

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

**Warren County Support Services Committee: Co. Clerk/DMV**  
October 24, 2016

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 - \$ 1000**

Rationale: This is a continuation of the need for OT in the DMV, due to staffing shortages ( vacation, bereavement and medical leave). OT allows for performing of mandatory daily accounting responsibilities, supervisor's duties and a return to the work floor for customer service. Funds to cover the additional OT are to be taken from balances available in our PT funds (available due to delay in position filling).

III. Old/Other Business: None.

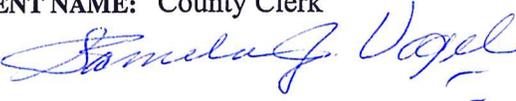
IV. Thank you!

**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:** 10/22/2016

<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	\$ 1000.00

**Please state reason for transfers requested:**

To balance OT account due to staffing shortages: vacation, sick leave, & bereavement , Sept-current 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.**