

**Human Services Committee**  
**Warren County Department of Social Services**

COMMITTEE MEETING AGENDA

**August 20, 2024**

*Committee Members: Supervisors DRISCOLL, Bruno, Patchett, Turner, Wild, Strainer and Runyon.*

*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. Approval of minutes of prior Committee meeting

III. Privilege of the floor and public comment

IV. Action Agenda/New Business Items:

**1. Personnel Request:**

Request to Reclassify Position: From Resource Clerk #1, to Senior Clerk #TBD. Both titles are Grade 4, Base Salary \$38,447 (2023).

**2. Personnel Request:**

Request to Reclassify Position: From Resource Clerk #3, to Senior Clerk #TBD. Both titles are Grade 4, Base Salary \$38,447 (2023).

**Rationale for Items 1 and 2:** There is no impact to the budget. Title changes are part of the ongoing process to create more flexibility in the department regarding movement and promotional fields. The Resource unit currently has two vacancies; thereby using this opportunity to make changes for the betterment of the unit and department.

**See Attachments #1 & #2**

**3. Request:**

Request to renew/continue the Memorandum of Understanding (MOU) with Warren County Workforce Development, for the ***Pathways to Successful Employment Program***, for the term commencing January 1, 2025 and terminating December 31, 2025, for a total amount not to exceed \$15,000.

**Rationale:** This program identifies and refers SNAP (Supplemental Nutrition Assistance Program), SN (Safety Net), and qualifying TANF (Temporary Assistance for Needy Families), for Workforce Development programming.

**See Attachment #3**

**4. Request:**

Request to Amend the County Budget, to increase revenue and expenses, in the amount of \$25,000 to purchase scanners for the Medicaid Unit.

**Rationale:** Scanners enable a paperless filing system; thereby promoting increased efficiency and cost savings. The cost for this equipment is 100% reimbursable.

**See Attachment #4**

**5. Request:**

Request For a Transfer of funds: From Code A.6010 110 Salaries-Regular; To: Code A.6010 120 Salaries-Overtime, in the amount of \$50,000.

**Rationale:** The purpose of this transfer is to cover overtime through-year end 2024.

**See Attachment #5**

V. Discussion Items:

1. Christina Mastrianni, Commissioner  
-Commissioner's Report of Activities & Updates;  
(Previously submitted and distributed by Committee Chairman Driscoll)
  
2. Julie Montero, Fiscal Manager, DSS  
-Monthly Reports: Revenue, Expenditures and Overtime.  
**Attachment #6**

VI. Referrals/Pending Items: NONE

VII. Privilege of the Floor and public comment

VII. Motion to Adjourn

**ATTACHMENTS:**

1. Reclassify Resource Clerk to Sr. Clerk, no budget impact
2. Reclassify Resource Clerk to Sr. Clerk, no budget impact
3. Renew MOU – with Workforce Development
4. Amend Budget in the amount of \$25,000, for the purchase of scanners
5. Transfer Funds in the amount of \$50,000 to cover overtime through year-end
6. Monthly Fiscal Reports and Overtime

**RESOLUTION REQUEST FORM NO. 14**

***Request to Reclassify Position***

**DEPARTMENT NAME: SOCIAL SERVICES**

**DATE: 08.20.24**

- (a) Title of Reclassified Position: **Senior Clerk #TBD**
  
- (b) Annual Salary of Reclassified Position (and Grade if Applicable):\* **\$38,447 (2023) Gr 4**  
\*(This should be the Base Salary for the position if it is being filled by a **new** employee, **or** the salary, **including longevities**, for any **existing** employee who is filling the position.
  
- (c) Title and Employee Number of Position to be Deleted:  
**Resource Clerk#1 (13933)**
  
- (d) Annual Salary of Position to be Deleted (and Grade if Applicable):\* **\$38,447 (2023) Gr 4**  
\*(This should be the Base Salary for the position if it is being filled by a **new** employee, **or** the salary, **including longevities**, for any **existing** employee who is filling the position.
  
- (e) Effective Date:\* **9/23/24**  
\*Please do not backdate unless the purpose is to correct an error.
  
- (f) Where are the Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount:  
  
**A 6010 110**
  
- (g) Has Personnel Officer Reviewed and Approved of the New Position Title?:\*  
\*This is necessary **BEFORE** bringing the request to committees.

**No impact to budget, no change in grade, title only**

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- (c) Title and Employee Number of Position to be Deleted:  
**Resource Clerk #3 (13893)**
  
- (d) Annual Salary of Position to be Deleted (and Grade if Applicable):\* **\$38,447 (2023) Gr 4**  
\*(This should be the Base Salary for the position if it is being filled by a **new** employee, **or** the salary, **including longevities**, for any **existing** employee who is filling the position.
  
- (e) Effective Date:\* **9/23/24**  
\*Please do not backdate unless the purpose is to correct an error.
  
- (f) Where are the Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount:  
  
**A 6010 110**
  
- (g) Has Personnel Officer Reviewed and Approved of the New Position Title?:\*  
\*This is necessary **BEFORE** bringing the request to committees.

**No impact to budget, no change in grade, title only**

## **SENIOR CLERK**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves a variety of moderately-difficult clerical tasks that may require a general understanding of specific laws, rules, policies and procedures. Specific duties vary with the needs of the department. Work may be performed under general supervision as part of a clerical unit or in support of higher-level clerical or professional staff. Supervision may be exercised over the work of lower-level clerical staff. Does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

Maintains complex filing systems to ensure accuracy and efficient retrieval of records;  
Makes entries on a variety of control and record cards;  
Checks for clerical accuracy and completeness of papers, forms and records;  
Researches and assembles information in the preparation of reports and in the handling of the work of the office;  
Uses computer applications or other automated systems to perform in work assignments;  
Provides information to the public either personally or by telephone concerning the work of the office;  
Handles routine correspondence;  
Handles incoming and outgoing mail;  
May oversee lower-level clerical workers, assist with ensuring unit continuity and coordinate unit coverage;  
Processes checks, codes and files requisitions, claims, vouchers, bills and receipts;  
Issues and records applications, licenses and/or permits;  
Maintains and logs payroll information and data;  
Collects fees and accounts for monies received;  
Checks, receives, stores, and issues office supplies;  
Prepares and maintains a variety of records and reports.

**REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:**

Good knowledge of modern office practices and procedures, equipment, terminology and business English;  
Good knowledge of the principles and practices of computerized records maintenance;  
Good knowledge of modern methods used in recordkeeping;  
Ability to organize and maintain accurate records and files;  
Ability to use computer applications such as spreadsheets, word processing, calendar, e-mail and database software;  
Ability to understand and interpret oral instructions and/or written directions;  
Ability to establish and maintain effective working relationships with others;  
Ability to perform close, detail work involving considerable visual effort and concentration;  
Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

- A) Graduation from high school or possession of a high school equivalency diploma; and
- B) Two (2) years of clerical experience.

**RESOLUTION REQUEST FORM NO. 4**

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

**DEPARTMENT NAME: SOCIAL SERVICES**

**DATE: 8/20/24**

- (a) Purpose of Contract Change: **To continue the Memorandum of Understanding (MOU) with Workforce Development, for the Pathways to Successful Employment Program.**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
- (c) Name of Contractor: **Warren County Workforce Development**
- (d) Address of Contractor: **333 Glen St, Glens Falls NY 12801**
- (e) Contractor's Contact Person and Telephone Number: **Liza Ochsendorf**
- (f) Commencement Date of Extension: **01/01/25**
- (g) Termination Date of Extension: **12/31/25**
- (h) Payment Provisions:
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed **\$15,000**
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (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.6010 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

**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: Social Services**

**DATE: 8/7/2024**

- (a) Purpose of Amendment: **To increase expenses and revenue to purchase desktop scanners for medicaid staff.**
  
- (b) Appropriation Code, Object Code, Full Title and Amount:  
**A.6010 220 Office Equipment \$25,000**
  
- (c) Revenue Code (with title), and Amount:  
**A.6010 3610 State Aid Admin \$25,000**

**RESOLUTION REQUEST FORM NO. 10**

*Request for Transfer of Funds*

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

**DEPARTMENT NAME:** Social Services

**SIGNED:**

**DATE:** 8/7/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.6010 110	Salaries - Regula	A.6010 120	Salaries - Overtime	\$50,000

**Please state reason for transfers requested:** To cover overtime cost through year end.

**CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

**Please state reason for transfer request:**

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

BUDGET ANALYSIS

REVENUE AND EXPENDITURES FOR JULY 2024

FUND(S): A

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

EXPENSES	2024 BUDGETED	JUL 2024 EXP	JUL 23 EXP	2024 YTD ACTUAL	2023 Prior Year Totals
110 Salaries - Regular	\$9,323,424.00	\$665,170.89	\$954,099.12	\$4,939,289.84	\$5,002,191.22
120 Salaries - Overtime	\$75,222.00	\$13,896.75	\$19,025.39	\$88,450.24	\$114,326.09
130 Salaries - Part Time	\$373,619.00	\$6,588.48	\$20,606.91	\$153,818.27	\$137,109.02
<b>100's PERSONAL SERVICES Total</b>	<b>\$9,772,265.00</b>	<b>\$685,656.12</b>	<b>\$993,731.42</b>	<b>\$5,181,558.35</b>	<b>\$5,253,626.33</b>
200's EQUIPMENT	\$75,500.00	\$1,935.07	\$12,817.21	\$68,113.81	\$46,166.20
400's CONTRACTUAL	\$27,273,346.00	\$1,958,995.95	\$1,863,754.92	\$14,503,252.61	\$13,424,064.97
800's EMPLOYEE BENEFITS	\$3,982,922.00	\$257,772.64	\$344,473.67	\$2,095,262.96	\$1,944,264.70
<b>TOTALS</b>	<b>\$41,104,033.00</b>	<b>\$2,904,359.78</b>	<b>\$3,214,777.22</b>	<b>\$21,848,187.73</b>	<b>\$20,668,122.20</b>

REVENUE	2024 BUDGETED	JUL 2024 REVENUE	JUL 2023 REVENUE	2024 YTD ACTUAL	2023 Prior Year Totals
	\$20,741,892.00	\$779,261.66	\$898,808.72	\$10,542,937.67	\$10,052,630.72

ATTACHMENT #6

# Expense Budget Performance Report

Fiscal Year to Date 07/31/24  
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund A - General</b>										
<b>Department 6010 - Social Services</b>										
<b>EXPENSE</b>										
<i>Personal Services</i>										
110	Salaries - Regular	8,109,974.00	.00	8,109,974.00	576,247.36	.00	4,281,414.12	3,828,559.88	53	7,282,701.42
120	Salaries - Overtime	49,222.00	.00	49,222.00	6,399.47	.00	55,182.21	(5,960.21)	112	107,362.85
130	Salaries - Part Time	214,254.00	.00	214,254.00	6,588.48	.00	72,258.30	141,995.70	34	155,634.54
<i>Personal Services Totals</i>		\$8,373,450.00	\$0.00	\$8,373,450.00	\$589,235.31	\$0.00	\$4,408,854.63	\$3,964,595.37	53%	\$7,545,698.81
<i>Equipment</i>										
210	Furniture/Furnishings	10,000.00	.00	10,000.00	.00	6,921.33	.00	3,078.67	69	19,935.52
220	Office Equipment	10,000.00	5,000.00	15,000.00	.00	1,645.64	12,072.74	1,281.62	91	16,965.14
<b>230</b>										
230	Automotive Equipment	.00	60,116.00	60,116.00	.00	25,988.46	29,623.85	4,503.69	93	33,003.00
230.1	Automotive Equipment - Reserve	.00	9,724.00	9,724.00	.00	9,722.24	.00	1.76	100	11,497.00
<b>230 - Totals</b>		\$0.00	\$69,840.00	\$69,840.00	\$0.00	\$35,710.70	\$29,623.85	\$4,505.45	94%	\$44,500.00
<i>Equipment Totals</i>		\$20,000.00	\$74,840.00	\$94,840.00	\$0.00	\$44,277.67	\$41,696.59	\$8,865.74	91%	\$81,400.66
<i>Contractual Expense</i>										
410	Supplies	75,000.00	(9,120.00)	65,880.00	3,599.44	7,304.47	31,449.54	27,125.99	59	60,326.38
411	Rent-Building/Property	1,129,503.00	.00	1,129,503.00	.00	.00	658,896.98	470,606.02	58	1,207,071.35
418	Ins-General Liability	30,896.00	4,120.00	35,016.00	141.59	.00	35,157.20	(141.20)	100	27,845.09
419	Settlements	.00	250,000.00	250,000.00	.00	.00	250,000.00	.00	100	.00
423	Telephone	25,000.00	.00	25,000.00	1,071.69	.00	10,878.63	14,121.37	44	19,008.32
424	Postage	32,000.00	.00	32,000.00	30.05	.00	17,255.23	14,744.77	54	31,983.53
427	Memberships & Dues	6,000.00	.00	6,000.00	.00	.00	5,587.00	413.00	93	5,424.00
428	Data Processing & Internet Fees	6,500.00	.00	6,500.00	59.98	876.00	2,609.86	3,014.14	54	4,145.76
432	Special Project Supply	200,000.00	.00	200,000.00	.00	.00	.00	200,000.00	0	19,503.00
435	Medical Fees	500.00	3,000.00	3,500.00	(154.70)	.00	2,604.12	895.88	74	3,948.80
436	Advertising Fees	250.00	.00	250.00	.00	.00	.00	250.00	0	784.18
439	Misc Fees & Expenses	20,000.00	.00	20,000.00	1,347.75	1,519.84	8,588.42	9,891.74	51	29,891.02
440	Legal/Transcript Fees	7,000.00	.00	7,000.00	.00	.00	6,875.17	124.83	98	3,296.72
441	Auto-Supplies & Repair	6,000.00	.00	6,000.00	.00	.00	3,508.32	2,491.68	58	7,175.14
442	Automotive - Gas & Oil	17,000.00	(1,000.00)	16,000.00	1,094.00	.00	4,968.29	11,031.71	31	11,220.35
<b>444</b>										
444	Travel/Education/Conference	11,000.00	5,000.00	16,000.00	132.35	471.21	10,833.37	4,695.42	71	16,666.69
444.01	Job Related Courses	.00	.00	.00	.00	.00	.00	.00	+++	1,745.43
<b>444 - Totals</b>		\$11,000.00	\$5,000.00	\$16,000.00	\$132.35	\$471.21	\$10,833.37	\$4,695.42	71%	\$18,412.12
469	Other Payments/Contributions	1,500.00	.00	1,500.00	.00	.00	1,500.00	.00	100	86,850.00
470	Contract	510,000.00	448,798.00	958,798.00	.00	88,388.91	307,547.75	562,861.34	41	641,003.38
471	Administration	126,379.00	.00	126,379.00	2,048.00	.00	21,341.00	105,038.00	17	20,420.00
<i>Contractual Expense Totals</i>		\$2,204,528.00	\$700,798.00	\$2,905,326.00	\$9,370.15	\$98,560.43	\$1,379,600.88	\$1,427,164.69	51%	\$2,198,309.14

# Expense Budget Performance Report

Fiscal Year to Date 07/31/24

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
<b>Fund A - General</b>										
<b>Department 6010 - Social Services</b>										
<b>EXPENSE</b>										
<i>Employee Benefits</i>										
810	Retirement	1,063,272.00	.00	1,063,272.00	76,759.57	.00	537,108.44	526,163.56	51	783,316.97
830	Social Security	519,155.00	.00	519,155.00	33,984.61	.00	255,020.47	264,134.53	49	440,728.11
831	Medicare Contribution	121,410.00	.00	121,410.00	7,948.07	.00	59,641.88	61,768.12	49	103,073.49
860	Hospitalization	1,328,554.00	.00	1,328,554.00	101,731.92	.00	764,453.29	564,100.71	58	1,325,592.66
865	Dental Insurance	21,984.00	.00	21,984.00	1,679.00	.00	12,682.17	9,301.83	58	22,440.01
<i>Employee Benefits Totals</i>		\$3,054,375.00	\$0.00	\$3,054,375.00	\$222,103.17	\$0.00	\$1,628,906.25	\$1,425,468.75	53%	\$2,675,151.24
<i>Other Benefits</i>										
840	Workmen's Compensation	39,240.00	.00	39,240.00	.00	.00	39,240.00	.00	100	34,533.00
850	Unemployment Insurance	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00
855	Disability	5,500.00	.00	5,500.00	.00	.00	(500.95)	6,000.95	-9	673.73
861	Retirees Hospitalization	266,252.00	.00	266,252.00	.00	.00	127,425.10	138,826.90	48	283,045.30
862	Health Insurance Cost Reimbursement	9,000.00	.00	9,000.00	647.18	.00	6,356.92	2,643.08	71	6,766.76
<i>Other Benefits Totals</i>		\$329,992.00	\$0.00	\$329,992.00	\$647.18	\$0.00	\$172,521.07	\$157,470.93	52%	\$325,018.79
<b>EXPENSE TOTALS</b>		\$13,982,345.00	\$775,638.00	\$14,757,983.00	\$821,355.81	\$142,838.10	\$7,631,579.42	\$6,983,565.48	53%	\$12,825,578.64
<i>Department 6010 - Social Services Totals</i>		(\$13,982,345.00)	(\$775,638.00)	(\$14,757,983.00)	(\$821,355.81)	(\$142,838.10)	(\$7,631,579.42)	(\$6,983,565.48)	53%	(\$12,825,578.64)
<b>Department 6030 - Countryside Adult Home</b>										
<b>EXPENSE</b>										
<i>Personal Services</i>										
110	Salaries - Regular	1,213,450.00	.00	1,213,450.00	88,923.53	.00	657,875.72	555,574.28	54	1,126,917.35
120	Salaries - Overtime	26,000.00	.00	26,000.00	7,497.28	.00	33,268.03	(7,268.03)	128	77,020.71
130	Salaries - Part Time	159,365.00	.00	159,365.00	12,569.18	.00	81,559.97	77,805.03	51	107,443.21
<i>Personal Services Totals</i>		\$1,398,815.00	\$0.00	\$1,398,815.00	\$108,989.99	\$0.00	\$772,703.72	\$626,111.28	55%	\$1,311,381.27
<i>Equipment</i>										
210	Furniture/Furnishings	50,000.00	(18,125.37)	31,874.63	418.44	169.32	18,761.88	12,943.43	59	101,041.56
220	Office Equipment	2,000.00	500.00	2,500.00	1,426.64	1,035.31	1,426.64	38.05	98	589.03
<b>230</b>	Automotive Equipment	.00	34,867.00	34,867.00	.00	34,866.32	.00	.68	100	.00
230.1	Automotive Equipment - Reserve	.00	34,869.00	34,869.00	.00	34,859.54	.00	9.46	100	.00
<i>230 - Totals</i>		\$0.00	\$69,736.00	\$69,736.00	\$0.00	\$69,725.86	\$0.00	\$10.14	100%	\$0.00
260	Other Equipment	2,500.00	6,480.00	8,980.00	89.99	1,534.50	7,442.79	2.71	100	20,227.26
270	Lawn & Landscaping	1,000.00	(80.00)	920.00	.00	.00	284.03	635.97	31	.00
<i>Equipment Totals</i>		\$55,500.00	\$58,510.63	\$114,010.63	\$1,935.07	\$72,464.99	\$27,915.34	\$13,630.30	88%	\$121,857.85
<i>Contractual Expense</i>										
410	Supplies	47,000.00	11,891.16	58,891.16	1,634.09	17,872.31	35,718.02	5,300.83	91	42,392.49
413	Repair & Maint.-Bldg/Property	65,000.00	12,179.63	77,179.63	276.88	16,648.99	17,043.22	43,487.42	44	30,555.15
415	Electricity	35,000.00	.00	35,000.00	3,694.66	.00	27,920.18	7,079.82	80	33,357.04
416	Oil & Gas-Heating	42,000.00	(4,000.00)	38,000.00	73.66	5,168.00	9,390.77	23,441.23	38	31,812.69

# Expense Budget Performance Report

Fiscal Year to Date 07/31/24

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
<b>Fund A - General</b>										
<b>Department 6030 - Countryside Adult Home</b>										
<b>EXPENSE</b>										
<i>Contractual Expense</i>										
417	Water/Sewer/Taxes	15,000.00	.00	15,000.00	3,258.13	.00	9,110.96	5,889.04	61	14,397.52
418	Ins-General Liability	12,898.00	1,782.36	14,680.36	.00	.00	14,680.36	.00	100	10,860.77
422	Repair/Maint-Equipment	2,000.00	1,726.90	3,726.90	.00	1,247.16	2,479.74	.00	100	1,958.51
423	Telephone	2,000.00	.00	2,000.00	79.57	.00	921.28	1,078.72	46	1,574.70
424	Postage	250.00	.00	250.00	.00	.00	15.36	234.64	6	128.27
426	Subscriptions	650.00	.00	650.00	.00	.00	.00	650.00	0	474.00
427	Memberships & Dues	1,700.00	.00	1,700.00	.00	.00	1,344.00	356.00	79	1,344.00
428	Data Processing & Internet Fees	3,700.00	.00	3,700.00	649.88	.00	1,925.62	1,774.38	52	3,745.16
434	Allowances	22,800.00	.00	22,800.00	1,750.00	.00	8,500.00	14,300.00	37	12,800.00
435	Medical Fees	500.00	.00	500.00	.00	.00	240.00	260.00	48	.00
436	Advertising Fees	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
437	Consulting Fees	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	.00
439	Misc Fees & Expenses	1,700.00	3,582.47	5,282.47	.00	1,74.05	4,689.99	418.43	92	1,707.99
441	Auto-Supplies & Repair	8,500.00	.00	8,500.00	.00	.00	879.03	7,620.97	10	5,706.50
442	Automotive - Gas & Oil	4,000.00	.00	4,000.00	166.85	.00	1,027.22	2,972.78	26	2,713.86
444	Travel/Education/Conference	3,000.00	.00	3,000.00	.00	.00	2,227.00	773.00	74	3,311.00
445	Foods	235,000.00	(3,325.00)	231,675.00	8,563.67	35,482.40	112,373.90	83,818.70	64	171,217.15
451	Medical Supply Expense	5,000.00	.00	5,000.00	.00	1,450.13	1,289.44	2,260.43	55	2,587.88
453	Uniforms & Clothing	200.00	.00	200.00	.00	.00	.00	200.00	0	132.74
470	Contract	47,400.00	(2,457.36)	44,942.64	634.12	12,417.69	8,172.96	24,351.99	46	17,053.98
<i>Contractual Expense Totals</i>		\$558,298.00	\$21,380.16	\$579,678.16	\$20,781.51	\$90,460.73	\$259,949.05	\$229,268.38	60%	\$389,831.40
<i>Employee Benefits</i>										
810	Retirement	170,949.00	.00	170,949.00	13,358.82	.00	90,923.13	80,025.87	53	123,325.42
830	Social Security	86,730.00	.00	86,730.00	6,437.88	.00	45,761.62	40,968.38	53	78,096.80
831	Medicare Contribution	20,284.00	.00	20,284.00	1,505.64	.00	10,702.30	9,581.70	53	18,264.58
860	Hospitalization	175,238.00	.00	175,238.00	13,472.01	.00	97,074.94	78,163.06	55	164,881.97
865	Dental Insurance	3,384.00	.00	3,384.00	247.94	.00	1,833.58	1,550.42	54	3,243.36
<i>Employee Benefits Totals</i>		\$456,585.00	\$0.00	\$456,585.00	\$35,022.29	\$0.00	\$246,295.57	\$210,289.43	54%	\$387,812.13
<i>Other Benefits</i>										
840	Workmen's Compensation	26,303.00	.00	26,303.00	.00	.00	26,303.00	.00	100	23,688.00
850	Unemployment Insurance	9,000.00	.00	9,000.00	.00	.00	.00	9,000.00	0	.00
855	Disability	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
861	Retirees Hospitalization	97,253.00	.00	97,253.00	.00	.00	47,756.48	49,496.52	49	101,385.52
862	Health Insurance Cost Reimbursement	750.00	.00	750.00	.00	.00	256.36	493.64	34	264.63
<i>Other Benefits Totals</i>		\$134,806.00	\$0.00	\$134,806.00	\$0.00	\$0.00	\$74,315.84	\$60,490.16	55%	\$125,338.15
<b>EXPENSE TOTALS</b>		\$2,604,004.00	\$79,890.79	\$2,683,894.79	\$166,728.86	\$162,925.72	\$1,381,179.52	\$1,139,789.55	58%	\$2,336,220.80
<b>Department 6030 - Countryside Adult Home Totals</b>		(\$2,604,004.00)	(\$79,890.79)	(\$2,683,894.79)	(\$166,728.86)	(\$162,925.72)	(\$1,381,179.52)	(\$1,139,789.55)	58%	(\$2,336,220.80)

# Expense Budget Performance Report

Fiscal Year to Date 07/31/24

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund A - General</b>										
Department	<b>6050 - Public Facil. For Children</b>									
	EXPENSE									
	<i>Contractual Expense</i>									
469	Other Payments/Contributions	75,000.00	17,000.00	92,000.00	.00	.00	91,430.40	569.60	99%	108,555.99
	<i>Contractual Expense Totals</i>	\$75,000.00	\$17,000.00	\$92,000.00	\$0.00	\$0.00	\$91,430.40	\$569.60	99%	\$108,555.99
	EXPENSE TOTALS	\$75,000.00	\$17,000.00	\$92,000.00	\$0.00	\$0.00	\$91,430.40	\$569.60	99%	\$108,555.99
Department	<b>6050 - Public Facil. For Children</b>									
	EXPENSE									
	<i>Contractual Expense</i>									
470	Contract	1,060,373.00	.00	1,060,373.00	136,662.34	.00	789,680.75	270,692.25	74%	1,328,827.44
	<i>Contractual Expense Totals</i>	\$1,060,373.00	\$0.00	\$1,060,373.00	\$136,662.34	\$0.00	\$789,680.75	\$270,692.25	74%	\$1,328,827.44
	EXPENSE TOTALS	\$1,060,373.00	\$0.00	\$1,060,373.00	\$136,662.34	\$0.00	\$789,680.75	\$270,692.25	74%	\$1,328,827.44
Department	<b>6055 - Daycare</b>									
	EXPENSE									
	<i>Contractual Expense</i>									
470	Contract	1,060,373.00	\$0.00	(\$1,060,373.00)	(\$136,662.34)	\$0.00	(\$789,680.75)	(\$270,692.25)	74%	(\$1,328,827.44)
	<i>Contractual Expense Totals</i>	(\$1,060,373.00)	\$0.00	(\$1,060,373.00)	(\$136,662.34)	\$0.00	(\$789,680.75)	(\$270,692.25)	74%	(\$1,328,827.44)
	EXPENSE TOTALS	(\$1,060,373.00)	\$0.00	(\$1,060,373.00)	(\$136,662.34)	\$0.00	(\$789,680.75)	(\$270,692.25)	74%	(\$1,328,827.44)
Department	<b>6070 - Services for Recipients</b>									
	EXPENSE									
	<i>Contractual Expense</i>									
470	Contract	325,000.00	.00	325,000.00	21,094.78	.00	127,747.33	197,252.67	39%	258,377.44
	<i>Contractual Expense Totals</i>	\$325,000.00	\$0.00	\$325,000.00	\$21,094.78	\$0.00	\$127,747.33	\$197,252.67	39%	\$258,377.44
	EXPENSE TOTALS	\$325,000.00	\$0.00	\$325,000.00	\$21,094.78	\$0.00	\$127,747.33	\$197,252.67	39%	\$258,377.44
Department	<b>6070 - Services for Recipients</b>									
	EXPENSE									
	<i>Contractual Expense</i>									
470	Contract	12,235,886.00	(17,000.00)	12,218,886.00	920,108.00	.00	6,859,663.00	5,359,223.00	56%	11,211,179.00
	<i>Contractual Expense Totals</i>	\$12,235,886.00	(\$17,000.00)	\$12,218,886.00	\$920,108.00	\$0.00	\$6,859,663.00	\$5,359,223.00	56%	\$11,211,179.00
	EXPENSE TOTALS	\$12,235,886.00	(\$17,000.00)	\$12,218,886.00	\$920,108.00	\$0.00	\$6,859,663.00	\$5,359,223.00	56%	\$11,211,179.00
Department	<b>6100 - Medicaid</b>									
	EXPENSE									
	<i>Contractual Expense</i>									
470	Contract	500.00	.00	500.00	.00	.00	.00	500.00	0%	3,767.00
	<i>Contractual Expense Totals</i>	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%	\$3,767.00
	EXPENSE TOTALS	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%	\$3,767.00
Department	<b>6101 - Medical Assistance</b>									
	EXPENSE									
	<i>Contractual Expense</i>									
470	Contract	2,500,000.00	.00	2,500,000.00	195,207.91	.00	1,036,412.54	1,463,587.46	41%	2,602,276.15
	<i>Contractual Expense Totals</i>	(\$500.00)	\$0.00	(\$500.00)	\$0.00	\$0.00	\$0.00	(\$500.00)	0%	(\$3,767.00)
	EXPENSE TOTALS	(\$500.00)	\$0.00	(\$500.00)	\$0.00	\$0.00	\$0.00	(\$500.00)	0%	(\$3,767.00)

# Expense Budget Performance Report

Fiscal Year to Date 07/31/24

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund A - General</b>										
<b>Department 6109 - Aid To Dependent Children</b>										
<b>EXPENSE</b>										
<i>Contractual Expense Totals</i>										
		\$2,500,000.00	\$0.00	\$2,500,000.00	\$195,207.91	\$0.00	\$1,036,412.54	\$1,463,587.46	41%	\$2,602,276.15
<b>EXPENSE TOTALS</b>										
		\$2,500,000.00	\$0.00	\$2,500,000.00	\$195,207.91	\$0.00	\$1,036,412.54	\$1,463,587.46	41%	\$2,602,276.15
<b>Department 6109 - Aid To Dependent Children Totals</b>										
		(\$2,500,000.00)	\$0.00	(\$2,500,000.00)	(\$195,207.91)	\$0.00	(\$1,036,412.54)	(\$1,463,587.46)	41%	(\$2,602,276.15)
<b>Department 6119 - Child Care</b>										
<b>EXPENSE</b>										
<i>Contractual Expense</i>										
470	Contract	6,250,000.00	.00	6,250,000.00	456,720.26	.00	2,941,270.52	3,308,729.48	47%	5,570,616.42
<i>Contractual Expense Totals</i>										
		\$6,250,000.00	\$0.00	\$6,250,000.00	\$456,720.26	\$0.00	\$2,941,270.52	\$3,308,729.48	47%	\$5,570,616.42
<b>EXPENSE TOTALS</b>										
		\$6,250,000.00	\$0.00	\$6,250,000.00	\$456,720.26	\$0.00	\$2,941,270.52	\$3,308,729.48	47%	\$5,570,616.42
<b>Department 6119 - Child Care Totals</b>										
		(\$6,250,000.00)	\$0.00	(\$6,250,000.00)	(\$456,720.26)	\$0.00	(\$2,941,270.52)	(\$3,308,729.48)	47%	(\$5,570,616.42)
<b>Department 6123 - Juvenile Delinquent Care</b>										
<b>EXPENSE</b>										
<i>Contractual Expense</i>										
470	Contract	1,000.00	.00	1,000.00	25.00	.00	151.75	848.25	15%	277.02
<i>Contractual Expense Totals</i>										
		\$1,000.00	\$0.00	\$1,000.00	\$25.00	\$0.00	\$151.75	\$848.25	15%	\$277.02
<b>EXPENSE TOTALS</b>										
		\$1,000.00	\$0.00	\$1,000.00	\$25.00	\$0.00	\$151.75	\$848.25	15%	\$277.02
<b>Department 6123 - Juvenile Delinquent Care Totals</b>										
		(\$1,000.00)	\$0.00	(\$1,000.00)	(\$25.00)	\$0.00	(\$151.75)	(\$848.25)	15%	(\$277.02)
<b>Department 6129 - State Training School</b>										
<b>EXPENSE</b>										
<i>Contractual Expense</i>										
470	Contract	350,000.00	.00	350,000.00	.00	.00	.00	350,000.00	0%	380,000.00
<i>Contractual Expense Totals</i>										
		\$350,000.00	\$0.00	\$350,000.00	\$0.00	\$0.00	\$0.00	\$350,000.00	0%	\$380,000.00
<b>EXPENSE TOTALS</b>										
		\$350,000.00	\$0.00	\$350,000.00	\$0.00	\$0.00	\$0.00	\$350,000.00	0%	\$380,000.00
<b>Department 6129 - State Training School Totals</b>										
		(\$350,000.00)	\$0.00	(\$350,000.00)	\$0.00	\$0.00	\$0.00	(\$350,000.00)	0%	(\$380,000.00)
<b>Department 6140 - Home Relief</b>										
<b>EXPENSE</b>										
<i>Contractual Expense</i>										
470	Contract	1,500,000.00	.00	1,500,000.00	158,447.82	.00	885,145.59	614,854.41	59%	1,795,280.25
<i>Contractual Expense Totals</i>										
		\$1,500,000.00	\$0.00	\$1,500,000.00	\$158,447.82	\$0.00	\$885,145.59	\$614,854.41	59%	\$1,795,280.25
<b>EXPENSE TOTALS</b>										
		\$1,500,000.00	\$0.00	\$1,500,000.00	\$158,447.82	\$0.00	\$885,145.59	\$614,854.41	59%	\$1,795,280.25
<b>Department 6140 - Home Relief Totals</b>										
		(\$1,500,000.00)	\$0.00	(\$1,500,000.00)	(\$158,447.82)	\$0.00	(\$885,145.59)	(\$614,854.41)	59%	(\$1,795,280.25)
<b>Department 6141 - Fuel Crisis Assistance</b>										
<b>EXPENSE</b>										
<i>Contractual Expense</i>										
470	Contract	30,000.00	.00	30,000.00	63.00	.00	18,412.63	11,587.37	61%	24,078.76
<i>Contractual Expense Totals</i>										
		\$30,000.00	\$0.00	\$30,000.00	\$63.00	\$0.00	\$18,412.63	\$11,587.37	61%	\$24,078.76
<b>EXPENSE TOTALS</b>										
		\$30,000.00	\$0.00	\$30,000.00	\$63.00	\$0.00	\$18,412.63	\$11,587.37	61%	\$24,078.76

# Expense Budget Performance Report

Fiscal Year to Date 07/31/24

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund A - General</b>										
Department	6141 - Fuel Crisis Assistance Totals	(\$30,000.00)	\$0.00	(\$30,000.00)	(\$63.00)	\$0.00	(\$18,412.63)	(\$11,587.37)	61%	(\$24,078.76)
Department	6142 - Emergency Aid For Adults									
EXPENSE										
<i>Contractual Expense</i>										
470	Contract	15,000.00	.00	15,000.00	446.00	.00	6,707.00	8,293.00	45%	3,651.00
	<i>Contractual Expense Totals</i>	\$15,000.00	\$0.00	\$15,000.00	\$446.00	\$0.00	\$6,707.00	\$8,293.00	45%	\$3,651.00
	EXPENSE TOTALS	\$15,000.00	\$0.00	\$15,000.00	\$446.00	\$0.00	\$6,707.00	\$8,293.00	45%	\$3,651.00
Department	6142 - Emergency Aid For Adults Totals	(\$15,000.00)	\$0.00	(\$15,000.00)	(\$446.00)	\$0.00	(\$6,707.00)	(\$8,293.00)	45%	(\$3,651.00)
Department	7311 - Youth Bureau									
EXPENSE										
<i>Other Benefits</i>										
861	Retirees Hospitalization	7,164.00	.00	7,164.00	.00	.00	2,984.28	4,179.72	42%	7,787.88
	<i>Other Benefits Totals</i>	\$7,164.00	\$0.00	\$7,164.00	\$0.00	\$0.00	\$2,984.28	\$4,179.72	42%	\$7,787.88
	EXPENSE TOTALS	\$7,164.00	\$0.00	\$7,164.00	\$0.00	\$0.00	\$2,984.28	\$4,179.72	42%	\$7,787.88
Department	7311 - Youth Bureau Totals	(\$7,164.00)	\$0.00	(\$7,164.00)	\$0.00	\$0.00	(\$2,984.28)	(\$4,179.72)	42%	(\$7,787.88)
Department	7312 - Special Delinquency Prev.									
EXPENSE										
<i>Contractual Expense</i>										
470	Contract	167,761.00	58,042.00	225,803.00	27,500.00	112,234.00	75,823.00	37,746.00	83%	165,768.00
	<i>Contractual Expense Totals</i>	\$167,761.00	\$58,042.00	\$225,803.00	\$27,500.00	\$112,234.00	\$75,823.00	\$37,746.00	83%	\$165,768.00
	EXPENSE TOTALS	\$167,761.00	\$58,042.00	\$225,803.00	\$27,500.00	\$112,234.00	\$75,823.00	\$37,746.00	83%	\$165,768.00
Department	7312 - Special Delinquency Prev. Totals	(\$167,761.00)	(\$58,042.00)	(\$225,803.00)	(\$27,500.00)	(\$112,234.00)	(\$75,823.00)	(\$37,746.00)	83%	(\$165,768.00)
Fund A - General	Totals	\$41,104,033.00	\$913,570.79	\$42,017,603.79	\$2,904,359.78	\$417,997.82	\$21,848,187.73	\$19,751,418.24		\$38,622,241.79
	Grand Totals	\$41,104,033.00	\$913,570.79	\$42,017,603.79	\$2,904,359.78	\$417,997.82	\$21,848,187.73	\$19,751,418.24		\$38,622,241.79

WARREN COUNTY

# Receipts by G/L Distribution Report - Summary

From Date: 07/01/2024 - To Date: 07/31/2024

G/L Account Number	G/L Date	Due To/From Fund	Project	Transactions	Debit Amount	Credit Amount
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Fund: A - General

Account: 400.00 - State&Federal,Social Services

07/03/2024				3	\$0.00	\$696,300.00
07/15/2024				1	\$0.00	\$48,674.00
07/31/2024				1	\$0.00	\$1,817.00
Account Total: State&Federal,Social Services					\$0.00	\$746,791.00

Fund Total: General

Grand Total:

*Fed/State*

*Local*

*TOTAL July Revenue*

*TOTAL YTD*

32,470.66

*179,261.66*

*10,512,937.67*

WARREN COUNTY

# Receipts by G/L Distribution Report - Summary

From Date: 07/01/2024 - To Date: 07/31/2024

G/L Account Number	G/L Date	Due To/From Fund	Project	Transactions	Debit Amount	Credit Amount
Fund: A - General						
Department: 6010 - Social Services						
Account: 1810 - Administration						
Account Total: Administration	07/15/2024			1	\$0.00	\$584.97
				1	\$0.00	\$584.97
Account: 1811 - Medical Incentive Earning						
Account Total: Medical Incentive Earning	07/12/2024			1	\$0.00	\$88.40
	07/15/2024			1	\$0.00	\$3,802.00
				2	\$0.00	\$3,890.40
Department Total: Social Services					\$0.00	\$4,475.37
Department: 6101 - Medical Assistance						
Account: 1801 - Repay of Medical Assist						
Account Total: Repay of Medical Assist	07/15/2024			1	\$0.00	\$2,622.04
				1	\$0.00	\$2,622.04
Department Total: Medical Assistance					\$0.00	\$2,622.04
Department: 6109 - Aid To Dependent Children						
Account: 1809 - Repay of Aid to A.D.C.						
Account Total: Repay of Aid to A.D.C.	07/15/2024			2	\$0.00	\$12,598.40
				2	\$0.00	\$12,598.40
Department Total: Aid To Dependent Children					\$0.00	\$12,598.40
Department: 6119 - Child Care						
Account: 1819 - Repay of Child Care						

WARREN COUNTY

# Receipts by G/L Distribution Report - Summary

From Date: 07/01/2024 - To Date: 07/31/2024

G/L Account Number	G/L Date	Due To/From Fund	Project	Transactions	Debit Amount	Credit Amount
Account Total: Repay of Child Care	07/15/2024			1	\$0.00	\$2,012.46
Department Total: Child Care				1	\$0.00	\$2,012.46
Department: 6140 - Home Relief					\$0.00	\$2,012.46
<b>Account: 1840 - Repay of Home Relief</b>						
Account Total: Repay of Home Relief	07/03/2024			1	\$0.00	\$703.44
Department Total: Home Relief	07/15/2024			1	\$0.00	\$5,293.95
Account Total: Repay of Home Relief	07/31/2024			1	\$0.00	\$4,765.00
				3	\$0.00	\$10,762.39
Department Total: Home Relief					\$0.00	\$10,762.39
Fund Total: General					\$0.00	\$32,470.66
<b>Grand Total:</b>				10	\$0.00	\$32,470.66

Social Services - Overtime Report - Comparison 2022/2023

Week End	2023 OT	2024 OT	Reason	CPS After Hrs/ OnCall	Foster Care	Fraud	Prevent ive	Child Support	Legal	APS	TA/ Employ	SNAP	Reception	Training	CPS	Resources	COMP
12/31/23	64.53	90.42	CPS-NR,SA,HV,Notes/FC-HV/APS-homeless client	21.32	0.90					0.67				3.00	24.34		40.19
01/14/24	134.58	102.73	CPS-HV,SA,Case closure/FC-Legal,HV/Child Support-Backlog	34.06	1.25			5.02						3.91	22.31		36.18
01/28/24	119.90	135.27	CPS-HV,SA,Case closure/FC-HV/Legal, Resources Backlog	30.54	1.50		2.63		7.10					11.17	26.47	1.84	54.02
02/11/24	90.16	150.44	CPS-HV,SA,Case closure/FC-HV/TA, SNAP Backlog	38.77	2.69		2.00				16.00	1.00		18.18	20.42		51.38
02/25/24	92.71	98.09	CPS-HV, Case notes/ FC, Prev Case Notes, APS Nusing Home Visit	38.23	0.53		2.50			1.50				6.35	13.81		35.17
03/10/24	117.25	148.79	CPS-HV, Case notes, Court Prep/ FC Case Notes,	37.03	0.43				4.00					13.38	38.03		55.92
03/24/24	106.03	139.94	CPS-HV, Notes, Safety /FC-HV/Resources, SNAP CS- Backlog	22.52	4.90		4.81	6.02				8.32		10.68	20.66	11.00	51.03
04/07/24	98.16	73.86	CPS-HV,Notes, Safety /FC-HV	31.97	4.32		1.00							3.03	4.79		28.75
04/21/24	122.10	122.76	CPS- HV, Notes, Reports/ FC- HV/Prev-Court/SNAP-backlog/APS-client placement	53.80	3.77		1.50			3.00		3.13		26.32	13.12		18.12
05/05/24	114.82	98.72	CPS-HV, Notes, Removal/FC/ Prev-homefind	28.62	7.55		0.25							13.92	13.13		35.25
05/19/24	95.29	139.39	CPS- HV, Assess, Rpts, Removal/ APS- Client Trans/ FC, Prev- Visits, Notes	10.54	13.58		4.79			3.28				12.83	11.62		82.75
06/02/24	144.24	105.36	CPS- HV, Rpts, Assess/ FC, Prev- Court, Emg Food, APS-Hosp	32.12	9.99		3.13			1.83				27.47	7.98		22.84
06/16/24	238.04	197.56	CPS-HV, Rpts/ FC- transport/ Legal, Receipt- backlog	53.59	4.82				18.00				1.00	72.35	8.38		39.42
06/30/24	157.22	197.62	CPS-NR,HV,SA,Notes/APS-Client transports/Prev-HV/legal-backlog	61.78			1.58		24.35	5.38				35.83	9.40		59.30
07/14/24	104.27	131.35	CPS-HV,Notes/Fraud-Field work/Prev-HV/Resources-Backlog	42.47	0.52	4.16	0.62							21.15	19.61		42.82
07/28/24	109.18	111.07	CPS- HV, NotesRpts/ Prev- Phone Conf/FC- HV, meds	24.63	2.00		0.50							16.15	14.42		53.37
08/11/24	80.36																
08/25/24	84.85																
09/08/24	80.82																
09/22/24	120.23																
10/06/24	123.91																
10/20/24	91.85																
11/03/24	137.68																
11/17/24	132.33																
12/01/24	80.64																
12/15/24	79.69																
YTD	1908.48	2043.37															
Total 23	2920.84			561.99	58.75	4.16	25.31	11.04	53.45	15.66	16.00	12.45	1.00	295.72	268.49	12.84	706.51