

Health & Human Services Committee
Warren County Department of Social Services

AGENDA

October 24, 2017

Committee Members: Supervisors Frasier, MacDonald, Vanselow, Montesi, Braymer, McDevitt, and Leggett.

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:

Request to Fill the Vacant Position of Senior Caseworker #6, Employee No. 11349, Salary \$51,400 (Grade 18, Step 9), effective November 7, 2017, due to resignation.

Rationale: This position is mandated and reimbursed.

Please see Attachment #1

2. Request Resolution:

Home Energy Assistance Program (HEAP) 2017-2018 Season

Request for a Transfer of Funds in the amount of \$90,000 from Code A.6010 110, Salaries – Regular; to Codes A.6010 120, Salaries – Overtime (\$30,000), and A.6010 130, Salaries – Part Time (\$60,000), to cover HEAP staff wages and overtime costs through 2017.

Rationale: Annual transfer of funds to cover salaries for Temporary HEAP Examiners.

Please see Attachment #2

3. Request Resolution:

Correction to Resolution No. 349 of 2017

Request authorization to correct the budget code reflected for youth Court in Resolution No. 349 of 2017 from A.7313 470 to A.7312 470.

Rationale: An incorrect code was reflected on the original request.

Please see Attachment #3

4. Request Resolution:

Request to Fill the Vacant Position of Caseworker #TBD, Employee No. TBD (Backfill), Salary \$41,158 (Grade 16), effective November 7, 2017, due to promotion.

Rationale: This position is mandated and reimbursed.

Please see Attachment #4

IV. Pending Item - There are no pending items

V. Information for Discussion/Review

1. Countryside Adult Home – Edward Corcoran

2. Monthly Revenue & Expenditures, Overtime Report and Budget - Julie Montero

Please see Attachment #5

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

VII. Motion to Adjourn

Attachments:

Notice of Intent to Fill Vacant position of Sr. Caseworker #6

Request to Transfer Funds

Request to Correct Resolution No. 349 of 2017 (correct budget code only)

Notice of Intent to Fill CW # TBD (this is a backfill)

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: SENIOR CASEWORKER #6 Base Salary of Position: 44,101 Grade: 18
Filling at Step # (If Known): _____
Budget code and title: A.6010 110 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 11349/L. DeMarsh Date of Vacancy: 11/07/17
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. PCW 10/20/17
Human Resources Director has approved this form when initialed. 10/20/17

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] Date 10/23/17

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 10/23/17

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 Edna A. Francis Date 10/24/17

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 Schmitt*

DATE: 10/18/17

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.6010 110	Salaries - Regular	A.6010 120	Salaries - Overtime	\$30,000
A.6010 110	Salaries - Regular	A.6010 130	Salaries - Part Time	\$60,000

Please state reason for transfers requested: To cover Heap wages, Resource Assistant wages, & overtime costs 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- 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

****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: October 24, 2017

- (a) Purpose of Request: **To Correct the Budget Code from A.7313 470, to A.7312 470**
- (b) Details:
- (c) Previous Resolution Number: **349 of 2017**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

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

* as listed in budget and LOGOS

Warren County Board of Supervisors

RESOLUTION NO. 349 OF 2017

RESOLUTION INTRODUCED BY SUPERVISORS FRASIER, MACDONALD, VANSELOW, MONTESI, BRAYMER, MCDEVITT AND LEGGETT

**AUTHORIZING 2017 AGREEMENT WITH THE TOWN OF QUEENSBURY
TO PROVIDE CERTAIN YOUTH SERVICES FOR THE
DEPARTMENT OF SOCIAL SERVICES (YOUTH BUREAU)**

RESOLVED, that the Chairman of the Warren County Board of Supervisors be, and hereby is authorized to execute an agreement with the Town of Queensbury on behalf of the Warren County Department of Social Services for the year 2017, to provide certain youth services to the youth who reside in the Town of Queensbury, including, but not limited to, Warren County Youth Court activities, for a total amount not to exceed One Thousand Seven Hundred Fifteen Dollars (\$1,715), in a form approved by the County Attorney, with funding for these services to be paid from Budget Code A.7313 470 Youth Court, Contract.

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: 40.011
Title of Position: CASEWORKER # TBD Base Salary of Position: 41,158 Grade: 16
Filling at Step # (If Known): _____
Budget code and title: A.6010 110 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: Vacancy is backfill due to promotion Date of Vacancy: 11/7/17
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. PO 10/23/17
Human Resources Director has approved this form when initialed. 10-23-17

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. Magels Date 10/27/17

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 10/27/17

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 Edm A. Traser Date 10/24/17

BUDGET ANALYSIS

REVENUE AND EXPENDITURES FOR SEPTEMBER 2017

FUND(S): A

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

EXPENSES	2017 BUDGETED	SEP 2017 EXP	SEP 2016 EXP	2017 YTD ACTUAL	2016 Prior Year Totals
110 Salaries - Regular	\$5,933,344.00	\$437,776.57	\$420,871.42	\$4,107,094.14	\$5,519,162.24
120 Salaries - Overtime	\$75,222.00	\$8,573.62	\$5,892.93	\$64,521.65	\$73,784.67
130 Salaries - Part Time	\$211,133.00	\$15,729.27	\$13,601.92	\$170,115.04	\$239,609.14
100's PERSONAL SERVICES Total	\$6,219,699.00	\$462,079.46	\$440,366.27	\$4,341,730.83	\$5,832,556.05
200's EQUIPMENT	\$32,100.00	\$111.99		\$54,465.13	\$71,350.47
400's CONTRACTUAL	\$22,744,201.00	\$1,228,224.94	\$1,612,174.79	\$15,151,986.34	\$22,697,544.19
800's EMPLOYEE BENEFITS	\$3,741,065.00	\$267,047.20	\$274,131.95	\$2,627,143.48	\$3,452,153.19
TOTALS	\$32,737,065.00	\$1,957,463.59	\$2,326,673.01	\$22,175,325.78	\$32,053,603.90

REVENUES	2017 BUDGETED	SEP 2017 REVENUE	SEP 2016 REVENUE	2017 YTD ACTUAL	2016 Prior Year Totals
	\$15,751,437.00	\$1,304,587.47	\$1,905,246.62	\$9,232,370.82	\$14,706,523.08

ATTACHMENT #5

Expense Budget Performance Report

Fiscal Year to Date 09/30/17

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund A - General										
Department 6010 - Social Services										
EXPENSE										
<i>Personal Services</i>										
110	Salaries - Regular	5,257,048.00	91,337.00	5,348,385.00	387,266.04	.00	3,634,398.54	1,713,986.46	68	4,896,926.59
120	Salaries - Overtime	49,222.00	.00	49,222.00	6,106.32	.00	46,606.52	2,615.48	95	48,179.98
130	Salaries - Part Time	43,463.00	.00	43,463.00	347.09	.00	37,454.24	6,008.76	86	65,817.83
<i>Personal Services Totals</i>		\$5,349,733.00	\$91,337.00	\$5,441,070.00	\$393,719.45	\$0.00	\$3,718,459.30	\$1,722,610.70	68%	\$5,010,924.40
<i>Equipment</i>										
210	Furniture/Furnishings	1,500.00	1,000.00	2,500.00	1,680.00	.00	2,087.00	413.00	83	4,241.00
220 Office Equipment										
220	Office Equipment	5,000.00	11,245.00	16,245.00	111.99	817.00	15,249.60	178.40	99	4,976.84
220.1	Office Equipment - Reserve	.00	16,000.00	16,000.00	.00	.00	15,971.18	28.82	100	.00
220 - Office Equipment Totals		\$5,000.00	\$27,245.00	\$32,245.00	\$111.99	\$817.00	\$31,220.78	\$207.22	99%	\$4,976.84
230 Automotive Equipment - Reserve										
230.1	Automotive Equipment - Reserve	.00	.00	.00	.00	.00	.00	.00	+++	14,125.00
230 - Automotive Equipment - Reserve Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$14,125.00
<i>Equipment Totals</i>		\$6,500.00	\$28,245.00	\$34,745.00	\$1,791.99	\$817.00	\$33,307.78	\$620.22	98%	\$23,342.84
<i>Contractual Expense</i>										
410	Supplies	60,000.00	(2,000.00)	58,000.00	711.73	2,682.62	31,375.43	23,941.95	59	53,420.73
411	Rent-Building/Property	564,547.00	.00	564,547.00	.00	.00	423,410.22	141,136.78	75	564,546.94
418	Ins-General Liability	38,957.00	.00	38,957.00	.00	.00	35,876.24	3,080.76	92	37,157.40
423	Telephone	20,000.00	.00	20,000.00	614.49	.00	13,708.98	6,291.02	69	19,679.88
424	Postage	30,000.00	(200.00)	29,800.00	.00	.00	19,185.12	10,614.88	64	31,073.37
426	Subscriptions	500.00	35.00	535.00	471.46	.00	499.36	35.64	93	490.36
427	Memberships & Dues	5,000.00	.00	5,000.00	.00	.00	4,918.00	82.00	98	4,411.00
428	Data Processing & Internet Fees	5,000.00	4,405.00	9,405.00	275.00	3,575.00	5,830.00	.00	100	8,747.00
432	Special Project Supply	95,000.00	.00	95,000.00	195.00	.00	9,857.00	85,143.00	10	95,000.00
435	Medical Fees	1,000.00	.00	1,000.00	(65.89)	.00	(1,009.67)	2,009.67	-101	411.31
436	Advertising Fees	500.00	25.00	525.00	.00	.00	197.20	327.80	38	.00
439	Misc Fees & Expenses	5,000.00	(1,025.00)	3,975.00	279.91	.00	1,968.27	2,006.73	50	4,885.72
440	Legal/Transcript Fees	7,000.00	4,160.00	11,160.00	.00	.00	11,159.56	.44	100	18,704.86
441	Auto-Supplies & Repair	10,000.00	.00	10,000.00	.00	.00	4,779.08	5,220.92	48	8,634.58
442	Automotive - Gas & Oil	12,000.00	.00	12,000.00	.00	.00	4,226.13	7,773.87	35	5,499.67
444	Travel/Education/Conference	17,000.00	.00	17,000.00	714.08	.00	8,244.18	8,755.82	48	11,432.95
469	Other Payments/Contributions	4,000.00	.00	4,000.00	.00	.00	500.00	3,500.00	12	1,800.00
470	Contract	325,000.00	(17,645.00)	307,355.00	33,644.00	7,250.00	120,805.75	179,299.25	42	287,124.13
<i>Contractual Expense Totals</i>		\$1,200,504.00	(\$12,245.00)	\$1,188,259.00	\$36,839.78	\$13,507.62	\$695,530.85	\$479,220.53	60%	\$1,153,019.90
<i>Employee Benefits</i>										
810	Retirement	727,179.00	14,249.00	741,428.00	52,939.85	.00	514,654.78	226,773.22	69	685,689.65
830	Social Security	331,675.00	5,663.00	337,338.00	22,751.13	.00	215,756.40	121,581.60	64	292,588.86

Expense Budget Performance Report

Fiscal Year to Date 09/30/17

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund A - General										
Department 6010 - Social Services										
EXPENSE										
<i>Employee Benefits</i>										
831	Medicare Contribution	77,574.00	1,324.00	78,898.00	5,320.80	.00	50,459.01	28,438.99	64	68,428.27
860	Hospitalization	1,568,161.00	(2,500.00)	1,565,661.00	116,866.65	.00	1,073,171.98	492,489.02	69	1,438,925.21
865	Dental Insurance	24,144.00	.00	24,144.00	1,716.00	.00	16,818.00	7,326.00	70	22,265.73
<i>Employee Benefits Totals</i>		\$2,728,733.00	\$18,736.00	\$2,747,469.00	\$199,594.43 ✓	\$0.00	\$1,870,860.17 ✓	\$876,608.83	68%	\$2,507,897.72
<i>Other Benefits</i>										
840	Workmen's Compensation	50,658.00	.00	50,658.00	.00	.00	50,657.67	.33	100	52,684.54
850	Unemployment Insurance	15,000.00	.00	15,000.00	.00	.00	2,215.61	12,784.39	15	8,701.34
855	Disability	6,000.00	.00	6,000.00	.00	.00	1,933.96	4,066.04	32	6,003.90
861	Retirees Hospitalization	392,256.00	.00	392,256.00	26,785.13	.00	290,345.14	101,910.86	74	366,748.44
862	Health Insurance Cost Reimbursement	.00	2,500.00	2,500.00	13.96	.00	2,270.54	229.46	91	.00
<i>Other Benefits Totals</i>		\$463,914.00	\$2,500.00	\$466,414.00	\$26,799.09 ✓	\$0.00	\$347,422.92 ✓	\$118,991.08	74%	\$434,138.22
EXPENSE TOTALS		\$9,749,384.00	\$128,573.00	\$9,877,957.00	\$658,744.74	\$14,324.62	\$6,665,581.02	\$3,198,051.36	68%	\$9,129,323.08
Department 6010 - Social Services Totals		(\$9,749,384.00)	(\$128,573.00)	(\$9,877,957.00)	(\$658,744.74)	(\$14,324.62)	(\$6,665,581.02)	(\$3,198,051.36)	68%	(\$9,129,323.08)
Department 6030 - Countryside Adult Home										
EXPENSE										
<i>Personal Services</i>										
110	Salaries - Regular	676,296.00	12,018.00	688,314.00	50,510.53	.00	472,695.60	215,618.40	69	622,235.65
120	Salaries - Overtime	26,000.00	.00	26,000.00	2,467.30	.00	17,915.13	8,084.87	69	25,604.69
130	Salaries - Part Time	167,670.00	2,053.00	169,723.00	15,382.18	.00	132,660.80	37,062.20	78	173,791.31
<i>Personal Services Totals</i>		\$869,966.00	\$14,071.00	\$884,037.00	\$68,360.01	\$0.00	\$623,271.53	\$260,765.47	71%	\$821,631.65
<i>Equipment</i>										
210	Furniture/Furnishings	5,400.00	(488.00)	4,912.00	.00	.00	123.00	4,789.00	3	4,356.72
230	Automotive Equipment - Reserve									
230.1	Automotive Equipment - Reserve	.00	21,500.00	21,500.00	.00	.00	21,371.00	129.00	99	.00
230 - Automotive Equipment - Reserve Totals		\$0.00	\$21,500.00	\$21,500.00	\$0.00	\$0.00	\$21,371.00	\$129.00	99%	\$0.00
260	Other Equipment	20,000.00	488.00	20,488.00	.00	.00	1,331.39	19,156.61	6	43,650.91
270	Lawn & Landscaping	200.00	.00	200.00	.00	.00	11.96	188.04	6	.00
<i>Equipment Totals</i>		\$25,600.00	\$21,500.00	\$47,100.00	\$0.00	\$0.00	\$22,837.35	\$24,262.65	48%	\$48,007.63
<i>Contractual Expense</i>										
410	Supplies	30,000.00	13,217.56	43,217.56	1,674.83	14,213.70	16,873.15	12,130.71	72	26,057.23
413	Repair & Maint.-Bldg/Property	35,000.00	.00	35,000.00	464.54	5,995.46	11,111.15	17,893.39	49	39,840.34
415	Electricity	28,000.00	.00	28,000.00	2,016.88	.00	15,473.01	12,526.99	55	24,170.12
416	Oil & Gas-Heating	40,000.00	.00	40,000.00	.00	.00	11,543.59	28,456.41	29	17,474.87
418	Ins-General Liability	9,564.00	.00	9,564.00	.00	.00	9,403.85	160.15	98	9,138.18
422	Repair/Maint-Equipment	1,000.00	.00	1,000.00	.00	.00	200.00	800.00	20	.00
423	Telephone	3,000.00	.00	3,000.00	4.09	.00	1,378.93	1,621.07	46	1,956.91
424	Postage	700.00	.00	700.00	49.00	.00	123.63	576.37	18	195.65

Expense Budget Performance Report

Fiscal Year to Date 09/30/17

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund A - General										
Department 6030 - Countryside Adult Home										
EXPENSE										
<i>Contractual Expense</i>										
426	Subscriptions	300.00	4.00	304.00	.00	.00	303.73	.27	100	275.81
428	Data Processing & Internet Fees	1,250.00	36.00	1,286.00	94.96	345.36	854.64	86.00	93	1,139.52
432	Special Project Supply	1,000.00	(4.00)	996.00	.00	.00	.00	996.00	0	172.76
434	Allowances	19,000.00	(4,000.00)	15,000.00	1,350.00	.00	10,800.00	4,200.00	72	16,250.00
435	Medical Fees	3,200.00	.00	3,200.00	.00	.00	801.00	2,399.00	25	1,605.00
436	Advertising Fees	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	298.70
437	Consulting Fees	18,000.00	.00	18,000.00	160.00	3,674.08	12,002.18	2,323.74	87	16,284.52
439	Misc Fees & Expenses	1,100.00	.00	1,100.00	50.00	75.00	624.00	401.00	64	713.61
440	Legal/Transcript Fees	1,000.00	(36.00)	964.00	.00	.00	220.00	744.00	23	.00
441	Auto-Supplies & Repair	3,000.00	.00	3,000.00	253.40	.00	2,562.08	437.92	85	1,137.07
442	Automotive - Gas & Oil	2,000.00	.00	2,000.00	.00	.00	1,007.00	993.00	50	1,117.88
444	Travel/Education/Conference	1,700.00	.00	1,700.00	.00	.00	.00	1,700.00	0	959.00
445	Foods	119,500.00	(5,000.00)	114,500.00	5,079.72	30,393.78	69,818.20	14,288.02	88	98,537.42
451	Medical Supply Expense	5,000.00	.00	5,000.00	.00	1,362.29	1,082.73	2,554.98	49	2,621.45
453	Uniforms & Clothing	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
470	Contract	61,000.00	(4,000.00)	57,000.00	976.92	12,168.32	30,588.68	14,243.00	75	35,192.36
<i>Contractual Expense Totals</i>		\$386,414.00	\$217.56	\$386,631.56	\$12,174.34	\$68,227.99	\$196,771.55	\$121,632.02	69%	\$295,138.40
<i>Employee Benefits</i>										
810	Retirement	109,968.00	2,195.00	112,163.00	8,033.85	.00	75,884.99	36,278.01	68	104,558.02
830	Social Security	53,939.00	872.00	54,811.00	3,987.45	.00	36,397.86	18,413.14	66	48,207.44
831	Medicare Contribution	12,614.00	204.00	12,818.00	932.55	.00	8,512.40	4,305.60	66	11,274.34
860	Hospitalization	232,604.00	.00	232,604.00	17,818.49	.00	165,536.33	67,067.67	71	221,044.34
865	Dental Insurance	3,480.00	.00	3,480.00	290.00	.00	2,740.00	740.00	79	3,430.00
<i>Employee Benefits Totals</i>		\$412,605.00	\$3,271.00	\$415,876.00	\$31,062.34	\$0.00	\$289,071.58	\$126,804.42	70%	\$388,514.14
<i>Other Benefits</i>										
840	Workmen's Compensation	8,416.00	.00	8,416.00	.00	.00	8,415.68	.32	100	5,019.93
850	Unemployment Insurance	6,300.00	.00	6,300.00	.00	.00	.00	6,300.00	0	4,316.00
855	Disability	4,000.00	.00	4,000.00	.00	.00	265.23	3,734.77	7	1,183.21
861	Retirees Hospitalization	103,214.00	.00	103,214.00	8,425.46	.00	76,723.56	26,490.44	74	97,577.25
<i>Other Benefits Totals</i>		\$121,930.00	\$0.00	\$121,930.00	\$8,425.46	\$0.00	\$85,404.47	\$36,525.53	70%	\$108,096.39
EXPENSE TOTALS		\$1,816,515.00	\$39,059.56	\$1,855,574.56	\$120,022.15	\$68,227.99	\$1,217,356.48	\$569,990.09	69%	\$1,661,388.21
Department 6030 - Countryside Adult Home Totals		(\$1,816,515.00)	(\$39,059.56)	(\$1,855,574.56)	(\$120,022.15)	(\$68,227.99)	(\$1,217,356.48)	(\$569,990.09)	69%	(\$1,661,388.21)
Department 6050 - Public Facil. For Children										
EXPENSE										
<i>Contractual Expense</i>										
469	Other Payments/Contributions	30,000.00	.00	30,000.00	.00	.00	1,196.00	28,804.00	4	37,310.50
<i>Contractual Expense Totals</i>		\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$1,196.00	\$28,804.00	4%	\$37,310.50

Expense Budget Performance Report

Fiscal Year to Date 09/30/17

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										
	EXPENSE TOTALS	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$1,196.00	\$28,804.00	4%	\$37,310.50
	Department 6050 - Public Facil. For Children Totals	(\$30,000.00)	\$0.00	(\$30,000.00)	\$0.00	\$0.00	(\$1,196.00)	(\$28,804.00)	4%	(\$37,310.50)
	Department 6055 - Daycare									
	EXPENSE									
	Contractual Expense									
470	Contract	1,515,000.00	.00	1,515,000.00	130,972.47	.00	791,447.88	723,552.12	52	1,208,301.16
	Contractual Expense Totals	\$1,515,000.00	\$0.00	\$1,515,000.00	\$130,972.47	\$0.00	\$791,447.88	\$723,552.12	52%	\$1,208,301.16
	EXPENSE TOTALS	\$1,515,000.00	\$0.00	\$1,515,000.00	\$130,972.47	\$0.00	\$791,447.88	\$723,552.12	52%	\$1,208,301.16
	Department 6055 - Daycare Totals	(\$1,515,000.00)	\$0.00	(\$1,515,000.00)	(\$130,972.47)	\$0.00	(\$791,447.88)	(\$723,552.12)	52%	(\$1,208,301.16)
	Department 6070 - Services for Recipients									
	EXPENSE									
	Contractual Expense									
470	Contract	300,000.00	.00	300,000.00	12,095.89	.00	163,228.92	136,771.08	54	313,073.26
	Contractual Expense Totals	\$300,000.00	\$0.00	\$300,000.00	\$12,095.89	\$0.00	\$163,228.92	\$136,771.08	54%	\$313,073.26
	EXPENSE TOTALS	\$300,000.00	\$0.00	\$300,000.00	\$12,095.89	\$0.00	\$163,228.92	\$136,771.08	54%	\$313,073.26
	Department 6070 - Services for Recipients Totals	(\$300,000.00)	\$0.00	(\$300,000.00)	(\$12,095.89)	\$0.00	(\$163,228.92)	(\$136,771.08)	54%	(\$313,073.26)
	Department 6100 - Medicaid									
	EXPENSE									
	Contractual Expense									
470	Contract	12,023,087.00	.00	12,023,087.00	689,601.00	.00	8,948,875.00	3,074,212.00	74	13,047,476.50
	Contractual Expense Totals	\$12,023,087.00	\$0.00	\$12,023,087.00	\$689,601.00	\$0.00	\$8,948,875.00	\$3,074,212.00	74%	\$13,047,476.50
	EXPENSE TOTALS	\$12,023,087.00	\$0.00	\$12,023,087.00	\$689,601.00	\$0.00	\$8,948,875.00	\$3,074,212.00	74%	\$13,047,476.50
	Department 6100 - Medicaid Totals	(\$12,023,087.00)	\$0.00	(\$12,023,087.00)	(\$689,601.00)	\$0.00	(\$8,948,875.00)	(\$3,074,212.00)	74%	(\$13,047,476.50)
	Department 6101 - Medical Assistance									
	EXPENSE									
	Contractual Expense									
470	Contract	25,000.00	.00	25,000.00	329.56	.00	329.56	24,670.44	1	1,214.20
	Contractual Expense Totals	\$25,000.00	\$0.00	\$25,000.00	\$329.56	\$0.00	\$329.56	\$24,670.44	1%	\$1,214.20
	EXPENSE TOTALS	\$25,000.00	\$0.00	\$25,000.00	\$329.56	\$0.00	\$329.56	\$24,670.44	1%	\$1,214.20
	Department 6101 - Medical Assistance Totals	(\$25,000.00)	\$0.00	(\$25,000.00)	(\$329.56)	\$0.00	(\$329.56)	(\$24,670.44)	1%	(\$1,214.20)
	Department 6109 - Aid To Dependent Children									
	EXPENSE									
	Contractual Expense									
470	Contract	2,100,000.00	.00	2,100,000.00	86,183.48	.00	1,168,006.55	931,993.45	56	2,106,953.69
	Contractual Expense Totals	\$2,100,000.00	\$0.00	\$2,100,000.00	\$86,183.48	\$0.00	\$1,168,006.55	\$931,993.45	56%	\$2,106,953.69
	EXPENSE TOTALS	\$2,100,000.00	\$0.00	\$2,100,000.00	\$86,183.48	\$0.00	\$1,168,006.55	\$931,993.45	56%	\$2,106,953.69
	Department 6109 - Aid To Dependent Children Totals	(\$2,100,000.00)	\$0.00	(\$2,100,000.00)	(\$86,183.48)	\$0.00	(\$1,168,006.55)	(\$931,993.45)	56%	(\$2,106,953.69)

Expense Budget Performance Report

Fiscal Year to Date 09/30/17

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</i>										
470	Contract	3,750,000.00	.00	3,750,000.00	154,788.48	.00	2,344,600.65	1,405,399.35	63	3,962,734.89
	<i>Contractual Expense Totals</i>	\$3,750,000.00	\$0.00	\$3,750,000.00	\$154,788.48	\$0.00	\$2,344,600.65	\$1,405,399.35	63%	\$3,962,734.89
	EXPENSE TOTALS	\$3,750,000.00	\$0.00	\$3,750,000.00	\$154,788.48	\$0.00	\$2,344,600.65	\$1,405,399.35	63%	\$3,962,734.89
	Department 6119 - Child Care Totals	(\$3,750,000.00)	\$0.00	(\$3,750,000.00)	(\$154,788.48)	\$0.00	(\$2,344,600.65)	(\$1,405,399.35)	63%	(\$3,962,734.89)
Department 6123 - Juvenile Delinquent Care										
EXPENSE										
<i>Contractual Expense</i>										
470	Contract	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	5,850.82
	<i>Contractual Expense Totals</i>	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0%	\$5,850.82
	EXPENSE TOTALS	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0%	\$5,850.82
	Department 6123 - Juvenile Delinquent Care Totals	(\$5,000.00)	\$0.00	(\$5,000.00)	\$0.00	\$0.00	\$0.00	(\$5,000.00)	0%	(\$5,850.82)
Department 6129 - State Training School										
EXPENSE										
<i>Contractual Expense</i>										
470	Contract	.00	.00	.00	.00	.00	.00	.00	+++	60,000.00
	<i>Contractual Expense Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$60,000.00
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$60,000.00
	Department 6129 - State Training School Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$60,000.00)
Department 6140 - Home Relief										
EXPENSE										
<i>Contractual Expense</i>										
470	Contract	1,200,000.00	.00	1,200,000.00	86,554.18	.00	773,639.87	426,360.13	64	984,603.02
	<i>Contractual Expense Totals</i>	\$1,200,000.00	\$0.00	\$1,200,000.00	\$86,554.18	\$0.00	\$773,639.87	\$426,360.13	64%	\$984,603.02
	EXPENSE TOTALS	\$1,200,000.00	\$0.00	\$1,200,000.00	\$86,554.18	\$0.00	\$773,639.87	\$426,360.13	64%	\$984,603.02
	Department 6140 - Home Relief Totals	(\$1,200,000.00)	\$0.00	(\$1,200,000.00)	(\$86,554.18)	\$0.00	(\$773,639.87)	(\$426,360.13)	64%	(\$984,603.02)
Department 6141 - Fuel Crisis Assistance										
EXPENSE										
<i>Contractual Expense</i>										
470	Contract	30,000.00	.00	30,000.00	(14.27)	.00	(2,129.81)	32,129.81	-7	42,617.04
	<i>Contractual Expense Totals</i>	\$30,000.00	\$0.00	\$30,000.00	(\$14.27)	\$0.00	(\$2,129.81)	\$32,129.81	-7%	\$42,617.04
	EXPENSE TOTALS	\$30,000.00	\$0.00	\$30,000.00	(\$14.27)	\$0.00	(\$2,129.81)	\$32,129.81	-7%	\$42,617.04
	Department 6141 - Fuel Crisis Assistance Totals	(\$30,000.00)	\$0.00	(\$30,000.00)	\$14.27	\$0.00	\$2,129.81	(\$32,129.81)	-7%	(\$42,617.04)

Expense Budget Performance Report

Fiscal Year to Date 09/30/17

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 6142 - Emergency Aid For Adults										
EXPENSE										
<i>Contractual Expense</i>										
470	Contract	50,000.00	.00	50,000.00	4,313.03	.00	23,748.34	26,251.66	47	34,629.53
<i>Contractual Expense Totals</i>		\$50,000.00	\$0.00	\$50,000.00	\$4,313.03	\$0.00	\$23,748.34	\$26,251.66	47%	\$34,629.53
EXPENSE TOTALS		\$50,000.00	\$0.00	\$50,000.00	\$4,313.03	\$0.00	\$23,748.34	\$26,251.66	47%	\$34,629.53
Department 6142 - Emergency Aid For Adults Totals		(\$50,000.00)	\$0.00	(\$50,000.00)	(\$4,313.03)	\$0.00	(\$23,748.34)	(\$26,251.66)	47%	(\$34,629.53)
Department 7310 - Youth Program 4-H Camp										
EXPENSE										
<i>Contractual Expense</i>										
470	Contract	25,000.00	.00	25,000.00	12,500.00	.00	25,000.00	.00	100	25,000.00
<i>Contractual Expense Totals</i>		\$25,000.00	\$0.00	\$25,000.00	\$12,500.00	\$0.00	\$25,000.00	\$0.00	100%	\$25,000.00
EXPENSE TOTALS		\$25,000.00	\$0.00	\$25,000.00	\$12,500.00	\$0.00	\$25,000.00	\$0.00	100%	\$25,000.00
Department 7310 - Youth Program 4-H Camp Totals		(\$25,000.00)	\$0.00	(\$25,000.00)	(\$12,500.00)	\$0.00	(\$25,000.00)	\$0.00	100%	(\$25,000.00)
Department 7311 - Youth Bureau										
EXPENSE										
<i>Contractual Expense</i>										
410	Supplies	76.00	.00	76.00	.00	.00	.00	76.00	0	400.00
423	Telephone	50.00	.00	50.00	.00	.00	.00	50.00	0	.00
424	Postage	250.00	.00	250.00	.00	.00	.52	249.48	0	45.03
444	Travel/Education/Conference	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
470	Contract	5,500.00	.00	5,500.00	207.00	3,574.00	1,426.00	500.00	91	2,967.00
<i>Contractual Expense Totals</i>		\$5,976.00	\$0.00	\$5,976.00	\$207.00	\$3,574.00	\$1,426.52	\$975.48	84%	\$3,412.03
<i>Other Benefits</i>										
861	Retirees Hospitalization	13,883.00	.00	13,883.00	1,165.88	.00	10,586.30	3,296.70	76	13,506.72
<i>Other Benefits Totals</i>		\$13,883.00	\$0.00	\$13,883.00	\$1,165.88	\$0.00	\$10,586.30	\$3,296.70	76%	\$13,506.72
EXPENSE TOTALS		\$19,859.00	\$0.00	\$19,859.00	\$1,372.88	\$3,574.00	\$12,012.82	\$4,272.18	78%	\$16,918.75
Department 7311 - Youth Bureau Totals		(\$19,859.00)	\$0.00	(\$19,859.00)	(\$1,372.88)	(\$3,574.00)	(\$12,012.82)	(\$4,272.18)	78%	(\$16,918.75)
Department 7312 - Special Delinquency Prev.										
EXPENSE										
<i>Contractual Expense</i>										
410	Supplies	200.00	.00	200.00	.00	.00	47.89	152.11	24	208.74
424	Postage	40.00	.00	40.00	.00	.00	1.98	38.02	5	7.03
427	Memberships & Dues	275.00	.00	275.00	.00	.00	175.00	100.00	64	226.00
470	Contract	28,885.00	5,900.00	34,785.00	.00	29,695.00	.00	5,090.00	85	34,785.00
<i>Contractual Expense Totals</i>		\$29,400.00	\$5,900.00	\$35,300.00	\$0.00	\$29,695.00	\$224.87	\$5,380.13	85%	\$35,226.77
EXPENSE TOTALS		\$29,400.00	\$5,900.00	\$35,300.00	\$0.00	\$29,695.00	\$224.87	\$5,380.13	85%	\$35,226.77
Department 7312 - Special Delinquency Prev. Totals		(\$29,400.00)	(\$5,900.00)	(\$35,300.00)	\$0.00	(\$29,695.00)	(\$224.87)	(\$5,380.13)	85%	(\$35,226.77)

Expense Budget Performance Report

Fiscal Year to Date 09/30/17

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 7313 - Youth Court										
EXPENSE										
<i>Contractual Expense</i>										
470	Contract	68,820.00	.00	68,820.00	.00	37,612.37	31,207.63	.00	100	68,819.99
<i>Contractual Expense Totals</i>		\$68,820.00	\$0.00	\$68,820.00	\$0.00	\$37,612.37	\$31,207.63	\$0.00	100%	\$68,819.99
EXPENSE TOTALS		\$68,820.00	\$0.00	\$68,820.00	\$0.00	\$37,612.37	\$31,207.63	\$0.00	100%	\$68,819.99
Department 7313 - Youth Court Totals		(\$68,820.00)	\$0.00	(\$68,820.00)	\$0.00	(\$37,612.37)	(\$31,207.63)	\$0.00	100%	(\$68,819.99)
Fund A - General Totals		\$32,737,065.00	\$173,532.56	\$32,910,597.56	\$1,957,463.59	\$153,433.98	\$22,164,325.78	\$10,592,837.80		\$32,741,441.41
Fund TE - Expendable Trust										
Department 6010 - Social Services										
EXPENSE										
<i>Personal Services</i>										
130	Salaries - Part Time	.00	.00	.00	(20,000.00)	.00	(20,000.00)	20,000.00	+++	.00
<i>Personal Services Totals</i>		\$0.00	\$0.00	\$0.00	(\$20,000.00)	\$0.00	(\$20,000.00)	\$20,000.00	+++	\$0.00
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	(\$20,000.00)	\$0.00	(\$20,000.00)	\$20,000.00	+++	\$0.00
Department 6010 - Social Services Totals		\$0.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	(\$20,000.00)	+++	\$0.00
Fund TE - Expendable Trust Totals		\$0.00	\$0.00	\$0.00	(\$20,000.00)	\$0.00	(\$20,000.00)	\$20,000.00		\$0.00
Grand Totals		\$32,737,065.00	\$173,532.56	\$32,910,597.56	\$1,937,463.59	\$153,433.98	\$22,144,325.78	\$10,612,837.80		\$32,741,441.41

WARREN COUNTY
Receipts by G/L Distribution Report - Summary

From Date: 09/01/2017 - To Date: 09/30/2017

G/L Account Number	G/L Date	Due To/From Fund	Project	Transactions	Debit Amount	Credit Amount
Fund: A - General						
Account: 400.00 - State&Federal,Social Services						
	09/11/2017			1	\$0.00	\$79,543.00
	09/14/2017			1	\$0.00	\$725,642.00
	09/26/2017			2	\$0.00	\$49,473.16
	09/30/2017			1	\$0.00	\$292,081.00
Account Total: State&Federal,Social Services				5	\$0.00	\$1,146,739.16
Fund Total: General					\$0.00	\$1,146,739.16
Grand Total:				5	\$0.00	\$1,146,739.16

+ LOCAL 157,848.31
TOTAL Revenue = 1,304,587.47

WARREN COUNTY
Receipts by G/L Distribution Report - Summary

From Date: 09/01/2017 - To Date: 09/30/2017

G/L Account Number	G/L Date	Due To/From Fund	Project	Transactions	Debit Amount	Credit Amount
Fund: A - General						
Department: 6010 - Social Services						
Account: 1810 - Administration						
	09/20/2017			2	\$0.00	\$432.65
Account Total: Administration				2	\$0.00	\$432.65
Account: 1811 - Medical Incentive Earning						
	09/12/2017			1	\$0.00	\$95.02
	09/20/2017			1	\$0.00	\$4,091.00
Account Total: Medical Incentive Earning				2	\$0.00	\$4,186.02
Department Total: Social Services					\$0.00	\$4,618.67
Department: 6030 - Countryside Adult Home						
Account: 1830 - Repay - Adult Care, Pub Inst						
	09/29/2017			2	\$0.00	\$44,242.35
Account Total: Repay - Adult Care, Pub Inst				2	\$0.00	\$44,242.35
Department Total: Countryside Adult Home					\$0.00	\$44,242.35
Department: 6055 - Daycare						
Account: 1855 - Repayments of Day Care						
	09/29/2017			1	\$0.00	\$291.47
Account Total: Repayments of Day Care				1	\$0.00	\$291.47
Department Total: Daycare					\$0.00	\$291.47
Department: 6101 - Medical Assistance						
Account: 1801 - Repay of Medical Assist						

WARREN COUNTY
Receipts by G/L Distribution Report - Summary

From Date: 09/01/2017 - To Date: 09/30/2017

G/L Account Number	G/L Date	Due To/From Fund	Project	Transactions	Debit Amount	Credit Amount
	09/20/2017			1	\$0.00	\$22,236.79
	09/29/2017			1	\$0.00	\$10,335.41
Account Total: Repay of Medical Assist				2	\$0.00	\$32,572.20
Department Total: Medical Assistance					\$0.00	\$32,572.20
Department: 6109 - Aid To Dependent Children						
Account: 1809 - Repay of Aid to A.D.C.						
	09/20/2017			3	\$0.00	\$13,417.27
	09/29/2017			2	\$0.00	\$1,254.51
Account Total: Repay of Aid to A.D.C.				5	\$0.00	\$14,671.78
Department Total: Aid To Dependent Children					\$0.00	\$14,671.78
Department: 6119 - Child Care						
Account: 1819 - Repay of Child Care						
	09/20/2017			1	\$0.00	\$3,142.91
	09/29/2017			2	\$0.00	\$41,831.18
Account Total: Repay of Child Care				3	\$0.00	\$44,974.09
Department Total: Child Care					\$0.00	\$44,974.09
Department: 6140 - Home Relief						
Account: 1840 - Repay of Home Relief						
	09/20/2017			1	\$0.00	\$1,828.37
	09/21/2017			1	\$0.00	\$9,878.50
	09/29/2017			1	\$0.00	\$4,770.88
Account Total: Repay of Home Relief				3	\$0.00	\$16,477.75

Receipts by G/L Distribution Report - Summary

From Date: 09/01/2017 - To Date: 09/30/2017

G/L Account Number	G/L Date	Due To/From Fund	Project	Transactions	Debit Amount	Credit Amount
Department Total: Home Relief					\$0.00	\$16,477.75
Fund Total: General					\$0.00	\$157,848.31
Grand Total:				<u>20</u>	<u>\$0.00</u>	<u>\$157,848.31</u>

Social Services - Overtime Report - Comparison 2016/2017

Week End	2016 OT	2017 OT	Reason	CPS After Hrs/OnCall	Foster Care	APS/CASA	Preventive	Medicaid	FS/ HEAP	Training	CPS
01/08/17	80.71	31.61	CPS-HV, FC-HV, Heap-emergency heat	29.71	0.25				0.50		1.15
01/22/17	39.18	121.50	CPS-HV,Safety Assess/FC-Mtg,HV,Transport/APS-backlog	79.25	10.85	12.00				16.75	2.65
02/05/17	58.92	65.88	CPS-NR,HV,Backlog/FC-Court/Prev-HV/APS-Backlog	44.68	0.75	1.00	1.00			6.75	11.70
02/19/17	55.29	94.50	CPS-NR,HV,Removal,Backlog/FC-HV,Placement	52.23	1.07					22.90	18.30
03/05/17	29.72	70.56	CPS-NR,SA,Backlog,Coverage/Preventive-Family Crisis	49.05			0.50			9.55	11.46
03/19/17	40.05	87.14	CPS-NR,HV-SA/FC-Court,transport,GFH/Prev-Respite placement	54.00	2.60		4.00			22.80	3.74
04/02/17	55.53	69.51	CPS-NR, HV,Removal/FC-Court,Placement/Prev-emerg placement	36.79	2.31		1.00			24.31	5.10
04/16/17	88.76	51.66	CPS-NR,Removal/FC-Court,Transport/Prev-Emerg. Placement	20.15	7.61		2.25			14.72	6.93
04/30/17	47.24	52.78	CPS-NR,Coverage,Backlog/FC-Legal Meeting	40.28	1.70					5.80	5.00
05/14/17	43.23	102.96	CPS-Coverage,Backlog/FC-Court,Emergency placement/transport	48.56	6.12					34.70	13.58
05/28/17	45.67	86.08	CPS-Coverage,SA,Court,Backlog/FC-Court,transportation	47.29	4.36					17.67	16.76
06/11/17	70.46	63.24	CPS-Coverage,Safety Assess, Notes/FC-ensure med care to child	35.48	0.66					21.60	5.50
06/25/17	35.95	110.56	CPS-NR,Coverage,Court,Mtg/FC-Child hospital/APS-outreach	55.34	18.00	1.00				30.62	5.60
07/09/17	70.84	70.38	CPS-NR,Backlog,Notes/FC-Safety assess, trip to visit Foster Child	29.15	5.25						35.98
07/23/17	77.19	48.40	CPS-Phone calls,updates/FC - Home studies, IL mtg ran late	38.45	5.80					3.30	0.85
08/06/17	84.93	61.93	CPS-Backlog, court/FC-OCFS review,Crisis Management	38.33	11.70					2.00	9.90
08/20/17	71.63	39.18	CPS-Coverage,SA,Legal Mtg/FC-Court, consult	26.99	1.84		0.70			7.50	2.15
09/03/17	27.56	73.92	CPS-Coverage,Case notes,Reviews,Mtg,NR/FC-locating Foster Parent	48.82	2.20					6.70	16.20
09/17/17	71.80	115.08	CPS-Removal,Coverage,notes/FC-Emergency	53.44	14.20					14.37	33.07
10/01/17	87.14	65.34	CPS-NR,HV,SA/FC-Mapp class, Mtg,Emergency/Prev-HV/Med-backlog	34.67	12.30		0.75	7.00		4.50	6.12
10/15/17	63.47	62.15	CPS-NR,HV,Safety Assess/FC-Parent Class/Medicaid-Backlog	36.50	8.98			9		4.00	3.67
10/29/17	44.12										
11/12/17	37.52										
11/26/17	37.24										
12/10/17	65.89										
12/24/17	75.61										
Totals	1505.65	1544.36		899.16	118.55	14.00	10.20	16.00	0.50	270.54	215.41

Temporary Assistance

What is Temporary Assistance?

Temporary Assistance, also known as Public Assistance, is cash assistance for needy adults who cannot find a job, are unable to work, or do not earn enough at their jobs to pay for their basic needs, as well as for needy children. For adults, Temporary Assistance is intended to provide short-term help as individuals seek work, participate in training or treatment necessary to enable work, or obtain disability benefits.

The two primary Temporary Assistance programs are Family Assistance and Safety Net Assistance. These programs provide the same level of assistance to a household, but serve different populations and have some different rules.

- **Family Assistance** – Family Assistance provides cash assistance to eligible needy families that include a minor child living with a parent (or both parents) or a caretaker relative. The program is governed by federal Temporary Assistance for Needy Families (TANF) guidelines, which limit an individual's eligibility for Family Assistance to five years. After that time, if the family otherwise remains eligible, assistance may be received through the Safety Net Assistance program.
- **Safety Net Assistance** – Safety Net Assistance provides assistance to eligible needy individuals without children and other households not eligible for Family Assistance. Households that reach the five-year time limit for Family Assistance are automatically moved into the Safety Net Assistance program if they remain otherwise eligible for benefits. These households are required to have their shelter and utility allowances paid directly to their landlord and utility provider.

How much do recipients receive?

Temporary Assistance benefit amounts are established in State law and regulation. They vary based on a number of circumstances, including county of residence and household size. When members of the household have other resources, including earned income from a job, this also affects the benefit level.

The benefits are composed of “allowances” and, generally, together they determine the “standard of need” for a given household size. These allowances include a basic needs allowance, home energy allowances, a shelter allowance, and other allowances.

Generally, the maximum benefit level is the standard of need in a county, which varies. For example, in Albany County, the maximum benefit level (or standard of need) is \$367 per month for a single individual, or \$698 per month for a household of three. The standard of need for each county is set by State regulation.

How is eligibility determined?

Each individual and household's circumstances are different, and a number of factors may impact a household's eligibility for benefits, including household size, income level, housing situation, type of income, and other resources or benefits received. In addition, there are certain statutory eligibility requirements for applicants and recipients of Temporary Assistance, such as drug and alcohol screening and assessment, cooperation with child support enforcement activities, and cooperation with employment activities (e.g., job search).

Temporary Assistance recipients may be required to participate in a variety of work activities. Social services districts are required to provide any child care or transportation needed for an individual to participate in an assigned work activity. They may also provide other supportive services, such as work-related clothing or equipment to help individuals obtain a job.

What if recipients break the rules?

Failure to comply with program rules may result in the case closure or reduced benefits, as required by federal and State regulations. The actual amount by which benefits are reduced varies depending on the program rule in question.

Does getting a job reduce benefits?

Once a household is receiving benefits, State law permits a portion of earned income to be disregarded, ensuring that new earnings do not result in a reduction of benefits, up to a certain point. For households that have a child under age 18 (or under 19 and in school), the first \$90 of monthly income, plus 51 percent of the remaining earned income, is not counted when determining the benefit level. For all other households, the first \$90 is not counted.

Households with children already receiving Temporary Assistance can earn more, generally up to 185 percent of the standard of need, before becoming ineligible due to earnings. Households without children generally lose eligibility when earnings reach the standard of need plus \$90.

What is Emergency Assistance?

Emergency Assistance is a category of Temporary Assistance that helps resolve an urgent need or situation. Some examples include homelessness, a pending eviction, having little or no food, lack of fuel for heating in the cold weather, or a utility shut-off or pending disconnection.

Emergency Assistance can help with things like paying overdue rent, paying for temporary housing, covering utility arrears or paying for heating fuel.

Recipients of Emergency Assistance do not have to be eligible for ongoing Temporary Assistance.

How to apply?

Anyone can check their eligibility for Temporary Assistance at mybenefits.ny.gov.

To apply, an application must be filed and an in-person interview completed with the social services district. See otda.ny.gov/workingfamilies/dss.asp for more information.

New York City residents must apply at their local Job Center.

See www1.nyc.gov/site/hra/locations/job-locations.page for more information.

This fact sheet is intended to provide general program information and is not intended for use to determine eligibility or define program requirements for any individual or household.

Temporary Assistance Employment Services

What are Temporary Assistance employment services?

Social services districts in New York State offer employment and training services to recipients of Temporary Assistance to help them obtain a job. Recipients who are able to work must be engaged in activities to improve their work readiness and to support job placement. Additionally, social services districts are required to meet federal and State standards to engage a certain percentage of all Temporary Assistance recipients in work activities.

What are work requirements?

Adults receiving Temporary Assistance must participate in assigned work activities, for up to 40 hours per week, to help them prepare for and enter employment. They are required to participate in an employment assessment to:

- Establish employment goals;
- Identify work activities that will help them develop the skills needed to secure employment; and
- Determine what supports, such as child care and transportation assistance, the district should provide to enable the individual to participate in assigned work activities.

Individuals are required to accept offers of employment and engage in work activities as assigned by the social services district, unless the individual is determined to be exempt from work requirements, as defined in State regulations.

The number of hours required for participation is determined by the social services district, and guided by federal and State work participation requirements. Recipients are typically required to participate at least 20 hours per week in a work-based activity, such as paid employment or unpaid work experience.

In general:

- Single adults with a child under six years of age must participate in work activities at least 20 hours a week, and up to 40 hours a week.
- Single adults with one or more dependent child six years of age or older must participate in work activities at least 30 hours a week, and up to 40 hours a week.
- Single adults without any children and adults in two-parent households must participate in work activities at least 35 hours a week, and up to 40 hours a week.
- Recipients who are determined to be unable to work because of a physical or mental health condition may be required to participate in periodic assessments, reasonable medical care, rehabilitation or treatment when a medical professional expects treatment to improve the individual's ability to work.

What are acceptable work activities?

Temporary Assistance recipients may be required to participate in a variety of work activities, including:

- Unsubsidized employment;
- Subsidized employment or on-the-job training;
- Work experience in a public or non-profit organization;
- Job search;
- Job readiness training;
- Community service;
- Vocational education training;
- Childcare for a community service participant;
- Job skills training; and/or
- Education, including attendance at high school, a high school equivalent, or college.

Social services districts are required to provide any child care or transportation needed for an individual to participate in an assigned work activity. They may also provide other supportive services, such as work-related clothing or equipment to help individuals obtain a job.

Who is exempt from work requirements?

Certain individuals are not required to participate in work activities, but may volunteer to do so. Criteria for exemption from participation in work activities are defined in State law and regulations. Individuals may be required to participate in a medical examination by the social services district's medical provider to determine the individual's ability to work. Individuals are exempt from participation in work activities if determined by the social services district to be meeting one or more of the following conditions:

- Ill or injured, including physical and mental health conditions, and unable to work as determined by medical evidence;
- 60 years of age or older;
- Under age 16, or under age 19 and attending a secondary, vocational, or technical school full-time;
- Needed in the home to care for an incapacitated household member;
- Pregnant and within 30 days of medically-verified delivery date; or
- A parent or caretaker relative of a child under three months of age, exemption not to exceed 12 months in the individual's lifetime.

What if someone refuses to participate in assigned work activities?

Anyone able to work who refuses to participate in an assigned work activity without a good reason will have their Temporary Assistance benefits reduced or eliminated. This action is called a sanction.

The length of the sanction is based on State law and depends on the type of household, the act of noncompliance, and the number of times the individual has been previously sanctioned for noncompliance. To end a sanction, the individual must demonstrate compliance with employment requirements. Individuals should provide the district with any information about why they failed or refused to meet the work requirement and respond to notices from the district in a timely manner to avoid a sanction, if possible.

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