

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: YOUTH PROGRAMS

DATE: NOVEMBER 28, 2006

Committee Members Present:

Supervisors Gabriels  
F. Thomas  
Girard  
Merlino

Others Present:

Margaret Smith, Director, Youth Bureau  
Joan Sady, Clerk, Board of Supervisors  
JoAnn McKinstry, Confidential Secretary,  
Commissioner, Administrative &  
Fiscal Services  
Supervisor Geraghty  
Supervisor Belden  
Sheriff Larry Cleveland  
Katy Goodman, Secretary to the Clerk

Committee Member Absent:

Supervisor Champagne

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Mr. Gabriels called the meeting to order at 10:20 a.m.

Motion was made by Mr. F. Thomas, seconded by Mr. Merlino and carried unanimously to approve the minutes of the previous meeting, subject to correction by the Clerk.

Privilege of the floor was extended to Mrs. Smith, and she distributed copies of her Agenda packet for the meeting, a copy of which is on file with the minutes.

Mrs. Smith commenced with review of her Agenda and she presented requests for approval of resolutions and a Certificate of Appointment as outlined under Agenda Item No. 2 (a - g).

Mrs. Smith requested approval of a resolution to authorize an amendment to the 2006 Resource Allocation Plan for NYS Office of Children & Family Services (NYS OCFS) youth program funds to modify the funding amounts for three municipal programs as recommended by the Warren County Youth Board. She explained there were unexpended Recreation Program funds from the Town of Lake George and the Youth Board proposed that they be reallocated to the Recreation Programs in the Town of Chester and the Town of Warrensburg. Mrs. Smith noted the two programs were selected by the Youth Board because they were providing some good programs with these funds and she provided details for the information of the Committee members.

Sheriff Cleveland left the meeting at 10:22 a.m.

Discussion ensued. In reply to Mr. Gabriels' query on the funding amounts, Mrs. Smith apprised that Lake George's allocation would be reduced to \$400 and Chester and Warrensburg would each be allocated \$395.

Motion was made by Mr. F. Thomas and seconded by Mr. Girard to approve the aforementioned request, as presented.

Mr. Merlino asked why the funds were not used by Lake George. Mrs. Smith explained that the State required that these funds be allocated to municipalities that do not charge fees to youth to participate in their Recreation Programs. She explained that although Lake George did offer excellent programs they charged fees to youth to participate in them.

Mr. Gabriels called the question and the motion was carried unanimously. The necessary resolution was approved for the next board meeting. A copy of a resolution request form is on file with the minutes.

Next, Mrs. Smith requested approval of a Transfer of Funds within the Special Delinquency 100% State funds. She apprised there was some money left over in this category of funds and she would like to use it to purchase a computer and monitor for her Department. Mrs. Smith stated she had obtained information on which computer to purchase and the price from the County Information Technology Department. She confirmed for Mr. Gabriels that these funds could be used to purchase a computer.

Motion was made by Mr. Girard, seconded by Mr. F. Thomas and carried unanimously to approve the aforementioned request and to refer it to the Finance Committee. A copy of a resolution request form is on file with the minutes.

Pursuant to Agenda Item No. 2 - b, Mrs. Smith requested approval of a resolution to authorize the submission of an application to the NYS OCFS (Office of Children and Family Services) for 2007 funds in the amount of \$124,833 as outlined in the 2007 Resource Allocation Plan/Package for youth programs run by municipalities and non-profit agencies. She advised the application reflected the recommendations of the Youth Board for 2007 programs.

Mrs. Smith stated there were colored sheets included in the agenda packet that listed the allocations for the programs. She apprised that this year the County had received about \$1,300 more in State funds for these programs. Mrs. Smith explained each Town had a municipal eligibility based on its youth population and since these were formula funds the Recreation Programs were based on the youth population. However, she said, in cases where a Town did not have a large enough youth population to meet the eligibility requirement the County eligibility would be provided to that Town if it had a Recreation Program that met the guidelines. Mrs. Smith stated it has been the County's tradition through its eligibility to provide not less than \$1,600 to any Towns that did not have large enough youth populations. She apprised the actual formula was \$1.01 per youth which meant that for a small Town the eligibility would be much lower than the \$1,600. Mrs. Smith noted she had a copy of the formula list for the Towns if the Committee members wished to see it.

Motion was made by Mr. F. Thomas, seconded by Mr. Merlino and carried unanimously to approve the aforementioned request, as presented, and to authorize the necessary resolution for the next board meeting. A copy of a resolution request form is on file with the minutes.

Next, Mrs. Smith requested approval of a resolution to authorize the renewal of the current contracts with community agencies for Youth Development/Delinquency Prevention (YDDP) Programs and Special Delinquency (SDPP) Programs. She noted these programs were also listed on the aforementioned colored sheets.

Motion was made by Mr. F. Thomas, seconded by Mr. Merlino and carried unanimously to approve the aforementioned request, as presented, and to authorize the necessary resolution for the next board meeting. A copy of a resolution request form is on file with the minutes.

Mrs. Smith requested approval of a resolution to renew the current contract with Warren Hamilton Counties Action Committee for Economic Opportunity (ACEO), Incorporated, for the Alternative Sentence Program in the amount of \$866.

Motion was made by Mr. F. Thomas, seconded by Mr. Merlino and carried unanimously to approve the aforementioned request, as presented, and to authorize the necessary resolution for the next board meeting. A copy of a resolution request form is on file with the minutes.

The next request (Agenda Item No. 2 c) Mrs. Smith presented was for approval of a resolution to authorize her to sign intrafund transfers for the programs in the 2007 Resource Allocation Plan. She advised this would not increase or decrease the amount of the County's State aid for these programs and the State liked her to have this authorization.

Motion was made by Mr. Merlino, seconded by Mr. Girard and carried unanimously to approve the aforementioned request, as presented, and to authorize the necessary resolution for the next board meeting. A copy of a resolution request form is on file with the minutes.

Pursuant to Agenda Item No. 2 d, Mrs. Smith requested approval of a resolution to renew the current agreement with Washington County to operate a program for runaway - homeless - street involved youth who received assistance at the WAIT House shelter. She noted that the shelter was operated by the Homeless Youth Coalition. Mrs. Smith explained under this agreement a portion of her salary was used as the local share match which was required by the State in order to receive these funds. She apprised that no funds come through the County Budget for the match.

Motion was made by Mr. Girard and seconded by Mr. F. Thomas to approve the request, as presented.

Dialogue ensued between Mr. Merlino and Mrs. Smith on the request. In reply to Mr. Merlino's query on the amount of the funds received Mrs. Smith said it was about \$31,000. She advised the funds were from the State Homeless and Runaway Youth Act and they were for programs in both Warren and Washington Counties. Relative to the aforementioned local share match, she apprised about \$9,000 of her salary was used to provide the match. Mrs. Smith explained further that there were no more State funds available in this category for Warren County to receive by

itself as of yet. However, she noted, it was always possible that the County could get its own funds so she could make her case to the State. Mrs. Smith confirmed for Mr. Belden that the use of her salary was only shown on paper and the money did not actually come from her salary. She explained the process was allowed because she worked with youth and had the title of Runaway and Homeless Youth Coordinator.

Mr. Gabriels called the question and the motion was carried unanimously. The necessary resolution was authorized for the next board meeting. A copy of a resolution request form is on file with the minutes.

Pursuant to Agenda Item No. 2 e, Mrs. Smith outlined requests for approval of resolutions for two contracts relative to the Warren County Youth Court.

The first request, she said was to extend the current Memorandum of Understanding (MOU) with the Warren County Department of Social Services to provide preventive services with New York State Community Optional Preventive Services (COPS) funds in 2007 for the operation of the Warren County Youth Court. She explained the Youth Bureau would manage the funds and then subcontract with the Council for Prevention of Alcohol and Substance Abuse, Incorporated, to operate the Youth Court.

The second request, Mrs. Smith said was to extend the contract with the Council for Prevention for operation of the Youth Court. She stated this contract was for all the funds that the Youth Bureau managed for the Youth Court. Mrs. Smith apprised the total amount of the contract was \$57,665 and it consisted of \$20,000 in STOP-DWI funds and \$37,665 in funds of which \$24,482 was the aforementioned COPS funds and \$13,183 was County funds.

Motion was made by Mr. Girard, seconded by Mr. F. Thomas and carried unanimously to approve the aforementioned requests, as presented.

Mrs. Smith confirmed for Mr. Gabriels that the \$13,183 in County funds was in the 2007 County budget. She noted she had sent him a memo to let him know that she had proposed a reduction in this budget line item as directed by the Budget Officer. Mrs. Smith advised when she looked at last year's expenditures by the agency for the Youth Court she felt that was where she could make a reduction in the amount that would comply with what the Budget Officer had requested for the Department. The reduction was small she said, but it did affect the State and County funds. However, Mrs. Smith stated she had not seen the final 2007 budget, but she assumed the \$13,183 would be the figure in this line item.

Mr. Gabriels called the question and the motion was carried unanimously. The necessary resolutions were authorized for the next board meeting. Copies of resolution request forms for the items are on file with the minutes.

Mrs. Smith requested approval of a resolution to authorize her to bring up to four Warren County

youth to the 5<sup>th</sup> Annual New York State Youth Leadership Forum at the State Capitol in Albany, New York, on February 12<sup>th</sup> and 13<sup>th</sup> (Agenda Item No. 2 f). She explained she had previously taken youth to the Forum where they met with State legislators and discussed issues that concerned youth. The Forum was very valuable to the youth, she added. Mrs. Smith circulated a photograph album of previous trips among the Committee members. She noted although the event was not until February she was making the request now because she did not think there would be time for a Committee meeting between now and then. However, she said, if the Committee members would like she could wait until another time.

Motion was made by Mr. F. Thomas and seconded by Mr. Merlino to approve the request, as presented.

Mr. Gabriels asked if there were any costs for the trip. Mrs. Smith replied that last year there were scholarships available for lodging, but for this year she thought she might have to pay a little bit for meals. She noted she had used a County car last year and the County Attorney had prepared permission slips for her to bring the youth. Mrs. Smith stated she had been able to manage the meals costs last year.

Mr. Gabriels called the question and the motion was carried unanimously. The necessary resolution was authorized for the next board meeting. A copy of a resolution request form is on file with the minutes.

Pursuant to Agenda Item No. 2 g, Mrs. Smith requested approval of a Certificate of Appointment to reappoint Robert Iusi as a member of the Warren County Youth Board for the term of January 1, 2007 through December 31, 2009. She noted Mr. Iusi was the current at-large member of the board and he was the Director of the County Probation Department.

Motion was made by Mr. Merlino, seconded by Mr. F. Thomas and carried unanimously to approve the aforementioned request, as presented. *(Note: Subsequent to the meeting the Clerk of the Board of Supervisors' Office decided to hold this request from being forwarded to the December 15<sup>th</sup> Board of Supervisors' meeting, pending receipt of anticipated forthcoming requests to appoint other members to the Youth Board for the January 2007 board meetings. Mrs. Smith discussed the additional appointments under Update items next in the meeting.)*

Mrs. Smith commenced with review of the Updates items listed on the agenda. First, she discussed the status of the membership of the Warren County Youth Board. Mrs. Smith noted the board was a citizen advisory board that was required by the State to work in conjunction with the Youth Bureau to carry out activities for youth. She stated the terms of office of the board members who represented the Town of Bolton, the City of Glens Falls, the Town of Hague, the Village of Lake George, and the Town of Chester would all expire on December 31, 2006. Mrs. Smith stated she would be sending letters to each of those communities to ask if they would like to recommend new candidates to represent them on the board.

Continuing, Mrs. Smith advised that currently there were vacancies on the board for representatives of the Town of Horicon, the Town of Lake Luzerne, the Town of Stony Creek, and the Town of Thurman. Mrs. Smith noted the vacancies were due to resignations and one member was moving away from the area. She stated she would also be contacting those Towns by letter about filling the vacancies. Mrs. Smith advised she hoped to have recommendations from the Towns by the end of the year so the vacancies could be filled in January.

Next, Mrs. Smith spoke on a recommendation the Committee had made at the April 26, 2006 meeting relative to obtaining funding to provide some type of workshop on substance abuse training next year. She explained this was the result of the success of a workshop the Youth Bureau had been involved with presenting last April on Methamphetamine/Substance Abuse. The workshop was attended by close to 200 people and it involved cross training people from a variety of backgrounds who dealt with drug abuse problems, she said. As a result of the workshops' success, Mrs. Smith recalled the Committee members had suggested that perhaps the Department could secure some STOP-DWI Program or Victim Impact Panel funds to provide such a workshop each year. She advised she would have to wait until next year and if there was going to be another program of that type she would have to bring a proposal for it to the Committee members to consider. Mrs. Smith explained the funds did not go through the Department because she had arranged to have the speaker paid directly from the Victim Impact Panel funds.

Mrs. Smith discussed the ACT (Assets Coming Together) for Youth grant. She advised this was a State grant and only 12 grants were awarded in the entire State. The Department was involved with a project under the grant and one of the programs was with youth in Warrensburg and the other was with youth in a Town in Washington County, she said. Mrs. Smith commented they did not expect to receive this grant because it was so competitive. The programs were designed to build opportunities for youth to be more positively involved with their communities, she said. Mrs. Smith stated she would be working with the funds they had received for the Department's part of the programs.

Concluding the Updates, Mrs. Smith spoke on the Warren County Child and Family Services Plan for 2007 through 2009. She stated she had been working with compiling the Plan with the County Social Services Department and the County Probation Department. Mrs. Smith advised the Plan had been submitted to the State electronically, and she displayed a hard copy of it for the Committee members' information. She stated the Youth Bureau would still focus specifically on positive youth development opportunities for all youth in the County and also work with Social Services and Probation on opportunities and support for youth in challenging situations. A copy of the Plan is on file with the minutes.

Mrs. Smith advised she also wished to update the Committee that although they had applied for the State funds the Committee had approved for 2007, there was a reserve in the State matching funds of about \$3,700. She advised that the Youth Board would like to do what it did last year which was to look for either a new program or for an expansion of a current program from either one of the Towns or the non-profit agencies. Thus, Mrs. Smith said she would be bringing in

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some plans next year for the use of the unexpended funds.

Brief general discussion ensued.

Mrs. Smith expressed her appreciation to the Committee members for their help during the year.

A copy of the Youth Bureau's Budget Performance Report through November 27, 2006 was included in the agenda packet and said copy is on file with the minutes.

There being no further business to come before the Committee on motion by Mr. Girard and seconded by Mr. Merlino, Mr. Gabriels adjourned the meeting at 10:40 a.m.

Respectfully submitted,

Katy Goodman, Secretary to the Clerk