

HEALTH SERVICES COMMITTEE  
OFFICE FOR THE AGING  
September 20, 2023

COMMITTEE MEMBERS: Frasier, McDevitt, Bruno, Runyon, Geraci, Smith and Etu  
*- Chair of the Board shall serve as an Ex-Officio member when needed in accordance with Section C (4) of the Rules of the Board*

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Privilege of the floor and public comment
- IV. Action Agenda/New Business Items:
  1. Request: Transfer \$35,000 from Warren County PT Salaries to Warren County Contracts, and \$10,000 from Warren County FT Salaries to Warren County Equipment.  
Rationale: Monies need to be moved within the nutrition program for Warren County to reflect the change in how meals are provided to the Glens Falls/Queensbury area from in house to The Salvation Army. Monies may be needed in equipment to purchase a new oven/stove and freezer for the Johnsbury meal site.
  2. Request: Submit NY Connects Application for 4/1/23-3/31/23 in the amount of \$224,678.00, due September 22, 2023.  
Rationale: NY Connects is 100% funded and allows us to provide long term care assistant and support. Application was received 8/9/2023.
  3. Request: Accept donation from The Fitch Family Trust on behalf of David Fitch in the amount of \$14,986.24.  
Rationale: Mr. Fitch passed in 2021 and the Warren County Home Delivered Meals program was one of the organizations named as a beneficiary.
  4. Request: Amend county budget to reflect above.  
Rationale: See above.
  5. Request: Revise contract with PurFoods (Mom's Meals) providing meals to seniors of Warren and/or Hamilton Counties to reflect a rate of \$8.99 versus \$7.49/meal.  
Rationale: The previous resolution had the old rate.
- V. Discussion Items:  
2024 Budget
- VI. Referrals/Pending Items:
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

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Attachments:

1. 10 Transfer of Funds – Move \$35,000 from PT Salaries to Contracts (Warren County) & \$10,000 from FT Salaries to Equipment (Warren County)
2. 05 Apply for Grant – NY Connects Grant Application for '23-'24
  - a. Application
3. 20 Misc – Accept Donation of \$14,986.24 from The Fitch Family Trust
  - a. Letter & Documents Received
4. 07 Amend County Budget – Accept \$14,986.24 Donation
5. 04 Amend Existing Contract – PurFoods, Rate Correction From \$7.49 to \$8.99/meal

**RESOLUTION REQUEST FORM NO. 10**

***Request for Transfer of Funds***

TO: AMANDA ALLEN CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: Office for the Aging

SIGNED:

DATE: 8/21/2023

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A6772.130	Warren County PT Salaries	A6772.470	Warren County Contracts	\$35,000
A6772.110	Warren County FT Salaries	A6772.260	Warren County Equipment	\$10,000

**Sample: A.4018.0020 110 Preventive Program – Family Health – Salaries – Regular Sxxx.xx**

**Please state reason for transfers requested:** Transfer monies to reflect Salvation Army contract (move from doing nutrition program for Glens Falls/Queensbury area in house to a contractor).

**\*Please note: All amounts must be in whole dollars – no cents.**

**CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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**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. 5***

### ***Request to Apply for a Grant Application and Grant Agreement***

**DEPARTMENT NAME: Warren/Hamilton Counties Office for the Aging**

**DATE: 8/21/2023**

- (a) Purpose of Grant: **NY Connects**
- (b) Name of Grantor: **NYSOFA (New York State Office for the Aging)**
- (c) Address of Contractor: **Two Empire State Plaza, 4<sup>th</sup> Floor, Albany, NY 12223-1251**
- (d) Grantor's Contact Person and Telephone Number:
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **Attached**
- (f) Effective Date of Grant: **4/1/2023**
- (g) Termination Date of Grant: **3/31/2024**
- (h) Total Dollar Amount Involved (not to exceed): **\$224,678.00**
- (i) Deadline to Submit Grant Application and/or Grant Agreement: **9/22/2023 (Received 8/9/23)**
- (j) Is a Budget amendment required? **NO** If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? **N/A** If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? **NO** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title\* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

\*as listed in budget and LOGOS

**NEW YORK STATE OFFICE FOR THE AGING  
GRANT APPLICATION COVER PAGE  
23-PI-10  
NY Connects  
For the Period 04/01/23-03/31/24**

Area Agency on Aging: Warren/Hamilton Counties Office for the Aging

Director: Deanna Park

Address: 1340 State Route 9

Lake George, NY Zip: 12845

Phone: (518) 761-6347

Contact person: Deanna Park Email: parkd@warrencountyny.gov

Phone: (518) 761-6347

The AAA agrees to comply with all applicable state and federal laws and regulations as well as all of the conditions included in its 2020-2024 Area Plan, any updates to such Area Plan, and this application for funding as approved by NYSOFA.

Kevin Geraghty  
Name of person authorized to enter into agreement  
with NYSOFA

Title: Chairman of the Warren County  
Board of Supervisors

Signature of person authorized to enter into agreement  
with NYSOFA \_\_\_\_\_ Date: \_\_\_\_\_

**NY Connects Expansion and Enhancement 2023-2024**

**SUMMARY BUDGETS**

**23-PI-10**

AAA: Warren/Hamilton Counties Office for the Aging Allocation Amount  
\$224,678.00

Program Period: April 1, 2023 - March 31, 2024

<b>Budget Category</b>		<b>Budget Amount</b>
1	Personnel	\$148,852.00
2	Fringe Benefits	\$68,472.00
3	Equipment	
4	Travel	\$435.00
5	Maintenance and Operations	\$4,984.00
6	Other Expenses	\$1,935.00
7	Contracts and/or Consultants	
8	<b>Total Budget (Sum of Lines 1-7)</b>	\$224,678.00
9	<b>State Funds Requested</b>	\$224,678.00
10	<b>Local Funds</b>	

Notes The Total Budget amount (Line 8) must equal the Total Budget amount (Line 8) on the last page.

Area Agencies may include additional Local Funding in the budget above, however additional funds are not required.

**NY Connects Expansion and Enhancement 2023-2024  
Supporting Budget Schedules**

AAA: Warren/Hamilton Counties Office for the Aging

1. Personnel - AAA salaries are listed here. ( DSS and other county partners' salaries are listed in the contract section, as applicable. )									
Complete for Each Position (Name, Title, Location)	Annual Salary or Hourly Rate*	Hours worked on program per week	Total Hours worked per week	Chargeable to Program		Narrative justification: For each position, provide a brief summary of duties related to each program.			
				% of Time	Amount				
N Deanna Park Director/NY Connects Coordinator	\$86,131	14	40	35.00%	\$30,146.00	The NY Connects Coordinator is responsible for all facets of the program. Works with the LTCC leadership and completes reporting. Policy review and revision. Attends NWD, LTCC meetings, etc.			
N RoseAnn O'Rourke Coordinator of Services	70,118	8	40	20.00%	\$14,024.00	Answer phone calls, conducts screening, HVs, input notes and information into Peerplace reporting system, conducts options counseling. Works with NY Connects Coordinator to handle outreach, education			
L OFA Office, Lake George, NY 12845									
N Catherine Bearor Aging Services Specialist	57,531	8	40	20.00%	\$11,506.00	Answer phone calls, conducts screening, HVs, input notes and information into Peerplace reporting system, conducts options counseling. Works with NY Connects Coordinator to handle outreach, education			
L OFA Office, Lake George, NY 12845									
N Joanna Hall Aging Services Specialist	56,628	8	40	20.00%	\$11,326.00	Answer phone calls, conducts screening, HVs, input notes and information into Peerplace reporting system, conducts options counseling. Works with NY Connects Coordinator to handle outreach, education			
L OFA Office, Lake George, NY 12845									
N Cynthia Coultter Services Assistant	44,790	8	40	20.00%	\$8,958.00	Answer phone calls, conducts screening, HVs, input notes and information into Peerplace reporting system, conducts options counseling. Works with NY Connects Coordinator to handle outreach, education			
L OFA Office, Lake George, NY 12845									
N Stephanie Belden Services Assistant	44,307	8	40	20.00%	\$8,861.00	Answer phone calls, conducts screening, HVs, input notes and information into Peerplace reporting system, conducts options counseling. Works with NY Connects Coordinator to handle outreach, education			
L OFA Office, Lake George, NY 12845									
N Cynthia Cabana Services Assistant	21,594	20	20	100.00%	\$21,594.00	Answer phone calls, conducts screening, HVs, input notes and information into Peerplace reporting system, conducts options counseling. Works with NY Connects Coordinator to handle outreach, education			
L OFA Office, Lake George, NY 12845									
N Mary Ann McCarthy Services Assistant	49,545	5	40	12.50%	\$6,193.00	Answers NY Connects line, can give basic information, transfers to other staff trained in Person Centered/Options Counseling. Responsible for quarterly newsletter			
L OFA Office, Lake George, NY 12845									
N Sherry Hanchett Services Assistant	49,545	20	40	50.00%	\$24,773.00	Answers NY Connects line, can give basic information, transfers to other staff trained in Person Centered/Options Counseling. Updates NY Connects Resource Directory.			
L OFA Office, Lake George, NY 12845									
N Dinah Kawaguchi Typist	18,497	5	20	25.00%	\$4,624.00	Answers NY Connects line, can give basic information, transfers to other staff trained in Person Centered/Options Counseling.			
L OFA Office, Lake George, NY 12845									
N Jeffrey Haines Fiscal Coordinator	54,776	5	40	12.50%	\$6,847.00	The Fiscal Coordinator handles all NY Connects fiscal functions, including purchasing and A/P budget monitoring, voucher preparation and claims processing.			
L OFA Office, Lake George, NY 12845									
<b>TOTAL Program Personnel:</b>					<b>\$148,852.00</b>				

\*Note: If employee is paid a salary, then list the annual salary. If employee is not on salary, then list the hourly rate. When reporting the rate of pay on vouchering forms, the format (i.e., salary or hourly rate) must match this budget (although the actual salary or the hourly rate paid may be different than budgeted).

<b>2. Fringe Benefits - Fringe Benefits should be directly proportional to that portion of personnel costs that are program related. Provide a clear justification if the expenses are not proportionally allocated.</b>	<b>TOTAL Fringe:</b>	<b>\$68,472.00</b>
Fringe Benefit Rate %:	46.00%	

**NY Connects Expansion and Enhancement 2023-2024  
Supporting Budget Schedules**

**23-PI-10**

AAA: Warren/Hamilton Counties Office for the Aging

<b>3. Equipment:</b>																
<ul style="list-style-type: none"> <li>•List all equipment items whether purchased or leased.</li> <li>•Provide a detailed description for all equipment with a unit cost of \$1,000 or more.</li> <li>•Equipment with a unit cost of less than \$1,000 should be listed individually under Miscellaneous Equipment in the Maintenance &amp; Operations budget section.</li> </ul>																
<b>Item and Description</b>	<b>Quantity</b>	<b>Unit Purchase Price</b>	<b>Percent Chargeable to Program</b>	<b>Amount Chargeable to Program</b>												
<b>TOTAL Equipment</b>																
<b>4. Travel:</b>																
<ul style="list-style-type: none"> <li>•Outline reason for travel and indicate the number of staff traveling.(e.g., staff to training, field interviews, advisory group meeting, etc.).</li> <li>•Show the basis of computation (e.g., two people to 3-day training at \$X airfare, \$X lodging, \$X food).</li> </ul>																
<b>Mileage:</b> _____ miles @ _____ per mile <b>Parking &amp; Tolls</b> <b>Public Transportation:</b> <b>Rental Vehicles (specify destination):</b> <b>Other Travel Costs (Specify):</b>				<b>Program Expenses</b>												
ACUU conference (hotel room for 2 staff)				\$435.00												
<b>Reasons for Travel:</b>																
<b>TOTAL Travel</b>				\$435.00												
<b>5. Maintenance &amp; Operations:</b>																
<ul style="list-style-type: none"> <li>•In the space provided, detail each expense.</li> <li>•For equipment with a unit cost of less than \$1,000, list the items and the total for these items under Miscellaneous Equipment.</li> </ul>																
<b>Equipment Maintenance and Repair:</b> <b>Postage:</b> sending information to clients, providers, etc. <b>Printing &amp; Photocopying:</b> copying information for clients, brochures, housing : <b>Rent:</b>				<b>Program Expenses</b>												
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:30%;">Monthly Rent</th> <th style="width:30%;">% Charge to Prg</th> <th style="width:40%;">No. of months</th> </tr> </thead> <tbody> <tr> <td>NY Connects:</td> <td> </td> <td> </td> </tr> <tr> <td>Location:</td> <td> </td> <td> </td> </tr> <tr> <td>Owner:</td> <td> </td> <td> </td> </tr> </tbody> </table>				Monthly Rent	% Charge to Prg	No. of months	NY Connects:			Location:			Owner:			\$500.00
Monthly Rent	% Charge to Prg	No. of months														
NY Connects:																
Location:																
Owner:																
				\$2,284.00												
				\$1,000.00												
<b>Supplies:</b> copy paper, notebooks, pens, folders, toner, binders, etc. <b>Telephone:</b> MiFi Access & telephone <b>Utilities:</b>				\$1,200.00												
<b>Miscellaneous Equipment (List Items):</b>																
<b>TOTAL M&amp;O:</b>				\$4,984.00												

# NY Connects Expansion and Enhancement 2023-2024

## Supporting Budget Schedules

AAA: Warren/Hamilton Counties OFA

<b>6. Other Expenses: List specific item and cost.</b>		
<ul style="list-style-type: none"> <li>•Itemize all Public Education costs.</li> <li>•Promotional materials in the form of informational brochures and the like are acceptable expenses.</li> <li>•“Giveaways” are not an allowable expense under this funding.</li> <li>•Food and refreshments (other than travel related expenses) are not an allowable expense under this funding.</li> </ul>		
<b>Public Education:</b>	<b>Amount</b>	
Greater Glens Falls Senior Center Senior Expo Fee	\$125.00	
<b>Information Technology (Specify):</b>	<b>Amount</b>	
Annual User Fees - \$70/user x 14 users (12 staff & 2 conference rooms)	\$840.00	
<b>Other (Specify):</b>	<b>Amount</b>	
Training ACUU (registration for 6 staff members)	\$970.00	
<b>TOTAL Other Expenses:</b>	<b>\$1,935.00</b>	
<b>7. Contracts/Consultants:</b>		
<ul style="list-style-type: none"> <li>•List each contractor or consultant, amount, and describe service below.</li> <li>•A copy of each contract or consultant agreement must be submitted to NYSOFA before reimbursement will be made.</li> <li>•Complete and submit a Contractor Budget for each contractor that will receive 25% or more of your grant amount in the form of line item contracts.</li> <li>•For Consultants, please list unit rate (e.g., \$25 per hour) and Number of Units in the columns provided. (Note: If you hire a translator, language and/or sign interpreter, include the expense here.) DSS or other county partners' salaries are to be listed in this section.</li> <li>•The Unit Rate and Number of Units do not need to be completed for line item contracts.</li> </ul>		
Contractor/Consultant and description of service (List them individually)	# of Units (Consultant)	Program Total
<b>TOTAL Contractors/Consultants:</b>		
<b>8. Total Budget: (numbers 1-7)</b>		<b>\$224,678.00</b>
<b>9. State Funds Requested</b>		\$224,678.00
<b>10. Local Funds: Describe below</b>		Amount
<b>TOTAL Local Funds:</b>		

# ***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: Office for the Aging**

**DATE: 08/29/2023**

- (a) Purpose of Request: **Accept donation from The Fitch Family Trust for the home delivered meals program (Warren County) in the amount of \$14,986.24.**
- (b) Details: **see above**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: **A6772.2086 Warren County HDM Contributions - \$14,986.24**

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

\* as listed in budget and LOGOS



STATE OF NEW YORK  
OFFICE OF THE ATTORNEY GENERAL

LETITIA JAMES  
ATTORNEY GENERAL

DIVISION OF SOCIAL JUSTICE  
CHARITIES BUREAU

(518) 776-2151  
(Direct Line)  
[Nathan.Courtney@ag.ny.gov](mailto:Nathan.Courtney@ag.ny.gov)

July 13, 2023

Jessica R. Botelho, Esq.  
Harris-Pero Legal Counsel, PLLC  
538 Maple Avenue  
Suite C  
Saratoga Springs, NY 12866

RE: The Fitch Family Trust  
File No.: 22-016983-L1

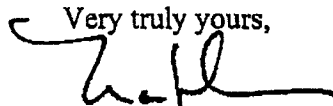
Dear Ms. Botelho:

I write in response to the informal account verified by the fiduciary on January 25, 2023 in the above referenced matter.

The Office of the Attorney General's Charities Bureau has no objection to the settlement of the Trust as set forth in the account. I assume that this letter will meet your needs. If not, please advise.

Please provide us with copies of signed and notarized Receipt and Releases from the charities once they are received.

Thank you for your consideration.

Very truly yours,  
  
Nathan Courtney  
Assistant Attorney General

NC:bkz

ACCOUNTING BY **JESSICA R. BOTELHO**  
as the Trustee  
of the **FITCH FAMILY TRUST**

**RECEIPT AND RELEASE**

The undersigned, being of full age, sound mind and under no disability, and entitled to share in the estate of the above-named decedent as a:

- legatee under a will
- distributee of an intestate share
- trust beneficiary
- creditor of the estate
- other *[specify]*:

- a. Acknowledges that each fiduciary named above has fully and satisfactorily accounted for all assets of the estate;
- b. Acknowledges receipt of money paid or property transferred or delivered as follows:  
Money (cash or check): **\$14,986.24**.  
The following property: \_\_\_\_\_ valued at \$\_\_\_\_\_.

The following payment is in full payment or distribution of:

- a legacy under paragraph/article third of the trust;
- a claim against the estate;
- the amount directed to be paid by a decree of this court dated ;
- other *[specify]*:

- c. Releases and discharges each fiduciary named above from all liability to the undersigned for any and all matters relating to or derived from the administration of the estate; waives the issuance and service of a citation to attend any and all proceedings for the judicial settlement of the account; and authorizes the Surrogate to make and enter a decree settling the account and fully releasing and discharging each fiduciary named above as to all matters embraced therein.

Dated: \_\_\_\_\_

**Warren-Hamilton Counties Office for the Aging**  
Corporate Name

\_\_\_\_\_, Officer

STATE OF )  
 ) ss.:  
COUNTY OF )

On \_\_\_\_\_, before me personally appeared \_\_\_\_\_ to me known, who duly swore to the forgoing instrument and who did say that he/she resides at \_\_\_\_\_ and that he/she is a \_\_\_\_\_ of **Warren-Hamilton Counties Office for the Aging** the \_\_\_\_\_ described in and which executed such instrument; and that he/she signed his/her name thereto by order of the Board of Directors.

\_\_\_\_\_  
Notary Public  
Commission Expires:  
(Affix Notary Stamp or Seal)

# ***RESOLUTION REQUEST FORM NO. 7***

## ***Request to Amend County Budget\****

*\*If this is the result of a grant award, also complete and submit Form No. 5 or 6*

**DEPARTMENT NAME: OFFICE FOR THE AGING**

**DATE: 9/8/2023**

- (a) Purpose of Amendment:  
**Accept donation in the amount of \$14,986.24 from The Fitch Family Trust.**
  
- (b) Appropriation Code, Object Code, Full Title and Amount:  
**TBD**
  
- (c) Revenue Code (with title), and Amount:  
**A.6772.2086 (\$14,986.24) Warren Contributions -HDM/Other**

## ***RESOLUTION REQUEST FORM NO. 4***

### ***Request for Extending, Rescinding or Amending Existing Contract***

**DEPARTMENT NAME: OFA**

**DATE: September 6, 2023**

- (a) Purpose of Contract Change: **Amend contract to change price per meal from \$7.49/meal to \$8.99/meal. When doing the previous resolution the old contract price was written in by mistake. The price per meal was increased in September of 2022.**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: **381 of 2023**
- (c) Name of Contractor: **PurFoods, LLC dba Mom's Meals**
- (d) Address of Contractor: **3210 SE Corporate Woods Drive, Ankeny IA 50021**
- (e) Contractor's Contact Person and Telephone Number: **Cindy Fillbach, PH#(866)716-3257, email: Cindy.Fillbach@momsmeals.com**
- (f) Commencement Date of Extension: **8/24/2023**
- (g) Termination Date of Extension: **8/31/2024**
- (h) Payment Provisions:
  - i) lump sum amount
  - ii) hourly rate amount **\$8.99/meal**
  - iii) total amount not to exceed **\$5,000**
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. **monthly**)
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: A.6772.470 Warren County Contracts and A.6771.470 Hamilton County Contracts**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

\*as listed in budget and LOGOS

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**

**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: OFA-Hamilton County

BUDGET ACCOUNT CODE: A.6771

<b>OBJECT CODES</b>	<b>2022 EXPENDITURES</b>	<b>2023 ADOPTED</b>	<b>2023 AMENDED</b>	<b>2024 DEPARTMENT REQUESTS</b>
100's PERSONAL SERVICES	\$230,486.44	\$263,034.00	\$263,034.00	\$265,060.00
200's EQUIPMENT	\$5,005.92	\$4,000.00	\$4,000.00	\$10,000.00
400's CONTRACTUAL	\$199,281.17	\$536,888.00	\$536,888.00	\$537,489.00
800's EMPLOYEE BENEFITS	\$75,860.91	\$89,892.00	\$89,892.00	\$99,401.00
<b>TOTALS</b>	<b>\$510,634.44</b>	<b>\$893,814.00</b>	<b>\$893,814.00</b>	<b>\$911,950.00</b>

<b>2022 REVENUES</b>	<b>2023 ADOPTED REVENUES</b>	<b>2023 AMENDED REVENUES</b>	<b>2024 DEPARTMENT REQUESTS</b>
\$490,511.73	\$893,814.00	\$893,814.00	\$911,950.00

SIGNED: \_\_\_\_\_  
DEPARTMENT HEAD

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**

**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: OFA-Warren County

BUDGET ACCOUNT CODE: A.6772

<b>OBJECT CODES</b>	<b>2022 EXPENDITURES</b>	<b>2023 ADOPTED</b>	<b>2023 AMENDED</b>	<b>2024 DEPARTMENT REQUESTS</b>
100's PERSONAL SERVICES	\$711,576.94	\$884,785.00	\$884,785.00	\$886,092.00
200's EQUIPMENT	\$8,336.81	\$0.00	\$0.00	\$10,000.00
400's CONTRACTUAL	\$819,325.80	\$1,104,102.00	\$1,104,102.00	\$1,439,360.00
800's EMPLOYEE BENEFITS	\$302,391.30	\$342,853.00	\$342,853.00	\$350,317.00
<b>TOTALS</b>	<b>\$1,841,630.85</b>	<b>\$2,331,740.00</b>	<b>\$2,331,740.00</b>	<b>\$2,685,769.00</b>

<b>2022 REVENUES</b>	<b>2023 ADOPTED REVENUES</b>	<b>2023 AMENDED REVENUES</b>	<b>2024 DEPARTMENT REQUESTS</b>
\$1,648,579.41	\$1,450,789.00	\$1,450,789.00	\$1,418,990.00

SIGNED:

\_\_\_\_\_  
DEPARTMENT HEAD

TITLE:

\_\_\_\_\_

DATE:

\_\_\_\_\_

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
Fund - A - General						
REVENUE						
Department 6771 - OFA-Hamilton County						
<i>Departmental Income</i>						
2071	Hamilton Co. Share- IIIC-1	.00	72,035.00	72,035.00	.00	72,035.00
2072	Hamilton Share-CSE	11,768.57	16,675.00	16,675.00	3,574.80	20,804.00
2073	Hamilton Share - EISEP	39,708.68	54,037.00	54,037.00	1,946.80	52,764.00
2075	CSE II Warren/Hamilton	908.00	334.00	334.00	.00	334.00
2079	Hamilton Contributions-Congregate Meals	10,077.75	10,000.00	10,000.00	11,208.15	20,000.00
2082	Hamilton Contributions-HDM/WIN	5,554.73	10,000.00	10,000.00	90.00	5,000.00
2084	Hamilton Contributions-EISEP	21,485.80	22,000.00	22,000.00	10,635.16	18,000.00
2087	Hamilton Co. - OFA Title IIIB	907.24	8,530.00	8,530.00	4,187.27	5,000.00
2093	MLTC's	123.50	.00	.00	.00	.00
2097	Hamilton Contributions-HDM/Other	14,832.30	31,758.00	31,758.00	5,316.40	14,000.00
2098	Hamilton Share-WIN	400.62	61,372.00	61,372.00	2,235.60	61,732.00
2099	Hamilton Share - IIIE	714.38	3,480.00	3,480.00	.00	3,840.00
<i>Departmental Income Totals</i>		<b>\$106,481.57</b>	<b>\$290,221.00</b>	<b>\$290,221.00</b>	<b>\$39,194.18</b>	<b>\$273,509.00</b>
<i>Intergovernmental Changes</i>						
2077	Hamilton Share - IIIC-2	7,917.86	152,221.00	152,221.00	3,555.55	191,282.00
2094	Hamilton Share- IIID	.00	394.00	394.00	.00	394.00
<i>Intergovernmental Changes Totals</i>		<b>\$7,917.86</b>	<b>\$152,615.00</b>	<b>\$152,615.00</b>	<b>\$3,555.55</b>	<b>\$191,676.00</b>
<i>State Aid</i>						
3778	EISEP - Hamilton	96,104.30	158,291.00	158,291.00	5,840.42	158,291.00
3779	CSE - Hamilton	37,539.75	62,412.00	62,412.00	8,490.97	62,412.00
3781	CSI-Hamilton	.00	722.00	722.00	.00	722.00
3782	Transportation - Hamilton	5,600.00	5,600.00	5,600.00	.00	5,600.00
3784	WIN-Hamilton	55,400.15	76,596.00	76,596.00	25,773.91	76,596.00
3787	OFA Unmet Need	39,736.70	30,000.00	30,000.00	21,315.48	30,000.00
<i>State Aid Totals</i>		<b>\$234,380.90</b>	<b>\$333,621.00</b>	<b>\$333,621.00</b>	<b>\$61,420.78</b>	<b>\$333,621.00</b>
<i>Federal Aid</i>						
4489	Title IIID/Health Promotion-Hamilton	.00	3,196.00	3,196.00	.00	.00
4771	IIIC-1/Congregate - Hamilton	.00	43,950.00	43,950.00	.00	42,933.00
4775	Title IIIE-Hamilton	2,143.12	8,000.00	8,000.00	.00	8,000.00
4777	Title IIIB-Hamilton	8,165.09	8,417.00	8,417.00	12,561.82	8,417.00
4782	NSIP - Hamilton	28,884.16	28,000.00	28,000.00	7,801.22	28,000.00

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
Fund A - General						
REVENUE						
Department 6771 - OFA-Hamilton County						
<i>Federal Aid</i>						
4793	IIIC-2/HDM - Hamilton	102,539.03	25,794.00	25,794.00	13,346.76	25,794.00
<i>Federal Aid Totals</i>		<u>\$141,731.40</u>	<u>\$117,357.00</u>	<u>\$117,357.00</u>	<u>\$33,709.80</u>	<u>\$113,144.00</u>
Department 6771 - OFA-Hamilton County Totals		<u>\$490,511.73</u>	<u>\$893,814.00</u>	<u>\$893,814.00</u>	<u>\$137,880.31</u>	<u>\$911,950.00</u>
Department 6772 - OFA-Warren County						
<i>Departmental Income</i>						
2078	Warren Contributions-IIIB	.00	.00	.00	260.00	300.00
2083	Warren Contributions - HMD/WIN	13,137.82	17,000.00	17,000.00	6,354.22	13,000.00
2085	Warren Contributions-Congregate Meals	19,721.90	10,000.00	10,000.00	1,897.00	4,000.00
2086	Warren Contributions-HDM/Other	49,964.08	50,000.00	50,000.00	21,598.53	43,000.00
2088	Warren Contributions-CSE	12.80	.00	.00	.00	.00
2091	Warren Contributions-EISEP	1,584.73	1,700.00	1,700.00	1,035.30	1,700.00
2093	MLTC's	3,077.50	.00	.00	16,007.50	17,000.00
<i>Departmental Income Totals</i>		<u>\$87,498.83</u>	<u>\$78,700.00</u>	<u>\$78,700.00</u>	<u>\$47,152.55</u>	<u>\$79,000.00</u>
<i>State Aid</i>						
3772	CSI-Warren	2,722.00	1,000.00	1,000.00	.00	1,000.00
3775	Transportation-Warren	5,600.00	5,600.00	5,600.00	.00	5,600.00
3776	EISEP -Warren	336,246.77	242,551.00	242,551.00	38,826.22	245,399.00
3777	CSE-Warren	283,173.35	169,737.00	169,737.00	13,849.61	169,737.00
3787	OFA Unmet Need	111,431.75	120,000.00	120,000.00	127,516.07	120,000.00
<i>State Aid Totals</i>		<u>\$739,173.87</u>	<u>\$538,888.00</u>	<u>\$538,888.00</u>	<u>\$180,191.90</u>	<u>\$541,736.00</u>
<i>Federal Aid</i>						
4487	IIID/Health Promotion - Warren County	11,194.99	3,467.00	3,467.00	(450.00)	6,536.00
4770	IIIC-2/HDM - Warren	35,038.95	138,692.00	138,692.00	19,401.13	41,784.00
4772	IIIB-Warren	137,755.65	74,990.00	74,990.00	64,662.05	75,162.00
4773	IIIC-1/Congregate-Warren	(.01)	65,924.00	65,924.00	.00	65,924.00
4774	MIPPA-Warren	27,678.64	28,349.00	28,349.00	8,038.52	26,321.00
4778	NSIP-Warren	81,058.70	81,000.00	81,000.00	36,008.97	81,000.00
4779	USDA (SNAP)	208,951.54	136,414.00	136,414.00	24,409.43	175,877.00
4781	OFA - HIICAP	49,842.73	52,410.00	52,410.00	9,252.00	52,410.00
4783	IIIE-Warren	64,300.88	48,319.00	48,319.00	15,637.50	48,562.00
4795	NY Connects E&E/Balancing Incentive Program - Warren	206,084.64	203,636.00	203,636.00	35,400.36	224,678.00

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
<b>Fund A - General</b>						
<b>REVENUE</b>						
Department 6772 - OFA-Warren County						
<i>Federal Aid</i>						
	<i>Federal Aid Totals</i>	\$821,906.71	\$833,201.00	\$833,201.00	\$212,359.96	\$798,254.00
	Department 6772 - OFA-Warren County Totals	\$1,648,579.41	\$1,450,789.00	\$1,450,789.00	\$439,704.41	\$1,418,990.00
	<b>REVENUE TOTALS</b>	<b>\$2,139,091.14</b>	<b>\$2,344,603.00</b>	<b>\$2,344,603.00</b>	<b>\$577,584.72</b>	<b>\$2,330,940.00</b>
<b>EXPENSE</b>						
Department 6771 - OFA-Hamilton County						
<i>Personal Services</i>						
110	Salaries - Regular	57,580.58	77,269.00	77,269.00	51,110.81	78,759.00
130	Salaries - Part Time	172,905.86	185,765.00	185,765.00	113,728.14	186,301.00
	<i>Personal Services Totals</i>	\$230,486.44	\$263,034.00	\$263,034.00	\$164,838.95	\$265,060.00
<i>Equipment</i>						
210	Furniture/Furnishings	531.00	.00	300.00	150.00	.00
220	Office Equipment	1,147.76	.00	.00	.00	.00
260	Other Equipment	3,327.16	4,000.00	3,700.00	(239.92)	10,000.00
<i>Comments</i>						
	<i>Level</i>					
	Departmental Request	Fridge - \$3,000 Freezer - \$3,000 Stove - \$4,000				
	<i>Equipment Totals</i>	\$5,005.92	\$4,000.00	\$4,000.00	(\$89.92)	\$10,000.00
<i>Contractual Expense</i>						
410	Supplies	569.44	3,200.00	3,200.00	228.00	3,200.00
411	Rent-Building/Property	2,498.89	5,500.00	5,500.00	869.80	5,500.00
413	Repair & Maint.-Bldg/Property	.00	.00	.00	.00	1,025.00
416	Oil & Gas-Heating	1,972.23	2,500.00	2,500.00	1,266.97	2,600.00
418	Ins-General Liability	1,738.08	2,000.00	2,000.00	877.00	1,000.00
422	Repair/Maint-Equipment	4,670.25	6,000.00	6,000.00	.00	6,000.00
423	Telephone	1,959.78	2,000.00	2,000.00	1,191.40	2,136.00
424	Postage	411.36	500.00	500.00	79.29	500.00
427	Memberships & Dues	642.00	700.00	700.00	650.00	700.00
428	Data Processing & Internet Fees	268.00	280.00	280.00	280.00	328.00

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
Fund - A - General						
EXPENSE						
Department - 6771 - OFA-Hamilton County						
<i>Contractual Expense</i>						
432	Special Project Supply	6,508.04	6,600.00	24,500.00	19,620.11	7,500.00
	Comments:					
	Level					
	Departmental Request		Amended budget reflects items purchased with 1x COVID monies.			
436	Advertising Fees	40.00	.00	.00	.00	.00
437	Consulting Fees	11,033.75	12,000.00	12,000.00	5,042.50	12,000.00
	Comments:					
	Level					
	Departmental Request		Dietitian - mandated by NYSOFA			
444	Travel/Education/Conference	12,751.21	30,000.00	30,000.00	8,340.26	30,000.00
445	Foods	65,048.34	85,000.00	85,000.00	42,578.19	85,000.00
470	Contract	89,169.80	380,608.00	362,708.00	34,030.31	380,000.00
	Comments:					
	Level					
	Departmental Request		See Attached			
	<i>Contractual Expense Totals</i>	<b>\$199,281.17</b>	<b>\$536,888.00</b>	<b>\$536,888.00</b>	<b>\$115,053.83</b>	<b>\$537,489.00</b>
<i>Employee Benefits</i>						
810	Retirement	18,840.61	31,041.00	31,041.00	15,997.01	40,035.00
830	Social Security	13,840.00	16,308.00	16,308.00	9,992.12	16,433.00
831	Medicare Contribution	3,236.78	3,812.00	3,812.00	2,336.88	3,841.00
860	Hospitalization	23,681.50	23,838.00	23,838.00	11,886.91	19,385.00
865	Dental Insurance	456.30	456.00	456.00	298.35	456.00
	<i>Employee Benefits Totals</i>	<b>\$60,055.19</b>	<b>\$75,455.00</b>	<b>\$75,455.00</b>	<b>\$40,511.27</b>	<b>\$80,150.00</b>
<i>Other Benefits</i>						
840	Workmen's Compensation	10,015.00	8,495.00	8,495.00	8,495.00	13,309.00
	Comments:					
	Level					
	Departmental Request		Split between Counties based on claims versus percentage as in past.			
861	Retirees Hospitalization	5,040.72	5,192.00	5,192.00	2,595.96	5,192.00
862	Health Insurance Cost Reimbursement	750.00	750.00	750.00	.00	750.00
	<i>Other Benefits Totals</i>	<b>\$15,805.72</b>	<b>\$14,437.00</b>	<b>\$14,437.00</b>	<b>\$11,090.96</b>	<b>\$19,251.00</b>

# Budget Worksheet Report

Budget Year 2024

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
<b>Fund A - General</b>						
<b>EXPENSE</b>						
Department 6771 - OFA-Hamilton County Totals		\$510,634.44	\$893,814.00	\$893,814.00	\$331,405.09	\$911,950.00
Department 6772 - OFA-Warren County						
<i>Personal Services</i>						
110	Salaries - Regular	460,877.17	535,510.00	535,510.00	308,182.91	508,313.00
130	Salaries - Part Time	250,699.77	349,275.00	349,275.00	173,159.57	377,779.00
<i>Personal Services Totals</i>		<b>\$711,576.94</b>	<b>\$884,785.00</b>	<b>\$884,785.00</b>	<b>\$481,342.48</b>	<b>\$886,092.00</b>
<i>Equipment</i>						
210	Furniture/Furnishings	531.00	.00	300.00	149.99	.00
220	Office Equipment	1,094.14	.00	.00	.00	.00
260	Other Equipment	6,711.67	.00	(300.00)	.00	10,000.00
<i>Comments</i>						
<i>Level</i>		<i>Comment</i>				
Departmental Request		Usual Ask - Fridge - \$3,000; Freezer-\$3,000; Stove-\$4,000				
<i>Equipment Totals</i>		<b>\$8,336.81</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$149.99</b>	<b>\$10,000.00</b>
<i>Contractual Expense</i>						
410	Supplies	4,758.82	4,800.00	4,800.00	2,999.79	4,800.00
411	Rent-Building/Property	12,279.67	44,152.00	44,152.00	5,889.91	23,586.00
<i>Comments</i>						
<i>Level</i>		<i>Comment</i>				
Departmental Request		Reduced due to Salvation Army contract.				
413	Repair & Maint.-Bldg/Property	3,308.68	3,900.00	3,900.00	1,306.40	3,900.00
416	Oil & Gas-Heating	2,473.29	5,000.00	5,000.00	1,248.46	5,606.00
418	Ins-General Liability	2,605.00	3,000.00	3,000.00	1,314.48	1,486.00
422	Repair/Maint-Equipment	2,400.47	5,000.00	5,000.00	13.59	5,000.00
423	Telephone	3,536.84	4,500.00	4,500.00	1,708.52	3,000.00
<i>Comments</i>						
<i>Level</i>		<i>Comment</i>				
Departmental Request		Cedars & Chestertown phones no longer needed.				
424	Postage	801.96	1,000.00	1,000.00	312.82	1,000.00
427	Memberships & Dues	783.00	900.00	900.00	793.00	850.00
428	Data Processing & Internet Fees	991.88	1,050.00	1,050.00	787.94	656.00

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
Fund A - General						
EXPENSE						
Department 6772 - OFA-Warren County						
<i>Contractual Expense</i>						
432	Special Project Supply	27,028.62	40,000.00	57,900.00	25,676.18	20,000.00
	Comments					
	Level					
	Departmental Request	Amended in 2023 to include supplies purchased with 1x COVID monies; Also reduced due to Salvation Army contract				
435	Medical Fees	.00	500.00	500.00	.00	500.00
436	Advertising Fees	60.00	.00	125.00	125.00	125.00
437	Consulting Fees	15,471.25	16,300.00	16,300.00	7,046.64	16,300.00
	Comments					
	Level					
	Departmental Request	Dietitian - mandated by NYSOFA				
444	Travel/Education/Conference	40,939.78	64,000.00	64,000.00	26,910.38	64,000.00
445	Foods	237,768.54	275,000.00	275,000.00	125,300.36	110,000.00
	Comments					
	Level					
	Departmental Request	Reduced due to Salvation Army contract.				
470	Contract	464,118.00	635,000.00	616,975.00	227,820.19	1,178,551.00
	Comments					
	Level					
	Departmental Request	See Attached for list of contracts; Increased to include Salvation Army contract				
	<i>Contractual Expense Totals</i>	<b>\$819,325.80</b>	<b>\$1,104,102.00</b>	<b>\$1,104,102.00</b>	<b>\$429,253.66</b>	<b>\$1,439,360.00</b>
<i>Employee Benefits</i>						
810	Retirement	59,760.24	86,213.00	86,213.00	39,989.40	107,777.00
830	Social Security	42,102.37	54,858.00	54,858.00	28,707.23	54,938.00
831	Medicare Contribution	9,846.57	12,827.00	12,827.00	6,713.71	12,845.00
860	Hospitalization	89,524.43	88,104.00	88,104.00	57,873.76	88,410.00
865	Dental Insurance	1,799.76	1,752.00	1,752.00	1,130.27	1,584.00
	<i>Employee Benefits Totals</i>	<b>\$203,033.37</b>	<b>\$243,754.00</b>	<b>\$243,754.00</b>	<b>\$134,414.37</b>	<b>\$265,554.00</b>

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request																					
Fund A - General																											
EXPENSE																											
Department 6772 - OFA-Warren County																											
<i>Other Benefits</i>																											
840	Workmen's Compensation	15,021.00	12,743.00	12,743.00	12,743.00	10,458.00																					
<table border="0" style="width: 100%;"> <tr> <td style="width: 10%;"><i>Comments</i></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td><i>Level</i></td> <td><i>Comment</i></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Departmental Request</td> <td>Amounts split based on claims between two Counties versus percentage used in past.</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>							<i>Comments</i>							<i>Level</i>	<i>Comment</i>						Departmental Request	Amounts split based on claims between two Counties versus percentage used in past.					
<i>Comments</i>																											
<i>Level</i>	<i>Comment</i>																										
Departmental Request	Amounts split based on claims between two Counties versus percentage used in past.																										
861	Retirees Hospitalization	84,336.93	85,606.00	85,606.00	42,627.53	73,555.00																					
862	Health Insurance Cost Reimbursement	.00	750.00	750.00	.00	750.00																					
<i>Other Benefits Totals</i>		<u>\$99,357.93</u>	<u>\$99,099.00</u>	<u>\$99,099.00</u>	<u>\$55,370.53</u>	<u>\$84,763.00</u>																					
Department 6772 - OFA-Warren County Totals		<u>\$1,841,630.85</u>	<u>\$2,331,740.00</u>	<u>\$2,331,740.00</u>	<u>\$1,100,531.03</u>	<u>\$2,685,769.00</u>																					
EXPENSE TOTALS		<u>\$2,352,265.29</u>	<u>\$3,225,554.00</u>	<u>\$3,225,554.00</u>	<u>\$1,431,936.12</u>	<u>\$3,597,719.00</u>																					
Fund A - General Totals																											
REVENUE TOTALS		\$2,139,091.14	\$2,344,603.00	\$2,344,603.00	\$577,584.72	\$2,330,940.00																					
EXPENSE TOTALS		\$2,352,265.29	\$3,225,554.00	\$3,225,554.00	\$1,431,936.12	\$3,597,719.00																					
Fund A - General Totals		(\$213,174.15)	(\$880,951.00)	(\$880,951.00)	(\$854,351.40)	(\$1,266,779.00)																					
Net Grand Totals																											
REVENUE GRAND TOTALS		\$2,139,091.14	\$2,344,603.00	\$2,344,603.00	\$577,584.72	\$2,330,940.00																					
EXPENSE GRAND TOTALS		\$2,352,265.29	\$3,225,554.00	\$3,225,554.00	\$1,431,936.12	\$3,597,719.00																					
Net Grand Totals		(\$213,174.15)	(\$880,951.00)	(\$880,951.00)	(\$854,351.40)	(\$1,266,779.00)																					

## 2024 BUDGET - PERSONNEL REQUEST

DEPARTMENT NAME: Office for the Aging

BUDGET CODE: A6772.110 Warren County FT Salaries & A6772.130 Warren County PT Salaries

Title of Position: N/A

### FOR NEW POSITIONS

- (a) Annual Base Salary (and Grade if Applicable): N/A
- (b) List any position(s) in the Department's Table of Organization being DELETED as a result of this request (Include annual Salary and grade if applicable):
- Food Service Helper #2 [Cedars];
  - Food Service Manger [Cedars];
  - Meal Site Cook #12 [Cedars];
  - Meal Site Cook #3 [Cedars];
  - Meal Site Cook #4 [Cedars];
  - Meal Site Manager #3 [Chestertown]
- (c) Is this a mandated position? If so, please explain: N/A
- (d) Is there expected Revenue from this position? If so, please explain: N/A

### FOR OTHER PERSONNEL REQUESTS (Change in Employee Status FT/PT/Temp/Per Diem, Change in Non-bargaining Salary Grade)

- (a) Description of Change: Cedars positions no longer needed due to contract with Salvation Army; Chestertown position no longer needed due to meal site closing.
- (b) Justification for Request: See Above

- (c) Projected change in Salary Dollars: Reduced \$174,468 (\$147,211 moved to contracts)
- (d) Is there expected Revenue impact from this change? If so, please explain: N/A

CONTRACTS	COUNTY	SERVICE	RATES/SPECIFICS	AMOUNT
<b>IIIB 1/1/24-12/31/24</b>				
Association for the Blind	Warren	Assisted Transportation	\$40-\$60/round trip	\$2,000
				<b>\$2,000</b>
<b>CSE 4/1/24-3/31/25</b>				
Assoc for the Blind[W-\$6,000; H-\$1,650]	Both	InHome, I&A, Rec & Ed	\$40/unit	\$7,650
Connect America [W-\$4,000; H-\$3,000]	Both	Medical Alert	\$28/month; \$30/enrollment fee	\$7,000
Greater Glens Falls Senior Center	Warren	InHome, I&A, Recreation & Education		\$26,500
Legal Aide Society	Warren	Legal Assistance		\$17,950
Town of Chester	Warren	Transportation	50% Reimbursement of Total Expenses	\$3,771
Town of Hague	Warren	Transportation	50% Reimbursement of Total Expenses	\$960
Town of Horicon	Warren	Transportation	50% Reimbursement of Total Expenses	\$2,510
Town of Johnsbury	Warren	Transportation	50% Reimbursement of Total Expenses	\$4,048
Town of Lake George	Warren	Transportation	50% Reimbursement of Total Expenses	\$3,665
Town of Lake Luzerne	Warren	Transportation	50% Reimbursement of Total Expenses	\$2,892
Town of Lake Pleasant	Hamilton	Transportation	50% Reimbursement of Total Expenses	\$1,144
Town of Long Lake	Hamilton	Transportation	50% Reimbursement of Total Expenses	\$4,550
Town of Stony Creek	Warren	Transportation	50% Reimbursement of Total Expenses	\$1,680
Town of Thurman	Warren	Transportation	50% Reimbursement of Total Expenses	\$1,797
Town of Wells	Hamilton	Transportation	50% Reimbursement of Total Expenses	\$800
Town of Warrensburg	Warren	Transportation	50% Reimbursement of Total Expenses	\$1,630
Hamilton County Public Health	Hamilton	Health Promotion		\$3,313
Warren County Public Health	Warren	Health Promotion		\$5,500
RSVP/Tri County United Way	Warren	Transportation	\$20/One Way Trip <25miles; \$30/one way 26-50miles	\$5,000
				<b>\$102,360</b>
<b>EISEP 4/1/24-3/31/25</b>				
Connect America [W-\$4,000; H-\$3,000]	Both	Medical Alert	\$28/month; \$30/enrollment fee	\$7,000
Greater Adirondack Home Aides	Warren	PC2, PC1, CM & CD	PC2 & PC1 - \$28/hr; CM - \$3,100	\$225,000
Hamilton County DSS	Hamilton	CM		\$30,500
Hamilton County Public Health	Hamilton	PC2 & PC1	PC2 & PC1 - \$30.31/hr	\$35,100
Home Health Care Partners	Hamilton	PC2 & PC1	PC2 - \$25.69/hr; PC1 - \$25.40/hr	\$40,000
Home Aide Services of Central Adirondacks	Hamilton	PC2 & PC1	PC2 & PC1 \$30/hr	\$40,000
Countryside Adult Home - Wsbg	Warren	SADC	\$15/Transport(one way); \$45 - whole day	\$20,458
Fort Hudson Health System	Warren	SADC	\$15/Transport(one way), \$35/half day, \$55/whole day	\$40,000
				<b>\$438,058</b>

<b>IIID 1/1/24-12/31/24</b>				
Hamilton County Public Health	Hamilton	Health Promotion - EB	Tai Chi	\$3,460
SAIL	Warren	Health Promotion - EB	CDSMP	\$3,459
				<b>\$6,919</b>
<b>IIIE 1/1/24-12/31/24</b>				
Hamilton County DSS	Hamilton	CM	\$83.33/month	\$1,000
Hamilton County Public Health	Hamilton	Respite	PC1 & PC2 \$30.31/hr	\$10,000
Greater Adirondack Home Aides	Warren	Respite, CM	PC2 & PC1 - \$28/hr; CM - \$250/month	\$35,000
				<b>\$46,000</b>
<b>MISC</b>				
Greater Glens Falls Senior Center-MIPPA	Warren	I&A, Outreach	\$166.66/month (9/1/23-8/31/24)	\$2,000
Greater Glens Falls Senior Center-HIICAP	Warren	I&A	\$933.33/month (4/1/24-3/31/25)	\$11,500
Orkin	Both	Pest Control	\$225/call	
KLC Property , LLC (10/19/23-10/18/24)	Warren	Snow Removal-Bolton	\$80/plow; \$80/sanding; \$20/shovel; \$600/removal	
BJ Queen (1/1/24-12/31/24)	Hamilton	Appliances - Hamilton	Max \$11,250	
BPI Mechanical (1/1/24-12/31/24)	Warren	Refrigeration - Warren	\$89.66/hr; \$134.49/hr for OT	
Northway Service, Inc.	Warren	Appliances	Max \$1,000	\$2,000
Purfoods, Mom's Meals	Both	Meals	\$8.99/meal (8/24/24-8/23/25)	\$5,000
		Nutrition Counseling, Education, Menus, Compass Assessments		
Dietician (5/1/24-4/30/25)	Both		\$45/hour; (+) Mileage;	\$27,300
				<b>\$47,800</b>
<b>LEASES 1/1/23-12/31/27</b>				
Church of St Sacrament - Bolton	Warren	Meal Site		\$1
Countryside Adult Home - Wsbg/Chester	Warren	Meal Site	\$5/meal Eff 1/1/24-12/31/24	\$140,000
Salvation Army	Warren	Meal Site	\$9.72(1-60,000); \$8.56(61,000-100,000)	\$600,000
Town of Chester	Warren	Meal Site		\$1
Town of Johnsbury	Warren	Meal Site		\$1
Town of Lake Luzerne	Warren	Meal Site		\$13,000
Lake Pleasant Senior Group	Hamilton	Meal Site		\$1
Town of Indian Lake	Hamilton	Meal Site		\$1
Town of Long Lake	Hamilton	Meal Site		\$1
Town of Wells	Hamilton	Meal Site		\$1
				\$753,007
				<b>Total \$1,396,144</b>

<b>MOUs</b>					
Hamilton County & Warren County		BiCounty Agreement		1973	\$0
DSS, OFA, ILC, SAIL		NY Connects			\$0
RSVP - Hamilton County		Volunteers			\$0
RSVP - Warren County		Volunteers			\$0
Hamilton County DSS		HEAP			\$0
Warren County DSS		HEAP			\$0
OFA, Public Health, DSS		Interagency Agreement			\$0
ILCHV		Office Space			\$0
St. Lawrence Co Health Initiative		Evidence Based Health			\$0
Adirondack Community Action	Warren	Meals for Hague	\$10.33/meal (4/1/24-3/31/25)		\$12,000
					<b>\$12,000</b>

I&A = Information and Assistance; CM = Case Management; PC2 = Personal Care Level 2; PC1 = Personal Care Level 1; HHA = Home Health Aide; InHome = InHome Assistance; CSE = Community Services for the Elderly; EISEP = Expanded In Home Services for the Elderly Program; HIICAP = Health Insurance; W = Warren County; H = Hamilton County; SADC = Social Adult Day Care

HEALTH SERVICES COMMITTEE  
OFFICE OF COMMUNITY SERVICES/MENTAL HEALTH - Revised  
9/20/2023

COMMITTEE MEMBERS: FRASIER, MCDEVITT, BRUNO, RUNYON, GERACI, SMITH, ETU - *The Chair of the Board of Supervisors shall be an Ex-Officio member when needed in accordance with Section C(4) of the Rules of the Board.*

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Privilege of the floor and public comment
- III. Action Agenda/New Business Items:
  - 1. Request: Request to amend Resolution 560 of 2019 (attached).
  - 2. Rationale: Actual expenses for court-ordered CPL 730 competency examinations are projected to exceed \$3,500/examiner annually.
- V. Discussion Items:
  - Proposed 2024 Departmental Budget
- VI. Referrals/Pending Items:
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

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Attachment(s): Resolution Request Form No. 20  
Resolution 560 of 2019  
Proposed 2024 Departmental Budget

# ***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: Mental Health/Community Services**

**DATE: 9/20/23**

- (a) Purpose of Request: **To amend Resolution 560 of 2019 (attached) to increase the "not to exceed" amount for each examiner to \$10,000 annually.**
- (b) Details: **Actual expenses for CPL 730 competency examinations are projected to exceed \$3,500/examiner annually. The examinations are court-ordered, and therefore, a mandated expense.**
- (c) Previous Resolution Number: **560 of 2019**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: **A.4390 435 Psychiatric Expense/Criminal.**

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

\* as listed in budget and LOGOS

# Warren County Board of Supervisors

## RESOLUTION NO. 560 OF 2019

**RESOLUTION INTRODUCED BY SUPERVISORS FRASIER, MCDEVITT, BRAYMER, LEGGETT, LOEB, DRISCOLL, HYDE, MAGOWAN AND SOKOL**

**AUTHORIZING AGREEMENTS WITH COMMUNITY SERVICES BOARD AND  
PSYCHIATRIC EXPERTS TO PROVIDE CLINICAL EVALUATIONS  
AS REQUESTED BY THE COURTS**

RESOLVED, that Warren County, approve and/or authorize agreements by the Office of Community Services and Warren County Community Services Board, with the following psychiatric experts to provide clinical evaluations as requested by the Courts, for a term commencing January 1, 2020 and terminating upon thirty (30) days written notice by either party, for the amounts listed in the attached Schedule "A" which incorporates a fee of One Hundred Seventy-Five Dollars (\$175) per exam, plus travel and court expenses, and be it further

RESOLVED, that the Chairman of the Warren County Community Services Board is authorized to execute said agreements in a form approved by the County Attorney.

*RESOLUTION No. 560 OF 2019*

*PAGE 2 OF 2*

**SCHEDULE "A"**

<u>NAME</u>	<u>AMOUNT</u>	<u>BUDGET CODE</u>
Kimberly Brayton, JD, PhD	As needed, not to exceed \$3,500	A.4390 435
Suzanne Fraser, PhD	As needed, not to exceed \$3,500	A.4390 435
Thomas Osika, PhD	As needed, not to exceed \$3,500	A.4390 435

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**

**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mental Health Admin.

BUDGET ACCOUNT CODE: A.4310

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$414,080.88	\$428,973.00	\$418,398.64	\$433,955.00
200's EQUIPMENT	\$60,088.63	\$2,000.00	\$2,000.00	\$2,000.00
400's CONTRACTUAL	\$60,734.04	\$119,156.00	\$86,150.00	\$93,462.00
800's EMPLOYEE BENEFITS	\$187,965.63	\$196,702.00	\$212,780.51	\$228,187.00
<b>TOTALS</b>	<b>\$722,869.18</b>	<b>\$746,831.00</b>	<b>\$719,329.15</b>	<b>\$757,604.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$671,430.35	\$651,272.00	\$651,272.00	\$668,913.00

SIGNED:

  
DEPARTMENT HEAD

TITLE:

*Director of Comunity Services*

DATE:

*9/8/23*

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

### WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Mental Health Admin. - Peer to Peer Support Svcs -Dwyer

BUDGET ACCOUNT CODE: A.4310 0125

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$0.00	\$185,000.00	\$185,000.00	\$96,200.00
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$185,000.00</b>	<b>\$185,000.00</b>	<b>\$96,200.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$0.00	\$185,000.00	\$185,000.00	\$96,200.00

SIGNED:

  
DEPARTMENT HEAD

TITLE:

*Director of Community Services*

DATE:

*9/8/23*

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**


**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mental Health Admin. - Opioid Settlement - Restricted  
BUDGET ACCOUNT CODE: A.4310 0176

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$101,559.00	\$0.00	\$74,021.00	\$0.00
<b>TOTALS</b>	<b>\$101,559.00</b>	<b>\$0.00</b>	<b>\$74,021.00</b>	<b>\$0.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$101,559.00	\$0.00	\$74,021.00	\$0.00

SIGNED:   
DEPARTMENT HEAD  
TITLE: Director of Community Services  
DATE: 9/8/23

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**


**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mental Health Admin. - Opioid Settlement - Unrestricted  
BUDGET ACCOUNT CODE: A.4310 0177

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$0.00	\$0.00	\$140,768.00	\$0.00
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$140,768.00</b>	<b>\$0.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$0.00	\$0.00	\$140,768.00	\$0.00

SIGNED:   
DEPARTMENT HEAD

TITLE: Director of Community Services

DATE: 9/8/23

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**

**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mental Health Admin. - American Rescue Plan Act (ARPA)

BUDGET ACCOUNT CODE: A.4310 4999

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$54,367.00	\$0.00	\$1,056,919.97	\$0.00
<b>TOTALS</b>	<b>\$54,367.00</b>	<b>\$0.00</b>	<b>\$1,056,919.97</b>	<b>\$0.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$54,367.00	\$0.00	\$1,056,919.97	\$0.00

SIGNED: *ptyl*  
DEPARTMENT HEAD

TITLE: Director of Community Services

DATE: 9/8/23

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**

**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mental Health Programs - PEOPLE, Inc.

BUDGET ACCOUNT CODE: A.4320 0065

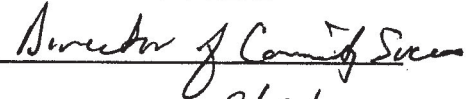
OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$166,419.00	\$159,918.00	\$190,309.00	\$192,130.00
<b>TOTALS</b>	<b>\$166,419.00</b>	<b>\$159,918.00</b>	<b>\$190,309.00</b>	<b>\$192,130.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$166,419.00	\$159,918.00	\$190,309.00	\$192,130.00

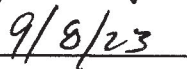
SIGNED:

  
DEPARTMENT HEAD

TITLE:



DATE:



PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**


**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mental Health Programs - Community Work & Independence  
BUDGET ACCOUNT CODE: A.4320 0070

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$17,868.00	\$50,038.00	\$51,573.00	\$52,075.00
<b>TOTALS</b>	<b>\$17,868.00</b>	<b>\$50,038.00</b>	<b>\$51,573.00</b>	<b>\$52,075.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$17,868.00	\$50,038.00	\$51,573.00	\$52,075.00

SIGNED:   
DEPARTMENT HEAD

TITLE: Director of County Svcs

DATE: 9/8/23

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**


**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mental Health Programs - Comm. MH Center GF Hospital  
BUDGET ACCOUNT CODE: A.4320 0080

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$113,315.00	\$172,421.00	\$177,593.00	\$179,318.00
<b>TOTALS</b>	<b>\$113,315.00</b>	<b>\$172,421.00</b>	<b>\$177,593.00</b>	<b>\$179,318.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$113,315.00	\$172,421.00	\$177,593.00	\$179,318.00

SIGNED:   
DEPARTMENT HEAD  
TITLE: Director of County Services  
DATE: 9/8/23

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**

**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mental Health Programs - Liberty House  
BUDGET ACCOUNT CODE: A.4320 0090

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$287,902.00	\$291,917.00	\$299,979.00	\$302,579.00
<b>TOTALS</b>	<b>\$287,902.00</b>	<b>\$291,917.00</b>	<b>\$299,979.00</b>	<b>\$302,579.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$279,179.00	\$258,556.00	\$266,618.00	\$269,218.00

SIGNED:

  
DEPARTMENT HEAD

TITLE:

*Director of Community Services*

DATE:

*9/8/23*

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**


**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mental Health Programs - Behavioral Health Services North  
BUDGET ACCOUNT CODE: A.4320 0105

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$529,371.00	\$536,241.00	\$640,113.00	\$557,690.00
<b>TOTALS</b>	<b>\$529,371.00</b>	<b>\$536,241.00</b>	<b>\$640,113.00</b>	<b>\$557,690.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$529,371.00	\$536,241.00	\$640,113.00	\$557,690.00

SIGNED:   
DEPARTMENT HEAD  
TITLE: Director of Community Services  
DATE: 9/8/23

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**WARREN COUNTY BUDGET SUMMARY SHEET**


**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mental Health Programs - Alcohol Prevention Education Pgm  
BUDGET ACCOUNT CODE: A.4320 0110

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$370,183.00	\$374,986.00	\$386,236.00	\$389,986.00
<b>TOTALS</b>	<b>\$370,183.00</b>	<b>\$374,986.00</b>	<b>\$386,236.00</b>	<b>\$389,986.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$370,183.00	\$374,986.00	\$386,236.00	\$389,986.00

SIGNED:   
DEPARTMENT HEAD  
TITLE: Director of Community Services  
DATE: 9/8/23

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**WARREN COUNTY BUDGET SUMMARY SHEET**


**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mental Health Programs - Mental Health Association  
BUDGET ACCOUNT CODE: A.4320 0120

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$1,029,691.00	\$1,061,336.00	\$1,168,361.00	\$1,171,676.00
<b>TOTALS</b>	<b>\$1,029,691.00</b>	<b>\$1,061,336.00</b>	<b>\$1,168,361.00</b>	<b>\$1,171,676.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$1,029,691.00	\$1,056,517.00	\$1,163,552.00	\$1,166,857.00

SIGNED:   
DEPARTMENT HEAD  
TITLE: Director of Community Services  
DATE: 9/8/23

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**WARREN COUNTY BUDGET SUMMARY SHEET**


**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mental Health Programs - Addictions Care Center  
BUDGET ACCOUNT CODE: A.4320 0145

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$519,039.00	\$543,077.00	\$916,880.00	\$863,734.00
<b>TOTALS</b>	<b>\$519,039.00</b>	<b>\$543,077.00</b>	<b>\$916,880.00</b>	<b>\$863,734.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$519,039.00	\$543,077.00	\$916,880.00	\$863,734.00

SIGNED:   
DEPARTMENT HEAD  
TITLE: Director of Community Services  
DATE: 9/8/23

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**WARREN COUNTY BUDGET SUMMARY SHEET**


**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mental Health Programs - 820 River Street-Mental Health  
BUDGET ACCOUNT CODE: A.4320 0150

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$10,313.00	\$68,090.00	\$70,133.00	\$70,834.00
<b>TOTALS</b>	<b>\$10,313.00</b>	<b>\$68,090.00</b>	<b>\$70,133.00</b>	<b>\$70,834.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$10,313.00	\$68,090.00	\$70,133.00	\$70,834.00

SIGNED:   
DEPARTMENT HEAD  
TITLE: Director of Community Services  
DATE: 9/8/23

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**


**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Mental Health Programs - Parsons Child & Family Center  
BUDGET ACCOUNT CODE: A.4320 0165

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$944,899.00	\$1,105,928.00	\$1,251,427.00	\$1,182,345.00
<b>TOTALS</b>	<b>\$944,899.00</b>	<b>\$1,105,928.00</b>	<b>\$1,251,427.00</b>	<b>\$1,182,345.00</b>

2022 REVENUES	2023 ADOPTED REVENUES	2023 AMENDED REVENUES	2024 DEPARTMENT REQUESTS
\$944,899.00	\$1,105,928.00	\$1,251,427.00	\$1,182,345.00

SIGNED:   
DEPARTMENT HEAD  
TITLE: Director of Community Services  
DATE: 9/8/23

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS


**WARREN COUNTY BUDGET SUMMARY SHEET**

**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**

NAME OF DEPARTMENT: Psychtrc.Exp./Non Criminal  
BUDGET ACCOUNT CODE: A.4389

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$1,950.00	\$3,500.00	\$3,500.00	\$3,500.00
<b>TOTALS</b>	<b>\$1,950.00</b>	<b>\$3,500.00</b>	<b>\$3,500.00</b>	<b>\$3,500.00</b>

SIGNED:   
DEPARTMENT HEAD  
TITLE: Director of Community Services  
DATE: 9/8/23

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**

**PRIOR YEAR EXPENDITURES AND REQUEST FOR 2024 APPROPRIATIONS**

**REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS**


NAME OF DEPARTMENT: Psychiatric Exp./Criminal  
BUDGET ACCOUNT CODE: A.4390

OBJECT CODES	2022 EXPENDITURES	2023 ADOPTED	2023 AMENDED	2024 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$306,768.32	\$50,000.00	\$650,000.00	\$300,000.00
<b>TOTALS</b>	<b>\$306,768.32</b>	<b>\$50,000.00</b>	<b>\$650,000.00</b>	<b>\$300,000.00</b>

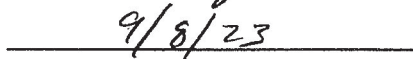
SIGNED:

  
DEPARTMENT HEAD

TITLE:



DATE:



Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
<b>Fund A - General</b>						
<b>REVENUE</b>						
Department <b>4310 - Mental Health Admin.</b>						
<i>Intergovernmental Charges</i>						
2288	Mental Health, Other Gov't	339,219.00	358,706.00	358,706.00	.00	385,668.00
	<i>Intergovernmental Charges Totals</i>	<b>\$339,219.00</b>	<b>\$358,706.00</b>	<b>\$358,706.00</b>	<b>\$0.00</b>	<b>\$385,668.00</b>
<i>State Aid</i>						
3490	Mental Health	229,622.00	212,566.00	212,566.00	.00	203,245.00
	<i>State Aid Totals</i>	<b>\$229,622.00</b>	<b>\$212,566.00</b>	<b>\$212,566.00</b>	<b>\$0.00</b>	<b>\$203,245.00</b>
<i>Federal Aid</i>						
4490	Fed. Salary Sharing - M.Hlth	42,553.00	80,000.00	80,000.00	68,825.00	80,000.00
	<i>Federal Aid Totals</i>	<b>\$42,553.00</b>	<b>\$80,000.00</b>	<b>\$80,000.00</b>	<b>\$68,825.00</b>	<b>\$80,000.00</b>
<i>Proceeds of Obligations</i>						
5788	Leases	60,036.35	.00	.00	.00	.00
	<i>Proceeds of Obligations Totals</i>	<b>\$60,036.35</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Sub Department <b>0125 - Peer to Peer Support Svcs -Dwyer</b>						
<i>State Aid</i>						
3711	Peer to Peer Support Services	.00	185,000.00	185,000.00	.00	96,200.00
	<i>State Aid Totals</i>	<b>\$0.00</b>	<b>\$185,000.00</b>	<b>\$185,000.00</b>	<b>\$0.00</b>	<b>\$96,200.00</b>
	Sub Department <b>0125 - Peer to Peer Support Svcs - Dwyer Totals</b>	<b>\$0.00</b>	<b>\$185,000.00</b>	<b>\$185,000.00</b>	<b>\$0.00</b>	<b>\$96,200.00</b>
Sub Department <b>0176 - Opioid Settlement - Restricted</b>						
<i>Sale of Property And Compensation for Loss</i>						
2695	Opioid Settlement	101,559.00	.00	74,021.00	.00	.00
	<i>Sale of Property And Compensation for Loss Totals</i>	<b>\$101,559.00</b>	<b>\$0.00</b>	<b>\$74,021.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
	Sub Department <b>0176 - Opioid Settlement - Restricted Totals</b>	<b>\$101,559.00</b>	<b>\$0.00</b>	<b>\$74,021.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Sub Department <b>0177 - Opioid Settlement - Unrestricted</b>						
<i>Sale of Property And Compensation for Loss</i>						
2695	Opioid Settlement	.00	.00	140,768.00	.00	.00
	<i>Sale of Property And Compensation for Loss Totals</i>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$140,768.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
	Sub Department <b>0177 - Opioid Settlement - Unrestricted Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$140,768.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Sub Department <b>4999 - American Rescue Plan Act (ARPA)</b>						
<i>Federal Aid</i>						
4090	Coronavirus Local Fiscal Recovery Fund (CLFRF)	54,367.00	.00	1,056,919.97	116,733.00	.00
	<i>Federal Aid Totals</i>	<b>\$54,367.00</b>	<b>\$0.00</b>	<b>\$1,056,919.97</b>	<b>\$116,733.00</b>	<b>\$0.00</b>
	Sub Department <b>4999 - American Rescue Plan Act (ARPA) Totals</b>	<b>\$54,367.00</b>	<b>\$0.00</b>	<b>\$1,056,919.97</b>	<b>\$116,733.00</b>	<b>\$0.00</b>
	Department <b>4310 - Mental Health Admin. Totals</b>	<b>\$827,356.35</b>	<b>\$836,272.00</b>	<b>\$2,107,980.97</b>	<b>\$185,558.00</b>	<b>\$765,113.00</b>

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
<b>Fund A - General</b>						
<b>REVENUE</b>						
Department <b>4320 - Mental Health Programs</b>						
Sub Department <b>0065 - PEOPLE, Inc.</b>						
<i>State Aid</i>						
3490	Mental Health	166,419.00	159,918.00	190,309.00	.00	192,130.00
	<i>State Aid Totals</i>	<u>\$166,419.00</u>	<u>\$159,918.00</u>	<u>\$190,309.00</u>	<u>\$0.00</u>	<u>\$192,130.00</u>
	Sub Department <b>0065 - PEOPLE, Inc. Totals</b>	<u>\$166,419.00</u>	<u>\$159,918.00</u>	<u>\$190,309.00</u>	<u>\$0.00</u>	<u>\$192,130.00</u>
Sub Department <b>0070 - Community Work &amp; Independence</b>						
<i>State Aid</i>						
3490	Mental Health	17,868.00	50,038.00	51,573.00	4,031.00	52,075.00
	<i>State Aid Totals</i>	<u>\$17,868.00</u>	<u>\$50,038.00</u>	<u>\$51,573.00</u>	<u>\$4,031.00</u>	<u>\$52,075.00</u>
	Sub Department <b>0070 - Community Work &amp; Independence Totals</b>	<u>\$17,868.00</u>	<u>\$50,038.00</u>	<u>\$51,573.00</u>	<u>\$4,031.00</u>	<u>\$52,075.00</u>
Sub Department <b>0080 - Comm. MH Center GF Hospital</b>						
<i>State Aid</i>						
3490	Mental Health	113,315.00	172,421.00	177,593.00	43,105.00	179,318.00
	<i>State Aid Totals</i>	<u>\$113,315.00</u>	<u>\$172,421.00</u>	<u>\$177,593.00</u>	<u>\$43,105.00</u>	<u>\$179,318.00</u>
	Sub Department <b>0080 - Comm. MH Center GF Hospital Totals</b>	<u>\$113,315.00</u>	<u>\$172,421.00</u>	<u>\$177,593.00</u>	<u>\$43,105.00</u>	<u>\$179,318.00</u>
Sub Department <b>0090 - Liberty House</b>						
<i>State Aid</i>						
3490	Mental Health	279,179.00	258,556.00	266,618.00	70,779.00	269,218.00
	<i>State Aid Totals</i>	<u>\$279,179.00</u>	<u>\$258,556.00</u>	<u>\$266,618.00</u>	<u>\$70,779.00</u>	<u>\$269,218.00</u>
	Sub Department <b>0090 - Liberty House Totals</b>	<u>\$279,179.00</u>	<u>\$258,556.00</u>	<u>\$266,618.00</u>	<u>\$70,779.00</u>	<u>\$269,218.00</u>
Sub Department <b>0105 - Behavioral Health Services North</b>						
<i>State Aid</i>						
3490	Mental Health	529,371.00	536,241.00	640,113.00	134,061.00	557,690.00
	<i>State Aid Totals</i>	<u>\$529,371.00</u>	<u>\$536,241.00</u>	<u>\$640,113.00</u>	<u>\$134,061.00</u>	<u>\$557,690.00</u>
	Sub Department <b>0105 - Behavioral Health Services North Totals</b>	<u>\$529,371.00</u>	<u>\$536,241.00</u>	<u>\$640,113.00</u>	<u>\$134,061.00</u>	<u>\$557,690.00</u>
Sub Department <b>0110 - Alcohol Prevention Education Pgm</b>						
<i>State Aid</i>						
3490	Mental Health	.00	374,986.00	386,236.00	.00	389,986.00
	<i>State Aid Totals</i>	<u>\$0.00</u>	<u>\$374,986.00</u>	<u>\$386,236.00</u>	<u>\$0.00</u>	<u>\$389,986.00</u>
<i>Federal Aid</i>						
4490	Fed. Salary Sharing - M.Hlth	370,183.00	.00	.00	.00	.00
	<i>Federal Aid Totals</i>	<u>\$370,183.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	Sub Department <b>0110 - Alcohol Prevention Education Pgm Totals</b>	<u>\$370,183.00</u>	<u>\$374,986.00</u>	<u>\$386,236.00</u>	<u>\$0.00</u>	<u>\$389,986.00</u>

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
<b>Fund A - General</b>						
<b>REVENUE</b>						
Department 4320 - Mental Health Programs						
Sub Department 0120 - Mental Health Association						
<i>State Aid</i>						
3490	Mental Health	1,029,691.00	1,056,517.00	1,163,552.00	.00	1,166,857.00
	<i>State Aid Totals</i>	<u>\$1,029,691.00</u>	<u>\$1,056,517.00</u>	<u>\$1,163,552.00</u>	<u>\$0.00</u>	<u>\$1,166,857.00</u>
	Sub Department 0120 - Mental Health Association	\$1,029,691.00	\$1,056,517.00	\$1,163,552.00	\$0.00	\$1,166,857.00
	Totals					
Sub Department 0145 - Addictions Care Center						
<i>State Aid</i>						
3490	Mental Health	519,039.00	543,077.00	916,880.00	.00	863,734.00
	<i>State Aid Totals</i>	<u>\$519,039.00</u>	<u>\$543,077.00</u>	<u>\$916,880.00</u>	<u>\$0.00</u>	<u>\$863,734.00</u>
	Sub Department 0145 - Addictions Care Center	\$519,039.00	\$543,077.00	\$916,880.00	\$0.00	\$863,734.00
	Totals					
Sub Department 0150 - 820 River Street-Mental Health						
<i>State Aid</i>						
3490	Mental Health	10,313.00	68,090.00	70,133.00	.00	70,834.00
	<i>State Aid Totals</i>	<u>\$10,313.00</u>	<u>\$68,090.00</u>	<u>\$70,133.00</u>	<u>\$0.00</u>	<u>\$70,834.00</u>
	Sub Department 0150 - 820 River Street-Mental Health	\$10,313.00	\$68,090.00	\$70,133.00	\$0.00	\$70,834.00
	Health Totals					
Sub Department 0165 - Parsons Child & Family Center						
<i>State Aid</i>						
3490	Mental Health	944,899.00	1,105,928.00	1,251,427.00	213,386.00	1,182,345.00
	<i>State Aid Totals</i>	<u>\$944,899.00</u>	<u>\$1,105,928.00</u>	<u>\$1,251,427.00</u>	<u>\$213,386.00</u>	<u>\$1,182,345.00</u>
	Sub Department 0165 - Parsons Child & Family Center	\$944,899.00	\$1,105,928.00	\$1,251,427.00	\$213,386.00	\$1,182,345.00
	Center Totals					
	Department 4320 - Mental Health Programs Totals	<u>\$3,980,277.00</u>	<u>\$4,325,772.00</u>	<u>\$5,114,434.00</u>	<u>\$465,362.00</u>	<u>\$4,924,187.00</u>
	REVENUE TOTALS	<u>\$4,807,633.35</u>	<u>\$5,162,044.00</u>	<u>\$7,222,414.97</u>	<u>\$650,920.00</u>	<u>\$5,689,300.00</u>
<b>EXPENSE</b>						
Department 4310 - Mental Health Admin.						
<i>Personal Services</i>						
110	Salaries - Regular	366,471.01	377,887.00	367,312.64	211,318.16	381,618.00
130	Salaries - Part Time	47,609.87	51,086.00	51,086.00	30,917.31	52,337.00
	<i>Personal Services Totals</i>	<u>\$414,080.88</u>	<u>\$428,973.00</u>	<u>\$418,398.64</u>	<u>\$242,235.47</u>	<u>\$433,955.00</u>
<i>Projects</i>						
275	Buildings	60,036.35	.00	.00	.00	.00
	<i>Projects Totals</i>	<u>\$60,036.35</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
<i>Equipment</i>						
220	Office Equipment	52.28	2,000.00	1,900.00	208.51	2,000.00

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
Fund	<b>A - General</b>					
	<b>EXPENSE</b>					
	Department <b>4310 - Mental Health Admin.</b>					
	Equipment					
260	Other Equipment	.00	.00	100.00	99.95	.00
	<i>Equipment Totals</i>	<b>\$52.28</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>	<b>\$308.46</b>	<b>\$2,000.00</b>
	<i>Contractual Expense</i>					
410	Supplies	2,353.90	4,700.00	4,700.00	871.88	4,700.00
411	Rent-Building/Property	.00	31,506.00	.00	.00	.00
423	Telephone	2,359.86	3,800.00	3,800.00	1,614.54	2,200.00
424	Postage	125.55	300.00	300.00	.00	300.00
426	Subscriptions	617.10	375.00	375.00	149.90	675.00
427	Memberships & Dues	3,561.00	3,668.00	3,668.00	3,668.00	3,780.00
428	Data Processing & Internet Fees	1,630.12	1,620.00	1,620.00	1,179.84	1,800.00
436	Advertising Fees	.00	300.00	500.00	445.00	300.00
437	Consulting Fees	.00	2,800.00	2,800.00	.00	2,800.00
439	Misc Fees & Expenses	.00	4,391.00	4,391.00	.00	4,391.00
444	Travel/Education/Conference	1,038.25	6,000.00	4,300.00	.00	6,000.00
445	Foods	40.76	300.00	300.00	.00	300.00
470	Contract	49,007.50	59,396.00	59,396.00	18,306.25	66,216.00
	<i>Contractual Expense Totals</i>	<b>\$60,734.04</b>	<b>\$119,156.00</b>	<b>\$86,150.00</b>	<b>\$26,235.41</b>	<b>\$93,462.00</b>
	<i>Employee Benefits</i>					
810	Retirement	43,061.40	50,415.00	50,785.27	27,142.90	59,431.00
830	Social Security	23,639.68	26,596.00	26,805.29	13,909.19	26,906.00
831	Medicare Contribution	5,528.60	6,220.00	6,268.95	3,252.97	6,292.00
860	Hospitalization	85,477.20	83,694.00	83,694.00	50,490.40	85,989.00
865	Dental Insurance	1,285.36	1,272.00	1,272.00	819.92	1,272.00
	<i>Employee Benefits Totals</i>	<b>\$158,992.24</b>	<b>\$168,197.00</b>	<b>\$168,825.51</b>	<b>\$95,615.38</b>	<b>\$179,890.00</b>
	<i>Other Benefits</i>					
840	Workmen's Compensation	1,724.00	1,982.00	1,982.00	1,982.00	2,139.00
861	Retirees Hospitalization	27,249.39	26,523.00	40,473.00	23,077.59	44,658.00
862	Health Insurance Cost Reimbursement	.00	.00	1,500.00	750.00	1,500.00
	<i>Other Benefits Totals</i>	<b>\$28,973.39</b>	<b>\$28,505.00</b>	<b>\$43,955.00</b>	<b>\$25,809.59</b>	<b>\$48,297.00</b>

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
Fund	<b>A - General</b>					
	<b>EXPENSE</b>					
	Department <b>4310 - Mental Health Admin.</b>					
	Sub Department <b>0125 - Peer to Peer Support Svcs -Dwyer</b>					
	<i>Contractual Expense</i>					
470	Contract	.00	185,000.00	185,000.00	.00	96,200.00
	<i>Contractual Expense Totals</i>	<u>\$0.00</u>	<u>\$185,000.00</u>	<u>\$185,000.00</u>	<u>\$0.00</u>	<u>\$96,200.00</u>
	Sub Department <b>0125 - Peer to Peer Support Svcs - Dwyer Totals</b>	<u>\$0.00</u>	<u>\$185,000.00</u>	<u>\$185,000.00</u>	<u>\$0.00</u>	<u>\$96,200.00</u>
	Sub Department <b>0176 - Opioid Settlement - Restricted</b>					
	<i>Contractual Expense</i>					
470	Contract	101,559.00	.00	74,021.00	71,777.75	.00
	<i>Contractual Expense Totals</i>	<u>\$101,559.00</u>	<u>\$0.00</u>	<u>\$74,021.00</u>	<u>\$71,777.75</u>	<u>\$0.00</u>
	Sub Department <b>0176 - Opioid Settlement - Restricted Totals</b>	<u>\$101,559.00</u>	<u>\$0.00</u>	<u>\$74,021.00</u>	<u>\$71,777.75</u>	<u>\$0.00</u>
	Sub Department <b>0177 - Opioid Settlement - Unrestricted</b>					
	<i>Contractual Expense</i>					
470	Contract	.00	.00	140,768.00	31,380.00	.00
	<i>Contractual Expense Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$140,768.00</u>	<u>\$31,380.00</u>	<u>\$0.00</u>
	Sub Department <b>0177 - Opioid Settlement - Unrestricted Totals</b>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$140,768.00</u>	<u>\$31,380.00</u>	<u>\$0.00</u>
	Sub Department <b>4999 - American Rescue Plan Act (ARPA)</b>					
	<i>Contractual Expense</i>					
470	Contract	54,367.00	.00	1,056,919.97	116,733.00	.00
	<i>Contractual Expense Totals</i>	<u>\$54,367.00</u>	<u>\$0.00</u>	<u>\$1,056,919.97</u>	<u>\$116,733.00</u>	<u>\$0.00</u>
	Sub Department <b>4999 - American Rescue Plan Act (ARPA) Totals</b>	<u>\$54,367.00</u>	<u>\$0.00</u>	<u>\$1,056,919.97</u>	<u>\$116,733.00</u>	<u>\$0.00</u>
	Department <b>4310 - Mental Health Admin. Totals</b>	<u>\$878,795.18</u>	<u>\$931,831.00</u>	<u>\$2,176,038.12</u>	<u>\$610,095.06</u>	<u>\$853,804.00</u>
	Department <b>4320 - Mental Health Programs</b>					
	Sub Department <b>0065 - PEOPLE, Inc.</b>					
	<i>Contractual Expense</i>					
470	Contract	166,419.00	159,918.00	190,309.00	.00	192,130.00
	<i>Contractual Expense Totals</i>	<u>\$166,419.00</u>	<u>\$159,918.00</u>	<u>\$190,309.00</u>	<u>\$0.00</u>	<u>\$192,130.00</u>
	Sub Department <b>0065 - PEOPLE, Inc. Totals</b>	<u>\$166,419.00</u>	<u>\$159,918.00</u>	<u>\$190,309.00</u>	<u>\$0.00</u>	<u>\$192,130.00</u>
	Sub Department <b>0070 - Community Work &amp; Independence</b>					
	<i>Contractual Expense</i>					
470	Contract	17,868.00	50,038.00	51,573.00	4,031.00	52,075.00
	<i>Contractual Expense Totals</i>	<u>\$17,868.00</u>	<u>\$50,038.00</u>	<u>\$51,573.00</u>	<u>\$4,031.00</u>	<u>\$52,075.00</u>
	Sub Department <b>0070 - Community Work &amp; Independence Totals</b>	<u>\$17,868.00</u>	<u>\$50,038.00</u>	<u>\$51,573.00</u>	<u>\$4,031.00</u>	<u>\$52,075.00</u>

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
Fund A - General						
<b>EXPENSE</b>						
Department 4320 - Mental Health Programs						
Sub Department 0080 - Comm. MH Center GF Hospital						
<i>Contractual Expense</i>						
470	Contract	113,315.00	172,421.00	177,593.00	43,105.00	179,318.00
	<i>Contractual Expense Totals</i>	<u>\$113,315.00</u>	<u>\$172,421.00</u>	<u>\$177,593.00</u>	<u>\$43,105.00</u>	<u>\$179,318.00</u>
	Sub Department 0080 - Comm. MH Center GF Hospital Totals	\$113,315.00	\$172,421.00	\$177,593.00	\$43,105.00	\$179,318.00
Sub Department 0090 - Liberty House						
<i>Contractual Expense</i>						
470	Contract	287,902.00	291,917.00	299,979.00	72,960.00	302,579.00
	<i>Contractual Expense Totals</i>	<u>\$287,902.00</u>	<u>\$291,917.00</u>	<u>\$299,979.00</u>	<u>\$72,960.00</u>	<u>\$302,579.00</u>
	Sub Department 0090 - Liberty House Totals	\$287,902.00	\$291,917.00	\$299,979.00	\$72,960.00	\$302,579.00
Sub Department 0105 - Behavioral Health Services North						
<i>Contractual Expense</i>						
470	Contract	529,371.00	536,241.00	640,113.00	134,061.00	557,690.00
	<i>Contractual Expense Totals</i>	<u>\$529,371.00</u>	<u>\$536,241.00</u>	<u>\$640,113.00</u>	<u>\$134,061.00</u>	<u>\$557,690.00</u>
	Sub Department 0105 - Behavioral Health Services North Totals	\$529,371.00	\$536,241.00	\$640,113.00	\$134,061.00	\$557,690.00
Sub Department 0110 - Alcohol Prevention Education Pgm						
<i>Contractual Expense</i>						
470	Contract	370,183.00	374,986.00	386,236.00	.00	389,986.00
	<i>Contractual Expense Totals</i>	<u>\$370,183.00</u>	<u>\$374,986.00</u>	<u>\$386,236.00</u>	<u>\$0.00</u>	<u>\$389,986.00</u>
	Sub Department 0110 - Alcohol Prevention Education Pgm Totals	\$370,183.00	\$374,986.00	\$386,236.00	\$0.00	\$389,986.00
Sub Department 0120 - Mental Health Association						
<i>Contractual Expense</i>						
470	Contract	1,029,691.00	1,061,336.00	1,168,361.00	.00	1,171,676.00
	<i>Contractual Expense Totals</i>	<u>\$1,029,691.00</u>	<u>\$1,061,336.00</u>	<u>\$1,168,361.00</u>	<u>\$0.00</u>	<u>\$1,171,676.00</u>
	Sub Department 0120 - Mental Health Association Totals	\$1,029,691.00	\$1,061,336.00	\$1,168,361.00	\$0.00	\$1,171,676.00
Sub Department 0145 - Addictions Care Center						
<i>Contractual Expense</i>						
470	Contract	519,039.00	543,077.00	916,880.00	.00	863,734.00
	<i>Contractual Expense Totals</i>	<u>\$519,039.00</u>	<u>\$543,077.00</u>	<u>\$916,880.00</u>	<u>\$0.00</u>	<u>\$863,734.00</u>
	Sub Department 0145 - Addictions Care Center Totals	\$519,039.00	\$543,077.00	\$916,880.00	\$0.00	\$863,734.00

Account	Account Description	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Departmental Request
Fund	<b>A - General</b>					
	<b>EXPENSE</b>					
	Department <b>4320 - Mental Health Programs</b>					
	Sub Department <b>0150 - 820 River Street-Mental Health</b>					
	<i>Contractual Expense</i>					
470	<b>Contract</b>	10,313.00	68,090.00	70,133.00	.00	70,834.00
	<i>Contractual Expense Totals</i>	<b>\$10,313.00</b>	<b>\$68,090.00</b>	<b>\$70,133.00</b>	<b>\$0.00</b>	<b>\$70,834.00</b>
	Sub Department <b>0150 - 820 River Street-Mental Health Totals</b>	<b>\$10,313.00</b>	<b>\$68,090.00</b>	<b>\$70,133.00</b>	<b>\$0.00</b>	<b>\$70,834.00</b>
	Sub Department <b>0165 - Parsons Child &amp; Family Center</b>					
	<i>Contractual Expense</i>					
470	<b>Contract</b>	944,899.00	1,105,928.00	1,251,427.00	213,386.00	1,182,345.00
	<i>Contractual Expense Totals</i>	<b>\$944,899.00</b>	<b>\$1,105,928.00</b>	<b>\$1,251,427.00</b>	<b>\$213,386.00</b>	<b>\$1,182,345.00</b>
	Sub Department <b>0165 - Parsons Child &amp; Family Center Totals</b>	<b>\$944,899.00</b>	<b>\$1,105,928.00</b>	<b>\$1,251,427.00</b>	<b>\$213,386.00</b>	<b>\$1,182,345.00</b>
	Department <b>4320 - Mental Health Programs Totals</b>	<b>\$3,989,000.00</b>	<b>\$4,363,952.00</b>	<b>\$5,152,604.00</b>	<b>\$467,543.00</b>	<b>\$4,962,367.00</b>
	Department <b>4389 - Psychtrc.Exp./Non Criminal</b>					
	<i>Contractual Expense</i>					
435	<b>Medical Fees</b>	1,950.00	3,500.00	3,500.00	.00	3,500.00
	<i>Contractual Expense Totals</i>	<b>\$1,950.00</b>	<b>\$3,500.00</b>	<b>\$3,500.00</b>	<b>\$0.00</b>	<b>\$3,500.00</b>
	Department <b>4389 - Psychtrc.Exp./Non Criminal Totals</b>	<b>\$1,950.00</b>	<b>\$3,500.00</b>	<b>\$3,500.00</b>	<b>\$0.00</b>	<b>\$3,500.00</b>
	Department <b>4390 - Psychiatric Exp./Criminal</b>					
	<i>Contractual Expense</i>					
435	<b>Medical Fees</b>	306,768.32	50,000.00	650,000.00	297,917.08	300,000.00
	<i>Contractual Expense Totals</i>	<b>\$306,768.32</b>	<b>\$50,000.00</b>	<b>\$650,000.00</b>	<b>\$297,917.08</b>	<b>\$300,000.00</b>
	Department <b>4390 - Psychiatric Exp./Criminal Totals</b>	<b>\$306,768.32</b>	<b>\$50,000.00</b>	<b>\$650,000.00</b>	<b>\$297,917.08</b>	<b>\$300,000.00</b>
	<b>EXPENSE TOTALS</b>	<b>\$5,176,513.50</b>	<b>\$5,349,283.00</b>	<b>\$7,982,142.12</b>	<b>\$1,375,555.14</b>	<b>\$6,119,671.00</b>
	<b>Fund A - General Totals</b>					
	REVENUE TOTALS	\$4,807,633.35	\$5,162,044.00	\$7,222,414.97	\$650,920.00	\$5,689,300.00
	EXPENSE TOTALS	\$5,176,513.50	\$5,349,283.00	\$7,982,142.12	\$1,375,555.14	\$6,119,671.00
	<b>Fund A - General Totals</b>	<b>(\$368,880.15)</b>	<b>(\$187,239.00)</b>	<b>(\$759,727.15)</b>	<b>(\$724,635.14)</b>	<b>(\$430,371.00)</b>
	Net Grand Totals					
	REVENUE GRAND TOTALS	\$4,807,633.35	\$5,162,044.00	\$7,222,414.97	\$650,920.00	\$5,689,300.00
	EXPENSE GRAND TOTALS	\$5,176,513.50	\$5,349,283.00	\$7,982,142.12	\$1,375,555.14	\$6,119,671.00
	<b>Net Grand Totals</b>	<b>(\$368,880.15)</b>	<b>(\$187,239.00)</b>	<b>(\$759,727.15)</b>	<b>(\$724,635.14)</b>	<b>(\$430,371.00)</b>

2024 Salary Schedule (Position Budgeting)  
Mental Health

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan1 Grade & Rate	Ann. Grade & Rate				
11828	Carlson, Harold N/A / \$32.91	Dpty Dir Mental Health/Fiscal N/A / \$32.91	\$51,337.00	Part Time	Out of UnitPT	7/7/2010
10770	Mallory, Crystal 07-07 / \$23.82	Office Specialist 07-08 / \$23.82	\$49,545.00	Full Time	CSEA/FT	1/25/2016
10202	Wright, Carrie N/A / \$34.71	Mental Health Program Analyst N/A / \$34.71	\$72,205.00	Full Time	Out of UnitFT	5/21/2018
12885	Wright, Linda N/A / \$38.16	Deputy Director Clinical N/A / \$38.16	\$79,382.00	Full Time	Out of UnitFT	2/29/2016
9868	York, Robert N/A / \$51.58	Director Mental Health N/A / \$51.58	\$107,286.00	Full Time	Out of UnitFT	6/14/1999
	N/A / \$35.19	Children and Youth SPOA Coord. N/A / \$35.19	\$73,200.00			
	N/A / \$0.00	Mental Health - Part-Time N/A / \$0.00	\$1,000.00			
			<b>7</b>			
			<b>\$433,955.00</b>			

HEALTH SERVICES

September 20, 2023

**COMMITTEE MEMBERS:**

**Edna Frasier, Chair**, and Peter McDevitt, Vice Chair, Daniel Bruno, Debra Runyon, Michael Geraci, Mark Smith, Nathan Etu, and the Chair of the Board shall serve as the Ex-Officio member when needed in accordance with Section C (4) of the Rules of the Board.

- I. **Committee meeting called to order by Chair**
- II. **Approval of minutes of prior Committee Meeting: August 23, 2023**
- III. **Privilege of the floor and public comment**
- IV. **Action Agenda/New Business Items:**

<b>Request Resolution: 1</b>	To authorize transfer of funds for 2023 Budget related to the NYSDOH Public Health Fellowship Grant (A.4195) <b>(Attachment #1)</b>
<b>Rationale</b>	Tawn Driscoll, Fiscal Manager, will be at the meeting to discuss.

- V. **Discussion Items:**
  - Report of Revenues and Expenditures for 2023**  
Please see **Attachment #2**  
Tawn Driscoll, Fiscal Manager, will be present at the meeting to review the reports and answer any questions.
  - Revenue and Expense Comparison Report for 2022 vs 2023**  
Please see **Attachment #3**
  - Status of Referrals**  
Please see **Attachment #4 A/B** for the report.
  - Emergency Response and Preparedness**  
Please see **Attachment #5** for the report.
  - Rabies Report/ Clinic Schedule**  
Please see **Attachment #6**
  - 2024 Health Services Budget**  
Please see **Attachment #7** for Budget Summary
  - Meetings and Conferences: Informational (Attachment #8)**  
Authorization obtained for Ginelle Jones, Director of Public Health and Patient Services, to attend the New York State County Health Officials (NYSACHO) annual Public Health Leaders' Summit in Watkins Glen from October 3-5, 2023. The conference and lodging are fully covered by NYSACHO. Anticipated expenses for gas, tolls, parking etc. are estimated not to exceed \$150.
- VI. **Referrals/Pending Items: None currently.**
- VII. **Privilege of the Floor and Public Comment**
- VIII. **Motion to adjourn**

**Attachments:**

- 1. Resolution Request: Transfer of Funds- Public Health Fellowship Grant
- 2. Revenue and Expense Comparison
- 3. Report for 2022 vs 2023
- 4. Report of Referrals Status A/B
- 5. Emergency Response and Preparedness Activities Report
- 6. Rabies July/August Report and Rabies Clinic Schedule
- 7. 2024 Budget Summary
- 8. Meeting/Conference Authorization: NYSACHO Public Health Leaders' Summit

**RESOLUTION REQUEST FORM NO. 10**

**Request for Transfer of Funds FOR 2023**

TO: Amanda Allen, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

**TRANSFERS FOR 2023 BUDGET**

SIGNED: \_\_\_\_\_

DATE: September 20, 2023

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.4195.470	Fellowship Grant-Contrac Expense	A.4195.110	Fellowship Grant-Full Time Salaries	\$55,000.00
		A.4195.810	Fellowship Grant -Retirement Expense	\$5,200.00
		A.4195.830	Fellowship Grant-Social Security Expense	\$3,400.00
		A.4195.831	Fellowship Grant -Medicare Expense	\$800.00
		A.4195.860	Fellowship Grant-Hospitalization Expense	\$5,900.00
		A.4195.865	Fellowship Grant-Dental Expense	\$100.00

**Total Transfers** **\$70,400.00**

To Transfer funds to Full time Salary/Fringe from Contract Expense for Fellowship Grant Related to a Full Time Health Educator and two PHN Nurses from September to December 2023. We were unable to get a contract locally for Fellowship services therefore we are now able to cover these new Full Time employees

**CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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A.1990 469      Contingent Fund

Please state reason for transfer request:

Total

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

**ATTACHMENT #1**

**WARREN COUNTY HEALTH SERVICES BUDGET ANALYSIS**

REVENUE AND EXPENDITURES FOR 2023 AS OF 9/6/2023 5:15:59 PM

FUND(S): A, CL, D, DM, EF, GI, MS, SD, V

CODE(S): 4010, 4013, 4054, 4190, 4018, 4189, 4191, 4192, 4193, 4194, 4195, 4196, 4197

Attachment 2

EXPENSES	2023 BUDGETED	2023 YTD ACTUAL	2022 Prior Year Totals
Salaries - Regular	\$2,941,413.26	\$1,437,215.08	\$2,130,579.05
Salaries - Overtime	\$152,700.00	\$35,779.45	\$62,381.37
Salaries - Part Time	\$579,495.00	\$163,957.90	\$265,766.35
100's PERSONAL SERVICES	\$3,673,608.26	\$1,636,952.43	\$2,458,726.77
200's EQUIPMENT	\$413,230.00	\$250,071.73	\$153,138.44
400's CONTRACTUAL	\$7,652,539.66	\$2,894,527.58	\$5,145,939.42
800's EMPLOYEE BENEFITS	\$1,346,873.55	\$694,287.95	\$1,075,062.81
<b>TOTALS</b>	<b>\$13,086,251.47</b>	<b>\$5,475,839.69</b>	<b>\$8,832,867.44</b>

REVENUES	2023 BUDGETED	2023 YTD ACTUAL	2022 Prior Year Totals
	\$10,848,536.75	\$2,326,241.63	\$6,238,498.31

Above reflects YTD 2023 Financial statements. We are finalizing August Homecare Revenues. Accrued above is \$53,135 for WIC July services. We have also accrued for the ELC grant to Schools for April to July 2023 the revenue related to the expenses that were incurred of \$256,667.27.

**Warren County Health Services  
Salaries Comparison  
2023 v 2022**

	YTD 2023	YTD 2022	YTD 23v22	% Change	Total Budget 2023	12/31/22 Total Actual 2022
Total of All Depts						
Regular Salaries	\$1,437,215.08	\$1,355,775.25	\$81,439.83	6.01%	\$2,941,413.26	\$2,130,579.05
Overtime Salaries	\$35,779.45	\$43,530.21	(\$7,750.76)	-17.81%	\$152,700.00	\$62,381.37
Part Time Salaries	\$163,957.90	\$180,855.69	(\$16,897.79)	-9.34%	\$579,495.00	\$265,766.35
<b>TOTALS</b>	<b>\$1,636,952.43</b>	<b>\$1,580,161.15</b>	<b>\$56,791.28</b>	<b>3.59%</b>	<b>\$3,673,608.26</b>	<b>\$2,458,726.77</b>
% current YTD Salary to Total Budget	44.56%	64.27%				

\*Source: Detail G/L report for all Salary Category from 1/1/23-8/27/23 payroll dates.

Overall, total salaries are \$56,791.28 or 3.59% above 2022 Salaries. Salaries are over 2022 primarily due the rate increases given to all employees through union negotiations. Salaries are 44.56% of this years budget while they were 64.27% of last years budget. Clinic times have decreased in both years for both regular clinics and Covid clinics. Public Health will still need to be available to follow up on concerns for the Community related to Covid Activities .

Note: COVID Clinics began 1/2/2021

**ATTACHMENT #2**

**Warren County Health Services**  
**Revenue and Expense Comparison 2023 vs 2022**  
**as of 9/6/23**

EXPENSES	2023 YTD Actual as of 9/6/23 G/L	2022 YTD as of 9/6/22 G/L	Variance
Salaries - Regular	\$1,437,215.08	\$1,355,775.25	\$81,439.83
Salaries - Overtime	\$35,779.45	\$43,530.21	(\$7,750.76)
Salaries - Part Time	\$163,957.90	\$180,855.69	(\$16,897.79)
	\$1,636,952.43	\$1,580,161.15	\$56,791.28
100's PERSONAL SERVICES			
200's EQUIPMENT	\$250,071.73	\$4,172.56	\$245,899.17
	\$2,894,527.58	\$2,709,427.66	\$185,099.92
400's CONTRACTUAL			
800's EMPLOYEE BENEFITS	\$694,287.95	\$736,888.25	(\$42,600.30)
<b>TOTALS</b>	<b>\$5,475,839.69</b>	<b>\$5,030,649.62</b>	<b>\$445,190.07</b>

REVENUES	2023 YTD ACTUAL	2022	Variance
	\$2,326,241.63	\$2,248,497.85	\$77,743.78

**Comments:**

**Salaries:** (please see previous page ) overall are \$56,791.28 or 3.59% above 2022 as of the 8/27/23 payroll. Salaries for 2023 are 44.56% of the budget while in 2022 were 64.27% of final for 2022. However, due to increases in Salaries which overall is due to union negotiations, salaries are up. As stated however due to COVID activities, Per Diem and Part time staff were being utilized in 2022 by the Public Health Department for Contact Tracing. Few are being utilized now. We have seen a significant decrease in both the Part time and Overtime salary expense due to less staff needed for contact tracing and new guidelines that we are following . However, our Public Health staff still need to be utilized for issues that need to be addressed and followed up by our Public Health Assistants, Staff for Clinics and others are used as needed by our Public Health Department. Also to note, The Homecare division has less Staff and Patients, therefore Overtime coverage on weekends has been reduced to minimum coverage needed.

**Equipment:** Equipment for 2023 reflects the cost YTD of \$242,555 for the purchase of equipment for Warren County Schools, Daycares and Camps which are all fully covered by the ELC School Grant. This grant ended 7/31/23.

**Contractual Expenses:** At this time, Contractual Expenses are above 2022 expenses primarily due to the purchase of supplies needed for these Schools, Daycares and Camps. All of these supplies were for Cleaning, PPE and Air Filters and all were fully paid by the ELC Grant.

**Employee Benefits/Fringe:** Employee benefits remain under 2022 due to savings within salaries from full time positions not filled and within the programs where we are utilizing less per diem/part time staff due to decrease in Clinics and COVID activities.

**Revenues:** Revenues above are Year to Date for 2023 vs 2022 due to the increase in Revenue billed to the State for primarily the ELC School Grant. We are in the process of closing August billing for our Homecare Division. Mid August our Homecare began transferring to a new Medical Records system. Therefore we are in the training process of this system and are currently utilizing two systems. Rabies clinics began in May and scheduled for one a month. We are seeing an increase in those clinics as the community gets their animals vaccinated. STD clinics are available by Appointment only however these are free to the public and covered under our State Aid. Flu clinics will soon be starting this fall.

**Warren County Health Services**  
**Patient Referrals (May or May not have become Patients)**  
**CHHA Division**

CATEGORY	01/2022	02/2022	03/2022	04/2022	05/2022	06/2022	07/2022	08/2022	09/2022	10/2022	11/2022	12/2022	
SN Referral	30	25	30	38	37	36	34	35	32	28	14	31	
PRI	1	2	3	4	0	4	4	0	0	1	0	2	
<b>SN Referrals per month</b>	<b>31</b>	<b>27</b>	<b>33</b>	<b>42</b>	<b>37</b>	<b>40</b>	<b>38</b>	<b>35</b>	<b>32</b>	<b>29</b>	<b>14</b>	<b>33</b>	
PT Referral	30	28	47	38	35	38	31	32	37	33	20	27	
PT only	7	5	14	10	10	11	10	8	13	12	13	5	
<b>Total Referrals per month</b>	<b>38</b>	<b>32</b>	<b>47</b>	<b>52</b>	<b>47</b>	<b>51</b>	<b>48</b>	<b>43</b>	<b>45</b>	<b>41</b>	<b>27</b>	<b>38</b>	<b>509</b>
<b>21 vs 22 (%)</b>	<b>-42</b>	<b>-51</b>	<b>-45</b>	<b>-22</b>	<b>-25</b>	<b>-29</b>	<b>-20</b>	<b>-35</b>	<b>-20</b>	<b>-16</b>	<b>-53</b>	<b>-16</b>	

CATEGORY	01/2023	02/2023	03/2023	04/2023	05/2023	06/2023	07/2023	08/2023	09/2023	10/2023	11/2023	12/2023	
SN Referral	30	34	35	26	38	29	33	21					
PRI	2	0	0	0	3	2	1	2					
<b>SN Referrals per month</b>	<b>32</b>	<b>34</b>	<b>35</b>	<b>26</b>	<b>41</b>	<b>31</b>	<b>34</b>	<b>23</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
PT Referral	29	20	26	22	28	33	28	13					
PT only	3	2	7	4	8	6	7	5					
<b>SN and PT Only Referrals per month</b>	<b>35</b>	<b>36</b>	<b>42</b>	<b>30</b>	<b>49</b>	<b>37</b>	<b>41</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>298</b>
<b>22 vs 23 (%)</b>	<b>-8</b>	<b>13</b>	<b>-11</b>	<b>-42</b>	<b>4</b>	<b>-27</b>	<b>-15</b>	<b>-35</b>					

VISITS	01/2022	02/2022	03/2022	04/2022	05/2022	06/2022	07/2022	08/2022	09/2022	10/2022	11/2022	12/2022	
SN visits	297	280	343	287	326	327	301	317	331	330	270	272	
LPN visits	32	22	35	34	39	39	28	50	58	39	40	34	
PT visits	266	261	327	275	272	286	258	195	248	256	261	232	
OT visits	48	30	36	28	39	38	24	18	17	24	13	25	
Speech visits	6	10	8	5	5	0	3	0	0	0	0	0	
<b>Total visits per month</b>	<b>649</b>	<b>603</b>	<b>749</b>	<b>629</b>	<b>681</b>	<b>690</b>	<b>614</b>	<b>580</b>	<b>654</b>	<b>649</b>	<b>584</b>	<b>563</b>	

VISITS	01/2023	02/2023	03/2023	04/2023	05/2023	06/2023	07/2023	08/2023	09/2023	10/2023	11/2023	12/2023	
SN visits	284	266	329	256	326	316	286	278					
LPN visits	5	0	0	0	0	0	0	0					
PT visits	211	136	175	155	161	206	213	189					
OT visits	20	19	16	12	13	19	14	16					
Speech visits	1	1	1	4	1	1	0	4					
<b>Total visits per month</b>	<b>521</b>	<b>422</b>	<b>521</b>	<b>427</b>	<b>501</b>	<b>542</b>	<b>513</b>	<b>487</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

Numbers current as of 9/6/2023

**Warren County Health Services  
Patient Served by Town  
CHHA Division**

Town	01/2022	02/2022	03/2022	04/2022	05/2022	06/2022	07/2022	08/2022	09/2022	10/2022	11/2022	12/2022
Adirondack	0	0	3	3	2	0	1	2	1	1	2	3
Athol	0	1	1	1	0	1	2	2	4	2	1	1
Bakers Mills	1	1	1	1	1	2	2	2	1	1	1	1
Bolton Landing	2	2	2	2	1	4	2	3	1	2	4	5
Brant Lake	1	1	1	0	0	2	2	3	2	2	2	0
Chestertown	2	6	7	10	8	6	6	5	6	9	7	4
Cleverdale	0	0	0	0	0	0	0	0	0	0	0	0
Diamond Point	0	0	0	0	0	1	1	3	2	1	1	1
Glens Falls	26	36	29	31	27	26	22	22	22	24	22	21
Hague	4	2	2	0	1	2	3	1	0	2	2	2
Johnsburg	2	3	4	5	7	5	4	3	2	2	2	2
Kattskill Bay	0	0	0	0	0	0	1	1	0	0	0	0
Lake George	14	13	11	9	8	8	10	13	9	7	11	13
Lake Luzerne	5	7	3	3	1	2	2	1	2	4	2	3
North Creek	1	5	1	0	1	3	5	5	1	1	0	0
North River	0	0	0	0	0	1	0	0	0	0	0	0
Olmstedville	1	0	0	0	0	0	0	0	0	0	0	0
Pottersville	2	2	2	2	4	7	4	4	4	4	3	2
Queensbury	39	38	46	45	50	52	42	30	36	43	34	34
Riparius	0	0	0	0	0	0	0	0	0	0	0	0
Silver Bay	0	0	1	1	1	0	0	0	0	0	0	0
Stony Creek	2	0	1	2	2	1	1	2	1	2	2	2
Warrensburg	13	12	10	8	7	8	12	13	12	9	7	11
Wevertown	0	1	1	1	1	2	2	1	0	0	0	0
<b>Total</b>	<b>115</b>	<b>130</b>	<b>126</b>	<b>124</b>	<b>122</b>	<b>133</b>	<b>124</b>	<b>116</b>	<b>106</b>	<b>116</b>	<b>103</b>	<b>105</b>

Town	01/2023	02/2023	03/2023	04/2023	05/2023	06/2023	07/2023	08/2023	09/2023	10/2023	11/2023	12/2023
Adirondack	3	1	0	0	0	0	0	0	0	0	0	0
Athol	2	2	1	0	0	1	0	0	0	0	0	0
Bakers Mills	1	1	1	1	1	1	1	1	1	1	1	1
Bolton Landing	1	2	3	2	3	3	4	4	4	4	4	4
Brant Lake	0	2	3	2	4	5	5	2	2	2	2	2
Chestertown	4	2	4	4	4	4	2	2	3	3	3	3
Cleverdale	0	0	0	0	0	0	0	0	0	0	0	0
Diamond Point	0	0	0	1	1	2	2	2	2	2	2	2
Glens Falls	17	12	13	14	18	20	21	17	17	17	17	17
Hague	0	1	1	1	1	1	2	3	3	3	3	3
Johnsburg	3	3	4	3	4	4	3	2	2	2	2	2
Kattskill Bay	0	0	0	0	1	1	1	0	0	0	0	0
Lake George	5	4	7	10	11	11	4	5	5	5	5	5
Lake Luzerne	4	3	3	1	1	2	6	6	6	6	6	6
North Creek	1	3	3	3	4	5	5	2	2	2	2	2
North River	0	0	0	0	0	0	0	0	0	0	0	0
Olmstedville	0	0	0	0	0	0	0	0	0	0	0	0
Pottersville	3	3	4	2	3	3	3	2	2	2	2	2
Queensbury	35	34	43	37	34	34	36	27	27	27	27	27
Riparius	0	0	0	1	0	0	0	0	0	0	0	0
Silver Bay	0	0	0	0	0	0	0	0	1	1	1	1
Stony Creek	3	2	1	2	2	2	1	1	1	1	1	1
Warrensburg	11	9	8	6	7	6	6	7	7	7	7	7
Wevertown	0	0	0	1	1	2	2	1	1	1	1	1
<b>Total</b>	<b>93</b>	<b>84</b>	<b>99</b>	<b>91</b>	<b>100</b>	<b>105</b>	<b>104</b>	<b>86</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Attachment 4B

**BT ACTIVITY SHEET**  
**BP5 (new) - 7/1/23 - 6/30/24**

**Page 1**

**Topic Color Codes**

August 7th	Virtual	Chempack Drill Planning Meeting	Don Stack	Planning
August 8th	Virtual	Monthly BT Coordinators Meeting	Don Stack	Networking/Planning
September 6th	In person	Chempack Annual Drill	Dan Durkee	Drills/Exercise
September 6th	Webinar	COVID-19 Vaccine Commercialization Transition Update	Dan Durkee, Jignasha Shah, Katie Boyle	Planning/Informational
September 12th	Virtual	Monthly Regional BT Coordinators Meeting	Don Stack	Networking/Planning
September 15th	In Person	Mandatory Health Emergency Preparedness Coalition Meeting	Dan Durkee, Don Stack	Planning
September 19th	Webinar	MCM/POD Updated Webinar	Dan Durkee,	Training

## Warren County Public Health Rabies Program August 2023

Town	Different Address Owner/Victim <small>*Follow up by Town ACO</small>				Same Address Owner/Victim <small>* Follow up by Public Health</small>				Out of Town Owner <small>*Follow Up by Public Health</small>				<b>Strays</b> Follow Up by Public Health <ul style="list-style-type: none"> <li>• Vet's Office</li> <li>• Victim Watching</li> <li>• Victim Treated Rabies PEP</li> <li>• Euthanized</li> </ul> Follow Up by ACO <b>Animal needs to be captured and taken to Animal Hospital. Public Health to check after confinement</b>					
	Cats		Dogs		Cats		Dogs		Cats		Dogs		Vet	Victim Watched	Treated with PEP	Refused PEP	Euthanized	ACO Capture
	UTD	NOT UTD	UTD	NOT UTD	UTD	NOT UTD	UTD	NOT UTD	UTD	NOT UTD	UTD	NOT UTD						
<b>Bolton</b>																		
<b>Chester</b>			1											1 (raccoon)				
<b>Glens Falls</b>			3			1					1			1 (cat)				
<b>Hague</b>			1				1							1 (bat)				
<b>Horicon</b>								1										
<b>Johnsburg</b>																		
<b>Lake George</b>			1				1				1							
<b>Lake Luzerne</b>						1												
<b>Queensbury</b>			1		1		2	1				1		2 (1 dog, 1 bat)	1 (bat)			
<b>Stony Creek</b>																		
<b>Thurman</b>																		
<b>Warrensburg</b>			1			1												
<b>Totals</b>			8		1	3	4	2			2	1		5	1			

\*UTD- Up to date

\*PEP- Post exposure prophylaxis

1 raccoon bite in Chester, PEP given

Total Bites for this month – 23

Specimens tested for rabies this month – 12

Positive specimens for rabies - 0

People pre-approved for rabies post exposure treatment – 6 (1 declined)

## Warren County Public Health Rabies Program July 2023

Town	Different Address Owner/Victim <small>*Follow up by Town ACO</small>				Same Address Owner/Victim <small>* Follow up by Public Health</small>				Out of Town Owner <small>*Follow Up by Public Health</small>				<b>Strays</b> Follow Up by Public Health <ul style="list-style-type: none"> <li>• Vet's Office</li> <li>• Victim Watching</li> <li>• Victim Treated Rabies PEP</li> <li>• Euthanized</li> </ul> Follow Up by ACO <b>Animal needs to be captured and taken to Animal Hospital. Public Health to check after confinement</b>				
	Cats		Dogs		Cats		Dogs		Cats		Dogs		Vet	Victim Watched	Treated with PEP	Refused PEP	Euthanized
	UTD	NOT UTD	UTD	NOT UTD	UTD	NOT UTD	UTD	NOT UTD	UTD	NOT UTD	UTD	NOT UTD					
<b>Bolton</b>													1				
<b>Chester</b>						1											
<b>Glens Falls</b>			1	1	4	3					1			2 (bats)	1 (dog)		
<b>Hague</b>																	
<b>Horicon</b>																	
<b>Johnsburg</b>																	
<b>Lake George</b>			1			1	1										
<b>Lake Luzerne</b>						2					1			1 (bat)			
<b>Queensbury</b>			3		2	2	3			1	1			1 (bat)			
<b>Stony Creek</b>																	
<b>Thurman</b>																	
<b>Warrensburg</b>						1											
<b>Totals</b>			5	1	6	10	4			1	2	1	1	4	1		

\*UTD- Up to date

\*PEP- Post exposure prophylaxis

Total Bites for this month – 32

Specimens tested for rabies this month – 5

Positive specimens for rabies - 0

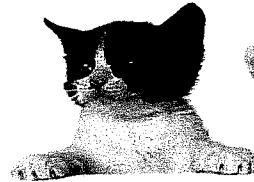
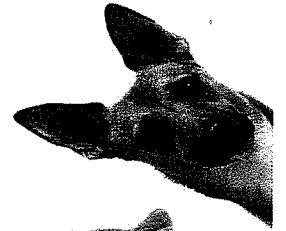
People pre-approved for rabies post exposure treatment – 5 (1 declined)

Attachment #5



# WARREN COUNTY

## PUBLIC HEALTH



### 2023 Rabies Vaccination Clinics

<b>Saturday</b>	<b>May 6<sup>th</sup></b>	<b>Queensbury Community Center 742 Bay Road</b>	<b>10:00 - Noon</b>
<b>Saturday</b>	<b>July 8<sup>th</sup></b>	<b>Chester Fire House State Route 8</b>	<b>10:00 - Noon</b>
<b>Saturday</b>	<b>August 5<sup>th</sup></b>	<b>Queensbury Community Center 742 Bay Road</b>	<b>10:00 - Noon</b>
<b>Saturday</b>	<b>September 16<sup>th</sup></b>	<b>Chester Fire House State Route 8</b>	<b>10:00 - Noon</b>
<b>Saturday</b>	<b>October 14<sup>th</sup></b>	<b>Queensbury Community Center 742 Bay Road</b>	<b>10:00 - Noon</b>
<b>Saturday</b>	<b>November 4<sup>th</sup></b>	<b>Queensbury Community Center 742 Bay Road</b>	<b>10:00 - Noon</b>

Pets must be 3 months of age to receive their first immunization, which will afford them protection for one year. The next shot (booster) will afford protection for 3 years and is required one year after the first shot was given. From then on, every three years a booster should be given to protect your pet. Both initial and booster shots will be given at all clinics scheduled by Warren County Public Health.



A \$10.00 donation is requested for each pet. No one is turned away due to financial hardship.

Protect your Pets



Get them Vaccinated



Call with questions to  
Warren County Public Health  
518-761-6580



## PROTECT YOURSELF AND YOUR FAMILY FROM RABIES EXPOSURE



### ***What is rabies?***

Rabies is a virus that affects the brain and nerves in mammals.

### ***How is rabies spread?***

The rabies virus is spread through the saliva of a rabid animal usually because a rabid animal bites another person or animal. The virus may also get into the body through open cuts or wounds, or through eyes, nose, or mouth.

### ***What animals can spread rabies?***

Rabies is spread mostly by wild animals. In the United States rabies is usually found in raccoons, skunks, foxes, coyotes, and bats. Domestic animals and farm animals can get rabies from wild animals. This is why it's so important to vaccinate pets and livestock. These are the animals that people are around the most. Pets and stray animals can be the link between wild animals and people. Any mammal can get rabies. Although it is possible for rodents to get the disease, animals like mice, rats, and squirrels almost never carry rabies.

### ***How can I tell if an animal has rabies?***

You can't tell if an animal has rabies. When an animal is sick with rabies, it may behave strangely, but a rabid animal may also appear healthy or even tame. The only way to tell if an animal has rabies is by testing it in a laboratory, or for some pets and livestock, by a quarantine to see if rabies develops.

### ***What can I do to prevent rabies?***

- Vaccinate your pets!
- Do not attempt to stop fights between your pet and a wild animal.
- Do not feed or handle wild animals. Teach children that although a baby skunk or raccoon may look cute and friendly, it can be very dangerous.
- Do not feed or touch stray animals and avoid all sick, strange-acting, even friendly animals.
- Cover your garbage cans and don't leave pets' food outside where it can attract wild animals.
- Do not keep wild animals as pets. Not only is this dangerous for you and the animal, it's against the law.
- Do not touch or pick up dead animals.
- Leave bats alone.
- Never handle a bat, especially with bare hands. Use thick gloves, tongs, or a shovel to remove a dead bat, or call in bat removal experts. Don't crush the bat with a tennis racquet or other object.
- Do not let your pet play with bats.
- Report dead bats to Warren County Public Health office.
- Keep bats out of the house or other buildings by closing or covering the attic or other dark sheltered areas. Put screens on windows.

### ***What should I do if my pet or I am exposed to an animal that might have rabies?***

If you have been bitten, or exposed to an animal's saliva:

- Wash the wound right away with soap and water for ten minutes.
- Call Warren County Public Health office.
- Get a description of the animal that bit you.

If your pet has been bitten, or exposed to an animal's saliva:

- Try to find out what type of animal bit your pet. **Do not touch the attacking animal.**
- Use gloves or a hose to wash your pet's wound. **Do not touch your pet with your bare hands.** There may be saliva from the rabid animal still on your pet even if you don't see a bite or wound.
- Call your veterinarian.
- Call Warren County Public Health office. He or she will know the right steps to protect you and your pet.

### ***What about bats and rabies?***

Bats are carriers of rabies and their bite may be too small to notice. In fact, people sleeping in the same room where a bat is found, or children who have been alone in a room with a bat, should contact Warren County Public Health office.

### ***What do I do if I find a bat in my house?***

- Close the windows, closet doors, and the door to the room.
- Turn on the lights if the room is dark and wait for the bat to land.
- Wear thick gloves and cover the bat with a coffee can or other hard container. It may be necessary to use a fly swatter or tennis racquet to stop the bat and knock it to the floor.
- Slide a piece of cardboard under the can trapping the bat.
- Tape the cardboard tightly to can.
- Contact your County Public Health office to determine if the bat needs to be tested.



**Any live or dead bat that may have had contact with a person should be captured and reported to Warren County Public Health office @ 518-761-6580.  
Website: [www.warrencountyny.gov/healthservices](http://www.warrencountyny.gov/healthservices)**



**2024 SUMMARY OF COSTS TO COUNTY**  
PLEASE COMPLETE THE FOLLOWING INFORMATION REGARDING YOUR 2024 BUDGET

DEPARTMENT: Warren County Health Services

9/8/2023 FINAL

(-) is reduction in exp

BUDGET CODE	Page #	TITLE OF BUDGET AND/OR PROGRAM	TOTAL APPROPRIATION (EXPENSES)	AMOUNT OF MANDATED EXPENSE	AMOUNT OF STATE REVENUE	AMOUNT OF FEDERAL REVENUE	AMOUNT OF OTHER REVENUE	Total Revenue	*Profit or Loss to COUNTY 2024-Budget	2024 Estimated Payroll/Fringe Adjustments	Estimated State Aid Revenue expected on Payroll Adjustments if Approved	Profit /Loss after Adjmts Sheets 2024	Profit or Loss to COUNTY 2023-Adopte
A.4010	1-4	Health Services-CHHA Home Care	\$3,294,337	\$0	\$0	\$0	\$2,186,510	\$2,186,510	-\$1,107,827	-\$378,990	\$0	-\$728,837	\$0
A.4010.4300***	5-6	Health Services-DSRIP Program	\$75,000				\$75,000	\$75,000	\$0	\$0	\$0	\$0	
A.4013*	7-10	W.I.C.*	\$1,250,927	\$0	\$0	\$1,195,500	\$0	\$1,195,500	-\$55,427	-\$55,427	\$0	\$0	
A.4018**	11-13	Preventive Program	\$1,054,652	\$150,543	\$510,333	\$0	\$0	\$510,333	-\$544,319	\$22,279	\$6,399	-\$560,199	-\$0
A.4018.0020	14-17	Preventive Pgm-Family Health	\$107,760	\$0	\$4,044	\$56,472	\$0	\$60,516	-\$47,244	-\$43,838	-\$13,157	-\$16,563	
A.4018.0030**	18-21	Preventive Pgm-Disease Control	\$504,544	\$504,544	\$235,865	\$23,001	\$56,200	\$315,066	-\$189,478	-\$46,735	-\$14,580	-\$157,323	-\$0
A.4018.0040	22-25	Preventive Pgm-Health Education	\$272,223	\$0	\$155,609	\$0	\$2,000	\$157,609	-\$114,614	\$7,546	\$2,265	-\$119,895	-\$0
A.4018.0055	26-27	Preventive Pgm-Tobacco Entitlement	\$7,500	\$0	\$0	\$0	\$0	\$0	-\$7,500	\$0	\$0	-\$7,500	
A.4054**	28-30	Ed/PhysicallyHand.Children(Preschool)	\$3,261,641	\$3,261,641	\$1,851,266	\$0	\$275,000	\$2,126,266	-\$1,135,375	\$0	\$0	-\$1,135,375	-\$1,135,375
A.4054.0060**	31-34	Ed/Phy.Hand.Child-Early intervention	\$801,800	\$801,800	\$292,356	\$36,315	\$70,000	\$398,671	-\$403,129	\$17,593	\$0	-\$420,722	-\$0
A.4189*	35-37	Emergency Preparedness (Bioterrorism)*	\$52,827	\$0	\$0	\$52,099	\$0	\$52,099	-\$728	-\$728	\$0	\$0	
A.4195*	38-39	Fellowship Program Grant	\$980,544	\$0	\$0	\$980,544	\$0	\$980,544	\$0	\$0	\$0	\$0	
A.4197*	40-42	HRI-Infrastructure-Workforce-Data Grant	\$110,565	\$0	\$0	\$110,565	\$0	\$110,565	\$0	\$0	\$0	\$0	
	43-45	Payroll Adjustments											
	46-96	2024 Budget Personnel Request Forms											
	97-108	2024 Salary Schedule											
	109	Data Processing Expense Detail 2024											
	110	Consulting Fees 2024											
	111	Vehicle Fleet Detail -Current											
<b>Totals Health Services</b>			<b>\$11,774,320</b>	<b>\$4,718,528</b>	<b>\$3,049,473</b>	<b>\$2,454,496</b>	<b>\$2,664,710</b>	<b>\$8,168,679</b>	<b>-\$3,605,641</b>	<b>-\$478,300</b>	<b>-\$19,073</b>	<b>-\$3,146,414</b>	<b>-\$2,146,414</b>

NOTES:

- \* WIC(A.4013) and Bioterrorism (A.4189) , are fully funded by grants, therefore there is no impact on the county.
- \* Also to note the Fellowship Grant (4195) and the HRI-Infrastrure-Workforce -Data Grant(4197) will also have no impact on the county since all expenses will be covered by Grant revenues.
- \*\*\* The DSRIP Program (A.4010.4300) has no impact to the county budget either. It is balance left forward for the CHHA to purchase continue to utilize the new Medical Records system for Homecare. We need to include this in the budget so expenses are ready to be spent
- Within the Preventive Program( A.4018), the Public Health Director and the Medical Advisor (\$6,180) are mandated by the state. The total of these expenses are \$150,543. (This includes Fringe Benefits)
- \*\* Total Mandated Expenses (Disease Program,Preventive Program, Preschool and Early Intervention Program) total \$4,718,528 with a total loss of \$895,655 which is 24.84% of the total loss for Health Services before payroll adjustments. Preschool and Early Intervention programs alone are a total loss of \$1,538,504 which is 42.67% of the total budgeted impact before payroll adjustments.
- Our payroll adjustments (which includes all related fringe benefits) are estimated to be an impact of a reduction of (\$478,300) with a State Aid Revenue impact of (\$19,073).
- Also to note, Total Retiree Health Insurance is budgeted to be \$183,128 which is 5.07% of the total loss before payroll adjustments. This is also 14.06% of the total loss in the CHHA, 1.70% of the Preventive program loss and 8.68% of the Retiree Health Insurance expense for 2024 is as follows: CHHA \$155,792 WIC \$13,940, Preventive Program \$9,294 and Family Health \$4,102.

**ATTACHMENT #7**

SCHEDULE "A"

AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- [x] In-State (Must be approved by Department Head, County Administrator & Committee Chair)
[ ] Out-of-State (Must be approved by Department Head, County Administrator & Committee Chair)
[ ] On-Line (Must be approved by Department Head, County Administrator & Committee Chair)

The Health Services hereby authorizes Ginelle Jones
(Supervisory Committee) (Employee Name)

to attend 2023 Public Health Leaders Summit
(Name of meeting or organization)

at Harbor Hotel Watkins Glen; 16 N. Franklin St., Watkins Glen on 10/3/23-10/5/23
(Address) (Dates)

Meeting/Convention/Training Cost: No Charge Mode of transportation to be used: County Vehicle or Personal Vehicle
(County Vehicle or Mass Transportation)

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

Washington County Director/Designee may carpool; May have associated gas (~500 miles round trip/ \$100 gas), parking, and toll costs (est \$15)

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

[x] Notice of meeting/convention/training including cost. Total Cost \$ Est. less than \$150
(Include travel costs)

For Overnight Travel

[x] Room rate \$ 0 GSA\* Rate \$ Funding in Budget? [x] Y [ ] N

[x] Meal costs \$ 0 GSA\* per diem rate \$ Budget Code: A.4018.444

\* www.gsa.gov

Date: 8/23/2023

[Signature] Department Head Signature

Date: 8/23/23

[Signature] County Administrator Signature

Date: 8/23/23

[Signature] Edna A. Trasier Committee Chair 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 Buildings & Grounds if fleet vehicle is needed.
3. Copy to Purchasing with Purchase Order, if required.
4. Copy to Clerk of the Board if credit card will be used.
5. Copy of executed form needs to be included in next agenda for reporting to oversight Committee.