | 1,000.00         | .00               | 1,000.00         | .00                        | .00              | .00              | 1,000.00                  | 0             | 1,315.46         |
| 423   | Telephone                       | 3,000.00         | .00               | 3,000.00         | .00                        | .00              | 990.07           | 2,009.93                  | 33            | 2,550.77         |
| 424   | Postage                         | 700.00           | .00               | 700.00           | 5.12                       | .00              | 124.36           | 575.64                    | 18            | 169.24           |
| 426   | Subscriptions                   | 270.00           | 6.00              | 276.00           | .00                        | .00              | 275.81           | .19                       | 100           | 265.20           |
| 428   | Data Processing & Internet Fees | 1,250.00         | .00               | 1,250.00         | .00                        | 495.28           | 664.72           | 90.00                     | 93            | 1,143.81         |

# Expense Budget Performance Report

Fiscal Year to Date 07/31/16

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        |
|---|---|-------------------------|----------------------|-------------------------|----------------------------|----------------------|-----------------------|---------------------------|---------------|-------------------------|
| <b>Fund A - General</b>                             |   |                         |                      |                         |                            |                      |                       |                           |               |                         |
| <b>Department 6030 - Countryside Adult Home</b>     |   |                         |                      |                         |                            |                      |                       |                           |               |                         |
|   | <b>EXPENSE</b>                                  |                         |                      |                         |                            |                      |                       |                           |               |                         |
|   | <i>Contractual Expense</i>                      |                         |                      |                         |                            |                      |                       |                           |               |                         |
| 432   | Special Project Supply                          | 2,000.00                | (506.00)             | 1,494.00                | .00                        | .00                  | 66.88                 | 1,427.12                  | 4             | 337.85                  |
| 434   | Allowances                                      | 21,800.00               | .00                  | 21,800.00               | 1,650.00                   | .00                  | 9,450.00              | 12,350.00                 | 43            | 15,850.00               |
| 435   | Medical Fees                                    | 3,200.00                | .00                  | 3,200.00                | 100.00                     | .00                  | 645.00                | 2,555.00                  | 20            | 2,386.00                |
| 436   | Advertising Fees                                | 2,000.00                | .00                  | 2,000.00                | .00                        | .00                  | .00                   | 2,000.00                  | 0             | .00                     |
| 437   | Consulting Fees                                 | 15,000.00               | 2,000.00             | 17,000.00               | 160.00                     | 7,354.03             | 9,645.97              | .00                       | 100           | 15,768.09               |
| 439   | Misc Fees & Expenses                            | 1,000.00                | (1,000.00)           | 1,000.00                | .00                        | .00                  | 227.00                | 773.00                    | 23            | 808.80                  |
| 440   | Legal/Transcript Fees                           | 1,000.00                | .00                  | 1,000.00                | .00                        | .00                  | .00                   | 1,000.00                  | 0             | .00                     |
| 441   | Auto-Supplies & Repair                          | 3,000.00                | .00                  | 3,000.00                | 24.05                      | .00                  | 595.64                | 2,404.36                  | 20            | 2,431.58                |
| 442   | Automotive - Gas & Oil                          | 2,600.00                | .00                  | 2,600.00                | 88.94                      | .00                  | 534.08                | 2,065.92                  | 21            | 1,447.94                |
| 444   | Travel/Education/Conference                     | 1,500.00                | (500.00)             | 1,000.00                | .00                        | .00                  | 799.00                | 201.00                    | 80            | 1,666.39                |
| 445   | Foods   | 119,500.00              | .00                  | 119,500.00              | 3,677.20                   | 22,261.66            | 51,584.32             | 45,654.02                 | 62            | 101,903.93              |
| 451   | Medical Supply Expense                          | 6,000.00                | .00                  | 6,000.00                | 26.19                      | 333.76               | 1,730.21              | 3,936.03                  | 34            | 2,752.96                |
| 453   | Uniforms & Clothing                             | 100.00                  | .00                  | 100.00                  | .00                        | .00                  | .00                   | 100.00                    | 0             | .00                     |
| 470   | Contract  | 35,000.00               | .00                  | 35,000.00               | 1,007.05                   | 4,759.40             | 21,302.35             | 8,938.25                  | 74            | 28,404.15               |
|   | <b>Contractual Expense Totals</b>               | <b>\$367,347.00</b>     | <b>\$9,972.00</b>    | <b>\$377,319.00</b>     | <b>\$10,480.29</b>         | <b>\$50,050.61</b>   | <b>\$174,425.18</b>   | <b>\$152,843.21</b>       | <b>59%</b>    | <b>\$291,857.54</b>     |
|   | <i>Employee Benefits</i>                        |                         |                      |                         |                            |                      |                       |                           |               |                         |
| 810   | Retirement                                      | 116,072.00              | .00                  | 116,072.00              | 8,082.68                   | .00                  | 63,295.28             | 52,776.72                 | 55            | 118,412.37              |
| 830   | Social Security                                 | 54,189.00               | .00                  | 54,189.00               | 3,795.15                   | .00                  | 26,998.57             | 27,190.43                 | 50            | 47,141.17               |
| 831   | Medicare Contribution                           | 12,675.00               | .00                  | 12,675.00               | 887.61                     | .00                  | 6,314.20              | 6,360.80                  | 50            | 11,024.94               |
| 860   | Hospitalization                                 | 236,231.00              | .00                  | 236,231.00              | 18,638.24                  | .00                  | 129,441.64            | 106,789.36                | 55            | 248,026.82              |
| 865   | Dental Insurance                                | 3,984.00                | .00                  | 3,984.00                | 290.00                     | .00                  | 2,010.00              | 1,974.00                  | 50            | 3,974.00                |
|   | <b>Employee Benefits Totals</b>                 | <b>\$423,151.00</b>     | <b>\$0.00</b>        | <b>\$423,151.00</b>     | <b>\$31,693.68</b>         | <b>\$0.00</b>        | <b>\$228,059.69</b>   | <b>\$195,091.31</b>       | <b>54%</b>    | <b>\$428,579.30</b>     |
|   | <i>Other Benefits</i>                           |                         |                      |                         |                            |                      |                       |                           |               |                         |
| 840   | Workmen's Compensation                          | 5,020.00                | .00                  | 5,020.00                | .00                        | .00                  | 5,019.93              | .07                       | 100           | 5,040.64                |
| 850   | Unemployment Insurance                          | 6,300.00                | .00                  | 6,300.00                | .00                        | .00                  | 1,494.00              | 4,806.00                  | 24            | 758.00                  |
| 855   | Disability                                      | 3,801.00                | .00                  | 3,801.00                | .00                        | .00                  | 874.57                | 2,926.43                  | 23            | 1,021.11                |
| 861   | Retirees Hospitalization                        | 97,869.00               | .00                  | 97,869.00               | 8,222.87                   | .00                  | 57,560.09             | 40,308.91                 | 59            | 92,753.97               |
|   | <b>Other Benefits Totals</b>                    | <b>\$112,990.00</b>     | <b>\$0.00</b>        | <b>\$112,990.00</b>     | <b>\$8,222.87</b>          | <b>\$0.00</b>        | <b>\$64,948.59</b>    | <b>\$48,041.41</b>        | <b>57%</b>    | <b>\$99,573.72</b>      |
|   | <b>EXPENSE TOTALS</b>                           | <b>\$1,784,096.00</b>   | <b>\$38,363.00</b>   | <b>\$1,822,459.00</b>   | <b>\$115,443.18</b>        | <b>\$50,050.61</b>   | <b>\$927,821.32</b>   | <b>\$844,587.07</b>       | <b>54%</b>    | <b>\$1,634,987.60</b>   |
|   | <b>Department 6030 - Countryside Adult Home</b> | <b>(\$1,784,096.00)</b> | <b>(\$38,363.00)</b> | <b>(\$1,822,459.00)</b> | <b>(\$115,443.18)</b>      | <b>(\$50,050.61)</b> | <b>(\$927,821.32)</b> | <b>(\$844,587.07)</b>     | <b>54%</b>    | <b>(\$1,634,987.60)</b> |
| <b>Department 6050 - Public Facil. For Children</b> |   |                         |                      |                         |                            |                      |                       |                           |               |                         |
|   | <b>EXPENSE</b>                                  |                         |                      |                         |                            |                      |                       |                           |               |                         |
|   | <i>Contractual Expense</i>                      |                         |                      |                         |                            |                      |                       |                           |               |                         |
| 469   | Other Payments/Contributions                    | 20,000.00               | 6,591.82             | 26,591.82               | .00                        | .00                  | 26,580.50             | 11.32                     | 100           | 6,515.35                |
| 470   | Contract  | .00                     | .00                  | .00                     | .00                        | .00                  | .00                   | .00                       | +++           | 6,372.00                |
|   | <b>Contractual Expense Totals</b>               | <b>\$20,000.00</b>      | <b>\$6,591.82</b>    | <b>\$26,591.82</b>      | <b>\$0.00</b>              | <b>\$0.00</b>        | <b>\$26,580.50</b>    | <b>\$11.32</b>            | <b>100%</b>   | <b>\$12,887.35</b>      |
|   | <b>EXPENSE TOTALS</b>                           | <b>\$20,000.00</b>      | <b>\$6,591.82</b>    | <b>\$26,591.82</b>      | <b>\$0.00</b>              | <b>\$0.00</b>        | <b>\$26,580.50</b>    | <b>\$11.32</b>            | <b>100%</b>   | <b>\$12,887.35</b>      |

# Expense Budget Performance Report

Fiscal Year to Date 07/31/16

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 6050 - Public Facil. For Children        | (\$20,000.00)   | (\$6,591.82)      | (\$26,591.82)   | \$0.00                     | \$0.00       | \$26,580.50      | (\$11.32)        | 100%                      |               | (\$12,887.35)    |
|                  | Department 6055 - Daycare EXPENSE                   |                 |                   |                 |                            |              |                  |                  |                           |               |                  |
|                  | Contractual Expense                                 | 1,515,000.00    | .00               | 1,515,000.00    | 114,710.03                 | .00          | 580,037.26       | 934,962.74       | 38                        |               | 1,289,591.76     |
| 470              | Contract  | \$1,515,000.00  | \$0.00            | \$1,515,000.00  | \$114,710.03               | \$0.00       | \$580,037.26     | \$934,962.74     | 38%                       |               | \$1,289,591.76   |
|                  | Department 6055 - Daycare Totals                    | \$1,515,000.00  | \$0.00            | \$1,515,000.00  | \$114,710.03               | \$0.00       | \$580,037.26     | \$934,962.74     | 38%                       |               | \$1,289,591.76   |
|                  | Department 6070 - Services for Recipients EXPENSE   |                 |                   |                 |                            |              |                  |                  |                           |               |                  |
|                  | Contractual Expense                                 | 300,000.00      | .00               | 300,000.00      | 18,496.32                  | .00          | 103,947.63       | 196,052.37       | 35                        |               | 302,814.01       |
| 470              | Contract  | \$300,000.00    | \$0.00            | \$300,000.00    | \$18,496.32                | \$0.00       | \$103,947.63     | \$196,052.37     | 35%                       |               | \$302,814.01     |
|                  | Department 6070 - Services for Recipients Totals    | \$300,000.00    | \$0.00            | \$300,000.00    | \$18,496.32                | \$0.00       | \$103,947.63     | \$196,052.37     | 35%                       |               | \$302,814.01     |
|                  | Department 6100 - Medicaid EXPENSE                  |                 |                   |                 |                            |              |                  |                  |                           |               |                  |
|                  | Contractual Expense                                 | 12,782,184.00   | .00               | 12,782,184.00   | 927,672.00                 | .00          | 6,900,652.00     | 5,881,532.00     | 54                        |               | 13,037,400.00    |
| 470              | Contract  | \$12,782,184.00 | \$0.00            | \$12,782,184.00 | \$927,672.00               | \$0.00       | \$6,900,652.00   | \$5,881,532.00   | 54%                       |               | \$13,037,400.00  |
|                  | Department 6100 - Medicaid Totals                   | \$12,782,184.00 | \$0.00            | \$12,782,184.00 | \$927,672.00               | \$0.00       | \$6,900,652.00   | \$5,881,532.00   | 54%                       |               | \$13,037,400.00  |
|                  | Department 6101 - Medical Assistance EXPENSE        |                 |                   |                 |                            |              |                  |                  |                           |               |                  |
|                  | Contractual Expense                                 | 50,000.00       | .00               | 50,000.00       | .00                        | .00          | 1,214.20         | 48,785.80        | 2                         |               | 4,071.76         |
| 470              | Contract  | \$50,000.00     | \$0.00            | \$50,000.00     | \$0.00                     | \$0.00       | \$1,214.20       | \$48,785.80      | 2%                        |               | \$4,071.76       |
|                  | Department 6101 - Medical Assistance Totals         | \$50,000.00     | \$0.00            | \$50,000.00     | \$0.00                     | \$0.00       | \$1,214.20       | \$48,785.80      | 2%                        |               | \$4,071.76       |
|                  | Department 6109 - Aid To Dependent Children EXPENSE |                 |                   |                 |                            |              |                  |                  |                           |               |                  |
|                  | Contractual Expense                                 | 2,050,000.00    | .00               | 2,050,000.00    | 236,001.83                 | .00          | 1,024,067.96     | 1,025,932.04     | 50                        |               | 2,015,347.31     |
| 470              | Contract  | \$2,050,000.00  | \$0.00            | \$2,050,000.00  | \$236,001.83               | \$0.00       | \$1,024,067.96   | \$1,025,932.04   | 50%                       |               | \$2,015,347.31   |
|                  | Department 6109 - Aid To Dependent Children Totals  | \$2,050,000.00  | \$0.00            | \$2,050,000.00  | \$236,001.83               | \$0.00       | \$1,024,067.96   | \$1,025,932.04   | 50%                       |               | \$2,015,347.31   |
|                  | Department 6119 - Child Care EXPENSE                |                 |                   |                 |                            |              |                  |                  |                           |               |                  |
|                  | Contractual Expense                                 | 3,600,000.00    | .00               | 3,600,000.00    | 576,048.05                 | .00          | 1,933,835.09     | 1,666,164.91     | 54                        |               | 3,454,892.47     |
| 470              | Contract  | \$3,600,000.00  | \$0.00            | \$3,600,000.00  | \$576,048.05               | \$0.00       | \$1,933,835.09   | \$1,666,164.91   | 54                        |               | \$3,454,892.47   |

# Expense Budget Performance Report

Fiscal Year to Date 07/31/16  
 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               |                |                   |                |                            |                  |                  |                           |               |                  |
|                  | <i>Contractual Expense Totals</i>                  | \$3,600,000.00 | \$0.00            | \$3,600,000.00 | \$576,048.05               | \$0.00           | \$1,933,835.09   | \$1,666,164.91            | 54%           | \$3,454,892.47   |
|                  | <i>EXPENSE TOTALS</i>                              | \$3,600,000.00 | \$0.00            | \$3,600,000.00 | \$576,048.05               | \$0.00           | \$1,933,835.09   | \$1,666,164.91            | 54%           | \$3,454,892.47   |
|                  | Department 6119 - Child Care Totals                | \$3,600,000.00 | \$0.00            | \$3,600,000.00 | \$576,048.05               | \$0.00           | \$1,933,835.09   | \$1,666,164.91            | 54%           | \$3,454,892.47   |
|                  | Department 6123 - Juvenile Delinquent Care EXPENSE |                |                   |                |                            |                  |                  |                           |               |                  |
|                  | <i>Contractual Expense Totals</i>                  | .00            | 7,063.00          | 7,063.00       | (1,345.28)                 | .00              | 5,717.44         | 1,345.56                  | 81%           | .00              |
|                  | <i>EXPENSE TOTALS</i>                              | \$0.00         | \$7,063.00        | \$7,063.00     | (\$1,345.28)               | \$0.00           | \$5,717.44       | \$1,345.56                | 81%           | \$0.00           |
|                  | Department 6123 - Juvenile Delinquent Care Totals  | \$0.00         | \$7,063.00        | \$7,063.00     | (\$1,345.28)               | \$0.00           | \$5,717.44       | \$1,345.56                | 81%           | \$0.00           |
|                  | Department 6140 - Home Relief EXPENSE              |                |                   |                |                            |                  |                  |                           |               |                  |
|                  | <i>Contractual Expense Totals</i>                  | 1,200,000.00   | .00               | 1,200,000.00   | 32,422.54                  | .00              | 544,577.62       | 655,422.38                | 45%           | 1,163,871.47     |
|                  | <i>EXPENSE TOTALS</i>                              | \$1,200,000.00 | \$0.00            | \$1,200,000.00 | \$32,422.54                | \$0.00           | \$544,577.62     | \$655,422.38              | 45%           | \$1,163,871.47   |
|                  | Department 6140 - Home Relief Totals               | \$1,200,000.00 | \$0.00            | \$1,200,000.00 | \$32,422.54                | \$0.00           | \$544,577.62     | \$655,422.38              | 45%           | \$1,163,871.47   |
|                  | Department 6141 - Fuel Crisis Assistance EXPENSE   |                |                   |                |                            |                  |                  |                           |               |                  |
|                  | <i>Contractual Expense Totals</i>                  | 30,000.00      | .00               | 30,000.00      | (82.05)                    | .00              | 18,148.89        | 11,851.11                 | 60%           | (946.11)         |
|                  | <i>EXPENSE TOTALS</i>                              | \$30,000.00    | \$0.00            | \$30,000.00    | (\$82.05)                  | \$0.00           | \$18,148.89      | \$11,851.11               | 60%           | (\$946.11)       |
|                  | Department 6141 - Fuel Crisis Assistance Totals    | \$30,000.00    | \$0.00            | \$30,000.00    | (\$82.05)                  | \$0.00           | \$18,148.89      | \$11,851.11               | 60%           | (\$946.11)       |
|                  | Department 6142 - Emergency Aid For Adults EXPENSE |                |                   |                |                            |                  |                  |                           |               |                  |
|                  | <i>Contractual Expense Totals</i>                  | 40,000.00      | .00               | 40,000.00      | 2,610.65                   | .00              | 24,996.12        | 15,003.88                 | 62%           | 49,435.97        |
|                  | <i>EXPENSE TOTALS</i>                              | \$40,000.00    | \$0.00            | \$40,000.00    | \$2,610.65                 | \$0.00           | \$24,996.12      | \$15,003.88               | 62%           | \$49,435.97      |
|                  | Department 6142 - Emergency Aid For Adults Totals  | \$40,000.00    | \$0.00            | \$40,000.00    | \$2,610.65                 | \$0.00           | \$24,996.12      | \$15,003.88               | 62%           | \$49,435.97      |
|                  | Department 7310 - Youth Program 4-H Camp EXPENSE   |                |                   |                |                            |                  |                  |                           |               |                  |
|                  | <i>Contractual Expense Totals</i>                  | 25,000.00      | .00               | 25,000.00      | .00                        | .00              | .00              | .00                       | 100%          | 25,000.00        |
|                  | <i>EXPENSE TOTALS</i>                              | \$25,000.00    | \$0.00            | \$25,000.00    | \$0.00                     | \$0.00           | \$0.00           | \$0.00                    | 100%          | \$25,000.00      |
|                  | Department 7310 - Youth Program 4-H Camp Totals    | \$25,000.00    | \$0.00            | \$25,000.00    | \$0.00                     | \$0.00           | \$0.00           | \$0.00                    | 100%          | \$25,000.00      |

# Expense Budget Performance Report

Fiscal Year to Date 07/31/16

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 |
|--|-----------------------------|-----------------|-------------------|-----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| <b>Fund A - General</b>                            |                             |                 |                   |                 |                            |                  |                  |                           |               |                  |
| Department 7310 - Youth Program 4-H Camp Totals    |                             | (\$25,000.00)   | \$0.00            | (\$25,000.00)   | \$0.00                     | (\$25,000.00)    | \$0.00           | \$0.00                    | 100%          | (\$25,000.00)    |
| <b>Department 7311 - Youth Bureau</b>              |                             |                 |                   |                 |                            |                  |                  |                           |               |                  |
| <b>EXPENSE</b>                                     |                             |                 |                   |                 |                            |                  |                  |                           |               |                  |
| <i>Contractual Expense</i>                         |                             |                 |                   |                 |                            |                  |                  |                           |               |                  |
| 410  | Supplies                    | 100.00          | .00               | 100.00          | .00                        | .00              | .00              | 100.00                    | 0             | 99.39            |
| 423  | Telephone                   | 100.00          | .00               | 100.00          | .00                        | .00              | .00              | 100.00                    | 0             | .00              |
| 424  | Postage                     | 266.00          | .00               | 266.00          | .00                        | .00              | 30.05            | 235.95                    | 11            | 143.55           |
| 444  | Travel/Education/Conference | 150.00          | .00               | 150.00          | .00                        | .00              | .00              | 150.00                    | 0             | .00              |
| 470  | Contract                    | 5,520.00        | .00               | 5,520.00        | 138.00                     | 3,275.00         | 1,725.00         | 520.00                    | 91            | 2,415.00         |
| <i>Contractual Expense Totals</i>                  |                             | \$6,136.00      | \$0.00            | \$6,136.00      | \$138.00                   | \$3,275.00       | \$1,755.05       | \$1,105.95                | 82%           | \$2,657.94       |
| <i>Other Benefits</i>                              |                             |                 |                   |                 |                            |                  |                  |                           |               |                  |
| 861  | Retirees Hospitalization    | 13,484.00       | .00               | 13,484.00       | 1,123.70                   | .00              | 7,865.90         | 5,618.10                  | 58            | 13,292.20        |
| <i>Other Benefits Totals</i>                       |                             | \$13,484.00     | \$0.00            | \$13,484.00     | \$1,123.70                 | \$0.00           | \$7,865.90       | \$5,618.10                | 58%           | \$13,292.20      |
| <b>EXPENSE TOTALS</b>                              |                             |                 |                   |                 |                            |                  |                  |                           |               |                  |
| Department 7311 - Youth Bureau Totals              |                             | \$19,620.00     | \$0.00            | \$19,620.00     | \$1,261.70                 | \$3,275.00       | \$9,620.95       | \$6,724.05                | 66%           | \$15,950.14      |
| <i>Contractual Expense Totals</i>                  |                             | (\$19,620.00)   | \$0.00            | (\$19,620.00)   | (\$1,261.70)               | (\$3,275.00)     | (\$9,620.95)     | (\$6,724.05)              | 66%           | (\$15,950.14)    |
| <b>Department 7312 - Special Delinquency Prev.</b> |                             |                 |                   |                 |                            |                  |                  |                           |               |                  |
| <b>EXPENSE</b>                                     |                             |                 |                   |                 |                            |                  |                  |                           |               |                  |
| <i>Contractual Expense</i>                         |                             |                 |                   |                 |                            |                  |                  |                           |               |                  |
| 410  | Supplies                    | 190.00          | .00               | 190.00          | .00                        | .00              | .00              | 190.00                    | 0             | 191.98           |
| 424  | Postage                     | 100.00          | .00               | 100.00          | .00                        | .00              | 5.82             | 94.18                     | 6             | 14.50            |
| 427  | Memberships & Dues          | 225.00          | .00               | 225.00          | .00                        | .00              | 50.00            | 175.00                    | 22            | 226.00           |
| 470  | Contract                    | 28,885.00       | .00               | 28,885.00       | .00                        | 11,000.00        | .00              | 17,885.00                 | 38            | 28,885.00        |
| <i>Contractual Expense Totals</i>                  |                             | \$29,400.00     | \$0.00            | \$29,400.00     | \$0.00                     | \$11,000.00      | \$55.82          | \$18,344.18               | 38%           | \$29,317.48      |
| <b>EXPENSE TOTALS</b>                              |                             | \$29,400.00     | \$0.00            | \$29,400.00     | \$0.00                     | \$11,000.00      | \$55.82          | \$18,344.18               | 38%           | \$29,317.48      |
| Department 7312 - Special Delinquency Prev. Totals |                             | (\$29,400.00)   | \$0.00            | (\$29,400.00)   | \$0.00                     | (\$11,000.00)    | (\$55.82)        | (\$18,344.18)             | 38%           | (\$29,317.48)    |
| <b>Department 7313 - Youth Court</b>               |                             |                 |                   |                 |                            |                  |                  |                           |               |                  |
| <b>EXPENSE</b>                                     |                             |                 |                   |                 |                            |                  |                  |                           |               |                  |
| <i>Contractual Expense</i>                         |                             |                 |                   |                 |                            |                  |                  |                           |               |                  |
| 470  | Contract                    | 68,820.00       | .00               | 68,820.00       | 17,430.17                  | 51,389.83        | 17,430.17        | .00                       | 100           | 50,875.00        |
| <i>Contractual Expense Totals</i>                  |                             | \$68,820.00     | \$0.00            | \$68,820.00     | \$17,430.17                | \$51,389.83      | \$17,430.17      | \$0.00                    | 100%          | \$50,875.00      |
| <b>EXPENSE TOTALS</b>                              |                             | \$68,820.00     | \$0.00            | \$68,820.00     | \$17,430.17                | \$51,389.83      | \$17,430.17      | \$0.00                    | 100%          | \$50,875.00      |
| Department 7313 - Youth Court Totals               |                             | (\$68,820.00)   | \$0.00            | (\$68,820.00)   | (\$17,430.17)              | (\$51,389.83)    | (\$17,430.17)    | \$0.00                    | 100%          | (\$50,875.00)    |
| <b>Fund A - General Totals</b>                     |                             | \$32,982,008.00 | \$57,229.00       | \$33,039,237.00 | \$2,761,856.78             | \$204,924.36     | \$17,314,807.92  | \$15,519,504.72           |               | \$32,202,189.15  |
| <b>Grand Totals</b>                                |                             | \$32,982,008.00 | \$57,229.00       | \$33,039,237.00 | \$2,761,856.78             | \$204,924.36     | \$17,314,807.92  | \$15,519,504.72           |               | \$32,202,189.15  |

*REVENUE*

# Detail General Ledger Report

G/L Date Range 07/01/16 - 07/31/16  
 Exclude Sub Ledger Detail  
 Exclude Accounts with No Activity

| G/L Date  | Journal Number     | Journal Type                 | Sub Ledger | Description/Project                                       | Source      | Reference | Debit Amount | Credit Amount    | Actual Balance |
|---|--------------------|------------------------------|------------|---|-------------|-----------|--------------|------------------|----------------|
| G/L Account Number  | <b>A.6010 1809</b> | Repay of Aid to A.D.C.       | GL         |   |             |           |              | Balance To Date: | \$0.00         |
| 07/29/2016  | 2016-00003043      | JE                           | GL         | Lottery Intercept Program Payment 10-12/15; BA020792      | JE          |           |              | 210.00           | (210.00)       |
| <p>Month <b>July 2016</b> Totals</p> <p>Account <b>Repay of Aid to A.D.C.</b> Totals</p>    |                    |                              |            |   |             |           |              |                  |                |
| G/L Account Number  | <b>A.6010 1810</b> | Administration               | RA         |   |             |           |              | Balance To Date: | \$0.00         |
| 07/07/2016  | 2016-00002724      | JE                           | RA         | Revenue Collection Payment Post                           | Collections |           | \$0.00       | \$210.00         | (\$210.00)     |
| 07/19/2016  | 2016-00002898      | JE                           | RA         | Revenue Collection Payment Post                           | Collections |           |              | 5,000.00         | (\$20,977.70)  |
| 07/19/2016  | 2016-00002898      | JE                           | RA         | Revenue Collection Payment Post                           | Collections |           |              | 590.54           | (26,568.24)    |
| <p>Month <b>July 2016</b> Totals</p> <p>Account <b>Administration</b> Totals</p>            |                    |                              |            |   |             |           |              |                  |                |
| G/L Account Number  | <b>A.6010 1811</b> | Medical Incentive Earning    | RA         |   |             |           |              | Balance To Date: | \$5,593.04     |
| 07/12/2016  | 2016-00002951      | JE                           | RA         | Revenue Collection Payment Post                           | Collections |           | \$0.00       | \$5,593.04       | (\$26,570.74)  |
| 07/19/2016  | 2016-00002898      | JE                           | RA         | Revenue Collection Payment Post                           | Collections |           |              | 225.21           | (\$78,482.26)  |
| 07/29/2016  | 2016-00003043      | JE                           | GL         | Treasury Offset Program Cycles 1551-1611 1-3/16; BA020792 | JE          |           |              | 4,212.00         | (82,919.47)    |
| <p>Month <b>July 2016</b> Totals</p> <p>Account <b>Medical Incentive Earning</b> Totals</p> |                    |                              |            |   |             |           |              |                  |                |
| G/L Account Number  | <b>A.6030 1830</b> | Repay - Adult Care, Pub Inst | RA         |   |             |           |              | Balance To Date: | \$6,269.21     |
| 07/06/2016  | 2016-00002682      | JE                           | RA         | Revenue Collection Payment Post                           | Collections |           | \$0.00       | \$6,269.21       | (\$84,751.47)  |
| 07/07/2016  | 2016-00002724      | JE                           | RA         | Revenue Collection Payment Post                           | Collections |           |              | \$12,072.25      | (\$217,526.32) |
| <p>Month <b>July 2016</b> Totals</p> <p>Account <b>Medical Incentive Earning</b> Totals</p> |                    |                              |            |   |             |           |              |                  |                |
| G/L Account Number  | <b>A.6055 1855</b> | Repayments of Day Care       | RA         |   |             |           |              | Balance To Date: | \$55.00        |
| 07/07/2016  | 2016-00002724      | JE                           | RA         | Revenue Collection Payment Post                           | Collections |           | \$0.00       | \$55.00          | (\$3,235.57)   |
| <p>Month <b>July 2016</b> Totals</p> <p>Account <b>Repayments of Day Care</b> Totals</p>    |                    |                              |            |   |             |           |              |                  |                |

# Detail General Ledger Report

G/L Date Range 07/01/16 - 07/31/16  
 Exclude Sub Ledger Detail  
 Exclude Accounts with No Activity

| G/L Date                      | Journal Number | Journal Type | Sub Ledger              | Description/Project                 | Source             | Reference                 | Debit Amount | Credit Amount    | Actual Balance |
|-------------------------------|----------------|--------------|-------------------------|-------------------------------------|--------------------|---------------------------|--------------|------------------|----------------|
| <b>Month July 2016 Totals</b> |                |              |                         |                                     |                    |                           |              |                  |                |
| G/L Account Number            | A.6101         | 1801         | Repay of Medical Assist |                                     |                    |                           |              | Balance To Date: | \$467.81       |
| 07/07/2016                    | 2016-00002724  | JE           | RA                      | Revenue Collection Payment Post     | Collections        |                           |              | 22,267.27        | (21,799.46)    |
| 07/19/2016                    | 2016-00002898  | JE           | RA                      | Revenue Collection Payment Post     | Collections        |                           |              | 7,482.33         | (29,281.79)    |
| 07/29/2016                    | 2016-00003043  | JE           | GL                      | 6/16 RF2 & RF2A; Medical Assistance | JE                 |                           | 14,922.00    |                  | (14,359.79)    |
| 07/29/2016                    | 2016-00003043  | JE           | GL                      | 6/16 RF2 & RF2A; Medical Assistance | JE                 |                           | 12,895.00    |                  | (1,464.79)     |
| <b>Month July 2016 Totals</b> |                |              |                         |                                     |                    |                           |              |                  |                |
| G/L Account Number            | A.6109         | 1809         | Repay of Aid to A.D.C.  |                                     |                    |                           |              | Balance To Date: | (\$1,464.79)   |
| 07/06/2016                    | 2016-00002682  | JE           | RA                      | Revenue Collection Payment Post     | Account Department | Repay of Medical Assist   | \$27,817.00  | \$29,749.60      | (\$1,464.79)   |
| 07/07/2016                    | 2016-00002724  | JE           | RA                      | Revenue Collection Payment Post     | Collections        | Medical Assistance        | \$27,817.00  | \$29,749.60      | (\$1,464.79)   |
| 07/19/2016                    | 2016-00002898  | JE           | RA                      | Revenue Collection Payment Post     | Collections        |                           |              | 1,484.77         | (162,112.26)   |
| 07/19/2016                    | 2016-00002898  | JE           | RA                      | Revenue Collection Payment Post     | Collections        |                           |              | 100.00           | (162,212.26)   |
| 07/19/2016                    | 2016-00002898  | JE           | RA                      | Revenue Collection Payment Post     | Collections        |                           |              | 5,818.97         | (168,031.23)   |
| 07/19/2016                    | 2016-00002898  | JE           | RA                      | Revenue Collection Payment Post     | Collections        |                           |              | 20,741.03        | (188,772.26)   |
| <b>Month July 2016 Totals</b> |                |              |                         |                                     |                    |                           |              |                  |                |
| G/L Account Number            | A.6119         | 1819         | Repay of Child Care     |                                     |                    |                           |              | Balance To Date: | (\$188,772.26) |
| 07/06/2016                    | 2016-00002682  | JE           | RA                      | Revenue Collection Payment Post     | Account Department | Repay of Aid to A.D.C.    | \$0.00       | \$30,948.77      | (\$188,772.26) |
| 07/07/2016                    | 2016-00002724  | JE           | RA                      | Revenue Collection Payment Post     | Collections        | Aid To Dependent Children | \$0.00       | \$30,948.77      | (\$188,772.26) |
| 07/07/2016                    | 2016-00002724  | JE           | RA                      | Revenue Collection Payment Post     | Collections        |                           |              | 422.00           | (\$79,011.78)  |
| 07/19/2016                    | 2016-00002898  | JE           | RA                      | Revenue Collection Payment Post     | Collections        |                           |              | 2,476.65         | (81,910.43)    |
| 07/19/2016                    | 2016-00002898  | JE           | RA                      | Revenue Collection Payment Post     | Collections        |                           |              | 4,167.32         | (86,077.75)    |
| <b>Month July 2016 Totals</b> |                |              |                         |                                     |                    |                           |              |                  |                |
| G/L Account Number            | A.6140         | 1840         | Repay of Home Relief    |                                     |                    |                           |              | Balance To Date: | (\$61,823.78)  |
| 07/07/2016                    | 2016-00002724  | JE           | RA                      | Revenue Collection Payment Post     | Account Department | Child Care                | \$0.00       | \$7,065.97       | (\$61,823.78)  |
| 07/19/2016                    | 2016-00002898  | JE           | RA                      | Revenue Collection Payment Post     | Collections        | Home Relief               | \$0.00       | \$7,065.97       | (\$61,823.78)  |
| 07/19/2016                    | 2016-00002898  | JE           | RA                      | Revenue Collection Payment Post     | Collections        |                           |              | 2,707.12         | (\$58,241.88)  |
| 07/19/2016                    | 2016-00002898  | JE           | RA                      | Revenue Collection Payment Post     | Collections        |                           |              | 874.78           | (60,949.00)    |
| <b>Month July 2016 Totals</b> |                |              |                         |                                     |                    |                           |              |                  |                |
| G/L Account Number            | A.6140         | 1840         | Repay of Home Relief    |                                     |                    |                           |              | Balance To Date: | (\$61,823.78)  |
| 07/07/2016                    | 2016-00002724  | JE           | RA                      | Revenue Collection Payment Post     | Account Department | Home Relief               | \$0.00       | \$3,581.90       | (\$61,823.78)  |
| 07/19/2016                    | 2016-00002898  | JE           | RA                      | Revenue Collection Payment Post     | Collections        | Home Relief               | \$0.00       | \$3,581.90       | (\$61,823.78)  |

# Detail General Ledger Report

G/L Date Range 07/01/16 - 07/31/16  
 Exclude Sub Ledger Detail  
 Exclude Accounts with No Activity

| G/L Date   | Journal Number | Journal Type | Sub Ledger | Description/Project  | Source      | Reference | Debit Amount | Credit Amount    | Actual Balance |
|------------|----------------|--------------|------------|--|-------------|-----------|--------------|------------------|----------------|
| 07/08/2016 | A 400.00       | JE           | RA         | State & Federal Social Services                                    |             |           |              | Balance To Date: | \$2,637,112.62 |
|            | 2016-00002745  |              |            |  |             |           |              | 140,469.00       | 2,496,643.62   |
| 07/08/2016 | 2016-00002745  | JE           | RA         | Revenue Collection Payment Post                                    | Collections |           |              |                  | 2,172,619.62   |
| 07/14/2016 | 2016-00002939  | JE           | RA         | Revenue Collection Payment Post                                    | Collections |           |              | 324,024.00       | 2,172,572.62   |
| 07/14/2016 | 2016-00002939  | JE           | RA         | Revenue Collection Payment Post                                    | Collections |           |              | 47.00            | 2,045,771.62   |
| 07/19/2016 | 2016-00002855  | JE           | GL         | FCBG Payment 4-6/16; BA020277                                      | JE          |           | 302,211.00   | 126,801.00       | 2,347,982.62   |
| 07/19/2016 | 2016-00002855  | JE           | GL         | Title IV-B Subpart 2 FFY 16; BA020277                              | JE          |           | 15,254.00    |                  | 2,363,236.62   |
| 07/19/2016 | 2016-00002855  | JE           | GL         | Title IV-B Subpart 2 FFY 15 Reallocation; BA020277                 | JE          |           | 6,559.00     |                  | 2,369,795.62   |
| 07/19/2016 | 2016-00002855  | JE           | GL         | CWS Advance SFY 2016-17/FFY 2015-16; BA020222                      | JE          |           | 140,469.00   |                  | 2,510,264.62   |
| 07/19/2016 | 2016-00002855  | JE           | GL         | 3-4/16 Title XX Ceiling Adjustments; BA020400                      | JE          |           |              | 156,304.00       | 2,353,960.62   |
| 07/19/2016 | 2016-00002855  | JE           | GL         | CWS Settlement SFY 2015-16/FFY 2014-15; BA020460                   | JE          |           | 142,656.00   |                  | 2,496,616.62   |
| 07/19/2016 | 2016-00002855  | JE           | GL         | CWS Settlement SFY 2016-17/FFY 2014-15; BA020460                   | JE          |           | 149,606.00   |                  | 2,646,222.62   |
| 07/19/2016 | 2016-00002855  | JE           | GL         | AP/DV Advance SFY 2016-17/FFY 2015-16; BA020460                    | JE          |           | 21,110.00    |                  | 2,667,332.62   |
| 07/19/2016 | 2016-00002855  | JE           | GL         | AP/DV Advance SFY 2015-16/FFY 2014-15; BA020460                    | JE          |           |              | 6.00             | 2,667,326.62   |
| 07/26/2016 | 2016-00003023  | JE           | RA         | Revenue Collection Payment Post                                    | Collections |           |              | 51,849.00        | 2,615,477.62   |
| 07/26/2016 | 2016-00003023  | JE           | RA         | Revenue Collection Payment Post                                    | Collections |           |              | 313,366.00       | 2,302,111.62   |
| 07/26/2016 | 2016-00003023  | JE           | RA         | Revenue Collection Payment Post                                    | Collections |           |              | 50,469.00        | 2,251,642.62   |
| 07/26/2016 | 2016-00003023  | JE           | RA         | Revenue Collection Payment Post                                    | Collections |           |              | 247.00           | 2,251,395.62   |
| 07/27/2016 | 2016-00003031  | JE           | RA         | Revenue Collection Payment Post                                    | Collections |           |              | 316,031.00       | 1,935,364.62   |
| 07/28/2016 | 2016-00003048  | JE           | RA         | Revenue Collection Payment Post                                    | Collections |           |              | 435,103.00       | 1,500,261.62   |
| 07/29/2016 | 2016-00003043  | JE           | GL         | 6/16 Social Services claims  | JE          |           | 717,591.00   |                  | 2,217,852.62   |
| 07/29/2016 | 2016-00003043  | JE           | GL         | 1/12th AG Bill; BA020853   | JE          |           |              | 6,689.00         | 2,211,163.62   |
| 07/29/2016 | 2016-00003043  | JE           | GL         | Local Share Chargeback of Client Notices System 1-3/13; BA020853   | JE          |           |              | 6,192.00         | 2,204,971.62   |
| 07/29/2016 | 2016-00003043  | JE           | GL         | Local Share Chargeback of Client Notices System 10-12/12; BA020853 | JE          |           |              | 5,653.00         | 2,199,318.62   |

# Detail General Ledger Report

G/L Date Range 07/01/16 - 07/31/16  
 Exclude Sub Ledger Detail  
 Exclude Accounts with No Activity

| G/L Date   | Journal Number            | Journal Type | Sub Ledger | Description/Project   | Source      | Reference | Debit Amount | Credit Amount    | Actual Balance |
|------------|---------------------------|--------------|------------|---|-------------|-----------|--------------|------------------|----------------|
| 07/29/2016 | A 400.00<br>2016-00003043 | JE           | GL         | Federal CHIP Adjstment due to FMAP increase 4/16;<br>BA020853 | JE          |           | 1,921.00     | Balance To Date: | \$2,637,112.62 |
| 07/29/2016 | 2016-00003043             | JE           | GL         | State CHIP Adjstment due to FMAP increase 4/16;<br>BA020792   | JE          |           |              | 1,921.00         | 2,201,239.62   |
| 07/29/2016 | 2016-00003043             | JE           | GL         | Lottery Intercept Program Payment 10-12/15;<br>BA020792       | JE          |           | 210.00       |                  | 2,199,318.62   |
| 07/29/2016 | 2016-00003043             | JE           | GL         | Local Share Chargeback of CBIC 1-3/16; BA020792               | JE          |           |              | 394.00           | 2,199,134.62   |
| 07/29/2016 | 2016-00003043             | JE           | GL         | FCBG Payment 7/16;<br>BA020792                                | JE          |           | 100,737.00   |                  | 2,299,871.62   |
| 07/29/2016 | 2016-00003043             | JE           | GL         | Treasury Offset Program Cycles 1551-1611 1-3/16;<br>BA020792  | JE          |           | 1,832.00     |                  | 2,301,703.62   |
| 07/29/2016 | 2016-00003069             | JE           | RA         | Revenue Collection Payment Post                               | Collections |           |              | 3,309.15         | 2,298,394.47   |

|              |                                  |        |                |                |                |
|--------------|----------------------------------|--------|----------------|----------------|----------------|
| Month        | July 2016                        | Totals | \$1,600,156.00 | \$1,938,874.15 | \$2,298,394.47 |
| Account      | State & Federal, Social Services | Totals | \$1,600,156.00 | \$1,938,874.15 | \$2,298,394.47 |
| Fund         | General                          | Totals | \$1,600,156.00 | \$1,938,874.15 |                |
| Grand Totals |                                  |        | \$1,600,156.00 | \$1,938,874.15 |                |

+ LOCAL  
 (Payback/Dashbacks) 2,067,465.60  
 + 128,591.45

# Detail General Ledger Report

G/L Date Range 07/01/16 - 07/31/16  
 Exclude Sub Ledger Detail  
 Exclude Accounts with No Activity

| G/L Date   | Journal Number | Journal Type | Journal Ledger | Sub Ledger | Description/Project                      | Source                     | Reference | Debit Amount | Credit Amount          | Actual Balance |
|------------|----------------|--------------|----------------|------------|--|----------------------------|-----------|--------------|------------------------|----------------|
| 07/07/2016 | A.6141 1841    | JE           | RA             | RA         | Repay of Home Energy Asst                | Revenue Collection Payment |           |              |                        |                |
|            | 2016-00002724  |              |                |            | Post                                     | Collections                |           |              | Balance To Date: 20.00 | \$0.00         |
|            |                |              |                |            |  |                            |           |              |                        | (20.00)        |
|            |                |              |                |            | Month July 2016 Totals                   |                            |           | \$0.00       | \$20.00                | (\$20.00)      |
|            |                |              |                |            | Account Repay of Home Energy Asst Totals |                            |           | \$0.00       | \$20.00                | (\$20.00)      |
|            |                |              |                |            | Department Fuel Crisis Assistance Totals |                            |           | \$0.00       | \$20.00                | (\$20.00)      |
|            |                |              |                |            | Fund General Totals                      |                            |           | \$27,817.00  | \$128,591.45           |                |
|            |                |              |                |            | Grand Totals                             |                            |           | \$27,817.00  | \$128,591.45           |                |

Social Services - Overtime Report - Comparison 2015/2016

| Week End      | 2015 OT        | 2016 OT       | Reason  | CPS (After Hrs/OnCall) | Foster Care  | APS/CASA    | Preventive  | Chronic Care | TA/Employ   | Training      | CPS           |
|---------------|----------------|---------------|---|------------------------|--------------|-------------|-------------|--------------|-------------|---------------|---------------|
| 01/10/16      | 57.00          | 80.71         | CPS-Notes,Case review,assess/CC-backlog/FC-transport/Prev-child place | 50.36                  | 1.40         |             | 1.00        | 5.00         |             |               | 22.95         |
| 01/24/16      | 32.98          | 39.18         | CPS-Hosp visit, coverage/FC-Parent training                           | 27.52                  | 8.86         |             |             |              |             | 1.00          | 1.80          |
| 02/07/16      | 67.93          | 58.92         | CPS-Removal,Court/FC-Transport,Parent Training,Placement              | 41.97                  | 11.20        |             |             |              |             | 1.00          | 4.75          |
| 02/21/16      | 47.28          | 55.29         | CPS-NR,HV,backlog,court/FC- Court, transport                          | 38.84                  | 2.70         |             |             |              |             |               | 13.75         |
| 03/06/16      | 78.99          | 29.72         | CPS-NR,Assessment/FC-Court, service planning                          | 26.12                  | 1.40         |             |             |              |             | 1.50          | 0.70          |
| 03/20/16      | 105.28         | 40.05         | CPS-NR,Assessment,Notes/FC-Intake,Court                               | 30.55                  | 1.30         |             |             |              |             |               | 8.20          |
| 04/03/16      | 49.89          | 55.53         | CPS-HV,Assessment, Notes/FC-Emergency,FV,notes/DV training            | 28.98                  | 6.90         |             |             |              |             | 13.10         | 6.55          |
| 04/17/16      | 47.75          | 88.76         | CPS-NR,HV,Court,Mtgs,Notes/FC-Court, Transport, Notes                 | 54.91                  | 5.80         |             |             |              |             | 16.05         | 12.00         |
| 05/01/16      | 42.37          | 47.24         | CPS-Notes,HV,Assessments,removal/FC-Court,Mtg/Prev-Removal            | 26.04                  | 1.28         |             | 1.17        |              |             |               | 18.75         |
| 05/15/16      | 57.67          | 43.23         | CPS-NR,Home Visit, Safety Assessments                                 | 37.28                  |              |             |             |              |             |               | 5.95          |
| 05/29/16      | 66.32          | 45.67         | CPS-NR,HV,Assessment/FC-Mtg,Court/APS-New Referral/Assess             | 32.77                  | 7.20         | 1.00        |             |              |             |               | 4.70          |
| 06/12/16      | 59.68          | 70.46         | CPS-NR,Removal,Assessments/FC-New Placements,Notes                    | 43.66                  | 14.05        |             |             |              |             | 1.00          | 11.75         |
| 06/26/16      | 48.45          | 35.95         | CPS-NR,Removal,Assessments/FC-Transport,Court,Notes                   | 19.85                  | 10.85        |             |             |              |             |               | 5.25          |
| 07/10/16      | 28.04          | 70.84         | CPS-NR,Assessment/TA-Client issues/FC-Parent training                 | 42.96                  | 2.00         |             |             |              | 2.25        | 21.93         | 1.70          |
| 07/24/16      | 33.81          | 77.19         | CPS-Coverage,Case notes/FC-Legal Mtg,Case notes                       | 39.92                  | 4.87         |             |             |              |             | 22.40         | 10.00         |
| 08/07/16      | 49.68          | 84.93         | CPS-Calls,Assessment,interview/FC-Court, Transport                    | 47.48                  | 2.80         |             |             |              |             | 28.50         | 6.15          |
| 08/21/16      | 30.34          |               |   |                        |              |             |             |              |             |               |               |
| 09/04/16      | 43.40          |               |   |                        |              |             |             |              |             |               |               |
| 09/18/16      | 31.70          |               |   |                        |              |             |             |              |             |               |               |
| 10/02/16      | 50.92          |               |   |                        |              |             |             |              |             |               |               |
| 10/16/16      | 37.82          |               |   |                        |              |             |             |              |             |               |               |
| 10/30/16      | 21.90          |               |   |                        |              |             |             |              |             |               |               |
| 11/13/16      | 75.57          |               |   |                        |              |             |             |              |             |               |               |
| 11/27/16      | 65.42          |               |   |                        |              |             |             |              |             |               |               |
| 12/11/15      | 130.82         |               |   |                        |              |             |             |              |             |               |               |
| 12/25/15      | 81.51          |               |   |                        |              |             |             |              |             |               |               |
| <b>Totals</b> | <b>1442.52</b> | <b>923.67</b> |   | <b>589.21</b>          | <b>82.61</b> | <b>1.00</b> | <b>2.17</b> | <b>5.00</b>  | <b>2.25</b> | <b>106.48</b> | <b>134.95</b> |