

OFFICE OF THE WARREN COUNTY CLERK
PAMELA J. VOGEL, COUNTY CLERK
SUEANNE S. LINEHAN, DEPUTY

**Warren County Support Services Committee: Co. Clerk/DMV
Wednesday ~ August 24, 2016 ~ 10:45 a.m.**

I. Committee Meeting Call to Order: Chairman Ron Vanselow.

II. Action Agenda/New Business: **County Clerk - DMV**

1.) Transfer of Funds: A 1410 130 PT Salaries to A 1410 120 Over Time Salaries - \$ 800

Rationale: Due to staffing shortages in both County Clerk and DMV, prompted by vacation, unexpected bereavement and also medical leave/FMLA, the office has utilized the limited OT funding budgeted. Funds to cover the additional OT are to be taken from balances available in our PT funds (available due to delay in position filling).

2.) Request to Attend Historian's Conference: Assoc. of NYS Municipal Historians (Syracuse, NY)

Historian Dr. Stan Cianfarano requests attendance at the state historian's conference – Holiday Inn, Liverpool NY. Expenses for 2 days will not exceed allotted GSA per diem for hotel and meals. 9/14-9/17/2016. Budget: A. 7510 444

3.) Request to Attend NYS Assoc. of County Clerks Fall Conference (Saratoga Springs, NY). 9/19-9/21/2016. Commute only; no night accommodations or meal costs. Reg. fee for County: \$ 50. Clerk/Deputy/Senior to attend. Budget: A 1410 444

III. Old/Other Business: None.

IV. Thank you!

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: County Clerk

SIGNED:

DATE: 8/18/2016

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A 1410 130	Part Time Salaries	A 1410 120	Overtime Salaries	\$ 800.

Please state reason for transfers requested:

To balance OT account due to staffing shortages: vacation, FMLA, bereavement , training periods in both Clerk's Office and DMV - July/Aug 2016. Utilizing unused funds from A 1410 130 PT .

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- Other Payments/Contributions			

Please state reason for transfer request:

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

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

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

The Support Committee hereby authorizes Dr. Stanley Cianfarano, Co. Historian
(Supervisory Committee) (Employee Name)

to attend Assoc. of Municipal Historian
(Name of meeting or organization)

at Holiday Inn, 441 Electronic Parkway, Liverpool, NY 13088
(Address)

on 9/14-9/17/2016 (anticipate 2 nites). Mode of transportation to be used Co. 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

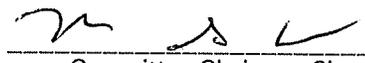
Room rate \$ 129 GSA * Rate \$ Total exp. GSA \$ 100 + 59 = 159. per diem, does not exceed allowable rate of \$ 159 per day (anticipate 1 lunch or dinner w/program.)

Meal costs - GSA *per diem rate \$ _____
*www.gsa.gov

Date: 8-19-2016


Department Head Signature

Date: _____


Committee Chairman Signature

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

Please check to request a fleet vehicle.

REQUEST FOR USE OF FLEET VEHICLE

Filing Instructions:

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, If required.
5. Copy to County Administrator if credit card will be used.

Schedule of Conference Events

Please Note: During each concurrent session, we attempt to offer conference attendees a focus choice of: History Session (H) or Skills Session (S).

Wednesday, September 14, 2016

- * 6:00 – 8:00 PM APHNYS Board of Trustees Fall Meeting
- 7:00 p.m.-9:00 PM APHNYS Movie Night for Early Arrivals -*A number of video selections on local history topics.*

Thursday, September 15, 2016

8:00 a.m. – 5:00 PM. Conference Registration

Pre-Conference Sessions

11:00 – 12:30 AM

Session A1 – **Skills, techniques, and Sources for Local Government Historians to do Family Research (S)**

Richard Williams, Town of Historian

Learn the sources and skills for genealogical research and how it can help the historian do a better job.

Session A2 – **Live Oaks & Dead Folks: A Virtual Tour of Oakwood Cemetery (H)**

Sue Greenhagen, Town of Eaton and Village of Morrisville Historian

Meet some of the famous, infamous, and even bizarre, residents of historic Oakwood Cemetery in Syracuse.

Lunch (on own/hotel restaurant available)

Conference Sessions

1:00 -2:30 PM

Session A3 - The William G. Pomeroy Foundation Announcements (S)

The William G. Pomeroy Foundation will have announcements on new programs and new ways of seeking funding through their well-established grant programs.

Session A4 - Mapping the Village: An Online Interactive Mapping Program (S & H)

Carole Schiffman and Randi Kepecs, Historic Preservationists

Learn about the Village of Cayuga Heights online mapping program of over 1,000 sites – how it works and about the successes and pitfalls of its development.

3:00 – 5:00 PM

Session A5 - APHNYS Annual Business Meeting

5:00 – 6:00 PM

Unopposed vendor hall time

7:00 – 9:00 PM: **Joint Dinner with APHNYS – Awards and Speaker**

Friday, September 16, 2016

8:30 – 9:30 AM

Session A6 – Church Records Available at the New York State Library (S)

Cara Janowsky, New York State Library

Church records are a rich source of materials for both historians and genealogist. Learn about these records available at the New York State Library for researchers.

Session A7 – The Perfidious Rev. Thomas Lake Harris and the Development of His Bizarre Cult in New York State (H)

Jacob Ludes III, President/CEO Emeritus, New England Assoc. of Schools & Colleges

Every New York historian should know the facts surrounding this most lascivious character and the X-rated chapter of the state's history.

9:45 – 10:45 AM

Session A8 – New York State Library records relating to World War I (S)

Keith Swaney, New York State Archives

As the centennial of WWI approaches, learn about the extensive resources of the State Archives to help historians, communities, and researchers.

Session A9 - Helen Hinsdale Rich: St. Lawrence County's First Suffragette (H)

Bryan Thompson, Town of DeKalb Historian

Learn about the 1860s effort of the poet, social reformer, and first suffragette in this North Country area.

11:00 – 12:00

Session A10 – Local Historians' role in identifying and promoting historical records in their locality (S)

Kent Stuetz, Regional Advisory Office, New York State Archives

Staff will review the role of the local historian in identifying records and resources, and using the programs of the Archives to assist.

Session A11 – Minstrels to Macushla: The Amazing Life of Chauncey Olcott (H)

Mary Ann Fitzgerald, Saratoga Springs City Historian

Enjoy a trip back in time to follow the life of this song writer, singer, dancer, and actor – from his life in the world of minstrels to Broadway productions.

12:15-1:45 PM

Joint Luncheon

1:45 – 4:15 PM

Session A12 - Field Excursions –

Tour 1: The first tour will be a guided tour at the Skanonh Lodge Great Law of Peace Center is a Haudenosaunee Heritage Center focused on telling the story of native peoples of central New York through the lens of the Onondaga Nation. The heritage center covers creation, European Contact, the Great Law of Peace and more. The Great Law of Peace Center was opened in 2015 at the former Sainte Marie Among the Iroquois and should be a wonderful learning experience.

Tour 2: A guided tour at the Erie Canal Heritage Park at Port Byron, scheduled to open early summer 2016, will be a highlight for any attendee. The tour will feature a number of sites formerly tied to the Erie Canal including a Tavern/Boarding House, Mulebarn, blacksmith shop and of course lock 52. If completed the Visitors Center will also be available for viewing (Currently the center is scheduled to open July 2016).

4:15 – 5:15 PM

Session A13 – **APHNYS Regional Coordinators Meeting**

5:15- 6:00 PM

Unopposed vendor hall time

7:00 – 9:00 PM

Joint Dinner with NYSFHC speaker

Saturday, September 17, 2016

8:30 – 9:30 AM

Session A14 – ***Basic Orientation for Newly Appointed Historians (S)***

Christine Ridarksy, City of Rochester Historian

Workshop for Public Historians on the job for 1-3 years; provides overview of role and responsibilities, as well as insights on how to get the job done.

Session A15 – **APHNYS Panel – The Local Government Historian and New York State: A Unique Resource for Family History (S)**

Genealogists have a unique resource in the appointed historian in every municipality and how we use family history to promote our work.

9:45 – 10:45 AM

Session A16 – **New York State Social Studies Framework and How Historians Can Help (S)**

Diane Wendell, Madison Oneida BOCES

The Common Core has made for opportunities for historians, teachers, and students.

Session A17 – **The Creation of a Local History & Genealogy Center: How Consolidation and Resource Sharing Can Work (S)**

Gerald Smith, Broome County and Binghamton City Historian

Learn how 4 agencies came together to make for a successful effort to build an efficient heritage center.

11:00 -12:00

Session A18 – Celebrating New York State History: Canalers, Suffragists, and Doughboys (H)

Jennifer Lemak and Ashley-Hopkins Benton, co-curators, “Votes for Women”

Aaron Noble, curator, “Sprit of Sacrifice”

Brad Utter, curator, “New York’s Erie Canal: Gateway to the Nation”

Devin Lander, State Historian, moderator

2017 marks three important anniversaries for New York State and gives historians an opportunity to look back on how these events have shaped our present. The New York State Museum has been work with many groups to present large-scale exhibitions in 1917 for the bicentennial of the Erie Canal, and the centennials of U.S. involvement in WWI and women winning the right to vote in New York State.

Session A19 – APHNYS Registered Historians Program (S)

Sandra Bradford, Town of Hector Historian

Make the move toward recognition for all your efforts -- for historians who have been in office for more than 3 years.

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

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

The Support Committee hereby authorizes County Clerk Pam Vogel/Deputy/Senior
(Supervisory Committee) (Employee Name)

to attend NYS Association of County Clerks Fall Meeting
(Name of meeting or organization)

at Holiday Inn, Saratoga Springs, NY 12866
(Address)

on 9/19-21/2016 (Commute) . Mode of transportation to be used Co. Vehicle
(Dates) (County Vehicle or Mass Transportation)

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

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(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

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

* www.gsa.gov

Date: 8-19-2016


Department Head Signature

Date: _____


Committee Chairman Signature

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NYSACC 2016 Fall Conference Holiday Inn, Saratoga Springs, NY

TENTATIVE AGENDA

Monday, September 19

- | | |
|---------------|-------------------------------|
| Noon – 5:00pm | Registration/Exhibitor Set Up |
| 2:00 – 3:00pm | Officers Meeting |
| 3:00 – 5:00pm | Executive Session |
| 5:00pm | Dinner on own |

Tuesday, September 20

- | | |
|-----------------|---|
| 7:45 – 8:45am | Breakfast |
| 8:00 – 9:00am | Registration |
| 8:00am– 3:30pm | Exhibits |
| 9:00 – 9:15am | Welcome and Opening of Conference |
| 9:15 – 10:15am | General Business Session <ul style="list-style-type: none">- Roll Call- Secretary Report- Treasurer Report- Committee Reports<ul style="list-style-type: none">o Courto DMVo Legislativeo Safe Acto Technology & Communicationso Operations & Best Practices- Regional Reports |
| 10:15 – 10:30am | Morning Break |

10:30 – 11:15am	Hon. Tim Idoni - Flat Fees
11:15am – Noon	Hon. Joe Provoncha & Hon. Kip Cassavaw - Surveying Practices
Noon – 1:30pm	Exhibitor Appreciation Lunch
1:30 – 2:15pm	Tentative NYS Police
2:30 – 4:00pm	Patrick Connors, Albany Law School CPLR Changes
4:00 – 4:30pm	Afternoon Break
6:00 – 7:00pm	Reception
7:00 – 9:00pm	Dinner

Wednesday, September 21

7:45 – 8:45am	Breakfast
9:00 – 10:30am	General Session