

Human Services Committee
Warren County Youth Bureau
COMMITTEE MEETING AGENDA
April 25, 2023

Committee Members: Supervisors DRISCOLL, Frasier, Bruno, McDevitt, Runyon, Geraci, and Smith.

Chair of the Board shall serve as an Ex-Officio member when needed in accordance with the Section C(4) of the Rules of the Board.

- I. Committee meeting called to order by Chair
- II. Motion to approve minutes of prior Committee meeting
- III. Action Agenda/New Business
 1. **Resolution Request:** Request authorization to continue contractual agreements with Warren County Municipalities (Towns and the City of Glens Falls), to reimburse a portion of the costs for recreational programs and associated community youth service providers as outlined on the attached.
Rationale: The funds are allocated annually to provide positive youth development/recreation programming. Note: this year is a transition year in which there will be two resource allocations. Moving forward, the program year for allocations will follow the federal budget year of October 1 to September 30th. The benefit of this change is that programs will be informed of their allocations prior to the start of the program year.
Attachment #1
 2. **Resolution Request:** Request authorization to enter into an agreement with the following: Big Brothers Big Sisters
Rationale: To use Youth Sports and Education Opportunity Funding to support sports programs for underserved children and youth under the age of 18.
Attachment #2
 3. **Resolution Request:** Request authorization to enter into an agreement with the following: Glens Falls Recreation
Rationale: To use Youth Sports and Education Opportunity Funding to support sports programs for underserved children and youth under the age of 18.
Attachment #3
 4. **Resolution Request:** Request authorization to enter into an agreement with the following: Prospect School
Rationale: To use Youth Sports and Education Opportunity Funding to support sports programs for underserved children and youth under the age of 18.
Attachment #4
 5. **Resolution Request:** Request authorization to enter into an agreement with the following: Town of Thurman
Rationale: To use Youth Sports and Education Opportunity Funding to support sports programs for underserved children and youth under the age of 18.
Attachment #5

6. **Resolution Request:** Request authorization to submit the New York state Office of Children & Family Services Resource Allocation Plan for 2023.

Rationale: Acceptance of Resolution Request 1 and 2

Attachment #6

7. **Resolution Request:** Request authorization to appoint a new member to the Warren County Youth Board

Rationale: We are seeking to add a Northern Warren County representative on the Youth Board

Attachment #7

IV. Information for Discussion and/or Review

- Youth Bureau Update

V. Referrals/Pending Items: None

VI. Privilege of the Floor and public comment (please allow 15 second delay on live stream meetings)

VII. Motion to Adjourn

ATTACHMENTS:

1. Request authorization to continue agreements with Warren County Municipalities (RAP Chart)
2. Request to enter into agreement with Big Brothers Big Sister
3. Request to enter into agreement with Glens Falls Recreation
4. Request to enter into agreement with Prospect School
5. Request to enter into agreement with Town of Thurman
6. Permission to submit 2023 RAP Plan
7. Appoint new member to the Warren County Youth Board

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: YOUTH BUREAU

DATE: 4/25/23

(a) Purpose of Request:

Requesting continuation of agreements with the Towns and Municipalities within the County, to reimburse a portion of the costs for recreational programs and associated community youth service providers for 2023.

(b) Details:

The New York State Office of Children & Family Services provides an allocation to reimburse Warren County costs to the Towns and Municipalities as outlined.

(c) Previous Resolution Number:

Resolution 546 of 2021

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Expense Code: A.7312 470

Revenue Code: A.7312 3822

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

* as listed in budget and LOGOS

Town/City Name	2022 Allocations	2023 Recommended Allocations
City of Glens Falls	\$4,541.00	\$3,406
Town of Bolton	\$2,446.00	\$1,835
Town of Chester	\$3,541.00	\$2,656
Town of Hague	\$2,491.00	\$1,868
Town of Horicon	\$2,541.00	\$1,906
Town of Johnsbury	\$2,601.00	\$1,951
Town of Lake George	\$2,601.00	\$1,951
Town of Luzerne	\$2,791.00	\$2,093
Town of Queensbury	\$4,541.00	\$3,406
Town of Stony Creek	\$2,491.00	\$1,868
Town of Thurman	\$2,541.00	\$1,906
Town of Warrensburg	\$2,941.00	\$2,206
Total	\$	\$27,052
Community Program Title		
Catholic Charities (Youth and Family Counseling)	\$5,311.00	\$3,983
Community Maternity Services (Homebased Parent Education)	\$3,393.00	\$2,545
WAIT House Crisis Service Program	\$5,000.00	\$3,750
Warren County Alternative Sentencing Program	\$2,296.00	\$1,722
Youth Bureau- Administration	\$2,660.00	\$1,993
Total	\$54,727	\$41,045

Warren County OCFS Funding Chart 2023
Program Year: 1/1/2023-09/30/2023

Community Program Title		
Youth Sports		
Big Brothers Big Sisters	N/A	\$3,683.00
Glens Falls	N/A	\$4,000.00
Prospect School	N/A	\$5,033.00
Town of Thurman	N/A	\$4,000.00
Overall Total:		\$16,716



WARREN COUNTY YOUTH BUREAU

383 Broadway
Fort Edward, New York 12828
(518) 746-2330 or (518) 746-2333
Fax (518) 746-2331

Michael J. Gray
Director

Susan Mowrey
Assistant Director

(c) Name of Contractor

City of Glens Falls

(d) Address 42 Ridge Street, Glens Falls, NY 12801

(e) Contact Name

William Collins, Mayor

Contact: 518-761-3805

Payment Provisions \$3,406.00

(c) Name of Contractor

Town of Bolton

(d) Address 4949 Lake Shore Drive, Bolton Landing, NY 12814

(e) Contact Name

Town Supervisor Ronald F. Conover

Contact: 518-644-2461

Payment Provisions \$1,835.00

(c) Name of Contractor

Town of Chester

(d) Address 6307 US-9, Chestertown, NY 12817

(e) Contact Name

Town Supervisor Craig R. Leggett

Contact: 518-494-2711

Payment Provisions \$2,656.00

(c) Name of Contactor

Town of Hague

(d) Address 9793 Graphite Mountain Road, Hague, NY 12836

(e) Contact Name

Town Supervisor Edna Frasier

Contact: 518-543-6161 x 12

Payment Provisions \$1,868.00

(c) **Name of Contactor**

Town of Horicon

(d) **Address** 6604 NY-8, Brant Lake, NY 12815

(e) **Contact Name**

Town Supervisor Michael Geraci

Contact: 518-494-3647

Payment Provisions \$1,906.00

(c) **Name of Contactor**

Town of Johnsburg

(d) **Address** 219 Main Street, North Creek, NY 12853

(e) **Contact Name**

Town Supervisor Andrea Hogan

Contact: 518-251-2421

Payment Provisions \$1,951.00

(c) **Name of Contactor**

Town of Lake George

(d) **Address** 20 Old Post Road, Lake George, NY 12845

(e) **Contact Name**

Town Supervisor Dennis J. Dickinson

Contact: 518-668-3667

Payment Provisions \$1,951.00

(c) **Name of Contactor**

Town of Lake Luzerne

(d) **Address** 539 Lake Ave, Lake Luzerne, NY 12846

(e) **Contact Name**

Town Supervisor Eugene J. Merlino

Contact: 518-696-2711 ext. 3

Payment Provisions \$2,093.00

(c) **Name of Contactor**

Town of Queensbury

(d) **Address** 742 Bay Road, Queensbury, NY 12804

(e) **Contact Name**

Town Supervisor John F. Strough

Contact: 518-761-8229

Payment Provisions \$3,406.00

(c) Name of Contactor

Town of Stony Creek

(d) Address 52 Hadley Road, Stony Creek, NY 12878

(e) Contact Name

Town Supervisor Frank E. Thomas

Contact: 518-696-3575

Payment Provisions \$1,868.00

(c) Name of Contactor

Town of Thurman

(d) Address 311 Athol Road, Athol, NY 12810

(e) Contact Name

Town Supervisor Debi Runyon

Contact: 518-623-9649

Payment Provisions \$1,906.00

(c) Name of Contactor

Town of Warrensburg

(d) Address 3797 Main Street, Warrensburg, NY 12885

(e) Contact Name

Town Supervisor Kevin Geraghty

Contact: 518-623-9511

Payment Provisions \$2,206.00

Youth Sports	Recommended Allocation
Big Brothers Big Sisters	\$3,683.00
Glens Falls	\$4,000.00
Prospect School	\$5,033.00
Town of Thurman	\$4,000.00
Overall Total:	\$16,716

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

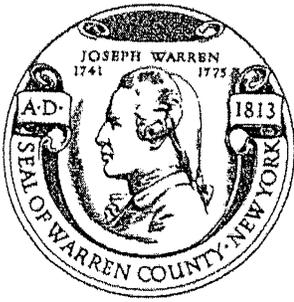
DEPARTMENT NAME: Warren County Youth Bureau

DATE: 4/7/2023

- (a) Is this a Result of a Bid or Request for Proposal?
No
- (b) Purpose of Contract:
To use Youth Sports and Education Opportunity Funding to support sports programs for underserved children and youth under the age of 18.
- (c) Name of Contractor:
Big Brothers Big Sisters
- (d) Address of Contractor: 1 Lawrence street, Suit 1B Glens Falls, NY 12801
- (e) Contractor's Contact Person and Telephone Number:
Bill Moon, 518-798-1010
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract:
1/1/23
- (h) Termination Date of Contract:
9/30/23
- (i) Payment Provisions: i) lump sum amount \$3,683.00
ii) hourly rate amount
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount:
A.7312 470

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



WARREN COUNTY YOUTH BUREAU

383 Broadway
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(518) 746-2330 or (518) 746-2333
Fax (518) 746-2331

Michael J. Gray
Director

Susan Mowrey
Assistant Director

Attachment #2

Youth Sports and Education Opportunity Funding

Background: Part Y of Chapter 59 of the Laws of 2021 legalized mobile sports wagering in New York State. Subdivision 8 of section 1367 of the Racing, Pari-Mutuel Wagering and Breeding Law established that 1% of the state tax proceeds from mobile sports wagering were to be used to support grants for sports activities and education for youth. A grantmaking fund was created under OCFS in the SFY 2021-2022 budget for the purpose of providing annual awards to support sports programs for underserved children and youth under the age of 18. The focus of these grants will be to support youth development via local nonprofit organizations.

Grant Award: \$3,683.00

Dates of Service: 1/1/23-9/30/23

Program Description: Fun with Fitness Program is composed of (4) four-hour long sessions which will utilize youth development principals and educational opportunities. However, this program will primarily focus on movement in a nontraditional way to get youth excited about their physical health. Youth will learn how being active can be healthy and fun. Each session will promote positive social, emotional, and physical health, along with educational opportunities that youth can foster into life-long effects. Some sessions will focus on hiking, swimming, and educational components where matches (Bigs and Littles) will experience several benefits. During the swim activity, children and youth will participate in low impact cardio exercise. Swimming leads to superior muscle development, a healthier heart, better sleep, increased confidence, and better cognitive functioning. Youth will learn basic skills in swimming which include freestyle, backstroke, butterfly, and breaststroke. During the 1.5-mile hike, youth will partake in outdoor exercise by hiking along a gradual incline with several steeper sections. The hike offers beneficial cardiovascular exercise and offers the opportunity to traverse rocks, navigate roots, climb over fallen trees, build balance and agility. Other sessions focus on tubing for game play. Tubing is a great way to increase coordination, strength, and balance in a non-strenuous manner. Getting in and out of the tube utilizes several arm muscles and burns between 180-266 calories per half hour. Other sessions will have nutritional components tied with movement to determine one's active metabolic rate based on caloric intake and activity level.

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

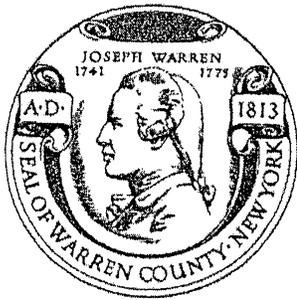
DEPARTMENT NAME: Warren County Youth Bureau

DATE: 4/7/2023

- (a) Is this a Result of a Bid or Request for Proposal?
No
- (b) Purpose of Contract:
To use Youth Sports and Education Opportunity Funding to support sports programs for underserved children and youth under the age of 18.
- (c) Name of Contractor:
Glens Fall Recreation
- (d) Address of Contractor: 42 Ridge Street Glens Falls, NY 12801
- (e) Contractor's Contact Person and Telephone Number:
Amy Collins, 518-761-3864
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract:
1/1/23
- (h) Termination Date of Contract:
9/30/23
- (i) Payment Provisions: i) lump sum amount \$4,000.00
ii) hourly rate amount
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount:
A.7312 470

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



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Fax (518) 746-2331

Michael J. Gray
Director

Susan Mowrey
Assistant Director

Attachment #3

Youth Sports and Education Opportunity Funding

Background: Part Y of Chapter 59 of the Laws of 2021 legalized mobile sports wagering in New York State. Subdivision 8 of section 1367 of the Racing, Pari-Mutuel Wagering and Breeding Law established that 1% of the state tax proceeds from mobile sports wagering were to be used to support grants for sports activities and education for youth. A grantmaking fund was created under OCFS in the SFY 2021-2022 budget for the purpose of providing annual awards to support sports programs for underserved children and youth under the age of 18. The focus of these grants will be to support youth development via local nonprofit organizations.

Grant Award: \$4,000.00

Dates of Service: 1/1/23-9/30/23

Program Description: Our target population are youth between the ages of 6-11 who reside in the City of Glens Falls deemed "low income". According to the Glens Falls, New York (NY) Poverty rate data usa, 14.7% live below the poverty line which is a number higher than the national average of 12.8% and 49.3% of residents are non-homeowners. Additionally, Glens Falls has a significant homeless population with 1,292 bed nights at the Open Door Mission which is located in Glens Falls. According to the 2022 Point in Time Count NY-523 Glens Falls, Saratoga, Washington, Warren and Hamilton Counties CoC, 141 households were sheltered in emergency housing, 13 in transitional housing in 2022.

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

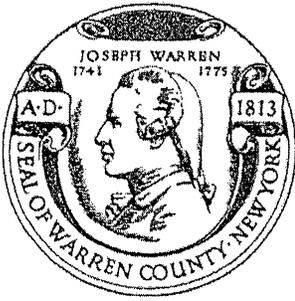
DEPARTMENT NAME: Warren County Youth Bureau

DATE: 4/7/2023

- (a) Is this a Result of a Bid or Request for Proposal?
No
- (b) Purpose of Contract:
To use Youth Sports and Education Opportunity Funding to support sports programs for underserved children and youth under the age of 18.
- (c) Name of Contractor:
Prospect School
- (d) Address of Contractor: **133 Aviation road, Queensbury, NY 12804**
- (e) Contractor's Contact Person and Telephone Number:
Kathy Bee, 518-798-0533
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract:
1/1/23
- (h) Termination Date of Contract:
9/30/23
- (i) Payment Provisions: i) lump sum amount **\$5,033.00**
ii) hourly rate amount
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**
A.7312 470

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



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Michael J. Gray
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Susan Mowrey
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Attachment #4

Youth Sports and Education Opportunity Funding

Background: Part Y of Chapter 59 of the Laws of 2021 legalized mobile sports wagering in New York State. Subdivision 8 of section 1367 of the Racing, Pari-Mutuel Wagering and Breeding Law established that 1% of the state tax proceeds from mobile sports wagering were to be used to support grants for sports activities and education for youth. A grantmaking fund was created under OCFS in the SFY 2021-2022 budget for the purpose of providing annual awards to support sports programs for underserved children and youth under the age of 18. The focus of these grants will be to support youth development via local nonprofit organizations.

Grant Award: \$5,033.00

Dates of Service: 1/1/23-9/30/23

Program Description: Prospect school's yoga program will enhance their current Adaptive PE program by utilizing a trained yoga instructor who specializes in working with students with special needs and will take the physical and mindfulness components of a traditional yoga practice and modify it to maximize students' participation and benefits. Yoga sessions will be offered monthly in half hour sessions to each of our eleven school age classrooms. Yoga will enhance students' physical activity with alternative positioning, which can assist in relieving pressure sores/discomfort; prolonged stretching to increase flexibility and prevent tightness/contracture; postures which improve core strength, balance, and overall coordination; movement which improves circulation in the body's major organs and glands and enhances overall health; and breathing to bring about stillness and connection of body and mind.

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Warren County Youth Bureau

DATE: 4/7/2023

- (a) Is this a Result of a Bid or Request for Proposal?
No
- (b) Purpose of Contract:
To use Youth Sports and Education Opportunity Funding to support sports programs for underserved children and youth under the age of 18.
- (c) Name of Contractor:
Town of Thurman
- (d) Address of Contractor: **311 Athol Road Athol NY, 12810**
- (e) Contractor's Contact Person and Telephone Number:
Debra Runyon, 518-623-4050
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract:
1/1/23
- (h) Termination Date of Contract:
9/30/23
- (i) Payment Provisions: i) lump sum amount **\$4,000.00**
ii) hourly rate amount
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount:
A.7312 470**

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

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Susan Mowrey
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Attachment #5

Youth Sports and Education Opportunity Funding

Background: Part Y of Chapter 59 of the Laws of 2021 legalized mobile sports wagering in New York State. Subdivision 8 of section 1367 of the Racing, Pari-Mutuel Wagering and Breeding Law established that 1% of the state tax proceeds from mobile sports wagering were to be used to support grants for sports activities and education for youth. A grantmaking fund was created under OCFS in the SFY 2021-2022 budget for the purpose of providing annual awards to support sports programs for underserved children and youth under the age of 18. The focus of these grants will be to support youth development via local nonprofit organizations.

Grant Award: \$4,000.00

Dates of Service: 1/1/23-9/30/23

Program Description: The Archery summer camp will provide an educational social activity for the youth that is safe, close to home, and has a physical activity component. The program will run for 4 consecutive weeks, one day per week by the instructor's schedule. Youth will be instructed in the proper use of a bow. They will learn the difference between a recurve bow and a compound bow. This physical activity will be held outdoors, in a large field. Eye/hand coordination will be strengthened as the participant aims for the smaller targets. After all arrows have been shot and the shooting area is safe, the participants will run down to the target and retrieve their arrows.

NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
RESOURCE ALLOCATION PLAN

Submitted herewith and incorporated herein is the Resource Allocation Package for Warren County, containing the youth services program and project applications for the 2023 program year. This submission is one of the required components of the Children and Family Services Plan, which was approved by the Office of Children and Family Services (OCFS) on February 27, 2023.

The signing of this plan by the above-named County will qualify the County for State reimbursement for the program year, in accordance with OCFS's allocation of funds appropriated for counties engaged in comprehensive planning for the Children and Family Services Plan, provided that the youth services are rendered in accordance with the Rules and Regulations of OCFS and the Children and Family Services Plan guidelines and OCFS fiscal policies. Subject to the provisions hereof, the amount approved for allocation to the County is \$ \$57,761.00 as delineated in the program summary submitted herewith and incorporated herein.

OCFS will reimburse the County directly for expenditures relating to this Resource Allocation Package. OCFS will reimburse the County for expenditures made in accordance with the approved Program Applications and Budgets for the agencies listed on the program summary submitted herewith. Reimbursement will be made to the County only after the submission of vouchers and supporting documents which conform to applicable federal and State laws, rules, regulations, OCFS fiscal policies, procedures, and requirements, including those established by the Comptroller of the State of New York, and which are acceptable to OCFS as proof of expenditures. The County will submit, upon request, adequate and acceptable documentation to substantiate claims for reimbursement.

The County shall retain the overall responsibility to monitor and ensure the maintenance and availability of complete financial and project records for all programs. Within six weeks of the end of the program period, the County will submit Program Annual Reports on forms supplied by the Office of Children and Family Services.

The County agrees to permit on-site inspections and financial audits during the term of this Resource Allocation Plan and at any time thereafter by authorized representatives of OCFS and the New York State Comptroller, to keep records necessary to assure proper accounting for program funds, and to disclose fully the receipt and disposition of funds received under this Plan. The County agrees to allow OCFS, or its representatives when specifically directed by OCFS, to take possession of all books, records, and documents relating to this Plan provided, however, that OCFS will return to the County such books, records, and documents upon completion of OCFS's official purpose.

Any change or modification in the services to be rendered, or in the program budgets, must be approved in writing by OCFS, which reserves the right to modify the services rendered by the County or the program budgets at its discretion or when such modifications may be required by the State Comptroller.

OCFS may withhold approval for State Aid reimbursement for youth programs included in the Resource Allocation Package when there is noncompliance with this plan and/or the above referenced Rules, Regulations and Guidelines, or when the county does not have a Children and Family Services Plan approved by OCFS. This plan shall be deemed executory to the extent of monies made available to OCFS from the State of New York for Local Assistance programs and no liability on account thereof shall be incurred by OCFS or the State of New York beyond monies made available for such purposes.

The County certifies that a resolution was properly passed by the County Board approving this Resource Allocation

COUNTY CHIEF EXECUTIVE OFFICER:

COUNTY FISCAL OFFICER:

Signature:

Signature:

Date:

Date:

Print Name:

Print Name:

Title:

Title:

Address:

Address:

RESOLUTION REQUEST FORM NO. 1

Request to Appoint or Reappoint Member of Committee, Board or Agency*

****If more than one person is being appointed, please attach additional sheets***

DEPARTMENT NAME: YOUTH BUREAU

DATE: 04.25.23

- (a) Name of Appointee: **Katelyn Hill**
- (b) Is this a Reappointment? **No** If so, please provide the Resolution No. which authorized the last appointment of this individual
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title
Director of Youth Commission, Chester-Horicon
- (e) Address of Appointee: **[REDACTED], Brant Lake, NY12815**
- (f) Title of Appointment:
Member: Warren County Youth Board
- (g) Effective Date of Appointment:
4/25/2023
- (h) Termination Date of Appointment:
12/31/2023
- (i) Name of Person Being Replaced (if applicable):
N/A
- (j) Reason for Replacement:
N/A