

# AGENDA

## HUMAN SERVICES COMMITTEE

### Monday, July 31<sup>st</sup> 9:00 a.m.

*Members: Donalty, Leonard, Johnson, Verno and Mettler*

9:00 a.m. Approve minutes from previous meeting

9:00 a.m. GIS Manager, Zakk Hess

DISCUSSION: GIS Needs Assessment

9:05 a.m. Veterans Service Agency, David Philips

MONTHLY REPORT

STAFFING

TRANSMITTAL:

- Authorization to Distribute TE Account Funds [TRE07RES09 VET REV1.docx](#)

9:20 a.m. Department of Social Services, Lisa Graf

MONTHLY REPORTS [DSS Financial Report.pdf](#)

[DSS HS Committee report.docx](#)

PROGRAM SPOTLIGHT—Hunger Awareness

TRANSMITTALS:

- Authorization to Adjust Foster Care and Adoption Subsidy Rates [DSS08RES02 ADJUST FOSTER CARE AND ADOPTION SUBSIDY PAYMENT RATES.docx](#)
- Authorization to Sign Agreement with Wayne Behavioral Health Network [DSS08RES01 CONTRACT WITH WBHN FOR QI SERVICES.docx](#)

9:35 a.m. Aging and Youth, Amy Haskins

MONTHLY REPORT

TRANSMITTALS:

- Authorization to Sign Contract with Legal Assistance of Western NY [AY 08 RES 01 LawNY 2023 contract REV1.docx](#)
- Authorization to Accept Proposal and Sign Contract with Pur Foods [AY 08 RES 02 mailed HDM RFP 2023 REV1.docx](#)
- Authorization to Sign Contract with Marion School District for FACT Program [AY 08 RES 03 FACT Contract REV1.docx](#)
- Authorization to Accept Funds and Sign Contract with Sodus Bay Junior Sailing Association [AY 08 RES 04 YSD walking program REV2.docx](#)

RESOLUTION

Committee No. 7

Date: 7/31/2023

Committee Chair: Supervisor Donalty  
Department Head: Treasurer Schmitt

AUTHORIZATION TO DISTRIBUTE REMAINING VETERAN VAN FUNDS TO ACTIVE LOCAL VFW'S AND AMERICAN LEGIONS

WHEREAS, pursuant to Resolution #478-13, the County of Wayne purchased a replacement van for the Veteran's Office and a portion of the money used to buy the replacement van was received by donations; and  
WHEREAS, the County has approximately \$14,000 that was left over after purchasing the replacement van; and  
WHEREAS, after discussions with the Wayne County Treasurer and the Wayne County Veterans Director, it has been decided to give an equal amount to the following active American Legion and Veterans of Foreign Wars posts in Wayne County:

- Macedon Post #494
- Marion Post #1430
- Newark Post #286
- North Rose Post #582
- Ontario Post #428
- Palmyra Post #120
- Red Creek Post #436
- Savannah Post #1343
- Sodus Post #910
- Williamson Post #394
- Wolcott Post #881

Active Veterans of Foreign Wars Posts in Clyde, Palmyra, Newark and Lyons; now therefore be it RESOLVED, that the recommendation for payment to the active local American Legions and Veterans of Foreign Wars posts is hereby adopted, and the County Treasurer is hereby authorized and directed to make such payments.

Budgeted: yes  no  Proposed Cost: \$0.00 Reimbursed Amount: \_\_\_\_\_ County Cost: \_\_\_\_\_

Department Transfer: \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources Office Review: yes  no  N/A  Signature: \_\_\_\_\_

County Attorney Review: yes  no  N/A  Signature: \_\_\_\_\_

Purchasing Review: yes  no  N/A  Signature: \_\_\_\_\_

Standing Committee: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:  
Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

## FINANCIAL REPORT - June 2023

Account	2023				2022				YTY Change	
	Revenue	%	Expended	%	Revenue	%	Expended	%	Rev +/- Change	Exp +/- Change
6010 Admin Rev/Salaries	4,636,866	44.7%	3,522,082	45.1%	2,176,987	20.9%	3,234,685	45.2%	2,459,879	287,397
Admin Equipment			0	0.0%			4,116	2.7%		(4,116)
Admin-Contractual Expenses			993,238	27.7%			870,952	21.9%		122,286
Admin-Fringe			1,454,670	39.4%			1,257,762	31.9%		196,909
6055 Day Care	518,845	38.2%	582,187	42.9%	276,695	20.5%	258,597	17.9%	242,149	323,590
6070 Purchase of Services	332,213	26.9%	589,560	36.0%	367,037	35.0%	437,610	29.2%	(34,824)	151,950
6100 Medicaid Weekly Shares	0	0.0%	5,705,866	47.5%	0	0.0%	5,480,620	39.1%	0	225,246
6101 Medical Assistance	15,892	15.9%	21,994	22.0%	80,764	80.8%	6,477	6.5%	(64,872)	15,517
6106 Family Type Homes	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0
6109 Family Assistance	633,074	22.9%	948,975	34.3%	796,363	28.7%	801,738	28.9%	(163,289)	147,237
6119 Foster Care	502,783	25.6%	1,099,704	42.4%	329,538	16.4%	735,135	25.8%	173,245	364,569
6123 Juvenile Delinquent Care	0	0.0%	153,946	12.4%	23,304	10.4%	109,063	23.9%	(23,304)	44,884
6129 State Training Schools	0	0.0%	259,359	51.9%	0	0.0%	0	0.0%	0	259,359
6140 Safety Net	332,235	34.4%	786,776	37.5%	262,025	27.2%	648,520	30.9%	70,210	138,256
6141 HEAP	45,847	91.7%	37,297	74.6%	7,894	15.8%	(1,192)	-2.4%	37,953	38,489

FINANCIAL REPORT - June 2023

Account	2023				2022				YTY Change	
	Revenue	%	Expended	%	Revenue	%	Expended	%	Rev +/- Change	Exp +/- Change
6142 Emergency Assistance to Adults	462	5.1%	2,010	11.2%	1,303	14.5%	4,827	26.8%	(841)	(2,817)
6275 Welfare to Work	165,232	46.0%	213,273	44.4%	151,706	44.8%	211,035	47.0%	13,526	2,237
6293 WIA Adult	21,789	34.6%	31,891	45.2%	26,505	42.1%	28,315	41.6%	(4,716)	3,576
6294 WIA Dislocated Worker	21,707	31.6%	31,821	44.2%	26,960	39.2%	29,420	42.5%	(5,253)	2,401
6295 WIA Youth	42,296	32.4%	72,680	50.7%	51,242	48.5%	55,203	50.8%	(8,946)	17,477
6296 TANF Summer Youth	0	0.0%	1,060	0.5%	0	0.0%	6,221	3.5%	0	(5,161)
6299 WFD Admin	1,265	32.8%	31,619	51.3%	1,476	38.2%	27,579	49.9%	(210)	4,041
TOTAL Expenses			16,540,009	42.6%			14,206,682	34.8%		2,333,327
Revenue	7,270,506	37.4%			4,579,799	23.7%			2,690,707	
County Cost			9,269,503	47.9%			9,626,883	44.8%		(357,380)

2023 - Total Original Appropriations = \$38,820,997

2023- Original Budgeted County Cost = \$19,369,056

2023 - Original Budget Revenue \$19,451,941

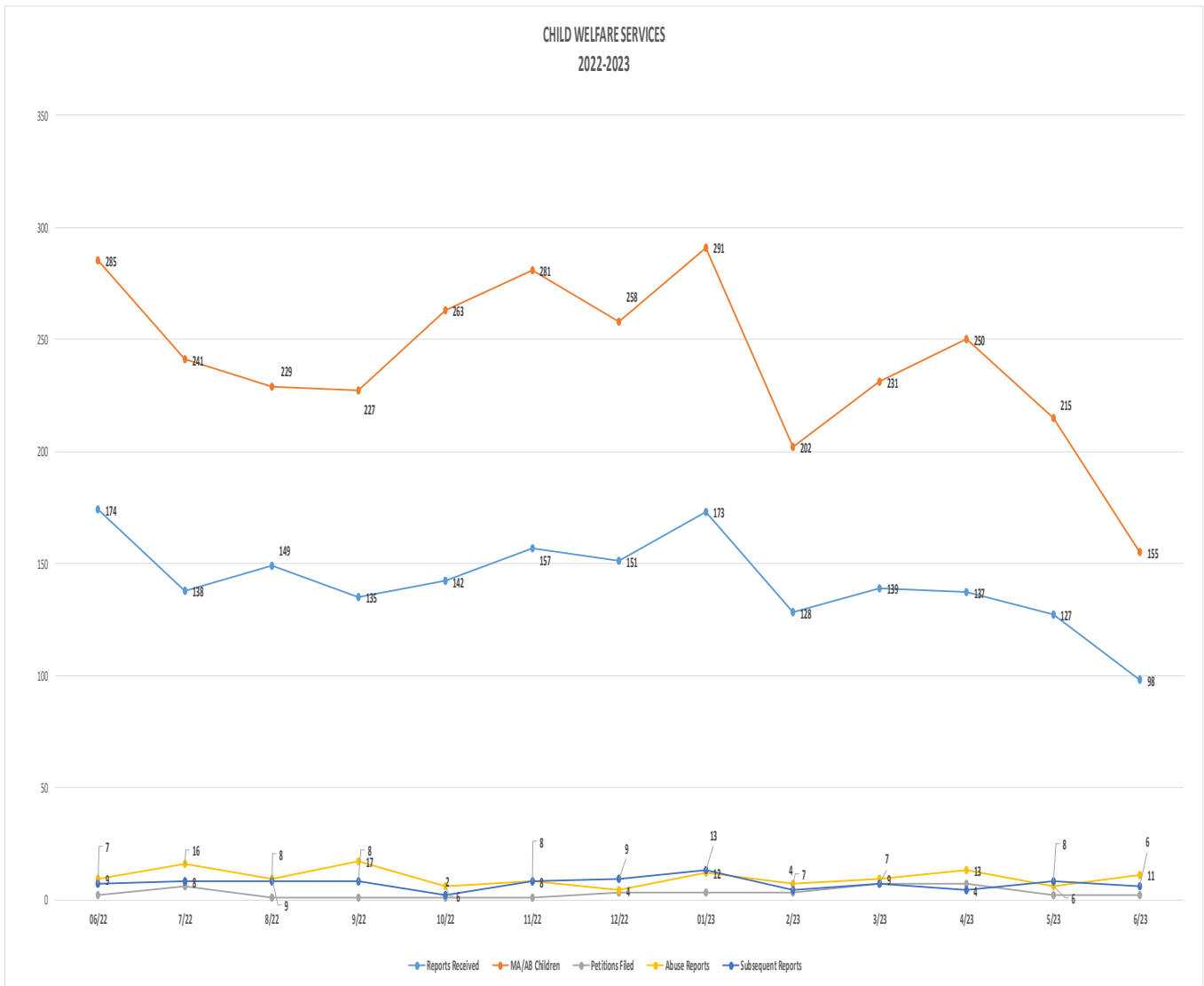
Report does not include County 50% funding of Nursing Home IGT.



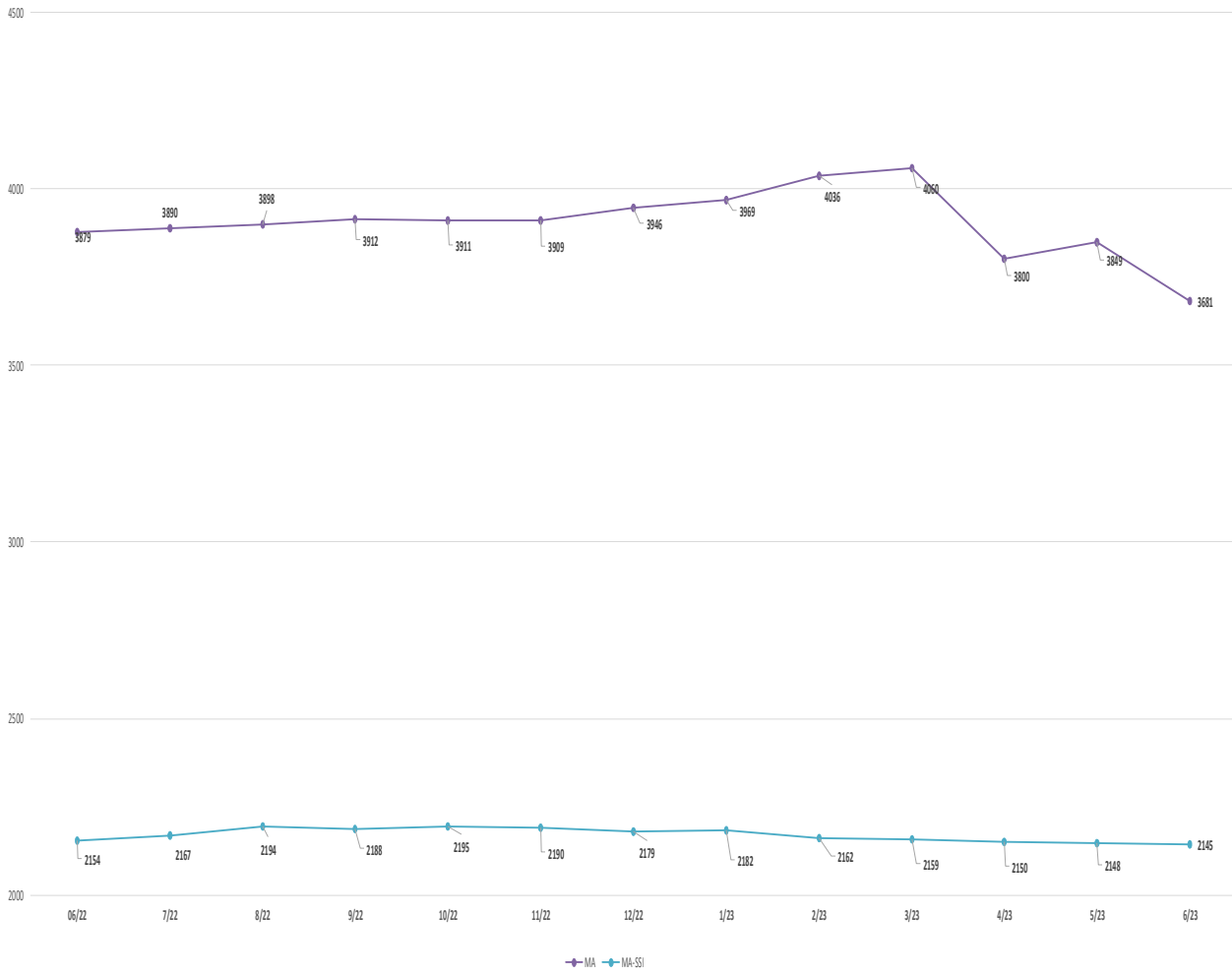
WAYNE COUNTY DEPARTMENT OF SOCIAL SERVICES

Report to Human Services Committee

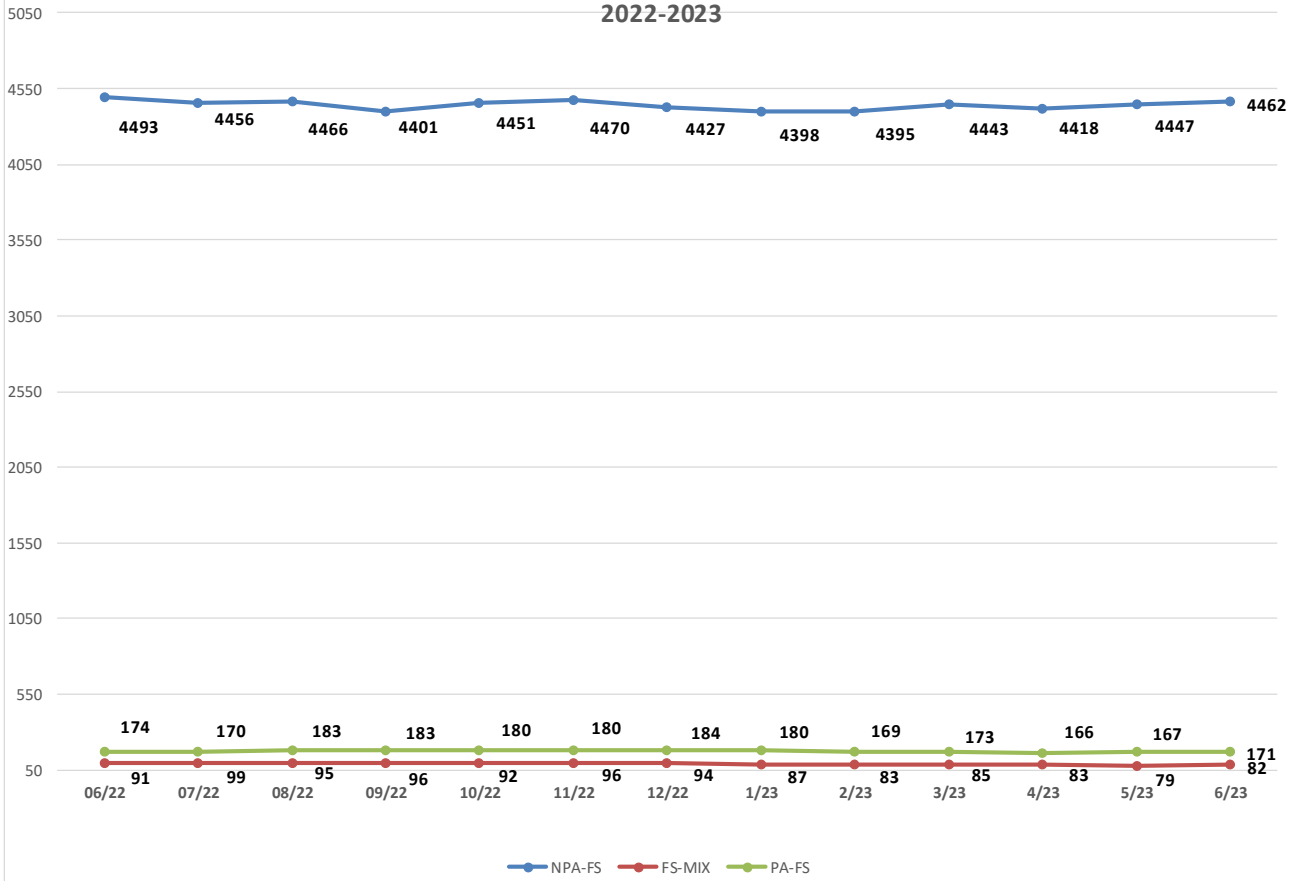
Date: July 31, 2023



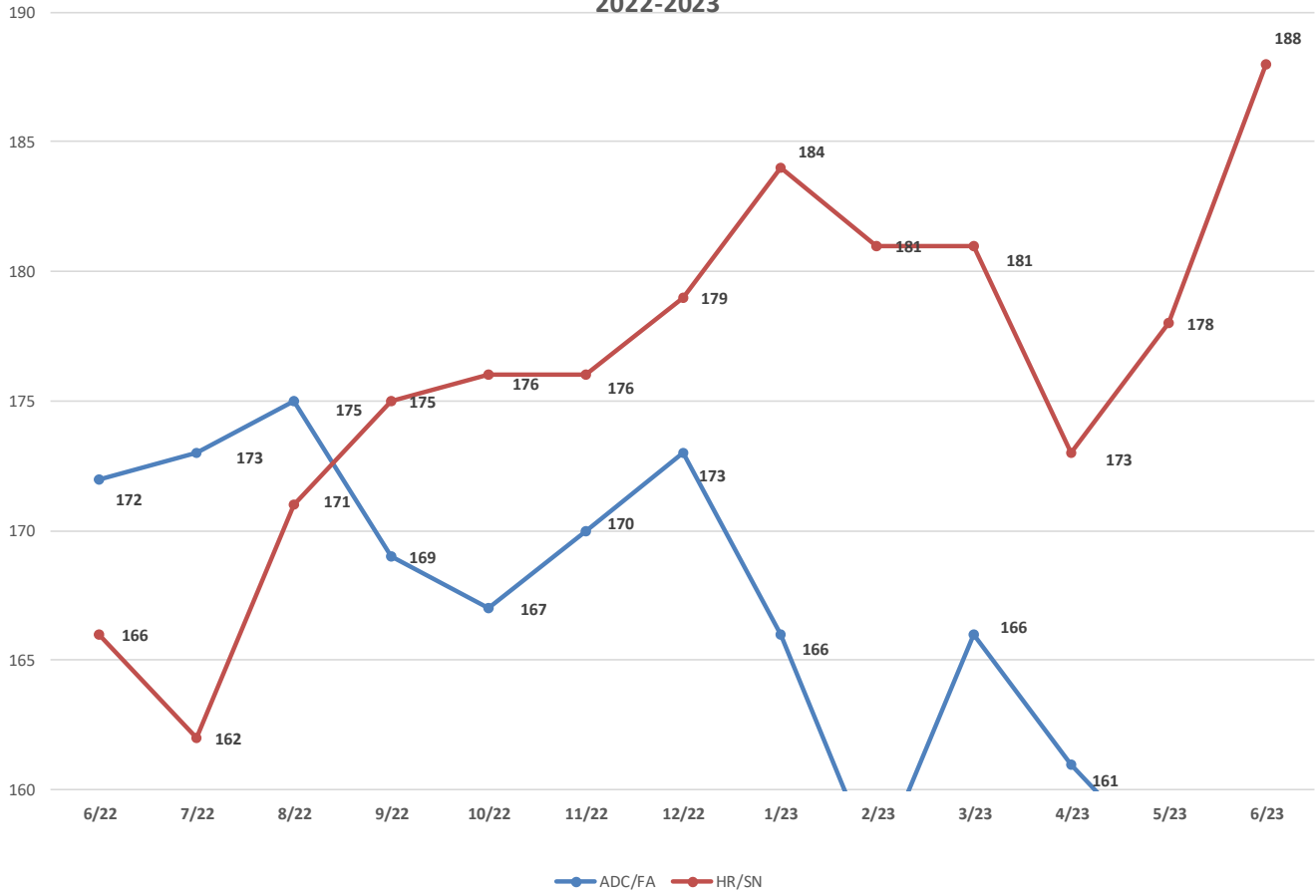
MA CASELOAD COMPARISON  
2022-2023



### SNAP CASELOAD COMPARISON 2022-2023



### TA CASELOAD COMPARISON 2022-2023





## **2023 Hunger Awareness**

From January 1, 2023, through June 30, 2023, the Intake Unit of Income Maintenance received 1,926 TA and SNAP applications. The number of SNAP applications have increased by approximately 500 from the previous year. Applications can be submitted through myBenefits electronic system, mail, fax, e-mail and in person. Interviews are conducted over the phone or face-to-face at the request of the client.

The Undercare Unit of Income Maintenance, as of July 10, 2023, has 8 examiners handling a caseload of 4,953 Temporary Assistance and SNAP cases. This unit consistently maintains a caseload of approximately 5,000 cases throughout the year.

Starting in October 2021, almost all SNAP households have seen a modest increase in their SNAP benefits. In January 2021, the Federal Consolidated Appropriations Act of 2021 increased SNAP benefits for all households by 15%. This increase was only temporary from January 1 through September 20, 2021. However, USDA was directed to reevaluate the Thrifty Food Plan, which is the plan that all SNAP benefit amounts are based on. As a result, effective October 1, 2021, maximum SNAP benefit amounts increased by 21%. Additionally, effective October 1, 2022, maximum SNAP benefits increased again by 12% from the 2021 amounts.

New York State had authorized supplemental SNAP benefits to all households not receiving the maximum monthly Thrifty Food Plan allotment. Effective April 1, 2021, New York State added supplemental benefits to SNAP households who already receive the maximum Thrift Food Plan allotment. Households that were not at the maximum allotment received a supplement that brought them up to the full monthly benefit amount for their household, but not less than \$95.00 per month. Households already in receipt of the maximum monthly allotment received an additional \$95.00 per month. However, the supplemental SNAP benefits came to an end on 2/28/23.

Beginning in June 2021, New York State began issuing Pandemic EBT (P-EBT) benefits to all school age children who receive free or reduced lunches at school. This also includes all school age children in districts where there is district-wide eligibility for free or reduced lunches based on the poverty level in the school district. Benefits covering the Summer of 2021 were issued from May 2022 through July 2022. Benefits covering the 2021-2022 school year and the summer 2022 period began being issued in May of 2023. Information from New York State about benefits for the 2022-2023 school year and summer 2023 period is forthcoming. Benefits for this program are issued directly through New York State Office of Temporary and Disability Assistance. Households with school age children do not need to be in receipt of assistance from the Local Department of Social Services to qualify.

**AUTHORIZATION FOR THE WAYNE COUNTY DEPARTMENT OF SOCIAL SERVICES TO ADJUST THE FOSTER CARE AND ADOPTION SUBSIDY PAYMENT RATES WHEN INCREASED BY NEW YORK STATE**

WHEREAS, the Department of Social Services is required to have care available for youth needing to be placed outside of their homes; and

WHEREAS, per an Administrative Directive from the Office of Children and Family Services and effective July 1, 2023, the rates for foster homes, the least restrictive level of care, are to be paid at the Maximum State Aid Rate (MSAR) as set by New York State; and

WHEREAS, the Adoption Subsidy rates are based on the Foster Care rate table; now, therefore, be it RESOLVED, that the foster care and adoption subsidy rates will be adjusted to match the MSAR when changed by New York State.

Budgeted: yes  no  Proposed Cost: \_\_\_\_\_ Reimbursed Amount: \_\_\_\_\_ County Cost: \_\_\_\_\_

Department Transfer: \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources Office Review: yes  no  N/A  Signature: \_\_\_\_\_

County Attorney Review: yes  no  N/A  Signature: \_\_\_\_\_

Purchasing Review: yes  no  N/A  Signature: \_\_\_\_\_

Standing Committee: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:  
Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

RESOLUTION

Committee No. 7

Date: 7/31/2023

Committee Chair: Michael Donalty  
Department Head: Lisa P. Graf

AUTHORIZATION TO SIGN AGREEMENT WITH WAYNE BEHAVIORAL HEALTH NETWORK FOR THE PROVISION OF ASSESSMENTS OF YOUTH TO DETERMINE APPROPRIATENESS OF PLACEMENT IN A QUALIFIED RESIDENTIAL TREATMENT PROGRAM (QRTP).

WHEREAS, The New York State Office of Children and Family Services (NYS OCFS) in accordance with the federal Family First Prevention Services Act (FFPSA) has enacted state standards that require the use of Qualified Individuals (QI) to conduct a review and assessment of situations which require the possible placement of children in Qualified Residential Treatment Programs (QRTPs) for the purpose of determining the appropriateness of placement; and

WHEREAS, effective September 29, 2021, the QI's assessment must be utilized in every instance that would necessitate a child's placement in a QRTP in instances of placements including: voluntary under State Social Services Law, Family Court Ordered; for the placement of individuals determined to be JD or PINS; in matters of child protective placements, for Article 10-b re-entry cases, or in the cases of destitute children; and

WHEREAS, Wayne Behavioral Health Network has put forward two candidates in their organization who would meet the required standards for conducting assessments; and

WHEREAS, those candidates are in the process of New York State training to be certified as QI's; and

WHEREAS, it is in the best interest to maintain contracts with those individuals or agencies who employ said individuals, who have been verified and certified; now, therefore, be it

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized to execute an agreement with Wayne Behavioral Health Network for the time frame of 9/1/2023-12/31/2025 for the provision of assessments to be conducted by an approved QI to determine appropriateness of placement for foster children into a QRTP, subject to the County Attorney's approval as to form and content for an amount not to exceed \$25,000.

Budgeted: yes  no  Proposed Cost: \_\_\_\_\_ Reimbursed Amount: \_\_\_\_\_ County Cost: \_\_\_\_\_

Department Transfer: \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources Office Review: yes  no  N/A  Signature: \_\_\_\_\_

County Attorney Review: yes  no  N/A  Signature: \_\_\_\_\_

Purchasing Review: yes  no  N/A  Signature: \_\_\_\_\_

Standing Committee: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:  
Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

RESOLUTION

Committee No. 7

Date: 7/31/2023

Committee Chair: Mike Donalty  
Department Head: Amy Haskins

Authorization for the Department of Aging and Youth to Renew 2023 Contract with Legal Assistance of Western New York (LAWNY) for Legal Services for Seniors

WHEREAS, The Department of Aging and Youth contracts with Legal Assistance of Western New York (LAWNY) to provide civil legal services for senior citizens as mandated as a priority service by the Older American Act; and WHEREAS, the service is supported with 90% federal Title III B funds, with a 10% required county match; and WHEREAS, Wayne County Department of Aging and Youth requests to renew the contract for 2023; and WHEREAS, the terms and conditions remain the same with the hourly rate to remain at \$60 per hour, not to exceed an annual cost of \$20,000; now, therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized and directed to execute a contract on behalf of the County of Wayne, subject to the County Attorney's approval as to form and content, with Monroe County Legal Assistance//Legal Assistance of Western NY, to provide eligible seniors, sixty years and older, legal services for the period of January 1, 2023 through December 31, 2023 in an amount not to exceed \$20,000.

Budgeted: yes  no  Proposed Cost: \$20,000.00 Reimbursed Amount: \$18,000.00 County Cost: \$2,000.00

Department Transfer: \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources Office Review: yes  no  N/A  Signature: \_\_\_\_\_

County Attorney Review: yes  no  N/A  Signature: \_\_\_\_\_

Purchasing Review: yes  no  N/A  Signature: \_\_\_\_\_

Standing Committee: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:  
Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

RESOLUTION

Committee No. 7

Date: 7/31/2023

Committee Chair: Mike Donalty  
Department Head: Amy Haskins

Authorization to Accept Proposal and Execute a Contract with Pur Foods, LLC dba Mom's Meals for the Provision of Mailed Home Delivered Meal Services for the Wayne County Department of Aging and Youth

WHEREAS, the department desires to have a contract for home delivered meals through the mail for clients unable to be served through the traditional Home Delivered Meals program; and

WHEREAS, the Clerk of the Board of Supervisors has duly advertised a request for proposals for this service as required by the County purchasing policy; and

WHEREAS, the awarded position will provide home delivered meals meeting the state nutrition requirements and mailed directly to clients for the contract period October 1, 2023- September 30, 2026; and

WHEREAS, the following proposals were received:

Wayne County Proposal Results for Mailed Home Delivered Meals

Contractor	Mom's Meals
Cost per meal year 1	\$7.99/meal
Cost per meal year 2	\$8.19/meal
Cost per meal year 3	\$8.39/meal

Now, therefore be it

RESOLVED, that the proposal submitted by Pur Foods, LLC dba Mom's Meals, in accordance with the specifications, is hereby accepted; and be it further

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized and directed to execute a contract on behalf of the County of Wayne, subject to the County Attorney's approval as to form and content, with Pur Foods, LLC dba Mom's Meals in accordance with the proposal for Mailed Home Delivered Meals for the Wayne County Department of Aging and Youth in the amounts indicated in the above chart, for the contract period October 1, 2023 through September 30, 2026.

Budgeted: yes  no  Proposed Cost: \$20,000.00 Reimbursed Amount: \$18,000.00 County Cost: \$2,000.00

Department Transfer: \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources Office Review: yes  no  N/A  Signature: \_\_\_\_\_

County Attorney Review: yes  no  N/A  Signature: \_\_\_\_\_

Purchasing Review: yes  no  N/A  Signature: \_\_\_\_\_

Standing Committee: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:  
Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

RESOLUTION

Committee No. 7

Date: 7/31/2023

Committee Chair: Michael Donalty  
Department Head: Amy Haskins

Authorization for Department of Aging and Youth to Contract with Wayne County School Districts for the Family and Communities Together Program (FACT) for the 23-24 School Year

WHEREAS, the Families and Communities Together (FACT) Program is designed to assist families that have children in grades Pre-K through 12<sup>th</sup> grade who are exhibiting emotional and/or behavioral issues by providing intensive case management services and thereby preventing an out-of-home placement; and

WHEREAS, several Wayne County school districts have requested to enter into a contractual agreement with the Department of Aging and Youth for the provision of FACT services for the 23-24 school year; and

WHEREAS, the Department of Aging and Youth agrees to provide FACT services to a specified number of children per school district at a sum of \$1,000.00 per family for case management and \$500.00 per family for parent education only; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized and directed to execute a contract on behalf of the Department of Aging and Youth for the provision of FACT services with the schools listed below in the amount specified, for the contract year from September 1, 2023 through August 31, 2024, subject to the County Attorney's approval as to form and content.

School	Case Management	Parent Ed	Total Cost
Marion	2	0	\$2,000

Budgeted: yes  no  Proposed Cost: \$0.00 Reimbursed Amount: \$0.00 County Cost: \$0.00

Department Transfer: \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources Office Review: yes  no  N/A  Signature: \_\_\_\_\_

County Attorney Review: yes  no  N/A  Signature: \_\_\_\_\_

Purchasing Review: yes  no  N/A  Signature: \_\_\_\_\_

Standing Committee: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:  
Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

RESOLUTION

Committee No. 7

Date: 7/31/2023

Committee Chair: Mike Donalty  
Department Head: Amy Haskins

Authorization to Accept Funding and Execute a Contract with Sodus Bay Junior Sailing Association, Inc. for the Provision of Youth Sports Development Programming for the Wayne County Department of Aging and Youth

WHEREAS, the NY State Office for Children and Family Services (OCFS) issues funding for each county to provide Youth Sports Development Programming; and  
WHEREAS, the 2023 Youth Bureau budget reflects an amount of \$8,127 for youth sports programming based on last year's allocations; and  
WHEREAS, OCFS has allocated \$22,100 thus far in 2023 for youth sports programming; and  
WHEREAS, the Board in June authorized a contract with Sodus Bay Junior Sailing Association, Inc. for \$13,685 per the RFP process; and  
WHEREAS, the remaining \$8,415 will be used by the department to support a youth walking program and needs to be allocated within the department's Youth budget; now, therefore be it  
RESOLVED, tthat the County Treasurer is authorized to make the following budget amendment:

A7310 Youth Bureau  
(Revenues)  
\$8415 to 43836 Youth Bureau/YDPP  
  
(Appropriations)  
\$2415 to 54483 Training  
  
\$6000 to 54100 Supplies and Materials

Budgeted: yes  no  Proposed Cost: \_\_\_\_\_ Reimbursed Amount: \_\_\_\_\_ County Cost: 0

Department Transfer: \_\_\_\_\_ from Account No. \_\_\_\_\_ to Account No. \_\_\_\_\_

County Administrator's Review: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources Office Review: yes  no  N/A  Signature: \_\_\_\_\_

County Attorney Review: yes  no  N/A  Signature: \_\_\_\_\_

Purchasing Review: yes  no  N/A  Signature: \_\_\_\_\_

Standing Committee: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Signature/Date Rec'd: \_\_\_\_\_ Clerk, Board of Supervisors

Referred to:  
Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Committee: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_