

Dutchess County 2013 Tentative Executive Summary



Transforming County Government Year One

*Marcus J. Molinaro
County Executive*

2013 Tentative Executive Budget

County Executive
Marcus J. Molinaro

William FX O'Neil, Deputy County Executive
Michael Ellison, Assistant to the County Executive

BUDGET OFFICE

Valerie J. Sommerville, Budget Director
Jessica White, Senior Research Analyst
Spring Attaway, Research Analyst
Colleen Pillus, Research Analyst
Donna Lehnert, Budget Assistant

2012

DUTCHESS COUNTY DEPARTMENT HEADS AND ELECTED OFFICIALS

Erik Haight
Frances A. Knapp
Election Commissioners
Board of Elections

Valerie J. Sommerville
Budget Director

Christopher Barclay
Director
Central Services

Carolyn Morris
Clerk of the Legislature

James Coughlan
Comptroller

James Fedorchak
County Attorney

Bradford H. Kendall
County Clerk

William V. Grady
District Attorney

Dana Smith
Coordinator
Emergency Response

Pamela Barrack
Commissioner
Finance

Michael C. Caldwell, MD, MPH
Commissioner
Health Department

Kenneth M. Glatt, Ph.D., ABPP
Commissioner
Department of Mental Hygiene

Timothy E. Mahler
Commissioner
OCIS

Earl T. Bruno, Jr.
Commissioner
Human Resources

Kealy Salomon
Commissioner
Planning & Development

Mary Ellen Still
Director, Probation &
Community Corrections

Tom Angell
Acting Public Defender

Robert Balkind
Acting Commissioner
Department of Public
Works

Mary Kaye Dolan
Acting Commissioner
Services for Aging,
Veterans & Youth

Adrian H. Anderson
Sheriff

Robert B. Allers
Commissioner
Department of Social
Services

William C. Johnson
Administrator
STOP DWI/Traffic Safety

2012

MEMBERS OF THE DUTCHESS COUNTY LEGISLATURE

ROBERT G. ROLISON, Chairman

District 1: JAMES R. DOXSEY
Town of Poughkeepsie

District 14: FRANCENA I. AMPARO
Town of Wappinger

District 2: PETER T. WILKINSON
Pleasant Valley/Town of Poughkeepsie

District 15: JOSEPH INCORONATO
Towns of Poughkeepsie/Wappinger

District 3: DALE BORCHERT
Town of LaGrange

District 16: ALISON E. MacAVERY
Towns of Fishkill/East Fishkill/City of Beacon

District 4: SUE SERINO
Town of Hyde Park

District 17: JAMES J. MICCIO
Town/Village of Fishkill

District 5: KENNETH ROMAN
Town of Poughkeepsie

District 18: JOHN FORMAN
City of Beacon

District 6: ANGELA E. FLESLAND
Town of Poughkeepsie

District 19: DAVID H. SHERMAN
Towns of Milan/North East/Pine
Plains/Stanford

District 7: RICHARD PERKINS
Town of Hyde Park

District 20: BENJAMIN TRAUDT
Town of Red Hook

District 8: ROBERT G. ROLISON
City/Town of Poughkeepsie

District 21: MARGARET J. HORTON
Town of East Fishkill

District 9: STEVE WHITE
City of Poughkeepsie

District 22: GERALD E. HUTCHINGS
Town of Beekman

District 10: BARBARA JETER-JACKSON
City of Poughkeepsie

District 23: JOHN M. THOMES
Towns of Beekman/East Fishkill/Pawling

District 11: JOEL TYNER
Towns of Clinton/Rhinebeck

District 24: ALAN V. SURMAN
Towns of Dover/Union Vale

District 12: ROBERT A. WEISS
Town of East Fishkill

District 25: MICHAEL KELSEY
Towns of Amenia/Pleasant
Valley/Stanford/Washington

District 13: DONNA BOLNER
Towns of LaGrange/Union Vale/Wappinger

THE GOVERNMENT OF DUTCHESS COUNTY

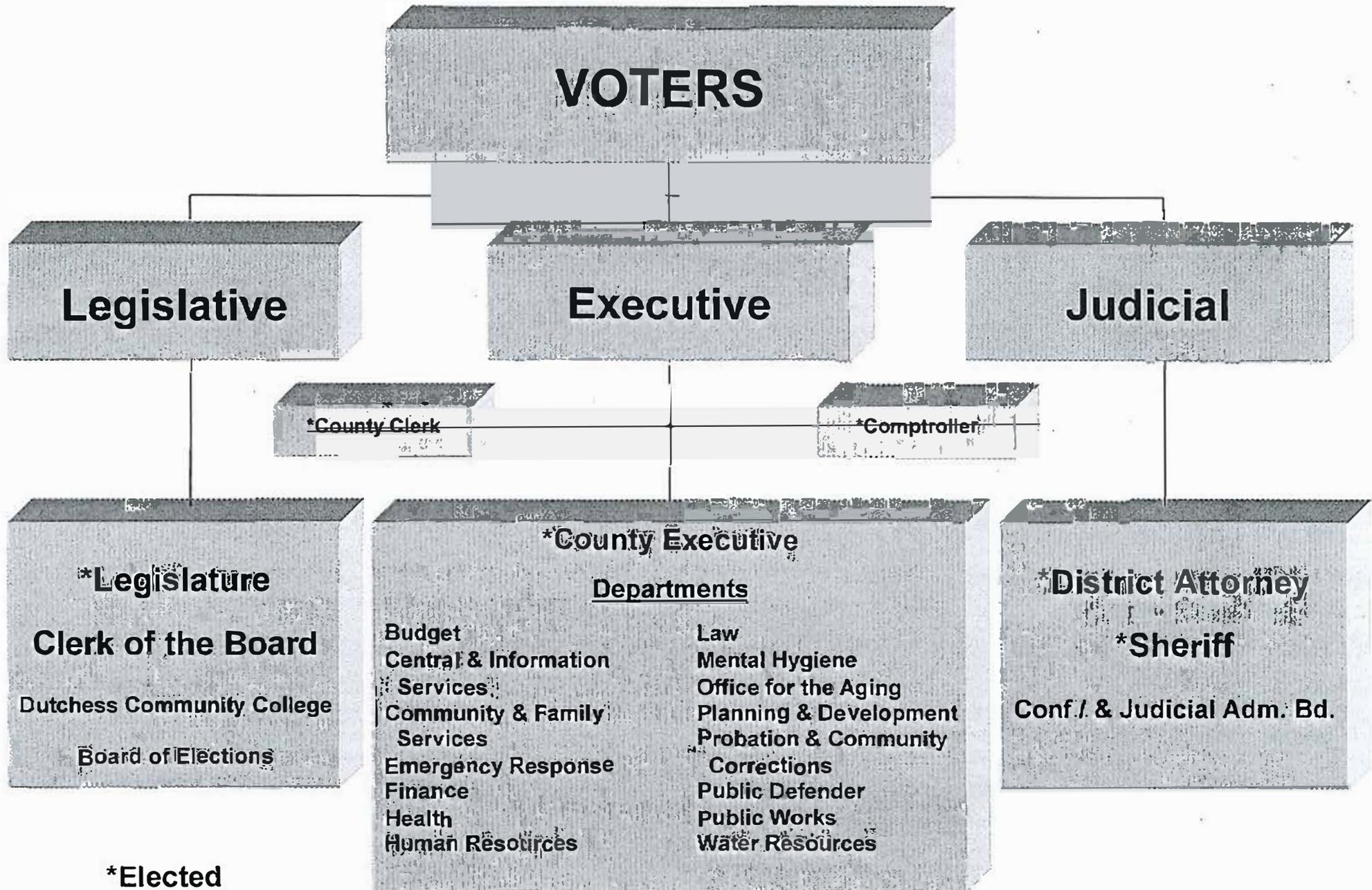


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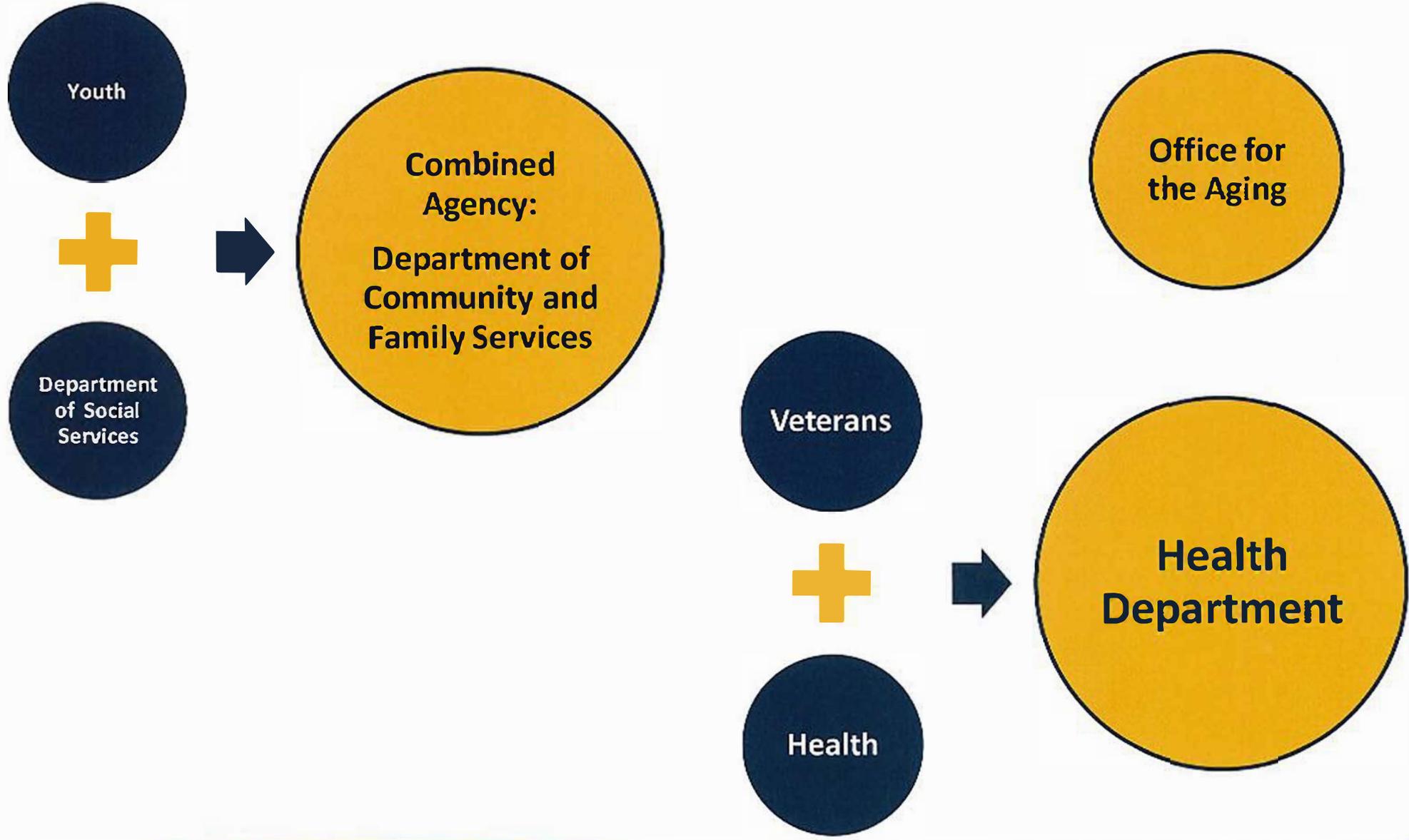
Debt Service

Debt Service 287

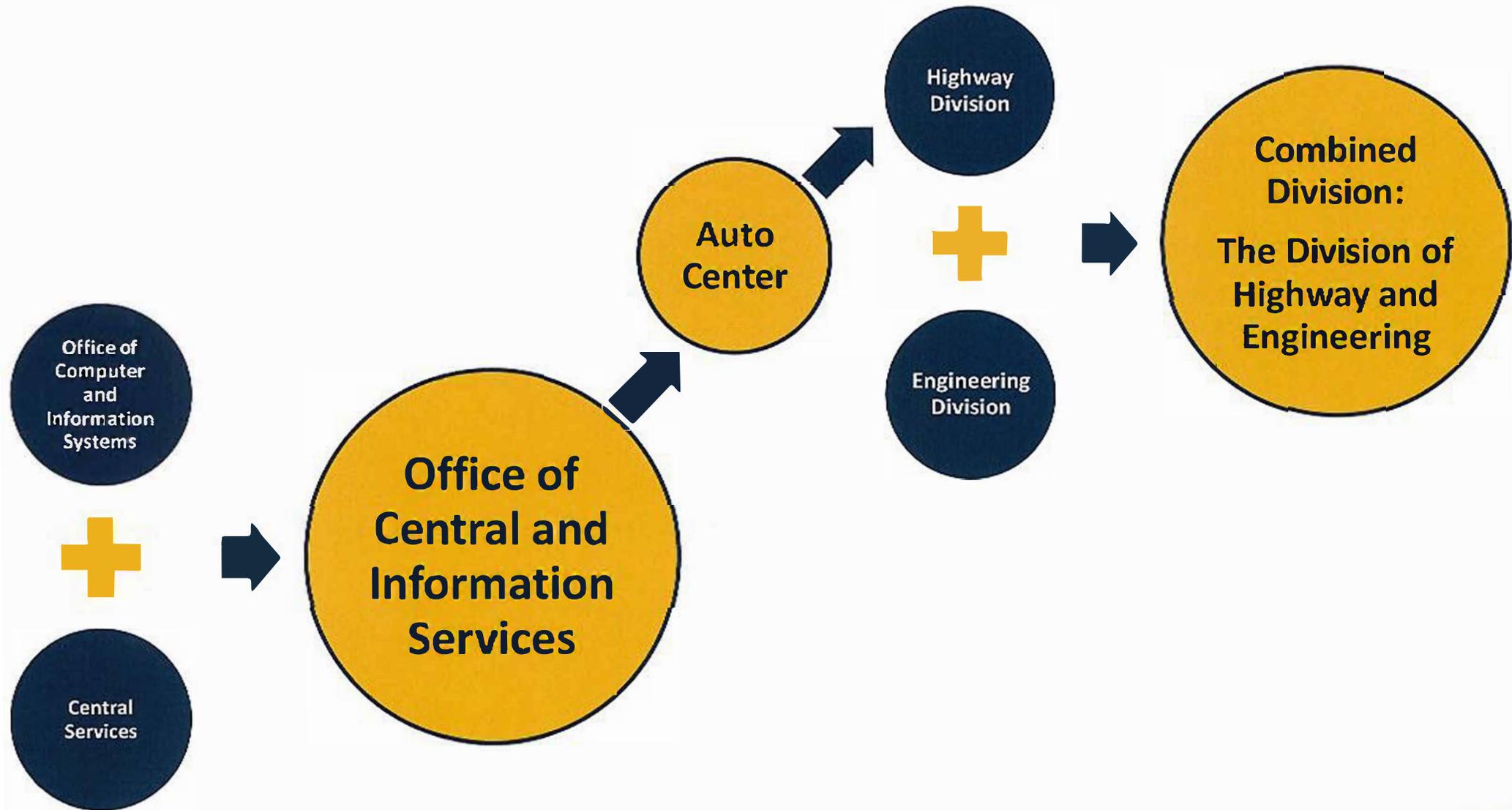
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Consolidations & Reorganizations



Consolidations & Reorganizations



2013 Tentative Budget Summary

	2012 Adopted	2012 Modified	2013 Tentative	Amount Change*	% of Change*
Appropriations					
Salaries	\$111,789,698	\$113,408,177	\$107,609,907	(5,798,270)	-5.1%
Pension	20,490,068	20,787,890	22,306,587	1,518,697	7.3%
Worker's Compensation	3,960,587	3,960,587	3,431,067	(529,520)	-13.4%
Health Insurance	24,847,642	24,948,657	24,431,171	(517,486)	-2.1%
Other Employee Benefits	11,782,055	11,937,225	10,427,111	(1,510,114)	-12.7%
Total Personal Services:	\$172,870,050	\$175,042,536	\$168,205,843	(\$6,836,693)	-3.9%
Equipment	254,983	1,288,326	424,750	(863,576)	-67.0%
Supplies	4,336,862	4,499,167	3,584,406	(914,761)	-20.3%
Gas / Utilities	4,570,249	4,572,549	4,790,726	218,177	4.8%
Insurance	1,526,215	1,526,215	1,384,444	(141,771)	-9.3%
Contracted Services	55,108,395	55,888,105	55,859,878	(28,227)	-0.1%
Mandated Programs	128,275,431	128,440,224	129,140,229	700,005	0.5%
Contingency	1,725,875	1,725,875	1,500,000	(225,875)	-13.1%
Resale	875,643	875,643	746,184	(129,459)	-14.8%
Debt Service	18,020,821	18,020,821	18,393,052	372,231	2.1%
Operations	17,703,058	17,735,430	15,478,995	(2,256,435)	-12.7%
Other	6,088,802	6,311,340	8,795,197	2,483,857	39.4%
Total OTPS:	\$238,486,334	\$240,883,695	\$240,097,861	(\$785,834)	-0.3%
Total Appropriations:	\$411,356,384	\$415,926,231	\$408,303,704	(\$7,622,527)	-1.8%
Revenue					
Property Tax Levy	103,786,386	103,786,386	105,887,740	2,101,354	2.0%
Sales Tax	134,125,875	134,125,875	143,859,676	9,733,801	7.3%
Mortgage Tax	0	0	4,845,349	4,845,349	100.0%
Interest Earnings	163,900	163,900	133,600	(30,300)	-18.5%
State	59,478,863	61,278,670	66,000,804	4,722,134	7.7%
Federal	37,872,478	38,669,197	32,893,022	(5,776,175)	-14.9%
Other	49,172,704	49,302,592	47,264,013	(2,038,579)	-4.1%
Approp. of Fund Balance	26,756,178	28,599,611	7,419,500	(21,180,111)	-74.1%
Total Revenue:	\$411,356,384	\$415,926,231	\$408,303,704	(\$7,622,527)	-1.8%

*2013 Tentative vs. 2012 Modified

**2013 TENTATIVE BUDGET
APPROPRIATIONS**

GENERAL GOV'T SUPPORT	2012 Modified¹	2013 Tentative	% Change
Courts	\$ 2,047,134	\$ 1,813,619	(11.4)
Board of Elections	2,472,184	2,295,159	(7.2)
Central & Information Services	7,059,520	6,832,387	(3.2)
Comptroller	1,616,191	1,470,400	(9.0)
County Clerk	4,375,660	4,423,158	1.1
County Executive	1,142,124	1,235,013	8.1
County Legislature	1,374,796	1,371,248	(0.3)
Finance	4,231,082	5,412,240	27.9
County Attorney	1,428,691	1,457,853	2.0
Human Resources	3,524,344	4,360,677	23.7
DPW- Buildings & Admin	5,952,522	5,737,439	(3.6)
Contingency / Vacancy ²	525,875	500,000	(4.9)
Contrib. to Enterprise Funds	1,452,538	2,868,758	97.5
Interfund Transfer	650,000	1,300,000	100.0
Transfer to Capital Proj. Fund	54,000	0	(100.0)
TOTAL	\$ 37,906,661	\$ 41,077,951	8.4
EDUCATION			
Handicapped Parking Program	\$ 9,310	\$ 4,310	(53.7)
Dutchess Community College	14,747,676	15,023,042	1.9
Pre-School Special Ed Ages 3-5	15,281,694	16,414,222	7.4
Early Intervention Ages 0-3	5,669,378	3,251,807	(42.6)
TOTAL	\$ 35,708,058	\$ 34,693,381	(2.8)
SAFETY			
District Attorney	\$ 5,680,174	\$ 5,702,853	0.4
Emergency Response	6,457,677	6,175,172	(4.4)
Probation	13,945,405	13,709,766	(1.7)
Public Defender	3,910,950	4,101,679	4.9
Sheriff	52,281,087	51,400,914	(1.7)
Traffic Safety/ STOP DWI	910,792	860,823	(5.5)
Juvenile Detention	1,325,000	1,337,706	1.0
Criminal Justice Council	35,807	42,925	19.9
TOTAL	\$ 84,546,892	\$ 83,331,838	(1.4)

¹ As of October 20, 2012.

² 2013 Tentative Contingency Includes \$1,500,000 for General Contingency and (\$1,000,000) for County-wide Vacancy Factor.

**2013 TENTATIVE BUDGET
APPROPRIATIONS**

HEALTH	2012 Modified¹	2013 Tentative	% Change
Health	\$ 14,773,366	\$ 13,148,431	(11.0)
Mental Hygiene	29,982,132	25,627,518	(14.5)
TOTAL	\$ 44,755,498	\$ 38,775,949	(13.4)

TRANSPORTATION

Public Transportation	7,406,140	7,542,615	1.8
DPW- Highway, Engineering & Auto	14,959,311	13,607,049	(9.0)
DPW- Airport	2,945,497	2,684,069	(8.9)
MTA	2,701,560	2,738,840	1.4
TOTAL	\$ 28,012,508	\$ 26,572,573	(5.1)

ECONOMIC ASSISTANCE & OPPORTUNITY

Office for the Aging	\$ 6,158,010	\$ 5,941,748	(3.5)
Department of Community & Family Services	\$ 143,302,901	\$ 144,643,672	0.9
TOTAL	\$ 149,460,911	\$ 150,585,420	0.8

CULTURE & RECREATION

History	\$ 63,084	\$ 74,732	
DPW- Parks	1,764,272	1,802,316	2.2
TOTAL	\$ 1,827,356	\$ 1,877,048	2.7

COMMUNITY SERVICES

Planning & Development	7,807,819	7,023,716	(10.0)
Water & Wastewater	87,375	87,375	0.0
Natural Resources	235,000	235,000	0.0
TOTAL	\$ 8,130,194	\$ 7,346,091	(9.6)

EMPLOYEE BENEFITS

Fringe Benefits ²	10,306,822	8,229,611	(20.2)
TOTAL	\$ 10,306,822	\$ 8,229,611	(20.2)

DEBT SERVICE

Debt Service ²	\$ 15,271,331	\$ 15,813,842	3.6
TOTAL	\$ 15,271,331	\$ 15,813,842	3.6

	2012 Modified¹	2013 Tentative	% Change
Grand Total:	\$ 415,926,231	\$ 408,303,704	(1.8)

¹ As of October 20, 2012.

² Does not include Enterprise Funds.

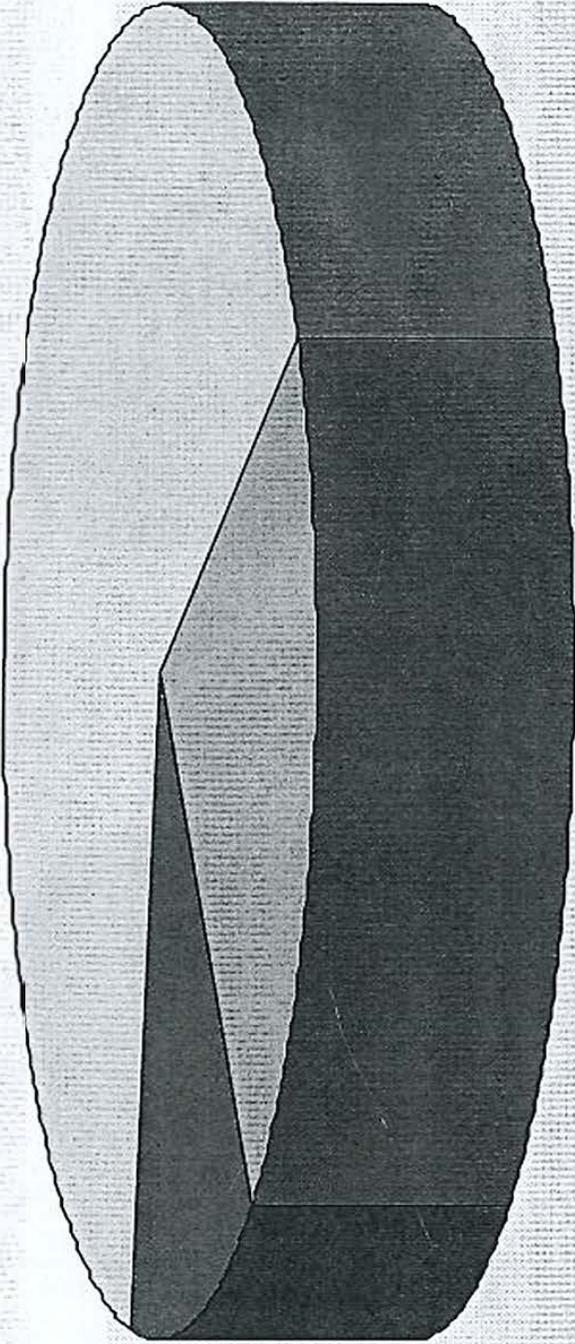
2013 TENTATIVE BUDGET REVENUES

	2012 Modified ¹	2013 Tentative
Property Tax Levy (Gross)	103,786,386	105,887,740
Provision for Tax Refunds	(200,000)	(200,000)
Provision for Uncollected Taxes	(800,000)	(800,000)
Property Tax Levy (Net)	102,786,386	104,887,740
Sales Tax	134,125,875	143,859,676
Interest Earnings	163,900	133,600
OTB	340,000	340,000
Hotel Surcharge	1,918,095	1,920,000
Mortgage Tax	0	4,845,349
Appropriated Fund Balance	28,599,611	7,419,500
State Revenue	61,278,670	66,000,804
Federal Revenue	38,669,197	32,893,022
All Other	48,044,497	46,004,013
Total Non-Property Tax Revenues	313,139,845	303,415,964
TOTAL REVENUES	415,926,231	408,303,704

¹ As of 10/20/12.

Real Property Tax Dollar Distribution

Schools
64%

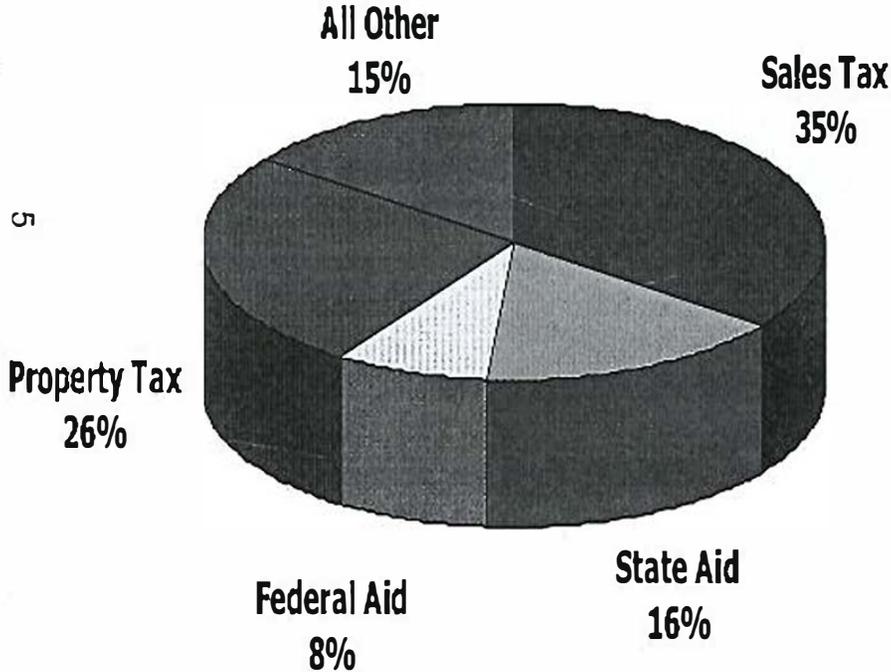


Local
22.9%

County
13.1%

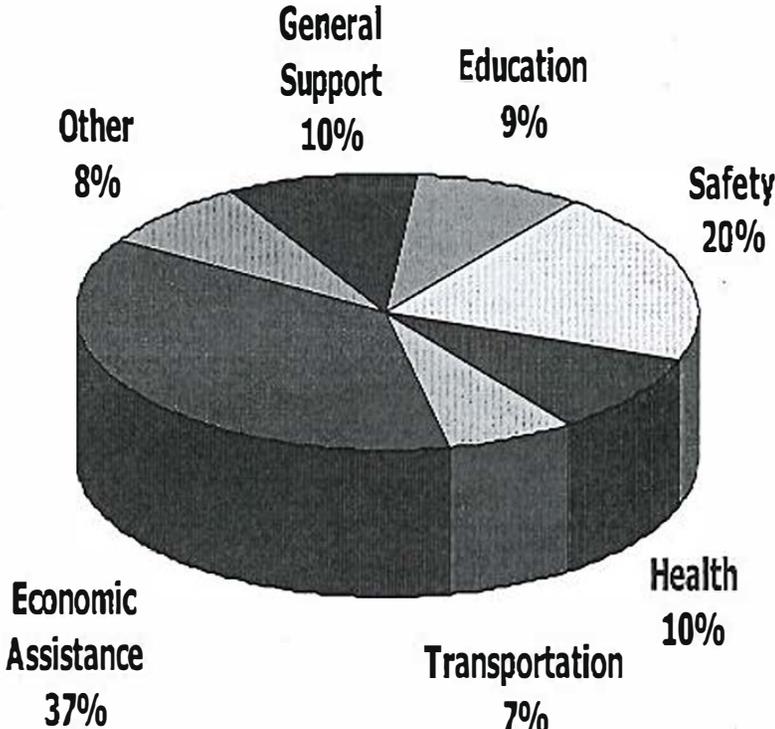
2013 Tentative Budget

Revenue Source as Percent of Total 2013 Budget



All Other includes Departmental Revenues, Hotel Surcharge, OTB, Vehicle Use Fee, Fund Balance and Contribution from General Fund.

Service Area as Percent of Total 2013 Budget



Other includes: Debt Service, Employee Benefits, Community Services & Culture & Recreation.

**2013 TENTATIVE BUDGET
SUMMARY BY FUND**

<u>Fund</u>	<u>Total Appropriations</u>	<u>LESS Non- Property Tax Revenues¹</u>	<u>LESS Appropriated Fund Balance</u>	<u>Balance of Appropriations to be Levied</u>
General	\$ 383,005,681	\$ 282,899,476	\$ 5,400,000	\$ 94,706,205
Road	10,364,929	1,865,220	750,000	7,749,709
Machinery	2,655,976	24,150	200,000	2,431,826
Airport	2,684,069	2,684,069	69,500	
Mass Transportation	7,542,615	7,473,115	1,000,000	
Self-Insurance	2,050,434	1,050,434		
TOTAL	<u>\$ 408,303,704</u>	<u>\$ 295,996,464</u>	<u>\$ 7,419,500</u>	<u>104,887,740</u>
Provision for Uncollected Taxes				800,000
Provision for Tax Refunds				<u>200,000</u>
Total Property Tax Levy				<u>\$ 105,887,740</u>

¹ Includes General Fund Contributions to Airport and Mass Transportation Funds.

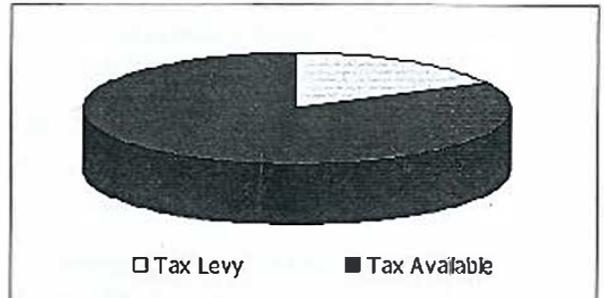
**2013 TENTATIVE BUDGET
PROPERTY TAX LEVY & RATE**

Item Descriptions	2010	2011	2012	2013
Appropriations	\$ 400,892,560	\$ 403,883,387	\$ 411,356,384	\$ 408,303,704
Non-Property Tax Revenue	(286,980,985)	(289,292,492)	(281,813,820)	(295,996,464)
Approp. Fund Balance & Reserves	(14,100,000)	(15,015,100)	(26,756,178)	(7,419,500)
Provision for Uncollected Taxes	800,000	800,000	800,000	800,000
Provision for Tax Refunds	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
Property Tax Levy	<u>\$ 100,811,575</u>	<u>\$ 100,575,795</u>	<u>\$ 103,786,386</u>	<u>\$ 105,887,740</u>
True Value Assessments	\$35,565,853,486	\$ 32,811,057,769	\$ 31,895,759,238	\$ 30,660,118,245
Property Tax Rate/\$1,000	\$2.83	\$3.06	\$3.25	\$3.45

Comparisons of rates from year to year are not valid because of equalization rate adjustments.

Constitutional Tax Margin

The Constitutional Tax Limit of the County is determined in accordance with Section 10 of Article VIII of the State Constitution. This limits the amount counties may raise in real estate taxes in any given fiscal year, exclusive of debt service, to 1.5% of the five-year average full value of taxable real estate to the County.



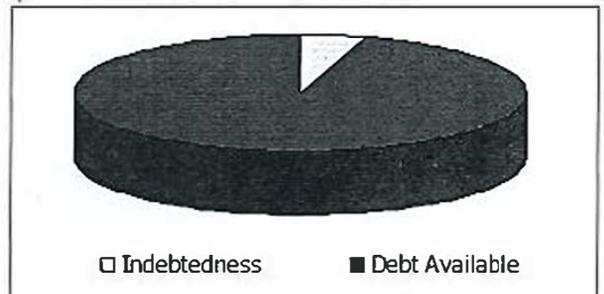
2013

Total Taxing Power	\$522,462,718	
Tax Levy*	\$ 91,967,154	17.60%
Tax Margin Available	\$430,495,564	82.40%

*Tax Levy includes adjustments for omitted taxes, Real Estate Taxes and Charge backs. It also excludes debt service for capital projects.

Constitutional Debt Limit

The Debt Limit of the County is computed in accordance with the provisions of Article VII of the State Constitution and Title 9 of Article 2 of the Local Finance Law. These provisions limit the amount of debt, which can be incurred to 7% of the five-year average full value of taxable real property.



2013

Debt Limit	\$2,356,206,104	
Total Indebtedness	\$ 108,318,942	4.60%
Debt Limit Available	\$2,247,887,162	95.40%

DEPARTMENTAL SUMMARIES BY AREA

Following are brief descriptions of each department's:

➤ **Functions**

The function section provides an overview of each department.

➤ **Goals, objectives and indicators**

This table provides the department's mission statement and key goals as well as the related performance indicators.

➤ **Key Budgetary Issues**

Highlights any budgetary issues which pertain to the department.

➤ **2012 Accomplishments & 2013 Initiatives**

Highlights key program accomplishments in the department as well as any significant plans for 2013.

➤ **Fiscal Summary & Graphs**

Provides a Net to County analysis as well as a visual graphic representation of the department's finances.

➤ **Budget Summary**

Each Budget Summary is divided into the following categories of Appropriations and Revenue which can be cross-referenced to the more detailed Tentative Budget:

Appropriations

- Salaries & Wages
- Employee Benefits
- Employee Travel, Training & Educ
- Equipment
- Communication
- Supplies
- Utilities
- Interdepartmental Programs & Srvc
- Insurance
- Contracted Services
- Mandated Programs
- Operations
- Debt Service
- Other

Revenue

- Departmental Revenue
- State Revenue
- Federal Revenue
- Other Revenue

*Amount change and percent change columns in this area reflect the difference between 2012 Modified and the 2013 Tentative Budget.

➤ **Organizational Structure**

Organization charts reflect organizational structure and departmental functions rather than staff assignments.

➤ **Table of Organization**

Tables of organization are provided which list titles, job groups and numbers of positions in a tabular format.

Courts

Functions

The Judicial branch includes all courts and the Commissioner of Jurors. The Supreme and County Courts fall within a judicial district statewide. Dutchess County falls within the Ninth Judicial District. The Supreme and County Courts of Dutchess County are courts of unlimited original jurisdiction. There are two judges in the County Court who preside over criminal matters, eight judges assigned to the Supreme Court and two Referees who hear civil cases. There are three judges and two hearing examiners in the Family Court.

The Surrogate's Court was created in 1778 by New York State. The Surrogate is elected for a ten year term, handles all estate matters, wills and has general supervision of property left by deceased persons.

The Commissioner of Jurors is appointed for a four-year term, and maintains the central jury system for the County, providing trial and grand jurors for courts serving the County.

KEY BUDGETARY ISSUES:

The 2013 executive budget includes a scaled back "pilot" approach which will allow both Public Defenders and 18B attorneys to provide representation. Two additional Public Defender attorneys will be hired and dedicated solely to Family Court representation which will address approximately one-third of the family court cases. This proposal will also provide the data needed to compare the cost per case of the two approaches and supporting analysis for future decisions.

This approach will also ensure the receipt of at least \$548,000 in revenue for the county over the next two years. This is the first step in a multi-year plan designed to maximize county reimbursement as the State continues its transition of the funding stream from an allocation methodology to a grant process.

The economic case for proceeding is compelling by itself. However, the improvement in the quality of representation is significant as well because the assigned counsel plan in Family Court cannot meet several standards set by the New York State Bar Association in regard to providing state mandated representation. This in-house plan will meet those standards.

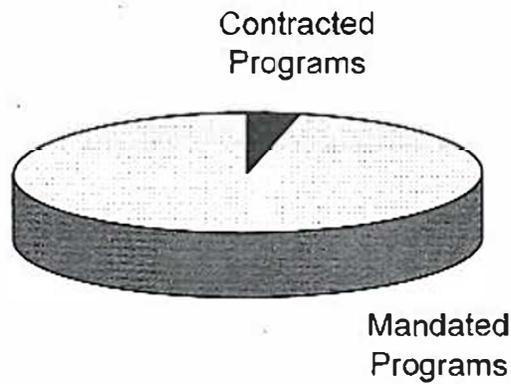
It should also be noted that 34 counties in New York State, including Ulster and Columbia, use their Public Defender's Office to provide Family Court indigents legal representation.

Courts Fiscal Summary

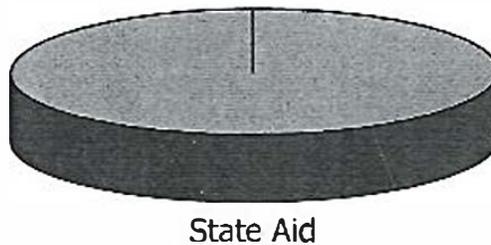
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 2,047,134	\$ 1,813,619	-11%
Revenues	\$ 680,882	\$ 472,168	-31%
County Cost	\$ 1,366,252	\$ 1,341,451	-2%

2013 Tentative Appropriations



2013 Estimated Revenue

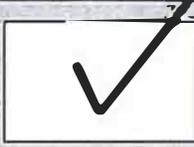


Board of Elections

Functions

Under New York State Election Law, responsibilities are delegated to the Board of Elections of each county to oversee the compliance of all laws and regulations as it pertains to the following: registration and maintenance of voter registration submissions; sole custodian of enrollment lists and maps of election districts; certification of election results and polling places; appointment, training, supervision and payment of election inspectors; take delivery of and process petitions filed for candidates to public office and referendums comprised within Dutchess County; preparation of ballots specific to each election district; maintenance, preparation, storage and transportation of voting machines; processing of absentee ballot materials including military and federal voters; ensure information is readily available including information provided on the organizations website as well as information regarding campaign finance and data included in the state-wide voter database; responding to FOIL requests and general inquiries from public officials and the general public regarding all of the above-listed functions.

Board of Elections



Mission Statement

To ensure all eligible residents of Dutchess County has an opportunity to register and vote in elections.

Goal: To promote citizen confidence in the democratic process and enhance voter participation in elections.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Voter Registration - Includes Local, Central Mail & NVRA Cancellations	6,724	10,000	6,800	(3,200)	-32.0%
Movers - within County	10,990	10,000	10,000	-	0.0%
Mail Check Mandated	6,518	7,000	7,200	200	2.9%
Election Inspectors	154,518	154,265	160,000	5,735	3.7%
Custodians / VMTS	1,600	1,800	2,000	200	11.1%
Voting Machines Owned	8	8	8	-	0.0%
Inspector & Custodian Classes	257	257	257	-	0.0%
Public Awareness Sessions	47	50	50	-	0.0%
Polling Sites	-	6	5	(1)	
Polling Sites handicap accessible	127	128	128	-	0.0%
Digitization Images from new registrations	127	128	128	-	0.0%
Voting Machines Tests	6,724	10,000	6,900	(3,100)	-31.0%
	1,628	1,628	1,628	-	0.0%

Goal: Provide absentee materials including applications and ballots to those who request absentee status.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Absentee Primary:					
Applications	158	850	200	(650)	-76.5%
Ballots Mailed and Retro	340	450	400	(50)	-11.1%
Absentee General:					
Applications	1,241	5,025	1,300	(3,725)	-74.1%
Ballots Mailed and Retro	3,058	6,000	3,200	(2,800)	-46.7%
Affadavit Ballots	287	1,500	300	(1,200)	-80.0%
Military & Special Federal	508	800	500	(300)	-20.0%

Goal: Provide requested information to interested candidates, groups and organizations.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Petitions Filed & Caucus	1,169	250	1,175	925	370.0%
Campaign Filers Forms	432	454	550	96	21.1%

Board of Elections

Goal: To conduct voter education and outreach to area high schools

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Youth Voter Registration	949	758	1,000	242	31.9%
Schools served	12	8	13	5	62.5%

Goal: Provide new voter registration forms to all community groups in a timely manner.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Post Offices	3,200	10,000	5,000	(5,000)	-50.0%
Schools	11,000	1,500	1,800	300	20.0%
Town Halls	1,100	4,000	2,200	(1,800)	-45.0%
Community Groups	10,000	10,000	15,000	5,000	50.0%
Mailed Registrations processed	4,000	8,500	6,000	(2,500)	-29.4%

KEY BUDGETARY ISSUES:

The County Executive is proposing the elimination of elections cost sharing with municipalities beginning in 2013 as a partial offset to the proposed \$25 million cap on sales tax to be distributed to localities. This proposal requires cities and towns to sign a letter agreement whereby they agree to either:

PLAN A: Municipality agrees to pay 50% of their elections charges as estimated by the Board of Elections for years 2011 and 2012; or

PLAN B: Municipality agrees to pay 100% of the actual certified elections costs for years 2011 and 2012

The 2013 budget submission from the Board of Elections (BOE) represents a decrease from 2012 largely due to the reduction of anticipated elections the Board is tasked to administer in the upcoming year. Further, the Board of Elections has scrutinized every line item in comparison with this year's expenditures and with the 2011 budget so as to project the most realistic spending plan possible.

Next year HAVA funds to pay for ballot printing will not be available. In 2012, the remaining HAVA funds will cover some – but not all – of the costs of ImageCast voting machine ballots. Therefore, there will be a substantial increase in the need to use County funds for commercial printing. The 2013 budget anticipates the BOE will require ballots for two elections.

A new warehouse will impact the budget with both an increase in utilities and a decrease in rent. Gas and public utilities will increase due to the 40% additional square footage of our new warehouse. However, the board will experience a decrease in long term rent.

As a way to allow the staff to focus on HAVA compliance, the BOE is sending more jobs over to the County Print Shop, rather than doing them in-house. This saves on the equipment and increases BOE staff productivity. Subsequently, interdepartmental printing costs will be increased.

Since BOE will administer two major elections next year instead of the five in 2012, other services such as employee mileage non-taxable, office supplies and postage will decrease. This savings is partially offset by a planned increase in the use of county vehicles.

With our HAVA funds depleted, BOE will have to pay for all of the voting machine supplies which were previously covered under HAVA.

NTS training is needed in year 2013 for the training of employees. The Maptitude training needed for this year's redistricting will suffice for the work involved in 2013 for County Legislature redistricting and a poll worker training and voter education initiative will continue to be funded by New York State and BOE is required to pay a 5% match on this grant.

2012 Accomplishments

2012 was a year with many unanticipated challenges. BOE had to administer an unprecedented five major elections - a March Special Election and a September State Primary in addition to the Presidential Primary, Federal Primary and the General Election. The board continued to provide election programming and voting machines to schools and villages, and also provided these services for a town's special referendum.

This year also brought the challenge of redistricting following the National Census. Dutchess County had a particularly demanding task to integrate Congressional Districts that sliced through existing election districts. This was accomplished in a tight time-frame after the June Federal Primary Election. This election had to be planned under significant time constraints and the BOE was able to administer the election successfully with no major problems or concerns.

BOE completed a multi-year search for an improved multiple-use warehouse. This new facility will enhance off-site storage of voting machines to allow for improved testing and working conditions. The board will be able to meet the mandates for ballot archiving and the staff will provide better training to machine inspectors, town coordinators and voting machine technicians.

The certification of a new version of the Dominion Election Management System requires an upgrade of the ballot programming software and an enhancement of the voting machines' firmware. This is in response to requirements to provide voters with more information in regards to over-votes and double-votes.

By year's end, BOE will be upgrading and streamlining the processing of military and overseas voting in response to new State Board requirements that improve compliance to the MOVE Act.

This year marks the first time the Dutchess County BOE has coordinated a voter outreach and education effort at the Dutchess County Fair. The board was able to demonstrate the modern voting technology to the public in this venue, where BOE also allowed the public to vote on a custom ballot designed in conjunction with the Fair organizers. The staff accepted voter registrations at the Fair.

2013 Initiatives

As in the past, the BOE experiences a general increase in the required workload during a year of local elections. This is due to the increased number of races, the complexity of the ballots and the tighter timeframes to prepare once a ballot is certified.

Additionally, the Board will be required to implement the redrawn County Legislative districts. Election law has been revised so the responsibility for creating and altering election districts rests solely with the BOE, whereas in the past, the municipalities held that authority. This presents a rare opportunity to consolidate Election Districts wherever it is appropriate and possible.

There will be a significant workload that will require communicating with municipalities with ward systems of government to incorporate the creation or revision of new or re-drawn wards into the registration system. BOE will also be responsible for the creation of new election districts, assignment of voters to these divisions, along with the new maps from our Maptitude software. The Board will need to visit new poll sites as well as check existing sites for accessibility inspections and retro-fitting of poll sites.

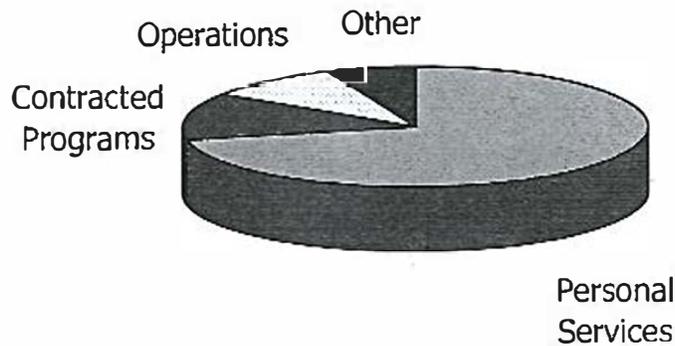
BOE staff has developed the expertise to handle these challenges and the Board will continue to deliver the highest standards of election administration.

Board of Elections Fiscal Summary

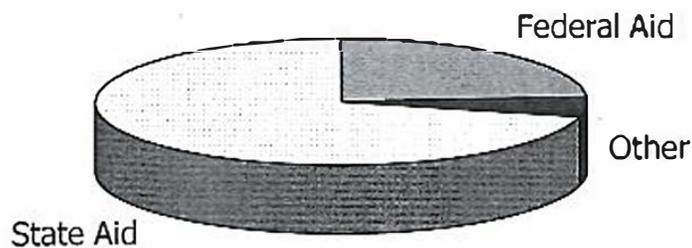
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 2,472,184	\$ 2,295,159	-7%
Revenues	\$ 821,499	\$ 50,475	-94%
County Cost	\$ 1,650,685	\$ 2,244,684	36%

2013 Tentative Appropriations



2013 Estimated Revenue

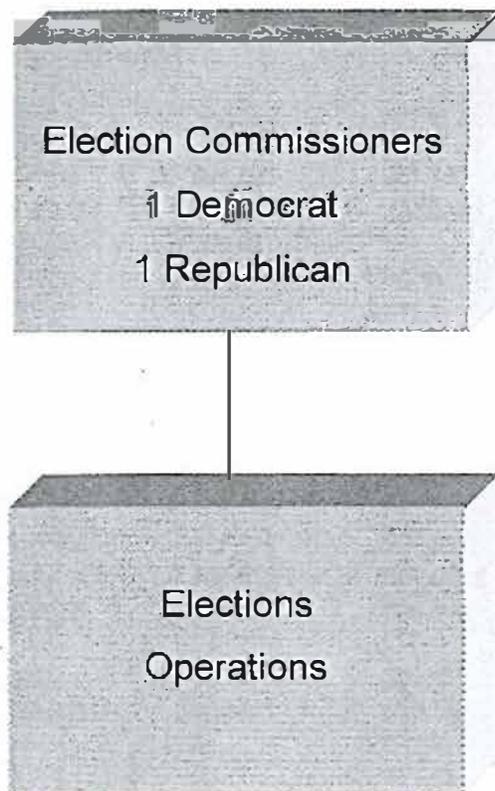


Board of Elections

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	1,221,128	1,353,502	1,353,502	1,216,290	(137,212)	-10.14%
Employee Benefits	394,733	391,103	391,103	431,897	40,794	10.43%
Personal Services	1,615,861	1,744,605	1,744,605	1,648,187	(96,418)	-5.53%
Employee Travel, Train & Educ	7,186	26,002	26,753	11,990	(14,763)	-55.18%
Equipment (Non-Depreciable)	4,838	0	0	0		
Equipment	4,838	0	0	0		
Communication	0	1,200	1,200	1,200	-	0.00%
Supplies	25,471	53,249	53,249	33,500	(19,749)	-37.09%
Utilities	6,975	17,837	17,837	18,357	520	2.92%
Interdepartmental Services	51,114	76,599	76,455	74,628	(1,827)	-2.39%
Interdepartmental Programs & Srv	51,114	76,599	76,455	74,628	(1,827)	-2.39%
Contracted Services	139,336	239,087	225,239	292,919	67,680	30.05%
Operations	171,982	313,605	326,846	214,378	(112,468)	-34.41%
Total	2,022,763	2,472,184	2,472,184	2,295,159	(177,025)	-7.16%
OTPS	406,902	727,579	727,579	646,972	(80,607)	-11.08%
Departmental Income	2,407	3,000	3,000	2,500	(500)	-16.67%
Intergovernmental Charges	521,022	765,658	765,658	0	(765,658)	-100.00%
Sale of Property & Compensation	8,179	0	0	0	-	
Misc. Local Sources	43,798	0	0	0	-	
State Aid	0	44,011	44,011	35,904	(8,107)	-18.42%
Federal Aid	3,327	8,830	8,830	12,071	3,241	36.70%
Total	578,733	821,499	821,499	50,475	(771,024)	-93.86%
Net to County	1,444,030	1,650,685	1,650,685	2,244,684	593,999	35.99%

Board of Elections Organizational Structure



<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Board of Elections:</i>		
Elections Commissioner		2
Deputy Elections Commissioner		2
Elections Administrator		2
Elections Specialist		2
Machine Coordinator		2
Senior Elections Specialist		<u>6</u>
Total:		16

Comptroller

Functions

The Dutchess County Comptroller functions as chief accounting and auditing officer of the county. As a countywide elected official, the Comptroller is directly accountable to the taxpayers and voters of Dutchess County. Consequently the Comptroller's Office is not an agency of the Executive or the Legislature, but rather of the people.

The Comptroller serves as the Chair of the Audit Committee which provides oversight of annual audit and all regulations, policy, and procedures affecting the accounting and financial procedures of Dutchess County.

The Comptroller's Office audits County Departments and outside agencies funded by the County. Audit results are reported to the County Executive and Legislature and they typically recommend action to strengthen internal controls, curb expenses, enhance revenues and protect the taxpayers' interests. Further, the Comptroller's Office audits and approves all payments for capital contracts and contracts with outside agencies and contractors. The Comptroller and staff:

- Seeks out and reports financial irregularities and misuse of County funds and reports all such activity to responsible officials.
- Performs all processing and record keeping responsibilities including pre-audit of claims, certification of availability of funds, encumbrance of funds, and preparation of payment. Audits and approves all payments to vendors.
- Provides for all processing and record keeping required by federal, state, and local law for encumbrance, payment, and recording of financial transactions.
- Sees that all applicable federal, state, and local laws are adhered to in the handling of county funds and in their application to providing services to the general public.
- Jointly with District Attorney, supports prosecution of persons charged with illegal activity related to County funded programs.
- Jointly with the Executive branch, plans and implements accounting changes instituted by Government Accounting Standards Board, the New York State Comptroller's Office, and any other standards, laws or regulations that may apply. Also, works with the Executive branch to update the County's Financial Management System.
- Provides consultation and assistance to all County Departments and outside agencies relative to financial record keeping, reporting, and internal controls.

Comptroller



Mission Statement

The Comptroller's Office audits and approves all payments made by Dutchess County. The Office also audits County departments and agencies receiving County funds, providing recommendations to strengthen internal controls, enhance revenues and ensure the effective use of taxpayer dollars.

Goal: Audit and approve payments for purchases, contracts, capital projects, employee reimbursements and daily Social Services payments. Approves and processes purchases from County Storeroom through inventory journals.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Invoice Transactions	27,059	30,000	30,000	-	0.0%
Capital & Contract Invoices Processed (included in line 1)	6,312	6,000	6,000	-	0.0%
P-Card Transactions Audited	2,929	3,500	3,500	-	0.0%
Employee Reimbursement Transactions	4,897	5,000	5,000	-	0.0%
Social Services Warrants - Audit and Entry	875	760	760	-	0.0%
Inventory Journals	190	140	140	-	0.0%

Goal: Audits and certifies all payrolls for all County Departments, the Legislature, Dutchess County Mass Transit and temporary election workers

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
County Payrolls Audited - 37 Departments, plus adjustment memos	858	858	858	-	0.0%
Legislator Payrolls Audited	12	12	12	-	0.0%
Mass Transit Payrolls Audited	52	52	52	-	0.0%
Election Worker Payment Review	1,230	2,932	1,596	(1,336)	-45.6%

Goal: Reviews County contracts including capital projects for terms and payments provisions. Review and approve Purchase Orders and Vouchers in accordance with General Municipal Law and Federal, State and County Statutes.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Contracts Received & Processed	1,140	1,700	1,700	-	0.0%
Purchase Orders / Vouchers	2,623	2,100	2,100	-	0.0%

Goal: Audits county departments and agencies receiving county funds. Provide recommendations to strengthen internal controls, best practices, enhance revenues and ensure effective use of taxpayer dollars.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Audits Completed	18	9	18	9	100.0%
Audits in Progress		9	-	(9)	-100.0%
Contract Agencies	11	9	9	-	0.0%
County Departments/ Entities	7	9	9	-	0.0%
Contracts Reviewed during audits	55	70	70	-	0.0%
Grants Reviewed during audits	7	19	20	1	5.3%
Capital Projects Reviewed	8	10	10	-	0.0%
Special Reports	4	2	2	-	0.0%

Goal: Indirect Cost Allocation Report supports a revenue claim for Department of Social Services to Federal government.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
A87 Costs	\$2,508,303	\$2,226,090	\$2,731,302	\$505,212	22.7%

2012 Accomplishments

The Comptroller's Office has seven internal and agency audits completed or in-process.

The Comptroller's Office incorporated review of financial statements, CHAR 500 and IRS 990 filings into agency audits. The internal controls standard is the Committee of Sponsoring Organizations (COSO) framework. The COSO framework is a best practice that provides guidance on internal controls, fraud, and financial reporting. This office will continue the practice of our audits to consistently address all aspects of internal control as defined by COSO along with addressing best business practices.

In addition, the staff continues to use special reports to address the fiscal state of various aspects of the County. These reports, often initiated by the Legislature's request, serve to assist County government in keeping track of projects, spending, and agency/departmental oversight.

It is anticipated that upgrades of LOGOS and the roll-out of the contracts module will provide deeper functionality and improve effective tracking, monitoring, and oversight of contract payments. The staff also began implementing paperless transactions for LOGOS with multiple County Departments.

The Comptroller's Office continues post-audit activities of daily transactions, a critical responsibility. They continue to develop new methods for analyzing and reviewing purchase orders, vouchers, warrants and payments, with an emphasis on high-impact contracts, capital projects, and day-to-day expenditures.

The Office will continue to look at cost-effective training methods including web-based training and audio conferences.

The Comptroller's Office provided support for the audit of the 2011 Dutchess County Financial Statements and provided support and completed the A-87 Indirect Cost Allocation Report to support additional federal claiming by the County.

2013 Initiatives

The Comptroller's Office will continue to enhance post audit activities, refine and enhance FMS processes, and support the new contract module as it is implemented. The Office will continue to follow-up on agency and department audits, and prioritize audit efforts on high-dollar/high-risk payment contracts, projects, expenditures and revenues.

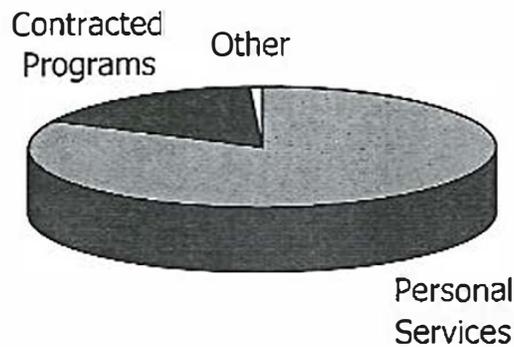
- The Office will also continue the transition to paperless transactions with final County Departments.

Comptroller Fiscal Summary

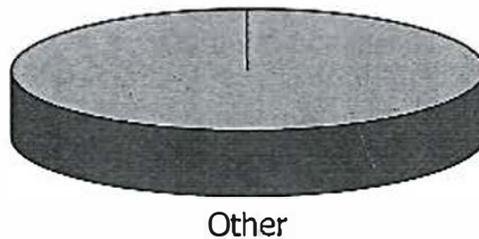
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 1,616,191	\$ 1,470,400	-9%
Revenues	\$ 12,500	\$ 12,500	0%
County Cost	\$ 1,603,691	\$ 1,457,900	-9%

2013 Tentative Appropriations



2013 Estimated Revenue



Comptroller *Budget Summary*

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	889,287	935,104	935,104	824,926	(110,178)	-11.78%
Employee Benefits	341,366	423,757	423,757	388,218	(35,539)	-8.39%
Personal Services	1,230,653	1,358,861	1,358,861	1,213,144	(145,717)	-10.72%
Employee Travel, Train & Educ	1,856	5,010	5,010	5,010	-	0.00%
Supplies	1,868	2,835	2,835	2,835	-	0.00%
Interdepartmental Services	6,374	6,335	6,335	6,261	(74)	-1.17%
Interdepartmental Prog & Srv	6,374	6,335	6,335	6,261	(74)	-1.17%
Contracted Services	232,750	243,000	243,000	243,000	-	0.00%
Operations	221	150	150	150	-	0.00%
Total	1,473,723	1,616,191	1,616,191	1,470,400	(145,791)	-9.02%
OTPS	243,069	257,330	257,330	257,256	(74)	-0.03%
Departmental Income	12,671	12,500	12,500	12,500	-	0.00%
Sale of Prop and Comp / Loss	100	0	0	0	-	
Misc. Local Sources	0	0	0	0	-	
Total	12,771	12,500	12,500	12,500	-	0.00%
Net to County Cost	1,460,952	1,603,691	1,603,691	1,457,900	(145,791)	-9.09%

Comptroller Organizational Structure

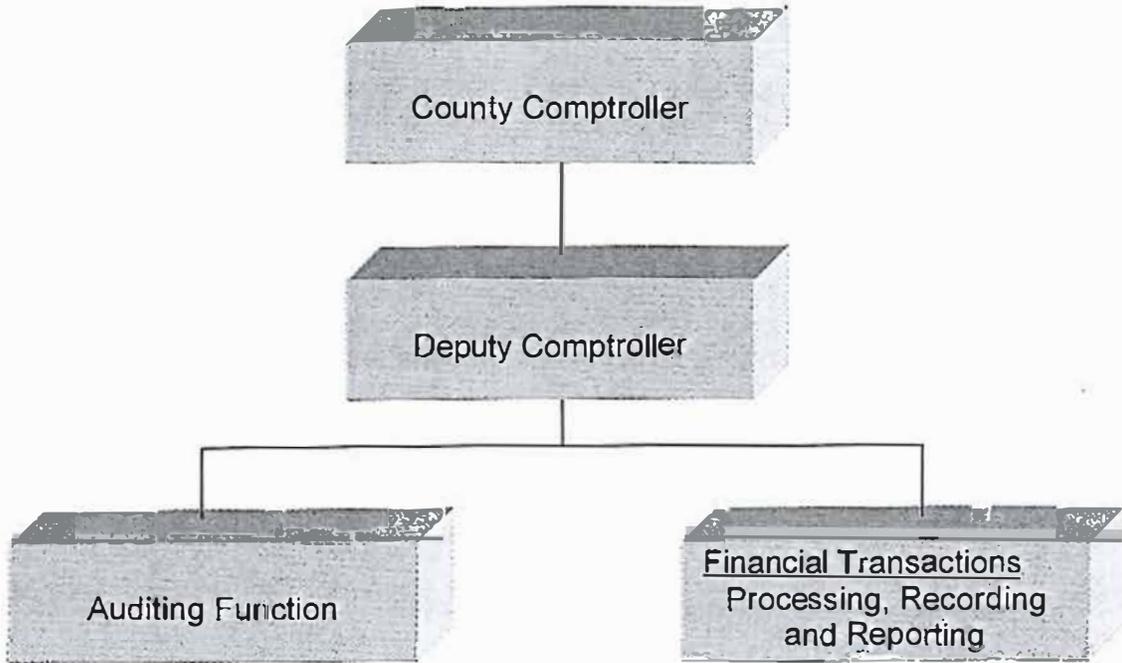


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
Comptroller:		
Comptroller	E	1
Deputy Comptroller	MG	1
Senior Auditor	17	2
Auditor	16	5
Accounting Clerk	9	2
Office Assistant 55	6	1
Total:		12

Office of Central and Information Services

Functions

The primary goals of the Office of Central and Information Services (OCIS) are as follows:

Division of Information Services

- Use automation to help the county meet its strategic objectives, improve workflow and increase operational efficiencies and provide cost savings.
- Maintain the current application portfolio at present service levels while implementing additional information processing services.
- Provide the client community with an expeditious method for meeting their mandated responsibilities.
- Improve data access and availability to enable County Departments, businesses and the public to accomplish their jobs in a more efficient and effective manner.
- Provide technical expertise concerning application software utilization, software selection, computer equipment and telecommunications implementation, and new technologies.
- Develop an Intranet web-based application portfolio to improve the effectiveness of County employees and decrease the elapsed time to provide services.
- Provide and maintain efficient fiber optic telecommunications across all County government departments.
- Provide access to Internet applications and eGovernment services to the public.
- Expand and improve the Wide Area Network (WAN) including both data and voice services.
- Implement state of the art technologies such as GIS, imaging, mobile computer and Enterprise Content Management (ECM).
- Streamline and improve computer system installations and maintenance through the implementation of cost saving technologies such as: Thin Client workstations, virtualized servers and consolidated disk storage.
- Improve communications and collaboration between County Departments and external agencies through the county-wide e-mail system, internet services, work flow applications, and efficient telephone services.

Division of Central Services

- Provides central purchasing, contract administration, duplicating and printing, mail service, inventory control, central billing, U.S. and interoffice mail deliveries, supply delivery, and office supplies to other County Departments assisting them in providing their functions more easily at a reduced cost.
- Purchasing coordinates the procurement of goods and services for the County by implementation and maintenance of a system in full accordance with requirements set forth in General Municipal Law, Sections 103 and 104B, and local County Law. Each request to purchase is evaluated to determine the appropriate means for acquisition at the best price available.
- Coordination of various projects such as the copier centralization and equipment evaluation as well as several other cost saving programs are part of the day to day responsibilities of the Central Services division. New centralized programs to reduce costs are continually under review for implementation.
- In addition to serving all County Departments, the division of Central Services also serves qualified outside agencies such as: local Municipalities, Towns, Villages, Fire Districts, etc. This Division will assist in the continued development and enhancement of a County wide purchasing cooperative to further reduce costs to all agencies involved.

Office of Central and Information Services



Mission Statement

OCIS primary mission is to provide services to county agencies in support of their efforts and develop on-line services to the public. As part of this, perhaps the most important role is to head up the County's e-Government development effort that provides internet-based systems for use by the public, businesses and other government agencies. OCIS also serves other county agencies assisting them in providing their functions more easily and at a reduced cost.

Goal:

Expand and improve web services to the public, municipalities and businesses. One of the best indicators of success are the number of web pages served during a given period.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
County Web-site average monthly pages	380,000	320,000	340,000	20,000	6.3%
ParcelAccess and GeoAccess average monthly pages *	176,000	181,000	185,000	4,000	2.2%

Goal:

Improve and expand services for County departments.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Help Desk Calls for Service	2,670	3,100	3,200	100	3.2%
Computer Applications maintained for County Departments	86	94	101	7	7.4%
County Active Directory Network Clients	2,315	2,462	2,500	38	1.5%
County Wide Email Maintained (# Clients)	1,400	1,403	1,410	7	0.5%
Internet Service (# Clients)	800	784	794	10	1.3%

Goal:

Maintain and improve County Wide Area Network (WAN) and Server Environment.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Fiber Optic Connections (# Sites)	11	11	11	-	0.0%
Cable/DSL Connections (# Sites)	21	21	21	-	0.0%
County Servers maintained	108	115	120	5	4.3%

Goal:

Ensure that microcomputer equipment is up-to-date to help County staff efficiencies.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Install New and Replacement Workstations	178	184	200	16	8.7%

Goal:

Expand GIS services and usage.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
GIS Data Layers developed/maintained	165	156	156	-	0.0%

* These GIS applications were re-written. As part of this internal functions were consolidated; thus decreasing the number of pages served.

Office of Central and Information Services

Goal:	To provide a system with a cost effective and efficient procurement program.				
Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Purchase Orders Issued	1,403	1,375	1,300	(75)	-5.5%
P-Card Transactions	2,929	3,500	3,750	250	7.1%
Dollar Value of PO's (\$M)	\$10.6	\$11.5	\$11.0	-\$0.5	-4.3%
Goal:	To provide a cost effective, efficient and reliable telephone program.				
Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Installations	171	400	4	(396)	-99.0%
Maintenance	393	400	183	(217)	-54.3%
Program	87	500	210	(290)	-58.0%
Goal:	To provide a cost effective and efficient method of mail delivery.				
Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# Pre-Sort Pieces	241,000	250,000	255,000	5,000	2.0%
# Full Rate Pieces	199,600	155,000	160,000	5,000	3.2%
Total Mail Pieces	440,600	405,000	415,000	10,000	2.5%
Total Postage \$	\$151,136	\$335,000	\$343,000	\$8,000	2.4%
Pre-Sort Savings \$	\$10,000	\$10,000	\$10,000	-	0.0%
Goal:	To provide cost effective purchasing and efficient delivery of office supplies.				
Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Requisitions Processed	1,290	1,900	1,600	(300)	-15.8%
\$ Value at Cost	\$186,329	\$210,000	\$180,000	-\$30,000	-14.3%
Revenue	\$1,963	\$1,900	\$2,300	\$400	21.1%
Goal:	To provide a cost effective and efficient method of printing.				
Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Impressions	4,711,000	7,300,000	7,500,000	200,000	2.7%
# of Masters Used	1,487	1,600	1,500	(100)	-6.3%
# of Requisitions	1,129	1,200	1,400	200	16.7%

KEY BUDGETARY ISSUES:

The OCIS and Central Services consolidation has resulted in approximately \$295,000 in personnel savings. This takes into account management reorganization as well as workforce incentive staff reductions.

Information Services

- After many years of large reductions, it's necessary to have a very modest increase in appropriations to accommodate the consolidation of Central Services under OCIS and the rise in retirement and health insurance costs. OCIS has reduced other areas of the budget to negate virtually all of the personnel-related increases. OCIS non-personnel related costs are reduced by 9%.

- The only new initiatives in the proposed operating budget are GovDelivery fees for the new DutchessDelivery service and Information Services reorganization changes to support Central Services.
- Included is \$285,000 for computer equipment for County Departments and OCIS. This represents a \$65,000 reduction from the 2012 funding level of \$350,000. This is the lowest amount in 30 years.
- Information Services reimbursement from departments through the 4629 Interdepartmental Expense line is projected to increase as OCIS continues to maximize chargebacks so the county can receive as much NYS reimbursement as possible.

2012 Accomplishments

Below are some key 2012 OCIS and Central Services accomplishments:

Information Services

- Investment in an IP-based phone system that will provide significant annual cost savings to the County. This was a joint venture between both divisions.
- Continued efforts on eGovernment initiatives include:
 - New County website (www.dutchessny.gov) with enhanced features.
 - A new DutchessDelivery public outreach service will allow the County to distribute a broad range of information to our residents via email, SMS and social media. This expands this departments "Go Green" endorsement by eliminating paper copies and post office mailings. OCIS will also offer this service to municipalities for their websites.
 - All new look and feel using advanced techniques such as mega-menus.
 - Improvements to navigation.
 - Greater "transparency" of County information.
 - New Consolidated Calendar. This provides one-stop-shopping for the public, who will no longer have to hunt through different departments' calendars to view County sponsored meetings, events, classes and clinics.
 - A website budget survey provides residents with information about how County property tax dollars are spent and how the county budget process works. This provides the backdrop for residents to provide feedback about programs and services that are important to them. This is a joint project between the Budget Office and OCIS.
- Using automation to add efficiencies and cost savings as part of the recently established Financial Accountability and Strategy Team (FAST). Two examples are: Implementing Paperless Accounts Payable (AP) procedures using document imaging resulting in an estimated \$87,000 annual savings, and a pilot for ACH electronic payments to vendors in lieu of mailing checks that provides a potential savings of \$40,000/year.
- A new innovative map-based Emergency Operation Center (EOC) Event Tracking system will be used by County Departments and external agencies, during an EOC activation. This application includes the ability to track problems throughout the county (e.g. flooding) and available resources (e.g. shelters). This map-based command center provides stakeholders with the "big picture".

- A new County Clerk Document Search application provides on-line access for the public and businesses to 1.5 million land and legal digital documents.
- New Personnel Actions workflow application. When implemented later in 2012 the system will be used by departments to submit requests to fill vacancies, new hires, position changes and Civil Service status changes.
- Ongoing Enhancements to Criminal Justice applications and planned reporting for the Criminal Justice Council.
- OCIS continued to enhance the County's Network and related services including phased workstation replacement, upgrade to blade server center, replacement of some key servers and network switches and our ongoing work on disaster recovery.
- Participated in Dutchess County Chamber of Commerce event to assist businesses in understanding how to compete for County goods and services.
- The Center for Digital Government and the National Association of Counties (NACo) has recognized Dutchess County Government with the #1 ranking as the most digitally-advanced county government in the United States in the 250,000-499,000 population category in the 2012 Digital Counties Survey. The County has now had a top-ten ranking nine years in a row (2004-2012).

Central Services

- Met with City of Poughkeepsie, Dutchess Community College and others to discuss shared services.
- Met with Departments and Division heads to discuss ways to improve services.
- Successfully transitioned the Records Department from Central Services to the County Clerk's Office.
- With the assistance of the Sheriff's Office, identified and sold twenty (20) vehicles from the impound yard which brought in \$4,000.
- Designated six retired vehicles for the Wheels for Work Program enabling Community and Family Services clients to obtain jobs and become self-sufficient.
- Continued deployment of the IP Telephone system, expecting first full year of operation in 2013.
- Reduction of Centrex telephone services at Continuing Treatment Centers.
- Reduced the number of Centrex lines from Verizon by 612 lines resulting in an annual savings of \$20,000 in recurring costs during the first half of 2012.
- Auctioned Dutchess County's surplus equipment.
- Located a local electronic waste company to remove County e-waste at no cost.
- Soap dispenser contract awarded and installation continuing.
- Awarded numerous bids, quotes and RFP's including:
 - Child abuse medical examination services;
 - Fuel oil cooperative;
 - Standby contracts for electrical and electrical related repair services;
 - Transportation of pre-school children with disabilities;
 - Installation of playground apparatus safety surfaces;
 - Purchase of underwater search and recovery equipment;

- Safety assessments for County road segments and/or intersections;
- Comprehensive health care delivery system for County Jail;
- Vehicles for departments;
- New fuel pumps and fuel management system.
- Met with suppliers to determine the best paper towel dispenser for the County restroom standardization project.
- Expanded P-Card program to include all County Departments.

2013 Initiatives

It will be an important year for OCIS as the two departments transition into the new consolidated Office of Central and Information Services. Especially during these difficult economic times it's important to focus attention on projects and services that are cost effective, add efficiencies to County staff and provide eGovernment services to the public.

Below are key initiatives and activities for the Information Services and Central Services Divisions:

Information Services

Below are examples of how technologies will be used in 2013 to assist the County in these goals.

- If capital funds are approved by the Legislature, work will begin on implementing an Enterprise Content Management (ECM) system. This will be used to manage the life-cycle of a broad range of document types from initial publication or creation all the way through archival and eventual disposal. The primary goals and anticipated benefits for this enterprise-wide solution involve costs savings, staff efficiencies and productivity. These are to be achieved through:
 - Cost savings through efficiencies, reduction in printing, storage and retrieval;
 - Better storage, tracking, access and searching of documents;
 - Improved business processes and electronic workflows;
 - Enhanced cross-department document collaboration and shared access;
 - Expanded "green" initiatives;
 - Improved Records Retention adherence and eDiscovery capabilities; and
 - Reduction in documents at the Records Management Center which is currently nearing its capacity.
- Continue development of applications to support the County Clerk operations. The following two applications are in design and will be rolled out in 2013:
 - New Cash Receipts system that will allow acceptance of credit card payments at the public counters and Records Room; and
 - New Document Management system that will replace an aging system that can no longer be supported.
- Continued work with FAST to identify additional improvements and efficiencies to County operations.
- Study of Mass Transit automation and computer information to determine possible improvements to their operations.

- Continue expansion of electronic payments. As part of this, various candidate projects will be assessed.
- The Computer Services Division will be part of a Data Workgroup to help assist the Criminal Justice Council (CJC) with its data/reporting needs for planning and evaluation.
- Jail Staff Scheduling System to be developed by the Computer Services Division.
- Continue to further automate the disaster recovery process which involves mirroring the computer environment at the IBM Business Continuity and Resiliency Center.
- Replacement of the outdated Microsoft Office 2003 and Outlook 2003 products with current software versions.
- Keeping the network/server environment robust, to meet the needs of our users. These activities include the installation of servers, network equipment, systems software and replacement workstations.
- Consolidate all telecommunication responsibilities within Information Services as part of an integrated network and telephony approach.

Central Services

- During the course of a year Central Services will successfully execute over 100 quotes, bids and RFP's providing significant savings to the County. Central Services will look to provide new levels of procurement savings through:
 - Expanding cooperative bidding and piggy-backing opportunities with local municipalities and agencies;
 - Streamlining of processes; and
 - Enhancing and improving the on-line bid notification system.
- With the consolidation maximize the coordination of all printing projects taking advantage of information technology enhancements.
- Promote P-Card usage to minimize overall procurement costs and encourage its use for County travel needs.
- Coordinate activities with local business, not-for-profits, and municipalities to expand local participation.
- Participate in more seminars to educate local businesses on how to become more involved in County purchasing.
- Prepare and distribute a new brochure on how to do business with Dutchess County.
- Prepare a proposal that will allow for increased local participation in County procurement.
- Continue meeting with County Departments to increase communication.
- Develop web based billing portals for department backup information.
- Continue efforts to reduce dependence on blanket purchase orders.
- Cross train Mailroom and Print Shop employees to increase efficiency.
- Update the Central Services Policy and Procedure Manual to include IP Telephone.
- Deploy automated telephone billing system.
- Complete Unity Voice mail integration with legacy Centrex telephones.

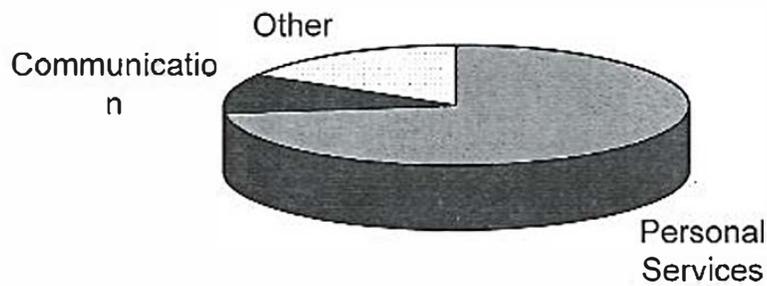
- Develop system for parsing and posting call detail records to department folders on the County internet.
- Continue standardizing of bathroom supplies and the promotion of approved green cleaning products
- Receive reprographic requisitions electronically.
- Create a web based ordering system for outside agencies on the Digital Storefront.
- Create an intranet database system to track surplus furniture and equipment.
- Train departments on asset tracking and their responsibilities.
- Use the Central Services Division as a centralized collection point for department's electronic-waste to promote proper disposal.
- Oversight of the Auto Center has been transferred to the Department of Public Works in the 2013 budget.
- In 2012, oversight of the Records Management Division was transferred to the County Clerk's Office, along with the County Historian who was hired in the later part of 2012.

Office of Central and Information Services Fiscal Summary

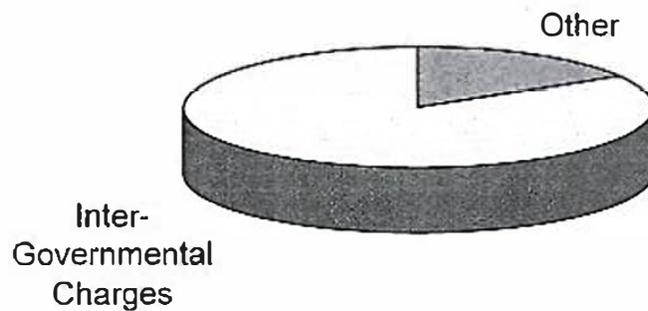
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 7,059,520	\$ 6,832,387	-3%
Revenues	\$ 345,399	\$ 349,058	1%
County Cost	\$ 6,714,121	\$ 6,483,329	-3%

2013 Tentative Appropriations



2013 Estimated Revenue

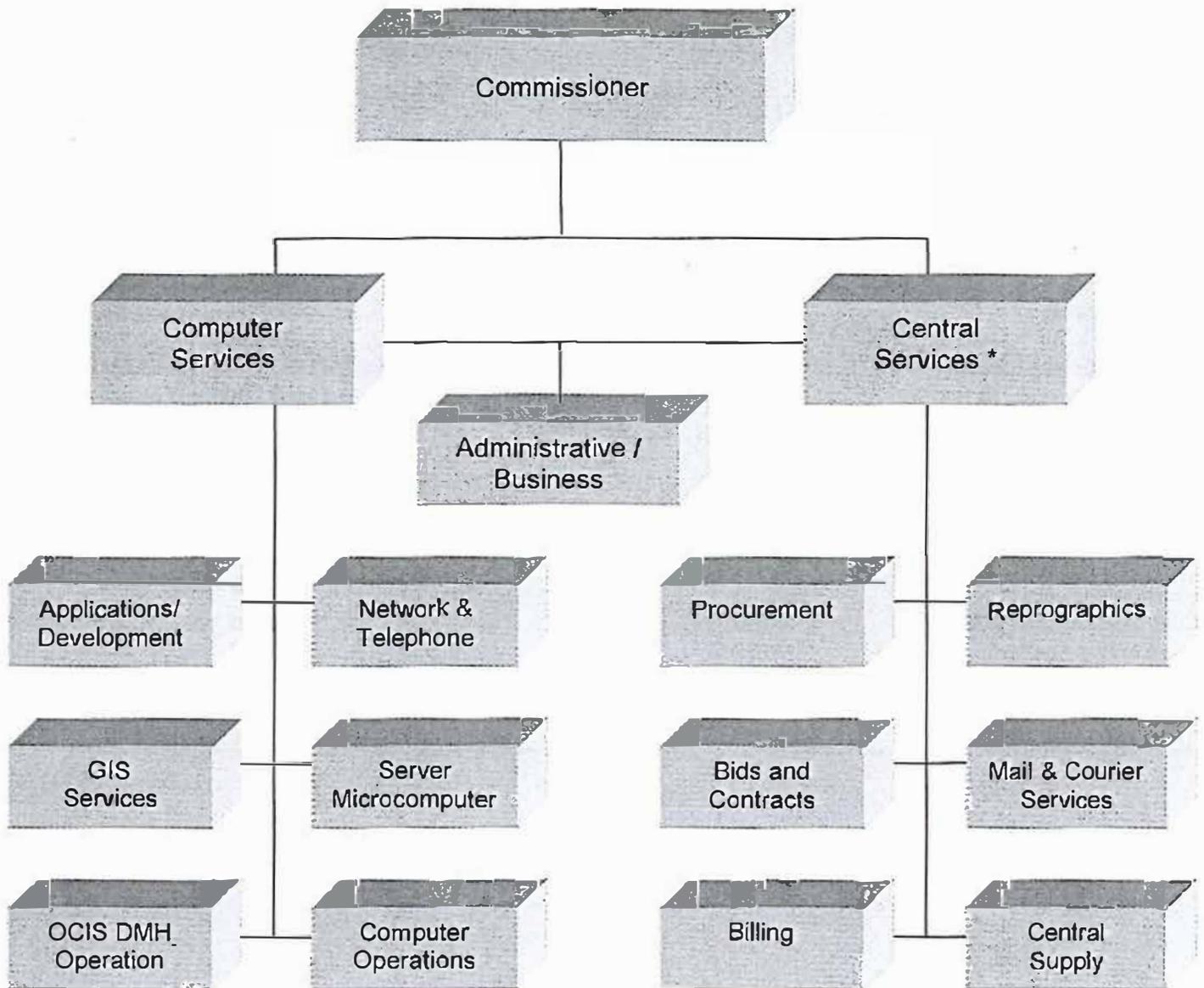


Office of Central and Information Services

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	4,442,381	4,555,998	4,513,301	4,340,444	(172,857)	-3.83%
Employee Benefits	1,796,722	2,001,221	1,977,774	1,986,592	8,818	0.45%
Personal Services	6,239,103	6,557,219	6,491,075	6,327,036	(164,039)	-2.53%
Employee Travel, Train & Educ	11,356	25,409	31,459	22,474	(8,985)	-28.56%
Equipment (Non-Depreciable)	54,153	44,000	44,000	37,000	(7,000)	-15.91%
Equipment (Depreciable)	25,945	56,000	56,000	48,000	(8,000)	-14.29%
Equipment	80,098	100,000	100,000	85,000	(15,000)	-15.00%
Communication	824,531	724,276	724,276	686,194	(38,082)	-5.26%
Supplies	279,623	333,724	325,200	282,484	(42,716)	-13.14%
Interdepartmental Services	(2,075,051)	(2,114,482)	(2,053,868)	(1,993,944)	59,924	-2.92%
Interdepartmental Prog & Srv	(2,075,051)	(2,114,482)	(2,053,868)	(1,993,944)	59,924	-2.92%
Contracted Services	37,414	45,000	39,000	37,000	(2,000)	-5.13%
Operations	1,041,319	1,395,193	1,402,378	1,386,143	(16,235)	-1.16%
Total	6,438,394	7,066,339	7,059,520	6,832,387	(227,133)	-3.22%
OTPS	199,291	509,120	568,445	505,351	(63,094)	-11.10%
Departmental Income	22,472	30,600	30,600	33,000	2,400	7.84%
Intergovernmental Charges	287,110	286,799	286,799	292,058	5,259	1.83%
Use of Money and Property	26,063	27,000	27,000	23,000	(4,000)	-14.81%
Sale of Prop and Comp Loss	3,327	500	500	500	-	0.00%
Misc. Local Sources	16,549	500	500	500	-	0.00%
Total	355,520	345,399	345,399	349,058	3,659	1.06%
Net to County Cost	6,082,874	6,720,940	6,714,121	6,483,329	(230,792)	-3.44%

OCIS Organizational Structure



*Director of Central Services to have direct line to the Count Executive for "Procurement" policy issues.

Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Division of Computer Services</i>		
Commissioner of Central & Info Services	MI	1
Deputy Commissioner Central & Info Systems	MH	1
Applications Manager	MG	1
GIS County Coordinator	MG	1
Infrastructure Manager	MG	1
Project Leader	MF	5
Confidential Administrative Assistant	CI	1
Senior Systems Network Administrator	20	1
Microcomputer / Word Proc Specialist	19	1
Program & Operations Supervisor (MH)	19	1
Systems Analyst	19	7
Systems Analyst (GIS)	19	1
Systems Network Administrator	19	1
Programmer / Analyst (MH)	17	1
Microcomputer / Network Support Specialist	17	5
Programmer / Analyst	17	5
Microcomputer / Network Supp Spec (PH)	17	1
Programmer / Analyst (GIS)	17	1
Supervisor of Computer Operations	16	1
Programmer Analyst (TR)	15	1
Users Services Administrator	14	1
Users Services Liaison	12	<u>1</u>
Total:		40
<i>OCIS - CS Admin</i>		
Director of Central Services	MG	1
Assistant Director for Purchasing	14	1
Contract Specialist	13	1
Buyer	12	1
Principal Program Assistant	12	1
Senior Program Assistant	10	2
Accounting Clerk	9	<u>1</u>
Total for Administration		8
<i>OCIS - Telecomm</i>		
Telecom Systems Manager	16	1
Telecom Technician	12	<u>1</u>
Total for Telecomm		2

Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
OCIS - Stores		
Principal Program Assistant	12	1
Program Assistant	8	<u>1</u>
Total for Stores		2
OCIS - Print / Mail - Printing		
Reproduction Supervisor	13	1
Offset Printer	10	<u>3</u>
Total for Print / Mail - Printing		4
OCIS - Print / Mail - Mail		
Senior Program Assistant	10	1
Courier	6	<u>3</u>
Total for Print / Mail - Mail		4
Department Total		60

County Clerk

Functions

The County Clerk is an independently elected official and has the following duties and responsibilities:

- Indexing and recording as custodian of all land records, including deeds, mortgages and liens;
- Electronically scanning and archiving all land records;
- Collector of mortgage and deed transfer taxes;
- As Clerk of the Supreme and County Courts acts as the depository of all court papers, criminal actions, indictments, records of conviction and all other court related documents;
- Operates the customer service desk for the retrieval of land records, maps, court related documents and other public records archived by the County Clerk;
- Acts as agent for the State in the operation of the Dutchess County Department of Motor Vehicles;
- Acts as agent for the federal government in the arranging and holding of Naturalization Ceremonies for new citizens and in verifying documentation and processing passport applications;
- Other services include: Notary Public filings, DBA (assumed name) filings, corporate filings, Oath of Office filings, Veterans Discharge records, and pistol permit filings;
- Issues "Return the F.A.V.O.R." discount cards to honorably discharged veterans;
- Acts as the records manager which operates the County Records Management Center for the storage, processing and servicing of all non-current and archival records for all County Departments and agencies. The Records Center currently contains in excess of 42,884 boxes of records, all inventoried and recorded as to location and;
- Supervises the Dutchess County Historian who serves as a resource for the general public on ethnic, religious, genealogical, or other related historical information and is responsible for collecting and preserving documents, maps, photographs and other materials relating to the history of Dutchess County. Other responsibilities of the County Historian include writing grant proposals and providing assistance to county and municipal historical societies.

The County Clerk occupies the first and second floors of the County Office Building. Motor Vehicle, receiving of documents and passport applications areas are located on the first floor. Public access to records is located on the second floor. The County Clerk also stores public records in the basement of the County Office Building and the Records Management Center on Washington Street in the City of Poughkeepsie. Motor Vehicle services are also provided in Beacon, Millbrook, Pawling and Wappinger Falls.

County Clerk

Mission Statement



Legal Division - To accurately record and index land records, court records and other public records in accordance with the duties of the County Clerk's Office as set forth in the NYS Constitution. The County Clerk's Office delivers personal service, processes passport applications and arranges for Naturalization ceremonies for our newest citizens on behalf of the Federal Government.

Department of Motor Vehicles - To help customers successfully navigate the sometimes complex state regulations pertaining to non-driver identification cards, drivers' licenses and registrations.

Records Management Division - To accurately inventory, store and record all non-current and archival records for all County Departments and agencies.

In all divisions, the County Clerk's Office is committed to the delivery of accurate information the first time in order to facilitate successful transactions and satisfied customers.

Goal: To continue to be the receiver and custodian of all land records, the collector of mortgage and deed transfer taxes and receiver of court documents. The Legal Division will also continue to process passport applications, assist in setting up new businesses and conduct naturalization ceremonies for new American citizens.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Legal Division recordings and transactions	101,343	105,000	109,000	4,000	3.8%

Goal: To deliver personal service at a reasonable cost while generating revenue for the county. In 2012, the County Clerk's Office will continue to encourage our residents to "Renew Local First" in order to keep tax dollars in the county.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
DMV Transactions	310,071	300,000	294,000	(6,000)	-2.0%

Goal: To provide a cost effective and efficient method of records retention.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Records Management :					
Requests for records	6,786	6,900	7,000	100	1.4%
Records added	1,791	2,000	2,200	200	10.0%
Records destroyed	362	1,000	1,200	200	20.0%

KEY BUDGETARY ISSUES:

Department of Motor Vehicles – Transactions and revenue are expected to remain stable in 2012 before declining in 2013 as the cycle created by the change from a five year license to an eight year license repeats itself. To date the DMV continues to exceed the projections developed by NYS DMV in terms of revenue in spite of increased use of the internet by the public.

Currently, the Pawling lease is being re-negotiated through the end of 2013. The Millbrook lease will expire at the end of 2012. Wappingers has a one year option for 2013 that we will exercise.

County Clerk- Legal Division – Court filings began to decrease in late 2010 and 2011 after reaching historic highs in 2009. At mid-year 2012, filings continue at the same rate as 2011. There has been an increase in mortgage recordings, largely due to refinancing. As a result of a decrease in

authorized positions over the previous three budget cycles, staffing is at the bare minimum necessary to process even the reduced volume the Clerk's office is experiencing.

2012 Accomplishments

Department of Motor Vehicles – Continue to improve productivity and efficiency. Customer satisfaction has increased.

County Clerk - Legal Division – Through a grant with Ancestry.com, scanned and digitized naturalization records dating back nearly 100 years, and expect the images to be available to the public later this year.

Working with OCIS, the Clerk's office expects to complete the installation of a credit card acceptance system. Not only will this provide convenience to the customer, but it will also allow enhanced processing and accessibility to services over the internet.

In March of 2011, the Clerk's office, in conjunction with the Division of Veterans Services, began to offer the F.A.V.O.R. program in Dutchess County, a program that encourages honorably discharged veterans to file DD-214 separation orders with the County Clerk and rewards them with a discount program through local merchants. Through July 1, the Clerk's office has signed up more than 2,000 veterans and over 130 businesses.

The Clerk's office also continues a passport fair at Vassar College in conjunction with the college's travel abroad program.

In 2012, in conjunction with OCIS, the staff have made our electronic images available over the internet.

County Clerk – Records Management – Effective July 1, the functions of Records Management were transferred to the Clerk's office.

County Clerk – History Division – See the Culture and Recreation section of the Executive Summary.

2013 Initiatives

Department of Motor Vehicles – This budget recognizes the difficult economic outlook for county government by holding the line on costs and maintaining efficiencies. The Clerk's office will continue to emphasize no-cost initiatives such as improving customer satisfaction and offering services in partnership with NYS DMV.

County Clerk- Legal Division – In 2012, the NYS Legislature authorized e-Recording of land records as well as an expansion of the e-Filing pilot project for courts in New York State. In 2013, the Clerk's office will actively pursue implementation of e-Recording and continue to monitor the e-Filing project.

The Clerk's office expects to apply for a records management grant for the conversion of microfilm to digital images.

County Clerk – Records Management – The Clerk's office will work with Records Management to identify records that can be destroyed and expects to reach out to departments for approval to destroy these records in order to maximize storage capacity at the Records Management Center.

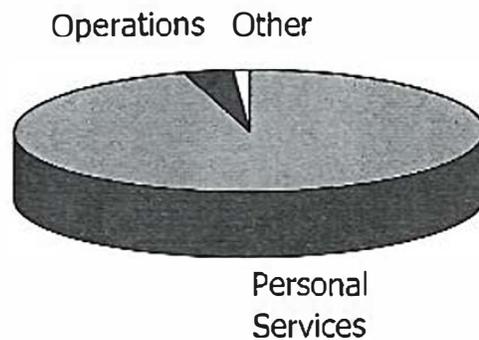
County Clerk – History Division – See the Culture and Recreation section of the Executive Summary.

County Clerk Fiscal Summary

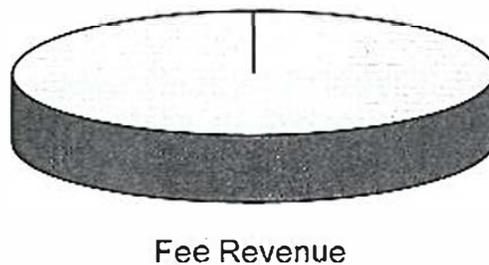
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 4,375,660	\$ 4,423,158	1%
Revenues	\$ 5,297,132	\$ 5,364,332	1%
County Cost	\$ (921,472)	\$ (941,174)	2%

2013 Tentative Appropriations



2013 Estimated Revenue



County Clerk *Budget Summary*

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	2,534,314	2,708,841	2,719,163	2,674,035	(45,128)	-1.66%
Employee Benefits	1,265,927	1,426,982	1,439,828	1,554,071	114,243	7.93%
Personal Services	3,800,241	4,135,823	4,158,991	4,228,106	69,115	1.66%
Employee Travel, Train & Educ	6,867	10,390	11,140	8,165	(2,975)	-26.71%
Equipment (Non-Depreciable)	0	1,300	1,300	0	(1,300)	-100.00%
Equipment	0	1,300	1,300	0	(1,300)	-100.00%
Communication	1,799	1,980	1,980	1,980	-	0.00%
Supplies	47,775	52,700	53,224	53,240	16	0.03%
Utilities	3,843	4,515	4,515	4,883	368	8.15%
Interdepartmental Services	56,610	54,160	(6,454)	(25,900)	(19,446)	301.30%
Interdepartmental Progr & Serv	56,610	54,160	(6,454)	(25,900)	(19,446)	301.30%
Contracted Services	460	350	9,342	9,350	8	0.09%
Operations	139,780	141,607	141,622	143,334	1,712	1.21%
Total	4,057,375	4,402,825	4,375,660	4,423,158	47,498	1.09%
OTPS	257,134	267,002	216,669	195,052	(21,617)	-9.98%
Departmental Income	5,306,494	5,294,132	5,294,132	5,361,732	67,600	1.28%
Use of Money and Property	793	1,000	1,000	100	(900)	-90.00%
Sale of Property & Comp	4,557	2,000	2,000	2,500	500	25.00%
Misc. Local Sources	46	0	0	0	-	
Total	5,311,890	5,297,132	5,297,132	5,364,332	67,200	1.27%
Net County Cost	(1,254,515)	(894,307)	(921,472)	(941,174)	(19,702)	2.14%

County Clerk Organizational Structure

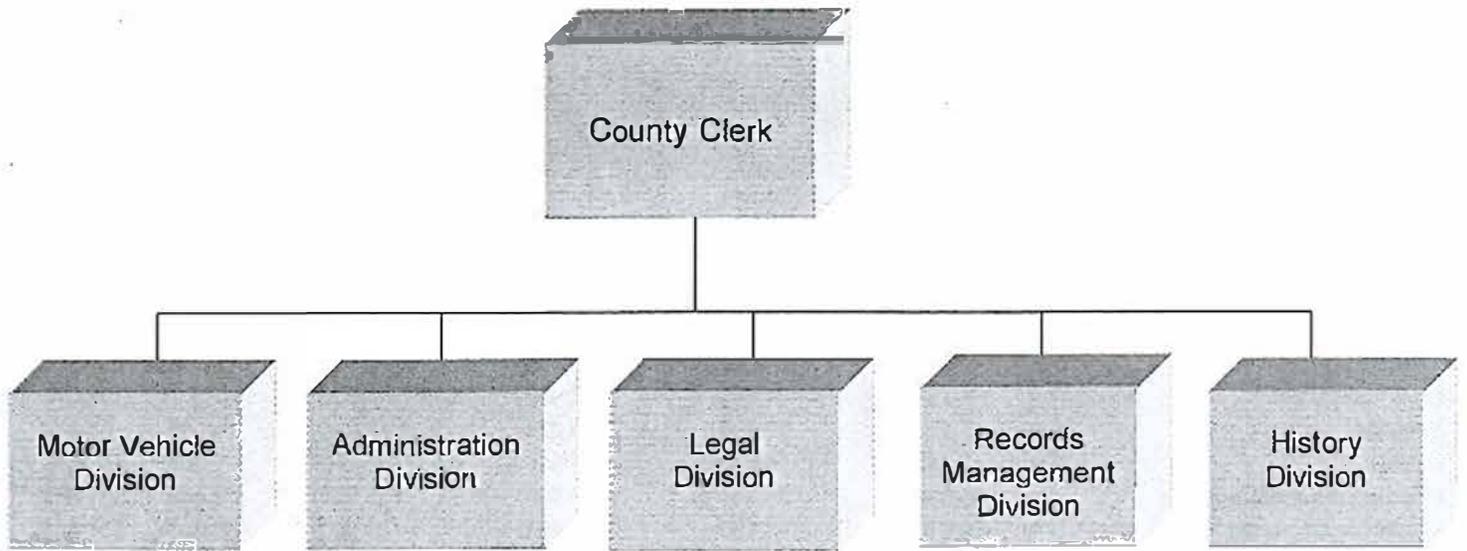


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
County Clerk Administration:		
County Clerk	E	1
Deputy County Clerk	ME	2
Confidential Administrative Assistant	CI	1
Courier	6	<u>1</u>
Total:		5
County Clerk DMV:		
Supervising MV Clerk	13	6
Principal Motor Vehicle Clerk	11	8
Motor Vehicle Clerk	9	<u>15</u>
Total:		29
County Clerk Legal:		
Supervising Registry Clerk	13	2
Principal Registry Clerk	11	5
Receiving Registry Clerk	9	6
Registry Clerk	8	<u>11</u>
Total:		24
Records Management:		
Principal Program Assistant	12	1
Clerk (55)	4	<u>1</u>
Total:		2
Department Total:		60

County Executive

Functions

The County Executive is the chief executive officer of the County, serves a term of four years, and exercises all of the executive powers and duties conferred or imposed by law or Charter including the following:

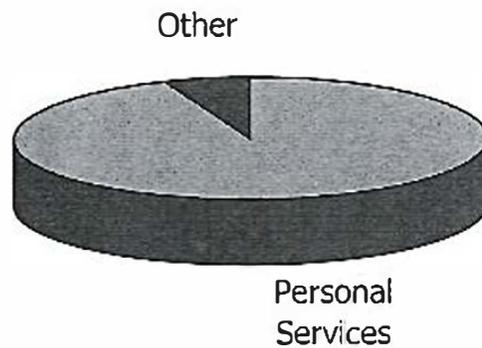
- appoints department heads and appointive executive officers of the County government, subject to confirmation by the County Legislature;
- supervises, directs and controls the administration of all departments;
- supervises and directs the internal structure and organization of every department of the executive branch of the County government, including the appointment and dismissal of employees;
- appoints, supervises and terminates all executive committees, commissions and boards to assist him in the exercise of his executive functions and in the planning, formulation and administration of executive policies and programs;
- is the chief budgetary officer of the County;
- approves or disapproves proposed local laws, ordinances, legalizing acts, or resolutions;
- makes, signs and implements all contracts on behalf of the County.

County Executive & Budget Office Fiscal Summary

Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 1,142,124	\$ 1,235,013	8%
Revenues	\$ -	\$ -	
County Cost	\$ 1,142,124	\$ 1,235,013	8%

2013 Tentative Appropriations



County Executive & Budget Office

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	823,963	762,127	762,127	828,574	66,447	8.72%
Employee Benefits	327,753	357,887	357,887	382,879	24,992	6.98%
Personal Services	1,151,716	1,120,014	1,120,014	1,211,453	91,439	8.16%
Employee Travel, Train & Educ	3,654	3,850	4,535	6,775	2,240	49.39%
Supplies	4,032	3,020	3,130	2,760	(370)	-11.82%
Interdepartmental Services	11,850	14,040	13,015	12,740	(275)	-2.11%
Interdepartmental Prog & Srv	11,850	14,040	13,015	12,740	(275)	-2.11%
Contracted Services	218	370	170	170	-	0.00%
Operations	105	830	1,260	1,115	(145)	-11.51%
Total	1,171,574	1,142,124	1,142,124	1,235,013	92,889	8.13%
OTPS	19,858	22,110	22,110	23,560	1,450	6.56%
Net to County Cost	1,171,574	1,142,124	1,142,124	1,235,013	92,889	8.13%

County Executive Organizational Structure

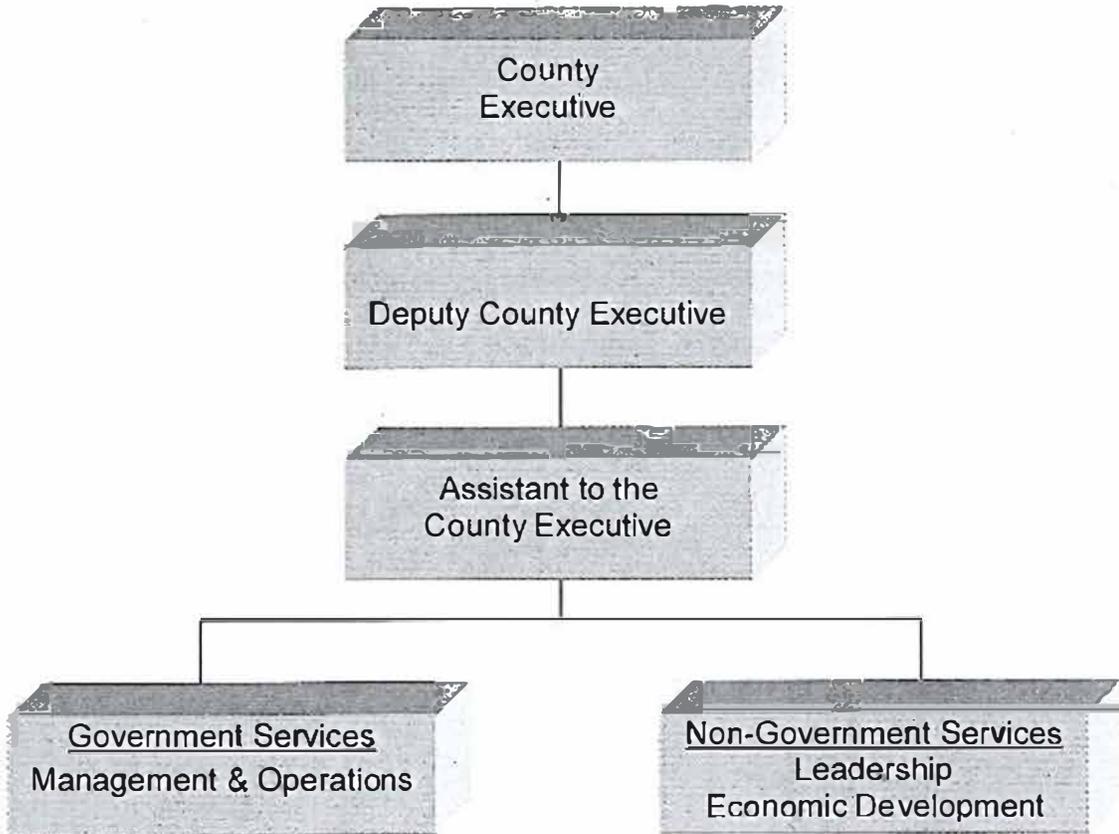


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>County Executive:</i>		
County Executive	E	1
Deputy County Executive	MJ	1
Assistant To The County Executive	MI	1
Communications Director	MF	1
Executive Secretary	MC	<u>1</u>
Total:		5

Budget Office

Functions

The Budget Office serves the County Executive and his administration on all budgetary issues and is responsible for the preparation and oversight of the annual operating budget and capital budget. The Budget Office is also responsible for monitoring expenditures and revenues throughout the year to ensure compliance with the budget, analyzing the impact of New York State and Federal legislation on the county's fiscal plan and assisting the County Executive's Office and departments with special projects.

Dutchess County is required by Administrative Code to submit the County Executive's Tentative Budget, including both the operating budget and the capital budget for the ensuing fiscal year, to the Legislature by November 1st. A final budget must be adopted by the Legislature for the next fiscal year by December 21st.

The Budget Director also serves as a voting member of the New York State Association of Counties Budget & Finance Committee and is a member of the Government Finance Officer's Association (GFOA).

2012 Accomplishments

- Organized and chaired the County Executive's newly formed Fiscal Accountability & Strategy Team (FAST), along with team members including the Comptroller's Office, Finance, OCIS, Human Resources and Central Services. Six team meetings have been held to-date with more than \$2 million in projected cost savings identified by the team and county departments;
- Participated as a member in the County Executive's newly formed Economic Development Cabinet;
- Conducted Educational Budget Sessions for county legislators, elected officials, department heads and county fiscal staff to provide insight into the budget process and assist participants with their roles in that process;
- Provided a County Budget Overview presentation for Spackenkill High School senior economics class;
- Conducted Annual Budget Training for all departments and assisted departments with the development of 2013 budget requests;
- As a member of the Capital Plan Committee, worked with the Committee to develop and adopt a tentative 2013-2017 Capital Improvement Plan;
- As a member of the Criminal Justice Council Sub-committee, worked with sub-committee members to develop analysis on current Jail housing out costs as well as costing out various options;
- Participated in meetings with the Health & Human Services Cabinet and the external Health

& Human Services Advisory Council;

- Worked with the County Executive's Office and OCIS, to develop an online County Government Budget Survey to provide county residents with a tool to weigh in on the budget development and educate the public about the budget process;
- Provided a 2011 Fiscal Year End and 2012 Fiscal Update Presentation to the Legislature in July;
- Provided a Fiscal Update for Union Leadership in August;
- Budget Office staff, working with the County Executive's Office and OCIS, developed a County Government Dashboard to provide up-to-date economic, demographic and fiscal data and information to the public;
- Worked with the County Executive's Office, Human Resources and the HR/Risk Management Division to perform extensive analysis for the County Executive's *Workforce Adjustment Incentive Program*, a voluntary employee separation program designed to minimize the impact of layoffs while reducing operational expenses.

2013 Initiatives

- Continue the FAST initiative in 2013 with expanded interaction and collaboration with county department fiscal managers;
- Beginning in 2013, the Budget Director will have an expanded role with more oversight of departmental fiscal managers and the formation of a new Fiscal Management Cabinet;
- Continue other new initiatives started in 2012 such as participation in the Economic Development Cabinet, as well as continued development of the online Budget Survey and Dashboard;
- Continue to work with the County Executive's Office on future restructuring and consolidation initiatives, as well as other cost reduction measures and special projects;
- Work with OCIS and Human Resources to implement the new electronic personnel memos application.

Budget Office Organizational Structure

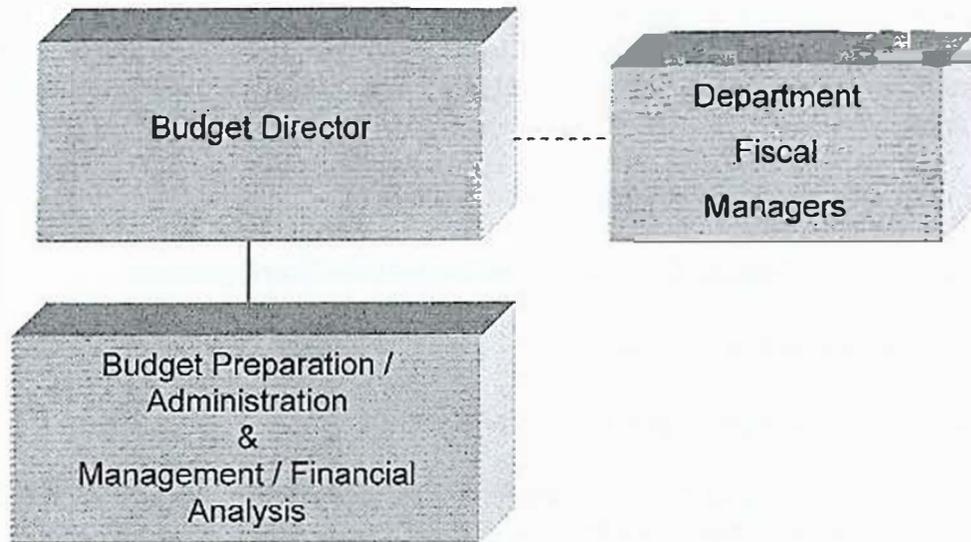


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
Budget Office		
Budget Director	MI	1
Senior Research Analyst	MF	1
Research Analyst	ME	1
Budget Assistant	CH	1
Total:		4

County Legislature & Clerk

Functions

The County Legislature is the policy-making and appropriating body of County Government. It is comprised of 25 part-time Legislators elected from separate districts throughout the County. It has standing committees composed of its members, as well as advisory committees and boards with citizen participation.

In addition to the 25 Legislators, the Legislature employs:

- One full-time Clerk, Deputy Clerk and one Legislative Stenographer.
- One part-time Legislative Attorney.
- The Chairman has a staff of one full-time Assistant.

The Clerk of the Legislature and the staff serve as the administrative arm of the County Legislature and are the official link to all other departments in the County and the constituency at large.

The Office of the Chairman includes the Assistant to the Chairman who serves at the pleasure of the Chairman and performs duties and assignments as directed.

The Legislative Attorney advises the Legislature in its deliberations, renders opinions, prepares legal acts, and attends committee meetings and legislative sessions to give legal advice to all Legislators.

County Legislature and Clerk



Mission Statement

The County Legislature is the policy-making and appropriating body of County Government. It is comprised of 25 part-time legislatures who are elected from separate districts throughout the County. It has standing committees composed of its members, as well as advisory committees and boards with citizen participation. The Clerk of the Legislature and the staff serve as the administrative arm of the County Legislature and are the official link to all other departments in the County and the constituency at large.

Goal:

Represent the concerns and interests of the people of Dutchess County, and to protect the health and safety of all its constituents.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Meetings of Legislature (requiring minutes)	127	120	120	-	0.0%
Resolutions, Bonds & Local Laws Processed	340	400	400	-	0.0%
Expense Reimbursement & Vouchers Processed	127	200	200	-	0.0%
Correspondence Prepared	3,425	4,000	4,000	-	0.0%
Agendas Prepared	67	90	90	-	0.0%
Open Meetings Law - Meeting Notice	181	150	150	-	0.0%
Photocopies Prepared	760,882	552,000	552,000	-	0.0%
Rules (Prepared In-House)	50	50	50	-	0.0%
County Directory (Prepared In-House)	-	-	-	-	n/a
Web Pages Updated	86	80	80	-	0.0%
Index - Resolutions and Local Laws - Entries	1,700	2,100	2,100	-	0.0%

2012 Accomplishments

During the 2012 Budget process, the staff of the Legislature determined that it would be better served if the proceedings of the Dutchess County Legislature were handled in-house.

After consulting with the Central Services Division, it was decided the Legislature would purchase equipment that would be utilized by the print shop to bind the proceedings.

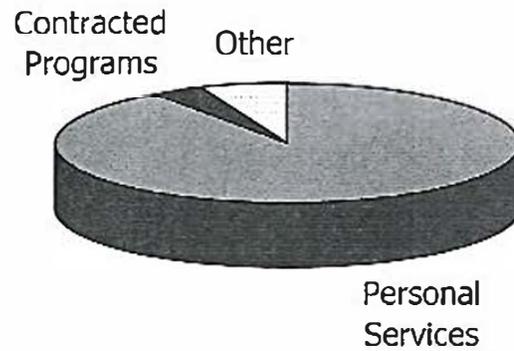
This initiative results in a \$10,000 annual savings.

County Legislature & Clerk Fiscal Summary

Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 1,374,796	\$ 1,371,248	0%
Revenues	\$ -	\$ -	
County Cost	\$ 1,374,796	\$ 1,371,248	0%

2013 Tentative Appropriations



County Legislature & Clerk

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	728,397	720,353	727,853	743,744	15,891	2.18%
Employee Benefits	463,523	486,300	486,300	494,370	8,070	1.66%
Personal Services	1,191,921	1,206,653	1,214,153	1,238,114	23,961	1.97%
Employee Travel, Train & Educ	11,869	22,600	42,600	39,600	(3,000)	-7.04%
Equipment (Non-Depreciable)	0	1,500	1,500	0	(1,500)	-100.00%
Equipment	0	1,500	1,500	0	(1,500)	-100.00%
Supplies	7,565	8,100	8,100	7,200	(900)	-11.11%
Interdepartmental Services	17,048	16,300	16,300	15,834	(466)	-2.86%
Interdepartmental Prog & Srv	17,048	16,300	16,300	15,834	(466)	-2.86%
Contracted Services	70,000	92,143	64,643	50,000	(14,643)	-22.65%
Operations	16,629	27,500	27,500	20,500	(7,000)	-25.45%
Total	1,315,031	1,374,796	1,374,796	1,371,248	(3,548)	-0.26%
OTPS	123,110	168,143	160,643	133,134	(27,509)	-17.12%
Misc. Local Sources	13,043	0	0	0	-	
Total	13,043	0	0	0	-	
Net to County Cost	1,301,988	1,374,796	1,374,796	1,371,248	(3,548)	-0.26%

County Legislature & Clerk

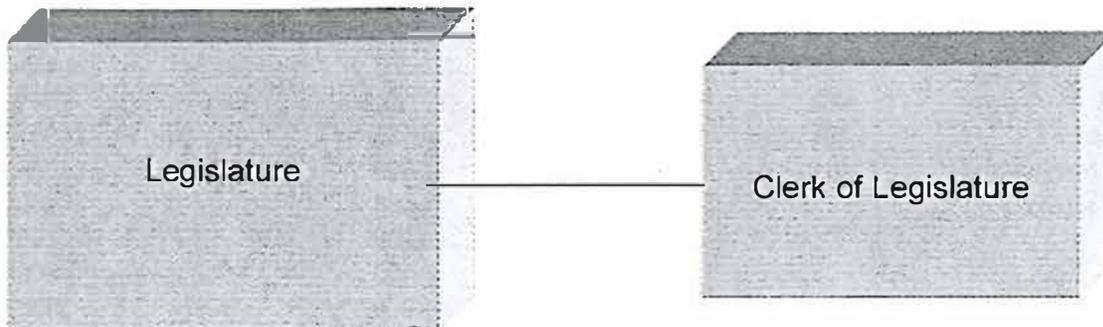


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
County Legislature:		
Chair	E	1
Majority Leader	E	1
Minority Leader	E	1
Majority Whip	E	1
Minority Whip	E	1
Legislator	E	20
Legislative Attorney- PT	MH	1
Assistant to the Chairman	ME	<u>1</u>
Total:		27
Clerk of the Legislature:		
Clerk of Legislature	MG	1
Deputy Clerk of the Legislature	MD	1
Senior Legislative Steno	CG	<u>1</u>
Total:		3
Department Total:		30

Finance

Functions

The Commissioner of Finance is the Chief Fiscal Officer of the County, encompasses the role of Treasurer, and is charged with the responsibility of receipt and disbursement of County Funds. The Commissioner of Finance is also responsible for enforcement of real property taxes levied for county, town, school district and village purposes. All state and federal aid monies, fees collected by departments and other cash payments receivable by the County are deposited with the Commissioner of Finance, who, in turn, is responsible for investing funds which are not immediately needed for payment of goods and services provided to County government.

The Commissioner of Finance also is responsible for obtaining borrowing on behalf of the County to finance Operating and Capital Programs and the issuance of Official Statements as required. All financial records are maintained in accordance with the rules established by the Comptroller of the State of New York and generally accepted accounting standards as prescribed by the Governmental Accounting Standards Board. County financial records are audited by an independent accounting firm. The Commissioner of Finance issues an annual and a quarterly financial report to the County Executive and Legislature detailing the status of the County's finances.

Other duties assigned to this department include custodian of Court and Trust Funds and processing student charge backs. The Commissioner is a member of the Computer Services Advisory Committee, Lease Negotiation Team, Capital Projects Committee, and various other special projects.

PROGRAM/ACTIVITY DESCRIPTIONS

General Administration

The Commissioner of Finance and support staff administer the overall Department of Finance operations.

Accounting & Cash Management

The accounting and cash management functions include those treasury functions associated with the Chief Fiscal Officer of the County. Such responsibilities include receipt, disbursement, investment of funds, debt management, maintenance of accounting records and preparation of financial statements.

Payroll

The payroll function includes payroll preparation and disbursement for county operations, including maintenance of payroll records, reporting and remittance of related payroll taxes and deductions for various federal, state and other agencies.

Real Property Tax Collection

The tax enforcement function encompasses those responsibilities set forth in Real Property Tax Law governing the collection of delinquent real property taxes. The Commissioner of Finance is charged with the duty of enforcing collection of all delinquent county, town, school and village taxes within the county except those parcels located within the cities of Beacon and Poughkeepsie. The enforcement process includes acquisition of property through an in-rem foreclosure action and subsequent sale at public auction. The Department is also charged with collection and enforcement of Hotel taxes.

Real Property Tax Services Division

The majority of the functions of the Real Property Tax Services Division are mandated by Article 15A of the Real Property Tax Law. One of the agency's primary functions is the production and maintenance of tax maps. The maps were created to assist local assessors by identifying the size, location and configuration of parcels within their jurisdiction. Since their development in 1971, these maps have proven to be valuable in a variety of applications and have transitioned from hand-drawn paper to digital format. These digital parcel lines and other assessment related parcel level data are essential to the basic functionality of the County's Geographic Information System (GIS).

The Division works closely with local assessors and offers a wide variety of information and services related to assessment administration. They provide training programs for assessors and the local Board of Assessment Review in each municipality, assist in the preparation and distribution of assessment rolls and tax rolls, enter initial property sale information on the Real Property System, and maintain bank codes for tax billing purposes. The agency acts as a liaison between the state and local government on property tax administration and compliance with The State Board Rules and Real Property Tax Law.

RPT investigates and makes recommendations to school districts, cities, villages and the county legislature concerning the correction of errors on tax rolls.

The Division works in conjunction with the Commissioner of Finance and County Attorney in the disposition of tax delinquent property. They provide data and assistance to other County agencies as needed, including Budget, Planning, Health, and Water and Wastewater.

The Dutchess County Charter directs the agency to apportion the county tax levy and prepare tax rates for the County, towns, and special districts.

RPT provides fee services for full copies of tax maps, tax map extracts, IMAGIS prints, aerial photography products, standard or custom GIS layer maps, and property sales and assessment data reports.

RPT has taken on the maintenance of addressing for Emergency Response functions.

Objectives:

Using GIS technology, provide mapping services and integrated local assessment information to local government, to the County and to the general public.

Advise, counsel, and promote technological or legislative changes that will result in improved real property tax administration, and will promote local and county wide assessment equity.

Assist local government, assessors, and the County in finding solutions to legal and administrative problems within the scope of laws related to real property assessment and taxation.

Provide property owners, municipalities, contract agencies and the county with available information on assessment and property tax issues through meetings, educational seminars and the County website.

Actively participate in statewide initiatives to improve real property tax administration through the State Office of Real Property Tax Services, County Director's Association, NYS Assessor's Association, and the Real Property Tax Administration Committee (RPTAC).

Finance

Mission Statement



Finance is responsible for the administration of all financial affairs of the County. All financial records are maintained in accordance with rules of the State Comptroller's Office and generally accepted accounting standards with detailed annual and quarterly financial reports issued to County Executive and Legislature. Finance is responsible for enforcement of real property tax levies by the County, municipalities, school districts and special districts. The mission of Finance is to successfully meet all mandates and county charter directives relative to our role in Real Property Tax Administration to provide local assessors with resources needed to carry out the assessment function and to allow the public access to information that may help them to understand the system of property tax and assessment.

Finance

Goal: The timely and efficient administration of court and trust funds, student charge backs, mortgage tax distribution and union contracts.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Court & Trust Funds (\$M)	\$1.0	\$0.5	\$0.5	\$0.0	0.0%
Student Charge Backs (\$M)	\$1.8	\$2.1	\$2.1	\$0.0	0.0%
Mortgage Tax (\$M)	\$13.1	\$11.6	\$11.6	\$0.0	0.0%
Union Contracts	3	3	3	-	0.0%

Goal: Responsibilities include receipt, disbursement, and investment of all state and federal aid, and other cash payments; debt management, maintenance preparation of accounting /financial statements; and timely payroll preparation.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Funds (\$M)	\$626.6	\$625.0	\$625.0	\$0.0	0.0%
# of Funds	12	12	12	-	0.0%
# of Financial Transactions	107,411	111,600	111,600	-	0.0%
# of Bank Accounts	178	150	150	-	0.0%
# of Checks Issued Manually	15	25	20	(5)	-20.0%
# of other Checks Issued	40,456	44,000	44,000	-	0.0%
# of Payroll Checks	54,500	54,000	54,000	-	0.0%
Payroll Checks (\$M)	\$143.0	\$143.0	\$143.0	\$0.0	0.0%
# of Third Party Checks	5,117	6,995	5,757	(1,238)	-17.7%

Goal: Collection of delinquent real property taxes and enforcement of County, town, school and village taxes with the exception of the cities of Beacon and Poughkeepsie, which could result in sale at public auction. We are also charged with collection and enforcement of Hotel Occupancy Tax.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Delinquent Accounts	13,710	14,664	15,400	736	5.0%
Delinquent Lists of Accts (Nov 1)	2,680	2,868	3,010	142	5.0%
Mailings	22,430	24,000	25,200	1,200	5.0%
Legal Ads Prior to Filing Delinquent List	2,807	2,997	3,150	153	5.1%
# Hotels / Motels	92	102	102	-	0.0%
Bed Tax Collected (\$M)	\$1.9	\$1.9	\$1.9	\$0.0	0.0%
# of Requisitions Processed	2,016	2,050	2,050	-	0.0%

Finance

Real Property Tax Services Division

Goal: Provide newly appointed or elected assessors with an overview of the job responsibilities and information relating to tools and resources available for successful assessment administration; Boards of Assessment Review with an overview of their mission and with resources to make informed decisions regarding assessment challenges; assessors and staff with ongoing education and daily guidance regarding the correct and most productive use of RPS; support for local efforts relative to reassessment activity and our role in maintaining file integrity during the process; general assistance regarding RPTL and assessment related issues to both the assessment community and the public.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
New Assessor Orientation	3	2	3	1	50.0%
Board of Assessment Review Training	31	35	25	(10)	-28.6%
RPIS Training	22	22	22	-	0.0%
Revaluation Program - Training/Support to Towns:					
New	2	-	-	-	
Sustaining	15	17	17	-	0.0%
Research & Assistance - Assessors	800	825	825	-	0.0%
Research & Assistance - Public	250	275	275	-	0.0%

Goal: Investigate facts relative to applications for corrections of errors to the tax roll and provide recommendations to the taxing jurisdictions. As per DC Charter, accurately compute all county, town and special district tax rates. Post omitted taxes, AG payments and water and sewer re-levies to the tax rolls.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Tax Rate Computations	374	350	375	25	7.1%
Correction of Errors/ Refunds	121	150	150	-	0.0%
Omitted Taxes/ AG Payments	241	250	200	(50)	-20.0%
Water Sewer Re-Levies	7,681	6,000	7,500	1,500	25.0%

Goal: Examine deeds, maps and transfer reports as provided by the County Clerk; maintain tax maps and ownership records according to information contained in those records and supply to local assessors. Maintain digital tax maps and road centerlines and addresses for County GIS inclusion.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Deeds Received	5,229	6,000	5,500	(500)	-8.3%
Property Transfers	5,404	6,000	5,500	(500)	-8.3%
New Parcels Added	47	200	100	(100)	-50.0%
Tax Map Line Corrections	110	75	130	55	73.3%
Filed Maps Received	116	150	125	(25)	-16.7%
Map Certifications	90	100	65	(35)	-35.0%
Extract Maps	26	50	25	(25)	-50.0%
GIS Map Edits	207	300	300	-	0.0%
MSAG Edits	76	150	100	(50)	-33.3%
Addressing Edits	2,133	2,000	2,000	-	0.0%
Non-Addressing Edits	12,175	5,000	5,000	-	0.0%

Finance

Real Property Tax Services (continued)

Goal: Fulfill requests for: complete or partial download of assessment roll database or specific field extraction; prints of historical aerial photos or tax maps.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Data Downloads/ Reports	50	45	45	-	0.0%
Aerial Photos (Historical)	5	10	-	(10)	-100.0%
Tax Maps (Historical) Sales	-	-	2	2	
Information and Assistance Requests - Public	5,208	5,000	5,000	-	0.0%
Mortgage Invest Institution Processing	36,964	36,000	37,000	1,000	2.8%

Goal: Execute in-house searches, in preparation for the sale of delinquent tax properties.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Title Searches	1,104	2,000	2,000	-	0.0%

Goal: Fulfill requests for: complete or partial download of GIS parcel level data, specialty maps, tax map extracts, current aerial photos for government agencies, special districts, general public.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
GIS Data					
Sales	8	30	30	-	0.0%
Non-Sales	6	10	10	-	0.0%
Screen Prints from Imagis	103	100	100	-	0.0%
GIS Map Plots					
Sales	331	500	300	(200)	-40.0%
Non-Sales	521	650	500	(150)	-23.1%
GIS Aerial Plots					
Sales	82	75	85	10	13.3%
Non-Sales	-	5	5	-	0.0%

KEY BUDGETARY ISSUES:

- Currently 2012 Sales Tax is at approximately 1.4% above last year at this time.
- Hotel and Occupancy Tax second quarter results project the budgeted amounts for 2012 will be reached.
- Off Track Betting revenues are estimated conservatively, as this revenue has declined significantly over the past several years.
- Interest received on department deposits is still falling and is expected to remain low at the very least, until 2014.
- The estimates for the 2013 NYS Retirement payment are calculated based on the formula provided to the County by the New York State Retirement System. Please note, this is an estimate, the exact amount will not be known until November, 2013 when the retirement system sends an annual invoice for payment. The annual average retirement contribution will increase from 18.9% to 20.9% for 2013, a 10.6% increase.

2012 Accomplishments

- The Real Property Tax Service Division (RPT) has completed all mandated programs as described in Article 5, Title 3, Article 15A, Title 1, and sections 503 and 953 of the Real Property Tax Law and completed all local programs and duties assigned by the county charter. Educational programs were developed and presented in conjunction with the Dutchess County Assessor's Association that provided classes for assessors to fulfill their continuing education mandate and promote better assessing practices. Assessor's Continuing Education Credits were sought, and approved, for programs sponsored by the Planning Department.
- The RPT Division took over the 911 addressing function from Emergency Response in 2011. Three employees were transferred in from Emergency Response, and a comprehensive revision of the addressing procedures and guidelines was conducted. These employees, who have program assistant titles, have been given basic education and training in the use of the Real Property System. They currently provide telephone and front counter support for customers, as well as tasks in furtherance of tax enforcement functions, in addition to the 911 addressing tasks.
- The Division maintains three databases in addition to the GIS layers: The Real Property System, E-Card, and the Master Street Address Guide. The Department has initiated procedures to ensure that addressing is consistent across the databases. Since these databases are dependent on changes in property ownership, keeping them synchronized is an ongoing process.
- RPT staff are performing all title searches in-house in 2012, and will save \$45,000 in the Finance Dept budget.

2013 Initiatives

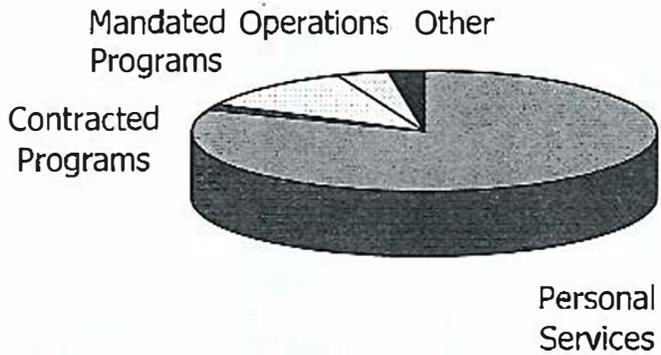
- The Finance Department is ever vigilant with the County's banks and their representatives in pursuing services to reduce the County's risk of check fraud along with all banking safeguards regarding Cyber attacks to online banking.
- Sales tax receipts through mid-October are approximately 1.4% above last year at this time. The 2013 sales tax projection of \$143.8 million reflects moderate economic growth of 2% and the proposed \$25 million sales tax cap for the distribution to municipalities. The 2013 sales tax figure projected in the budget is the net amount of the County's share. Gross sales tax and the distribution to municipalities are reported in the county's annual fiscal report
- The Real Property Tax Service Division plans to maintain the satisfactory completion of all mandated duties, local programs and duties assigned by the County Charter and continues to seek, develop and implement more efficient ways to do so. The Division will continue to offer educational opportunities for local assessors and encourage the adoption and implementation of assessment standards as approved by the State Board of Real Property Tax Services.

Finance Fiscal Summary

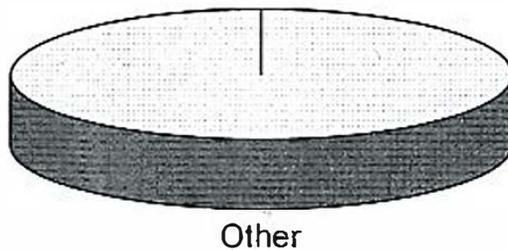
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 4,231,082	\$ 5,412,240	28%
Revenues	\$ 6,663,000	\$ 7,653,950	15%
County Cost	\$ (2,431,918)	\$ (2,241,710)	-8%

2013 Tentative Appropriations



2013 Estimated Revenue



Finance

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	2,187,824	2,158,367	2,158,367	3,293,832	1,135,465	52.61%
Employee Benefits	949,953	1,048,325	1,048,325	1,093,650	45,325	4.32%
Personal Services	3,137,777	3,206,692	3,206,692	4,387,482	1,180,790	36.82%
Employee Travel, Train & Educ	64,111	94,870	95,020	96,560	1,540	1.62%
Supplies	10,481	14,500	14,300	12,500	(1,800)	-12.59%
Interdepartmental Services	24,412	23,062	26,362	23,096	(3,266)	-12.39%
Interdepartmental Prog & Srv	24,412	23,062	26,362	23,096	(3,266)	-12.39%
Contracted Services	89,829	108,500	108,120	85,000	(23,120)	-21.38%
Mandated Programs	563,263	610,102	614,798	615,852	1,054	0.17%
Operations	201,632	168,660	165,790	191,750	25,960	15.66%
Total	4,091,504	4,226,386	4,231,082	5,412,240	1,181,158	27.92%
OTPS	953,727	1,019,694	1,024,390	1,024,758	368	0.04%
Real Property Tax Items	6,280,746	5,750,000	5,750,000	6,200,000	450,000	7.83%
Departmental Income	243,844	282,500	282,500	292,000	9,500	3.36%
Intergovernmental Charges	27,679	27,000	27,000	29,000	2,000	7.41%
Use of Money and Property	86,913	105,000	105,000	78,950	(26,050)	-24.81%
Fines and Forfeitures	15,909	15,000	15,000	15,000	-	0.00%
Sale of Property and Compensation	680	425,000	425,000	0	(425,000)	-100.00%
Misc. Local Sources	36,834	40,500	40,500	39,000	(1,500)	-3.70%
State Aid	0	18,000	18,000	0	(18,000)	-100.00%
Interfund Transfers	595,717	0	0	1,000,000	1,000,000	
Total	7,288,321	6,663,000	6,663,000	7,653,950	990,950	14.87%
Net County Cost	(3,196,817)	(2,436,614)	(2,431,918)	(2,241,710)	190,208	-7.82%

Finance Organizational Structure

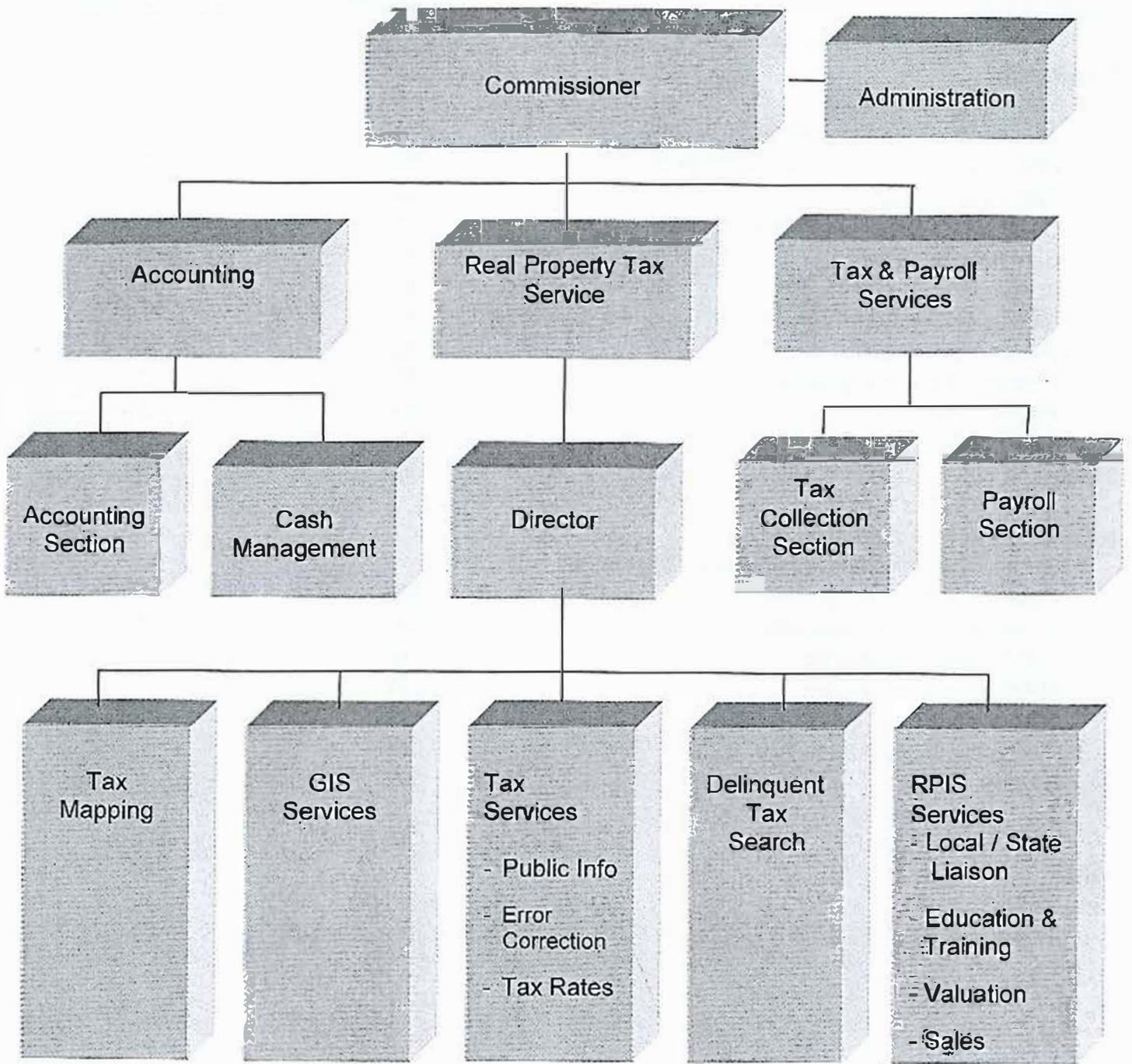


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
Finance:		
Commissioner of Finance	MI	1
1st Deputy Commissioner of Finance	MG	1
2nd Deputy Commissioner of Finance	MG	1
Payroll Supervisor	CI	1
Confidential Administrative Assistant	CI	1
Senior Accountant	17	2
Accountant	16	5
Tax Collection Supervisor	14	1
Junior Accountant	12	1
Principal Accounting Clerk	12	2
Payroll Clerk	11	3
Program Assistant	8	2
Total:		21
Real Property Tax Division:		
Deputy Commissioner of Finance / Director of Real Property Tax Services	MG	1
Supervisor of Tax Services	MC	1
GIS Project Coordinator	16	1
RPIS Specialist Trainee	14	1
Senior Tax Map Technician	13	1
Principal Program Assistant	12	1
Title Searcher	12	2
Tax Map Technician	12	2
Program Assistant	8	4
Total		14
Department Total:		35

Department of Law

Functions

The County Attorney is the sole legal advisor for the Executive Branch of County Government. The Department of Law either directs or actively participates in the following matters:

- Family Court Petitions, Motions & Hearings:
 - Adult Protection
 - Child Abuse/Neglect
 - Foster Care
 - Severance of Parental Rights
 - Prosecution of Support Collection Cases
 - Persons In Need of Supervision (PINS)
 - Juvenile Delinquency (JD)
 - Extensions of Placement
 - Drug Court
 - Probation Violations
- Supreme Court:
 - Article 78 Review of Administrative Decisions
 - Election Law
 - Guardianship
 - Enforcement of administrative determinations
 - Assisted Outpatient Treatment (AOT)
 - Appeals to higher court
- Freedom of Information Law (FOIL) Appeals
- Legal research and opinions
- Contracts, agreements, leases:
 - Review of Scope of Service
 - Preparation of Contracts
 - Negotiation
 - Review of Insurance
 - Amendments and Extensions
 - Obtaining Approvals
- Claims/litigation
- Resolutions/local laws
- Public hearings, presiding official
- Personnel/employee relations
- Federal/state grants review
- Disciplinary actions
- Labor contract negotiations

Significant projects for which the Department of Law has responsibility are the continuing creation of Zones of Assessment for the Dutchess County Water District in cooperation with the Water and Wastewater Authority, and the County Self-Insured Program. The Department also has responsibilities in the Community Development Block Grant Program and serves as negotiator for bargaining unit agreements. The Department also devotes two full time Senior Assistants to the prosecution of Juvenile Delinquent and PINS proceedings in Family Court. The County Attorney serves as the County's Records Appeals Officer and the President of the Dutchess Tobacco Asset Securitization Corporation.

Other activities conducted by this office are: eminent domain proceedings, highway/right-of-way takings, tax refunds, Health Department legal proceedings, and the Federal Urban County Program, as well as civil litigation in actions against the County challenging bid awards on county projects, in rem tax enforcement proceedings, and pursuit of tax claims in Bankruptcy Court. Ongoing activity is expected in the acquisition of open space and rail trail rights throughout the county. More recent areas of participation include preparation for legal procedures involved in epidemic/disaster control and Medicaid fair hearings.

A Legal Unit comprised of a Bureau Chief and four Senior Assistant County Attorneys and one Assistant County Attorney is assigned by the County Attorney to the Department of Community & Family Services. This unit provides legal advice to the various social service divisions and represents the Department of Community & Family Services in Family Court cases and in related matters in other court and legal forums; handles cases involving adult protection, child abuse and/or neglect, foster care and severance of parental rights; and prosecution of support collection cases.

Department of Law



Mission Statement

County Attorney is the sole legal advisor for the County and its units (except for the Legislature).

Goal:

County Attorney, Social Services Legal Unit, provides legal advice to the various divisions and represents Social Services in Family Court cases and in related matters in other courts and legal forums; handles cases involving adult protection, child abuse and/or neglect, foster care and severance of parental rights and prosecutes support collection cases.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Child Support & Paternity (IV D)	4,947	5,366	5,400	34	0.6%
Total Child Support Collections Cases	11,392	11,400	11,450	50	0.4%
Assigned Counsel Cases (111G)	153	184	190	6	3.3%
Adult Protective Service Cases	14	20	22	2	10.0%
Special Investigation Unit Cases - County Resource Recovery	57	58	60	5	8.6%
Abuse, Neglect, Terminations - Child Welfare	787	726	730	4	0.6%
Permanency Hearings/ Child Welfare	299	420	500	80	19.0%
Interstate Child Support Cases (UIFSA)	132	142	152	10	7.0%
Child Protective Services Reports / Fair Hearings	115	86	90	4	4.7%

Goal:

County Attorney prosecutes Juvenile Delinquent and Persons In Need of Supervision cases in Family Court; appears for extensions and violations and handles referred drug court cases.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Juvenile Delinquent (JD) Files Opened	106	114	125	11	9.6%
JD Active Files	297	335	350	15	4.5%
JD Petitions Filed	93	90	90	-	0.0%
Person In Need of Supervision (PINS) Files Opened	54	58	60	2	3.4%
PINS Active Files	101	110	120	10	9.1%
PINS Petitions Filed	54	58	60	2	3.4%
Extension/ Violations Filed	147	125	140	15	12.0%

Department of Law

Goal: County Attorney processes all county contracts, amendments and extensions; reviews related scopes of service and insurance; handles leases; claims and litigation for and against County; prepares local laws and resolutions for submission to County Legislature; provides legal support to all county departments.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
New Contract Files Opened	250	250	250	-	0.0%
New Contracts Processed	598	600	600	-	0.0%
Total Contracts with Extensions/ Amendments & Leases Processed	1,248	1,300	1,300	-	0.0%
Resolutions Processed	204	220	220	-	0.0%
Litigation - Torts	94	95	95	-	0.0%
Other Litigation	285	285	285	-	0.0%
Administrative Hearings	45	45	45	-	0.0%
Enforcement Proceedings of Agency Determinations	40	40	40	-	0.0%
Real Property Matters	250	260	260	-	0.0%

2012 Accomplishments

The County Attorney's Office has efficiently:

- With the assistance of OCIS, set in motion a program to reduce the number of paper copies of contracts by establishing a digitized contract system;
- Processed all County contracts and leases;
- Drafted and submitted Local Laws and Resolutions for legislative consideration as requested and approved by the County Executive;
- Represented the County and its units in administrative hearings, enforcement proceedings and litigation both for and against the County;
- Prosecuted Juvenile Delinquent and Persons in Need of Supervision proceedings in Family Court;
- Participated in Medicaid Fair Hearings;
- Presented community informative presentations;
- Provided legal services to all County units in matters of counsel and litigation

Community & Family Services Legal Unit:

- Participated in the DC Child Abuse Center
- Continued team membership in the Family Treatment Court
- Continued participation in the NYS OCFS Termination of Parental Rights Workgroup
- Participated in Family Court Advisory Meetings
- Attended Sharing Success program
- Participated in weekly CPS case reviews

- Participated in biweekly sex abuse case reviews and foster care permanency reviews
- Community & Family Services Legal contributed to the Heifer Project through the “bad word” box
- Community & Family Services Legal contributed to Smile Train as our holiday charity
- Participated in “Adoption Now” case review
- Assisted in formulation of joint protocol for Domestic Violence and CPS service providers

2013 Initiatives

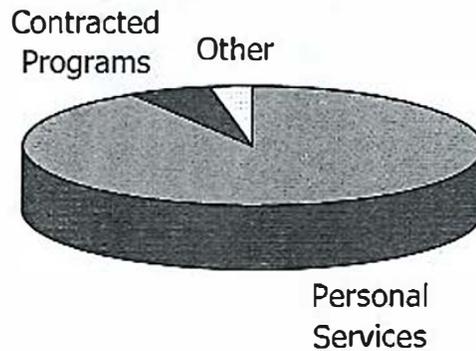
Continue to provide legal services to the Executive Branch of County Government in an efficient and effective manner.

Department of Law Fiscal Summary

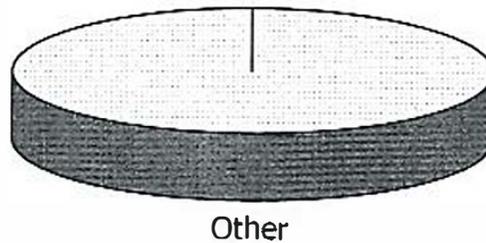
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 1,428,691	\$ 1,457,853	2%
Revenues	\$ 7,290	\$ 6,400	-12%
County Cost	\$ 1,421,401	\$ 1,451,453	2%

2013 Tentative Appropriations



2013 Estimated Revenue



Department of Law

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	1,534,468	1,543,470	1,543,470	1,514,144	(29,326)	-1.90%
Employee Benefits	645,225	716,298	716,298	765,217	48,919	6.83%
Personal Services	2,179,694	2,259,768	2,259,768	2,279,361	19,593	0.87%
Employee Travel, Train & Educ	19,209	19,503	19,503	19,553	50	0.26%
Supplies	2,691	3,700	3,700	3,000	(700)	-18.92%
Interdepartmental Services	(818,071)	(949,115)	(949,115)	(949,844)	(729)	0.08%
Interdepartmental Prog & Srv	(818,071)	(949,115)	(949,115)	(949,844)	(729)	0.08%
Contracted Services	87,052	84,400	84,400	85,600	1,200	1.42%
Mandated Programs	0	5,315	5,315	5,315	-	0.00%
Operations	4,166	5,120	5,120	14,868	9,748	190.39%
Total	1,474,740	1,428,691	1,428,691	1,457,853	29,162	2.04%
OTPS	(704,953)	(831,077)	(831,077)	(821,508)	9,569	-1.15%
Intergovernmental Charges	3,081	3,500	3,500	3,500	-	0.00%
Misc. Local Sources	2,946	3,790	3,790	2,900	(890)	-23.48%
Total	6,027	7,290	7,290	6,400	(890)	-12.21%
Net to County Cost	1,468,714	1,421,401	1,421,401	1,451,453	30,052	0

Department of Law Organizational Structure

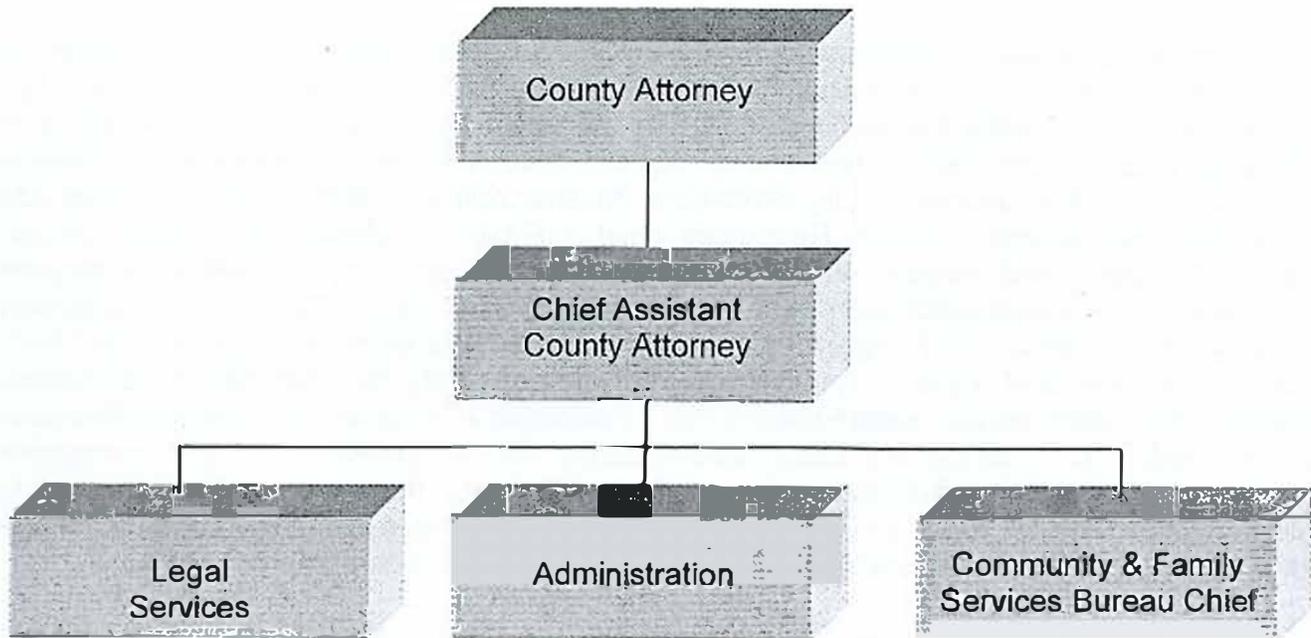


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
Law:		
County Attorney	MJ	1
Chief Assistant County Attorney	MH	1
Bureau Chief	MH	1
Senior Assistant County Attorney	MG	9
Assistant County Attorney	ME	1
Confidential Secretary- County Attorney	MC	1
Legal Secretary- E	CH	1
Legal Secretary	CE	<u>3</u>
Total:		18

Department of Human Resources

Functions

The Commissioner of Human Resources acts as the Civil Service Personnel Officer (local civil service commission) for the County of Dutchess as defined by Section 15 of the Civil Service Law. This includes the responsibility for administering Civil Service Law for the County, and all of the towns, villages, cities, school districts and special districts located within the geographic boundaries of Dutchess County. The Department is responsible for prescribing, amending and enforcing rules for the classified civil service. Human Resources must maintain an official roster record of each employee (7,800 plus 1,850 substitutes currently active), which contains a detailed employment history from appointment until separation from service. In addition, Human Resources is required to certify the payrolls of each of our 71 agencies annually to ensure that all positions have been filled in conformance with law and rules. Another area of responsibility is examination recruitment, administration, application review, establishment and certification of eligible lists. Human Resources is also responsible for maintaining class specifications for all positions in the competitive, noncompetitive and labor jurisdictional classes. In carrying out this civil service function, the Department must provide technical advice and guidance to appointing authorities, municipal officials, employees, union representatives and the public on civil service law, rules and procedures.

The Commissioner is assigned by the County Executive the responsibility for administering labor relations. This includes participation in collective bargaining, maintaining the official record of negotiations, overseeing three formal Labor Management Committees and other special committees and implementing and administering the collective bargaining agreements. Other employee relations functions include assisting with budget preparation, processing changes to LOGOS HR/Payroll system, coordinating and editing the Employee Newsletter, updating the County Policy and Procedure Manual, coordinating employee orientations, monitoring the employee appraisal program and researching and recommending allocation changes for county positions.

Other programs assigned to the Department include participation in special committees as designated by the County Executive, including the Tuition Committee and participation in various community organizations and media presentations related to the functions of the department.

The Equal Employment Opportunity Program for the County is currently overseen by the Commissioner. This includes recruitment and advertising for vacant positions and scheduled major civil service examinations; recruitment campaigns at colleges, school districts and community-based organizations; conducting exit interviews and making policy or staffing recommendations as a result; monitoring the County's employment practices and ensuring compliance with state and federal regulations on EEO/AA; providing staff training on special EEO concerns; conducting investigations of complaints of alleged discriminations and work place violence incidents by County employees; administering the summer/intern program; teaching test-taking skills for selected examinations; and conducting training programs for County employees (e.g., effective interviewing) and/or coordinating and negotiating training contracts with organizations and consultants for the County-wide training programs of general interest to County employees.

PROGRAM/ACTIVITY DESCRIPTIONS

General Administration

Includes the Commissioner of Human Resources, the Deputy Commissioner and the Confidential Administrative Assistant. This unit is responsible for the preparation and control of the budget, administration of the tuition program and oversees all activities and programs in the department. This unit coordinates many County-wide special events including charity and community organizations fundraisers and blood drives.

Employee Relations

Responsible for processing payroll changes; maintains all Civil Service and personnel records and files for County employees; maintains the LOGOS HR Personnel/Position Records; orientations; provides support to professional and technical staff of department in almost all areas; and special projects.

Professional Services

Responsible for classifying all County and municipal positions in the classified civil service; maintain class specifications; assist other units on more complex aspects of Civil Service Law and Rules; advise department and agency representatives on Civil Service Law and Rules; personnel policies and procedures; contract interpretation; participate on committees; conduct allocation studies for County Departments; participate in negotiations, contract administration, special projects; labor management committees; and monitor the employee appraisal program.

Examinations

Monitors positions subject to competitive examination. The examination process includes, but is not limited to the request of examinations from the New York State Department of Civil Service; survey agencies regarding job relatedness for each examination held; review examination scopes for appropriateness to exam scheduled; prepare and disseminate exam announcements; review applications; collect and account for examination processing fees; schedule and monitor civil service examinations; score decentralized exams; conduct and score the computer based Information Technology examinations; prepare and certify eligible lists; authorize and monitor provisional/temporary appointments; and review medical examinations and administer physical fitness tests for Deputy Sheriff, Police Officer, Firefighter and Correction Officer titles, as applicable. Monitors the Reception Area; provide phone coverage and assistance to the general public; also provide assistance to the general public with use of the web-based on-line application process. While this unit is responsible for the exam process, all other units in the department provide assistance with various aspects of this function.

Transactions

Responsible for the process of changes and maintain all Civil Service roster records for 71 agencies; monitors vacancy control; review applications; certify payrolls; advise and assist agencies with civil service obligations; orienting new municipal officials to Civil Service Law and Rules; authorize and monitor temporary appointments; and provide verification of Civil Service employment for NYS Retirement System.

EEO

Responsible for exit interviews, complaint investigations, EEO training, EEO/AA program, general orientations, the county-wide employee training program, and overall direction of general recruitments and summer/intern program.

Employee Benefits

The Division of Benefits and Risk Management is responsible for the development, administration and analysis of a comprehensive risk management program for the County. All County operations, programs and facilities are reviewed to identify and analyze risks that could cause major financial loss to the County. Recommendations are then made to transfer these risks through the purchase of insurance, elimination of the risk and/or minimizing the risk.

Since County employees are our greatest asset, the Division of Benefits and Risk Management develops and conducts various programs dealing with employee safety. These programs include a defensive driving course, training mandated by the New York State Department of Labor under the Public Employees Safety and Health Act, and a Basic Occupational Safety and Health Course.

The Division of Benefits and Risk Management is also responsible for all employee benefit insurance consisting of: health, dental, optical, disability, unemployment, accidental death, dismemberment and life insurances, and workers' compensation and GML207C Benefits.

Self-Insurance

Currently the Division of Benefits and Risk Management oversees one self insured program – a self insured Workers' Compensation Plan. The plan provides all the benefits required under New York State compensation law to the employees of the County, the Community College, Resource Recovery Agency, three towns, one village and new in 2013, one city. The program has been very cost effective.

Human Resources



Mission Statement

Provide a full range of human resource management services for Dutchess County departments and employees and to administer the New York State Civil Service Law for the County and all municipalities within the County including towns, villages, cities, special districts, school districts and Dutchess Community College.

Goal: Central Administration - Provide administrative direction and guidance to department and ensure all mandated functions and requirements are performed and met, and administer department administrative and financial functions.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Meetings - Administrative Support	320	320	320	-	0.0%
Meetings - Legislature	12	12	12	-	0.0%
Increment / Longevity Denials	-	2	2	-	0.0%
Appeals	11	15	15	-	0.0%
Payrolls Certified / Reviewed	76	109	109	-	0.0%

Goal: Provide personnel and civil service administration direction and information, ensure and support others in meeting legal requirements, ensure employees are treated fairly, and ensure related records are maintained accurately.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Contracts	3	4	4	-	0.0%
Committees	6	8	8	-	0.0%
Newsletter Pages	26	24	26	2	8.3%
Salary Surveys	22	25	25	-	0.0%
County Personnel/ Payroll/ Roster Changes	47,805	46,000	46,000	-	0.0%
Non-County Personnel/ Payroll Changes	66,710	67,000	67,000	-	0.0%
Grievances/ Stipulations/ Arbitrations	29	15	20	5	33.3%
Fingerprinting	72	80	50	(30)	-37.5%
Position Classifications					
County	36	30	36	6	20.0%
Municipalities	97	100	100	-	0.0%
Write Class Specifications:					
Originals	3	5	5	-	0.0%
Revisions	28	30	30	-	0.0%
Layoff Status Records:					
Depts / Agencies	15	10	10	-	0.0%
Titles	84	20	20	-	0.0%
Employees	183	85	85	-	0.0%

Human Resources (continued)

Goal: Improve knowledge, skills and capabilities of employees and local municipal officials through relevant and appropriate training. Provide training in civil service and general personnel administration to local municipality officials and staff; and provide select training in civil service, test preparation and test taking skills.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Orientations - Mini	142	124	100	(24)	-19.4%
Orientations - Full	58	52	35	(17)	-32.7%
Orientations - Elected Officials	21	20	20	-	0.0%
Training Participants - General and EEO	217	1,410	2,317	907	64.3%

Goal: Conduct effective and efficient civil service examination and recruitment program; ensure civil service requirements are met and ensure employment rights and protections are provided to all.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Applications Processed	3,107	3,450	5,884	2,434	70.6%
Exam Participants	2,064	2,523	4,707	2,184	86.6%
Exams Given	101	101	75	(26)	-25.7%
Lists Established	83	103	75	(28)	-27.2%
Certifications	333	285	185	(100)	-35.1%
Pre-Employment Medical Exams	19	26	20	(6)	-23.1%
Agilities	24	200	100	(100)	-50.0%
Summer Intern (# Positions)	25	33	35	2	6.1%
Summer Intern Applications	160	184	200	16	8.7%
Recruitments/ Postings	22	30	25	(5)	-16.7%
Job Reference Forms	36	42	83	41	97.6%
Advertising	3	4	6	2	50.0%

Goal: Ensure all citizens have equal access to County Government jobs; ensure all employees will be treated in a fair and non-discriminatory manner; ensure employees may work in a safe work environment and are afforded an impartial mechanism to have concerns addressed; and ensure qualifying employees will be afforded fair and equal treatment in access and promotional opportunities.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Meetings/ Committees	189	260	200	(60)	-23.1%
Exit Interviews	55	70	70	-	0.0%
Human Rights/ Discrimination Complaints/ Workplace Violence	13	14	24	10	71.4%

Division of Risk Management

Goal: To train County employees on safety practices while doing their jobs to eliminate and/or minimize injuries to the employee and their fellow workers.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Safety & Health Training	415	440	440	-	0.0%
Defensive Driving Course	365	430	430	-	0.0%
First Aid every 3 years/ CPR every 2 years	6	41	-	(41)	-100.0%
Forklift every 3 years	96	-	-	-	

Human Resources (continued)

Division of Risk Management

Goal: To provide cost effective workers' compensation coverage to the County, Community College, RRA and the towns and village in the Workers' Compensation Plan that is responsive and comprehensive.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Workers' Comp Claims	141	140	140	-	0.0%
Municipalities in Workers' Comp Plan	8	8	8	-	0.0%

Goal: To attempt to prevent accidents/ losses by on-site inspections of work sites and reviews of accidents to identify ways to prevent them from occurring again.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Worksite Inspections	375	375	375	-	0.0%
Facility Inspections	125	125	125	-	0.0%
Safety Meetings & Consultations	60	60	60	-	0.0%
Accident & Safety Complaint Investigations	39	40	40	-	0.0%

Goal: To provide cost effective health, dental and optical insurance to County, DCC, RRA and WWA employees, as well as health insurance to retirees.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Health Insurance Enrollment	2,423	2,419	2,420	1	0.0%
Dental Insurance Enrollment	1,987	1,944	1,940	(4)	-0.2%
Optical Insurance Enrollment	1,818	1,794	1,790	(4)	-0.2%

KEY BUDGETARY ISSUES:

The 2013 Budget for the Department of Human Resources includes no new major initiatives that will require significant additional funding.

The focus of the Department of Human Resources in 2013 will continue to be to maximize the utilization of existing resources towards the performance of the core mandated and assigned functions and responsibilities of the department. Maximizing existing resources includes: incorporating all current and new functions and capabilities of the computer systems into departmental operations and procedures, including but not limited to the On-Line Personnel Memo and Vacancy Control System and the Enterprise Content Management/Document Management Systems; continue to provide recommendations to New World Systems and OCIS on enhancing the functionality of the existing computer systems; monitor the operations of all of the systems to ensure existing requirements and capabilities are met and maintained, and enhanced whenever any opportunities are available; and expand utilization of Crystal Reports report writing functions to maximize access to and use of current data and standard reports.

In the area of benefit administration and risk management, the Division has noted that the insurance market has mostly hardened for most lines of insurance coverage, specifically in response to the uncertain economic times. The Division also anticipates that costs for Workers' Compensation will increase with NYS Workers' Compensation benefits increasing to the average weekly wage, the

liberalization of medical diagnostic approvals, and the increase in GML 207-c wage replacement benefits as payroll increases, while overall assessments are based upon the total exposure. The addition of the City of Beacon, due to an increase in the size of the participant population and sharing of costs, will positively affect the County participants' contributions. The staff will also need to further evaluate how the Federal health care legislation gradually and totally impacts the County's health insurance plans. Based on current information, the preliminary 2013 changes are anticipated to increase health insurance rates approximately 7%.

2012 Accomplishments

Personnel and Civil Service

- Implemented operational and programmatic changes adopted with the 2012 Budget, including elimination of the Continuing Day Treatment Program in the Department of Mental Hygiene. These changes required significant review and actions from both Civil Service and labor relations perspectives to accomplish successful implementation.
- Implemented the New York State required Foreign Language Proficiency Testing protocol and process as part of the overall mandated Civil Service examination testing process.
- Maintained the provisional rate of competitive class employees below 3% - achieving a rate of 2.2%, below the historical State-wide average range of 2.5 – 3.0%.
- Implemented County policy and procedures on Workplace Violence Prevention and Response and developed training protocol to be implemented on-line for most County employees, with on-line training to be made available in the second half of 2012.
- Transitioned fingerprint collection processes to a NYS approved vendor, at no cost to the County, with the Commissioner of Human Resources retaining authority to establish the fingerprinting process and procedures and review all results of fingerprint supported background investigations.
- Participated in County Executive developed task forces and teams to improve local economy, business environment and local community development, and reviewed and ensured most effective and efficient utilization of limited County resources.
- Provided intensive Civil Service and professional personnel guidance and direction to County administration and departments and local municipalities and school districts, including: review of Civil Service impact of reorganizations and consolidation of services, including inter-municipal agreements to provide services; and review of classification of positions to improve delivery of services within limited resources; and effect of elimination of positions resulting in the layoff of employees.
- Provided intensive Civil Service guidance to County administration and departments and local municipalities and school districts reviewing the possibility of and the adoption of the elimination of positions, determining the proper and legally required layoff processes and procedures and ensuring compliance to these, evaluating operational and programmatic impacts of such changes, and ensuring all Civil Service and negotiated labor contract requirements were met and all rights and protections were afforded to the affected employees.

Benefits and Risk Management

- The Division implemented in 2012 an increased utilization of the County intranet system for benefits information and applications distribution, publication and notification, which resulted in

decreased office supplies usage, printing and photocopying, and outside employee travel/visits.

- Division staff have been directed to minimize hardcopy paper documents in events where electronic versions are acceptable.
- Efforts were placed into a discontinuance of subscriptions and memberships that were attainable by internet methods, or were otherwise considered duplicative.

2013 Initiatives

Personnel and Civil Service

- Continue development and enhancement of NWS FMS computer modules and components.
- Continue enhancements to Examinations, Recruitment and Application Management Systems and on-line examination fee credit card payment processes.
- In coordination with OCIS, finalize development and implementation of on-line Report of Personnel Change/Personnel Memo and Vacancy Control Request Reporting Systems for on-line completion and submission system and with integration to existing computer systems.
- In coordination with OCIS and Department of Emergency Response, finalize development and implementation of Emergency Contact Database and Automated Notification System.
- In coordination with OCIS, develop and implement an Enterprise Content Management/Document Management System, with the Department of Human Resources considered a pilot department in this effort.
- Fully implement Workplace Violence Prevention and Response program, ensuring on-line basic and core training is provided to all County employees, completing all hazard and risk assessments and analyses, and finalizing the development of and implementation of specialized training unique to specific departments, certain classes of employees and specific work environments.
- Continue concentrated efforts within County and with local municipalities and school districts – specific to Civil Service impact and implications – on administrative and budgetary changes in response to limited financial resources, including reorganization and consolidation of programs and services; review of classification and restructuring of positions to maximize delivery of services with minimum staffing; and elimination of positions resulting in the layoff of employees.
- Administer major Civil Service examinations for public safety positions, including Deputy Sheriff, Police Officer, Correction Officer and Firefighter; these examinations typically result in the greatest interest in and participation in examination, and involves major efforts in planning, coordinating and administering.
- Finalize review and evaluation of summer/intern program and implement recommendations to expand for maximum permissible and cost-effective utilization.
- Continue with the classification and allocation review of selected County occupational groups.
- Negotiate labor contracts/collective bargaining agreements for four County unions – CSEA, DCDSPBA, DCSEA and DCSA/NYSUT.

- Continue to explore available options and opportunities to automate department operations and create internet/web-based services for County Departments, local agencies, employees and the general public.

Benefits and Risk Management

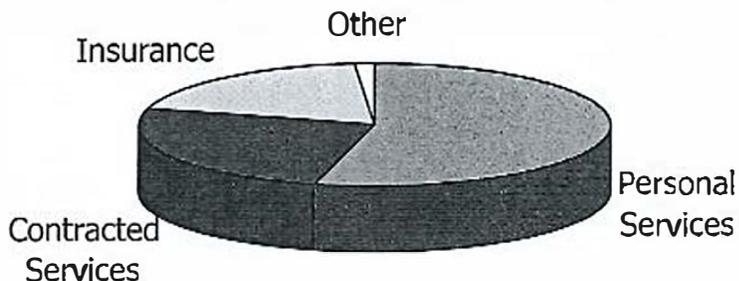
- Finalize Request for Proposal and Selection of General Agent: Ensure that the County has the most reasonable level of insurance for its exposures and access to the broadest market of carriers. RFP written to allow services to be provided in whole or part to the best interests of the County.
- Finalize Request for Proposal and Selection of Third Party Administrator for Workers' Compensation and GML 207-c: Respond with the expiration of the current TPA for Workers' Compensation and GML 207-c claims for the self-insured program. RFP written to allow services to be provided in whole or part to the best interests of the County.
- Continue review and expanded use of the County intranet and electronic means of delivery of information on benefits.
- Continue research into alternatives for expansion or transition of the self-insured Workers' Compensation program and implement adopted changes.
- Conduct performance audit of the self-insured Workers' Compensation program.
- Continue research into alternative health, dental, and Medicare coverage programs to provide these benefits in the most cost effective manner while maintaining an appropriate level of coverage of benefits and services.
- Continue to evaluate impact of Federal health care legislation on affected County benefit programs.

Department of Human Resources Fiscal Summary

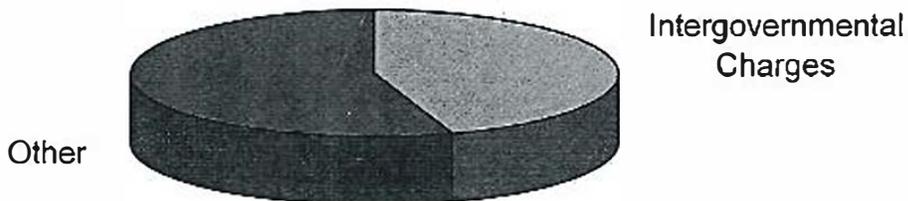
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 3,524,344	\$ 4,360,677	24%
Revenues	\$ 957,120	\$ 1,509,754	58%
County Cost	\$ 2,567,224	\$ 2,850,923	11%

2013 Tentative Appropriations



2013 Estimated Revenue



Department of Human Resources

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	1,728,169	1,706,128	1,706,152	1,626,061	(80,091)	-4.69%
Employee Benefits	740,946	781,723	781,723	732,122	(49,601)	-6.35%
Personal Services	2,469,115	2,487,851	2,487,875	2,358,183	(129,692)	-5.21%
Employee Travel, Train & Educ	11,239	26,720	26,729	21,580	(5,149)	-19.26%
Supplies	7,985	12,150	12,150	9,300	(2,850)	-23.46%
Interdepartmental Srvcs	(3,807,124)	(3,916,571)	(3,916,571)	(3,051,185)	865,386	-22.10%
Interdepartmental Prog & Srvcs	(3,807,124)	(3,916,571)	(3,916,571)	(3,051,185)	865,386	-22.10%
Insurance	801,358	903,794	903,794	845,259	(58,535)	-6.48%
Contracted Services	830,254	927,350	927,350	1,100,600	173,250	18.68%
Mandated Programs	209,996	170,500	170,500	170,500	-	0.00%
Operations	1,974,927	2,904,550	2,912,517	2,906,440	(6,077)	-0.21%
Total	2,497,749	3,516,344	3,524,344	4,360,677	836,333	23.73%
OTPS	28,634	1,028,493	1,036,469	2,002,494	966,025	93.20%
Departmental Income	94,941	98,120	98,120	159,320	61,200	62.37%
Intergovernmental Charges	283,000	309,000	309,000	675,434	366,434	118.59%
Use of Money and Property	16,657	0	0	0	-	
Misc. Local Sources	550,059	250,000	250,000	375,000	125,000	50.00%
Interfund Revenues	0	300,000	300,000	0	(300,000)	-100.00%
Interfund Transfers	650,000	0	0	300,000	300,000	
Total	1,594,657	957,120	957,120	1,509,754	552,634	57.74%
Net to County Cost	903,092	2,559,224	2,567,224	2,850,923	283,699	11.05%

Department of Human Resources Organizational Structure

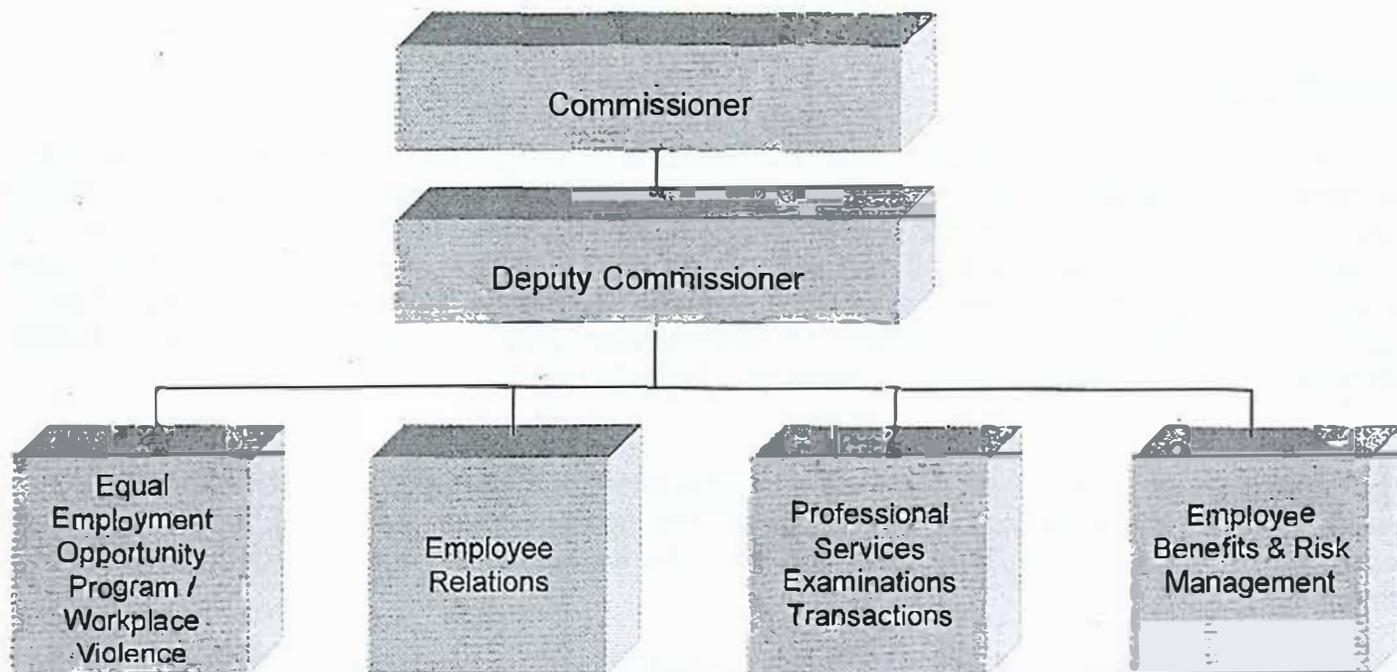


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Human Resources</i>		
Commissioner of Human Resources	MI	1
Deputy Commissioner of Human Resources	MG	1
EEO Officer	ME	1
Senior Human Resources Associate	ME	3
Human Resources Associate	MD	2
Confidential Administrative Assistant	CI	1
Senior Human Resources Assistant	CH	2
Human Resources Assistant	CE	6
Receptionist	6	1
Total:		18
<i>Benefits and Risk Management</i>		
Director of Risk Management	MG	1
Safety Coordinator	15	1
Safety Specialist	13	2
Principal Program Assistant	12	2
Total:		6
Department Total:		24

Department of Public Works Administration & Building Management

Functions

The Department of Public Works has the responsibility for the administration, construction, maintenance, supervision, repair, alteration, and care of all buildings, highways, bridges, parking lots, county parks, and any other Public Works' facilities considered within the county jurisdiction. The Department is also responsible for the supervision of the design and construction of all capital projects in the county five-year Capital Improvement Program. There are other units within the Department of Public Works, however for presentation purposes, Administration and Building Management are part of the General Government Support section.

Administration provides overall guidance and department management, oversees expenditures and capital projects management, and establishes the goals and objectives of the Public Works Department. In 2013, the Department of Public Works will include the management of the Auto Center.

Buildings Management is responsible for the operation and maintenance of 186 county owned or leased buildings totaling approximately 1.2 million square feet. The major objective of this Division is to insure the safety and comfort of all county employees and residents visiting our facilities. A full range of services is provided or administered to achieve this goal including overseeing design, construction, administration, building maintenance, security services, off-street parking, and operation of the county-owned facilities.

Capital projects planning and coordination, new construction, renovation and historic preservation, and lease negotiations for county facilities are initiated, organized and managed by this Division.

Department of Public Works Administration and Building Management



Mission Statement

The Department of Public Works has the responsibility for the administration, construction, maintenance, supervision, repair, alteration, and care of all buildings, parking lots, and any other Public Works' facilities considered within the county jurisdiction. The department is also responsible for the supervision of the design and construction of all capital projects in the county five-year Capital Improvement Program.

Goal: To provide a safe building environment for the public and employees who conduct business and work in our facilities.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Work Orders Completed	4,711	5,000	5,300	300	6.0%
# Clients in Public Parking	59,050	60,000	60,000	-	0.0%

KEY BUDGETARY ISSUES:

The Buildings Division anticipates a revenue decrease due to the Unified Court System no longer funding "tenant work" improvements coupled with a projected decrease in revenue from New York State Energy Research Development Authority (NYSERDA).

There is an increase in expenditures for employee benefits due to rate increases; however, these increased costs are offset completely as a result of re-negotiated lease agreements, the purchase of 170 Washington Street, and lower natural gas costs.

2012 Accomplishments

- Fully operational computerized Building Management System (BMS) and air handler replacements relating to the HVAC system in the County Office Building. Energy efficient units result in a recurring annual savings in the range of \$100,000/yr. Finalize staff training and close-out in summer 2012.
- Finalize design with construction commencing for the Medical Examiner's Office.
- Completion of the Highway multi-bay garage roof replacement.
- On-going 50 Market Street HVAC upgrades and roof replacement.
- Finalize fire protection improvements at 60 Market Street, Farm and Home and Mapleknoll at Bowdoin Park.
- On-going Jail security and communication system.
- On-going mechanical energy efficiency improvements at 230 North Road, 47 Cannon Street and 10 Market Street.
- Completed repair of LOOP building roof.

- LOOP bus garage facility repairs invitation to qualify for Architect / Engineer & Construction Management services.
- Commence free exterior lighting audits through Central Hudson partnering with Lime Energy.
- Completion of the Board of Elections move of the current storage facility on Salt Point Turnpike to North Grand Avenue in late 3rd quarter.
- Anticipate relocation of the Health Department Office (387 Main St.) to the Poughkeepsie Journal building located on Market Street.
- Completed Nelson House and Annex demolition.
- Completion of Federal Energy Efficiency Conservation Block Grant Implementation Strategy by end of year.
- Re-negotiated lease for 488 Main Street, as well as three (3) DMV locations.
- Move DPW Administration and Building Divisions to DPW complex at 626 Dutchess Turnpike.

2013 Initiatives

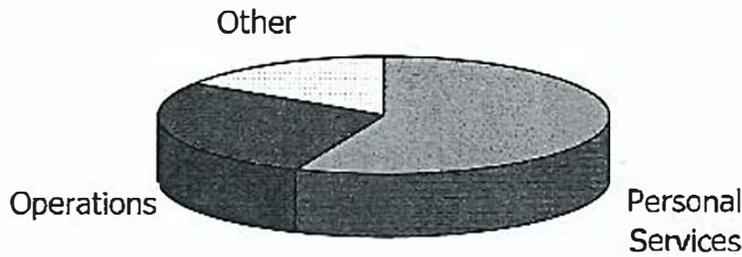
- Completion of the Medical Examiner's Office with occupancy in the late 1st quarter.
- Finalize Health Department relocation to the Poughkeepsie Journal building.
- Finalize Jail security and communication system.

Department Public Works Administration & Building Management Fiscal Summary

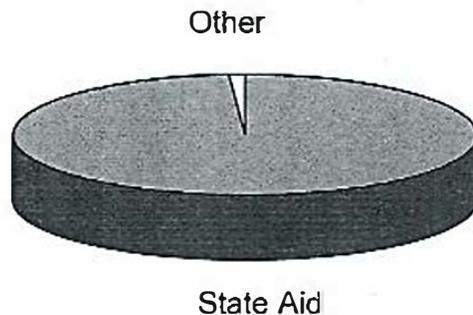
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 5,952,522	\$ 5,737,439	-4%
Revenues	\$ 489,000	\$ 415,000	-15%
County Cost	\$ 5,463,522	\$ 5,322,439	-3%

2013 Tentative Appropriations



2013 Estimated Revenue



**Department of Public Works
Administration & Buildings Management
*Budget Summary***

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	2,247,671	2,305,683	2,305,683	2,051,388	(254,295)	-11.03%
Employee Benefits	1,015,293	1,126,465	1,126,465	1,179,021	52,556	4.67%
Personal Services	3,262,965	3,432,148	3,432,148	3,230,409	(201,739)	-5.88%
Employee Travel, Train & Educ	4,205	25,100	23,100	4,865	(18,235)	-78.94%
Supplies	227,957	441,254	443,354	434,229	(9,125)	-2.06%
Utilities	874,088	834,480	834,480	798,777	(35,703)	-4.28%
Interdepartmental Services	(249,941)	(446,031)	(446,031)	(364,856)	81,175	-18.20%
Interdepartmental Prog & Srv	(249,941)	(446,031)	(446,031)	(364,856)	81,175	-18.20%
Contracted Services	27,061	32,000	33,000	32,000	(1,000)	-3.03%
Operations	1,885,046	1,633,571	1,632,471	1,602,015	(30,456)	-1.87%
Total	6,031,381	5,952,522	5,952,522	5,737,439	(215,083)	-3.61%
OTPS	2,768,417	2,520,374	2,520,374	2,507,030	(13,344)	-0.53%
Departmental Income	3,000	3,000	3,000	3,000	-	0.00%
Use of Money and Property	49	0	0	0	-	
Fines and Forfeitures	10,500	1,000	1,000	2,000	1,000	100.00%
Sale of Prop and Comp for Loss	417,016	0	0	0	-	
Misc. Local Sources	54,786	0	0	0	-	
State Aid	472,523	485,000	485,000	410,000	(75,000)	-15.46%
Federal Aid	25,520	0	0	0	-	
Total	983,393	489,000	489,000	415,000	(74,000)	-15.13%
Net County Cost	5,047,988	5,463,522	5,463,522	5,322,439	(141,083)	-2.58%

Department of Public Works- Administration & Buildings Management Organizational Structure

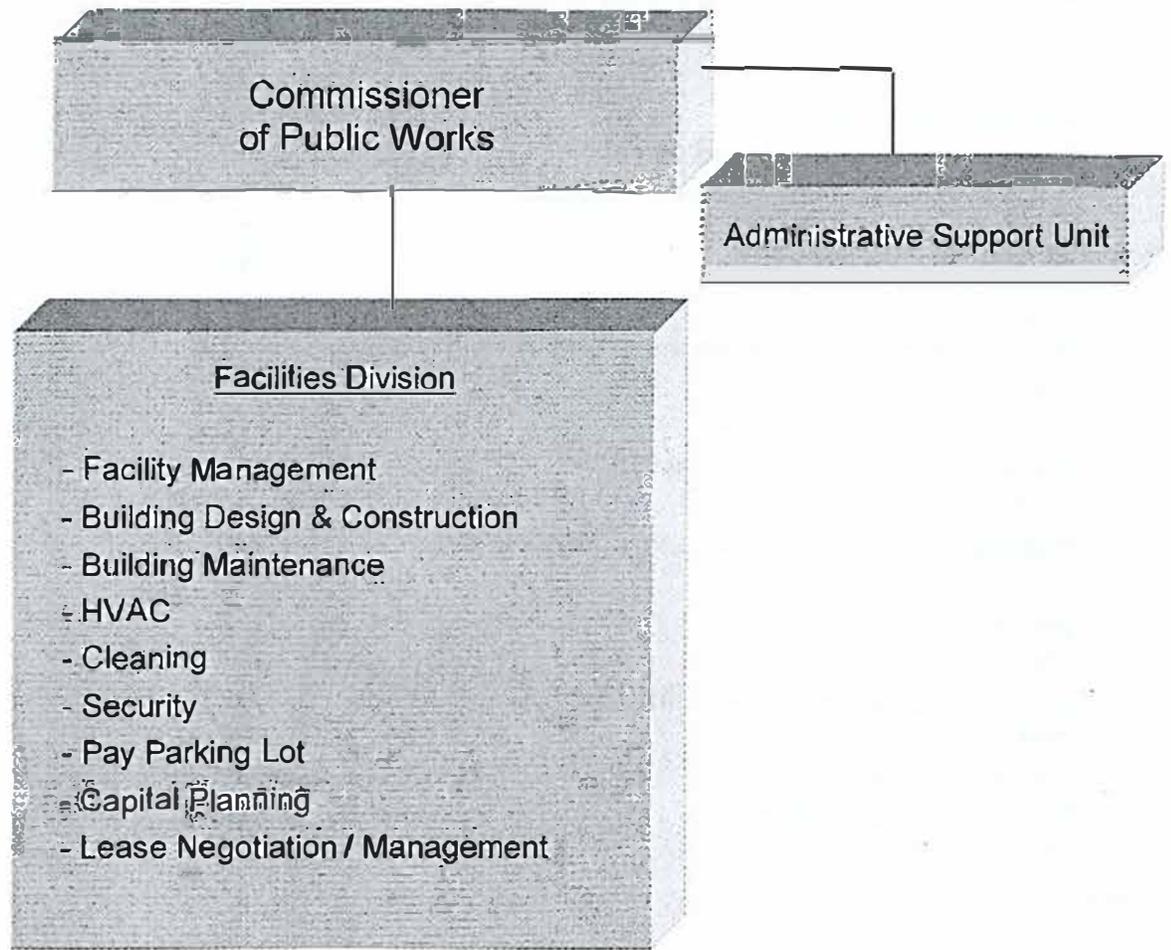


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
DPW Administration:		
Commissioner of Public Works	MJ	1
Confidential Administrative Assistant	CI	$\frac{1}{2}$
Total:		$\frac{3}{2}$

Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>DPW Buildings Division:</i>		
Director of Physical Facilities	MH	1
Buildings Administrator	ME	1
Mechanical Engineer	19	1
Buildings Maintenance Coordinator	17	1
Building Maintenance Supervisor	16	1
Heating and Ventilation Supervisor	16	1
Electrician II	15	1
Senior Plumber	14	1
Cleaning Supervisor	14	1
Building Maintenance Mechanic III	13	2
Building Maintenance Mechanic III (H&V)	13	2
Electrician I	13	1
Contract Specialist	13	1
Carpenter	13	1
Building Maintenance Mechanic II (H&V)	12	1
Painter II	12	1
Principal Accounting Clerk	12	1
Building Maintenance Mechanic II	11	1
Painter I	11	1
Building Maintenance Mechanic I (H&V)	10	1
Window Washer	10	1
Secretary	10	1
Accounting Clerk	9	1
Building Maintenance Mechanic I	8	2
Parking Lot Attendant	4	1
Security Guard	4	4
Security Guard - Hourly	4-8	0.6
Cleaner	3	<u>5</u>
Total:		37.6
Total for Public Works Administration and Buildings:		39.6

Contingency & Vacancy Factor

Contingency & Vacancy Factor *Budget Summary*						
Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	-	(1,200,000)	(1,200,000)	(1,000,000)	200,000	-16.67%
Personal Services	-	(1,200,000)	(1,200,000)	(1,000,000)	200,000	-16.67%
Other	-	1,725,875	1,725,875	1,500,000	(225,875)	-13.09%
Total	-	525,875	525,875	500,000	(25,875)	-4.92%
OTPS	-	1,725,875	1,725,875	1,500,000	(225,875)	-13.09%
Net to County Cost		525,875	525,875	500,000	(25,875)	-4.92%

KEY BUDGETARY ISSUES:

- Vacancy factor is budgeted at (\$1.0) million; with a net reduction in workforce of (103.16) FTE positions. Since 2008, County government's workforce has decreased by a total of (304.84) FTE positions; therefore, there will not be the same level of vacancy factor savings experienced in prior years.
- General Contingency is budgeted at \$1.5 million.

Contribution to Enterprise Funds

Contribution to Enterprise Funds						
Budget Summary						
Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Other	1,820,834	1,452,538	1,452,538	2,868,758	1,416,220	97.50%
Total	1,820,834	1,452,538	1,452,538	2,868,758	1,416,220	97.50%
OTPS	1,820,834	1,452,538	1,452,538	2,868,758	1,416,220	97.50%

DPW Airport (EA Fund) and Mass Transportation (ET Fund) operate as Enterprise funds. The difference between revenues and expenses in each fund is offset by a contribution from the General Fund.

- EA Fund Contribution is budgeted at \$552,385
- ET Fund Contribution is budgeted at \$2,316,373 and is driving the increase in this area as \$1.68 million in ET appropriated fund balance was used in 2012 to offset the county's contribution. In 2013, the budget only includes \$69,500 from ET fund balance in order to refund debt service for unused bond proceeds.

Interfund Transfers

Interfund Transfers						
Budget Summary						
Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Other	1,195,717	650,000	650,000	1,300,000	650,000	100.00%
Total	1,195,717	650,000	650,000	1,300,000	650,000	100.00%
OTPS	1,195,717	650,000	650,000	1,300,000	650,000	100.00%
Net to County Cost	1,195,717	650,000	650,000	1,300,000	650,000	100.00%

The interfund transfer reflects the necessary transfer between funds typically for self insurance and reserve purposes; in 2013, this area includes the interfund transfer of S fund appropriated fund balance of \$1,000,000.

Property Taxes

Functions

The 2013 proposed property tax levy of \$105,887,740 stays within the state imposed property tax cap.

Property Taxes *Budget Summary*						
Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Real Property Taxes	100,575,795	103,786,386	103,786,386	105,887,740	2,101,354	2.02%
Total	100,575,795	103,786,386	103,786,386	105,887,740	2,101,354	2.02%
Net to County Cost	(100,575,795)	(103,786,386)	(103,786,386)	(105,887,740)	(2,101,354)	2.02%

Real Property Taxes include:

- \$94,706,205 – General Fund
- \$7,749,709 – Road Fund (D)
- \$2,431,826 – Machinery Fund (E)
- \$800,000 – Provision for Uncollected Taxes
- \$200,000 – Provision for Tax Refunds

Appropriated Fund Balance

Appropriated Fund Balance

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Interfund Transfers	-	26,756,178	28,647,959	7,419,500	(21,228,459)	-74.10%
Total	-	26,756,178	28,647,959	7,419,500	(21,228,459)	-74.10%
Net to County Cost		26,756,178	28,647,959	7,419,500	(21,228,459)	-74.10%

KEY BUDGETARY ISSUES:

The 2013 proposed budget includes the following appropriation of fund balance:

- General Fund (A) \$5,400,000
- Road Fund (D) \$750,000
- Road Machinery Fund (E) \$200,000
- Mass Transportation Fund (ET) \$69,500
- Self Insurance Fund (S) \$1,000,000
- Total \$7,419,500

Shared Revenue

Functions

The Shared Revenue section of the budget includes: Sales Tax, Off-Track Betting, Hotel Tax and Pilot Payments.

Shared Revenue *Budget Summary*						
Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	%Change
Real Property Tax Items	1,364,129	1,388,798	1,388,798	1,709,551	320,753	23.10%
Non Property Tax Items	136,639,052	136,399,554	136,399,554	146,134,676	9,735,122	7.14%
Departmental Income	0	0	0	4,845,349	4,845,349	
Use of Money and Property	10,270	0	0	0	-	
Total	138,013,450	137,788,352	137,788,352	152,689,576	14,901,224	10.81%
Net to County Cost	(138,013,450)	(137,788,352)	(137,788,352)	(152,689,576)	(14,901,224)	10.81%

KEY BUDGETARY ISSUES:

Sales Tax

The County Executive is proposing a change to the current sales tax sharing arrangement the County currently provides to its municipalities – capping the amount of sales tax to be distributed to localities at \$25 million in order to preserve the services the County provides to mutual constituents. The impact of the sales tax change will be partially offset through the elimination of shared election charges and the establishment of a new competitive grant program that will incentivize inter-government shared services, consolidation, and the elimination of duplicative services. The budget also anticipates approval of the extension of the ¾ of 1% sales tax by New York State, which is due to expire November 30, 2013.

The 2013 net to County sales tax estimate of \$143.9 million is based on estimated gross sales tax revenue of \$168.9 million, minus the \$25 million to be shared with municipalities. Each municipality will receive their same percentage of the total sales tax shared with municipalities as they received in 2011. Gross sales tax revenues for 2013 as well as the expense for the total distribution of sales tax to municipalities will be reported in the County's 2013 annual financial report.

Mortgage Tax

The County anticipates approval from New York State of a .5% mortgage tax which is paid once at the time of mortgage closing.

Hotel Tax

The County also anticipates approval of the extension of the 1% increase in Hotel Tax by New York State, which is due to expire November 30, 2013.

Fringe Benefits

Functions

The majority of Fringe Benefits are allocated to the individual departments, including:

- Retirement
- Social Security
- Long-term Disability
- Health Insurance
- Optical Insurance
- Dental Insurance
- Life Insurance & Accidental Death & Dismemberment

The "Fringe Benefits" area of the budget includes funding for:

- Workers' Compensation
- Employee Fitness Program
- Unemployment Insurance

This area also includes funding for retirement and social security costs for temporary help, overtime and shift differential expenditures, and fringe benefit amounts to cover changes in staff and changes in health insurance coverage which occur throughout the year, along with the County's share of retiree health insurance.

Fringe Benefits Fiscal Summary

Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 10,306,822	\$ 8,229,611	-20%
Revenues	\$ -	\$ -	
County Cost	\$ 10,306,822	\$ 8,229,611	-20%

2013 Tentative Appropriations

Personal
Services



Fringe Benefits *Budget Summary*

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Employee Benefits	7,642,090	10,358,508	10,306,822	8,229,611	(2,077,211)	-20.15%
Personal Services	7,642,090	10,358,508	10,306,822	8,229,611	(2,077,211)	-20.15%
Total	7,642,090	10,358,508	10,306,822	8,229,611	(2,077,211)	-20.15%
OTPS	-	-	-	-		
Misc. Local Sources	1,500,414	0	0	0	-	
Federal Aid	12,023	0	0	0	-	
Total	1,512,437	0	0	0	-	
Net County Cost	6,129,654	10,358,508	10,306,822	8,229,611	(2,077,211)	-20.15%

Handicapped Parking Education Program

Functions

The Dutchess County Traffic Safety Board was charged with creating a Handicapped Parking Education Program, in response to Chapter 497 of the New York State Law of 1999 which requires every county to establish a separate handicapped parking and education program.

The purpose of this program is to provide education to increase the awareness of handicapped parking laws. The implementation of this plan is dependent upon revenue generated from a mandatory thirty-dollar handicapped parking fine surcharge. The program will use these funds for activities such as public service announcements, public education and awareness campaigns, distribution of literature and other activities with such purpose.

Dutchess County is committed to enhancing awareness relative to handicapped parking issues and enforcement of the laws pertaining to parking for individuals with disabilities.

The objective of this program is to be creative in finding ways to advocate for individuals with severe disabilities by making law enforcement agencies and the public conscious of the laws and penalties for violations.

The role of the Dutchess County Traffic Safety Board will be to educate the public to increase sensitivity and to deter potential violators from breaking the law. The primary responsibility will be to disseminate/share educational materials.

Handicapped Parking Education Program



Mission Statement

Purpose of the program is to provide education and advocacy to both the public and municipal authorities to increase awareness and sensitivity to handicapped parking laws as well as deter potential violators.

Goal: Enhance Municipal / Public Officials / Law Enforcement awareness, implementation and enforcement of established disability parking laws.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Educational Materials Distributed	900	1,000	1,000	-	0.0%
Incorporate handicapped parking awareness/sensitivity training curriculum into Police Academy training - new recruits (# of classes)	0	1	1	-	0.0%

Goal: Assist with development of strategies to enhance the public's awareness and sensitivity of handicapped parking issues and the penalties for violators.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Issuance of PSA's / Press Releases	1	1	1	-	0.0%
Coordinate with local advocacy group to conduct awareness presentations and assist with development of media campaign, PI&E materials	-	-	-	-	
Media Campaign/ # radio spots	1	1	1	-	0.0%
Public outreach through displays	6	8	8	-	0.0%

2012 Accomplishments

The operational plan and related programming for the Handicapped Parking Education Program is on target with the budget plan. The planned public outreach/awareness radio campaign will be scaled back due to a sharp decrease in fine revenue associated with the program.

2013 Initiatives

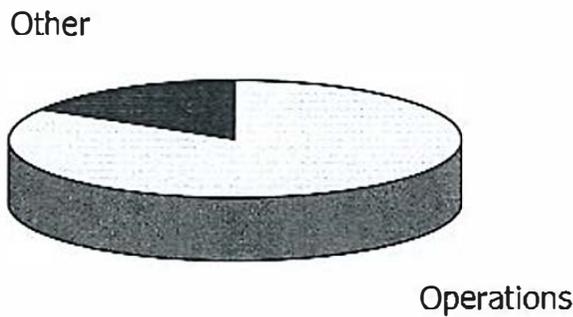
There are no new initiatives identified in the 2013 budget plan for the Handicapped Parking Education Program; however presentations and public service announcements / press releases are planned.

Handicapped Parking Education Program Fiscal Summary

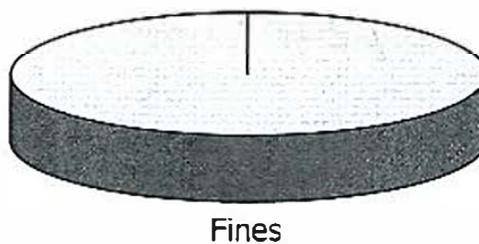
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 9,310	\$ 4,310	-54%
Revenues	\$ 9,310	\$ 4,310	-54%
County Cost	\$ -	\$ -	

2013 Tentative Appropriations



2013 Estimated Revenue



Handicapped Parking Education Program

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Employee Travel, Train, & Educ	0	250	250	250	-	0.00%
Supplies	0	60	60	60	-	0.00%
Interdepartmental Services	3	5,400	5,400	400	(5,000)	-92.59%
Interdepartmental Prog & Srvs	3	5,400	5,400	400	(5,000)	-92.59%
Operations	3,300	3,600	3,600	3,600	-	0.00%
Total	3,303	9,310	9,310	4,310	(5,000)	-53.71%
OTPS	3,303	9,310	9,310	4,310	(5,000)	-53.71%
Fines and Forfeitures	1,845	9,310	9,310	4,310	(5,000)	-53.71%
Total	1,845	9,310	9,310	4,310	(5,000)	-53.71%
Net County Cost	1,458	-	-	-	-	-

Handicapped Parking Education Program Organizational Structure



Dutchess Community College

Functions

Dutchess Community College (the "College"), a unit of the State University of New York, first offered classes in 1958. This two-year institution offers four main programs of study leading to associate degrees in arts, science, applied science, and one-year certificate.

Financing for community colleges is provided for under Art. 126, §6304 of the New York State Education Law. Capital costs for the College are shared by Dutchess County and the State of New York; operating costs are financed by student tuition and fees, State Aid and contributions from Dutchess County. The College is a component unit of Dutchess County and is discretely presented.

Under Art. 126, §6305 New York State Education Law, community colleges may admit non-resident students and out-of-state students. The community colleges may charge to and collect an allocable portion of the operating costs and capital costs of such college from each county which has issued a certificate of residence to the non-resident student. The chief fiscal officer of Dutchess County is notified by the chancellor of the state university as to the approved annual operation and capital chargeback rate for each community college.

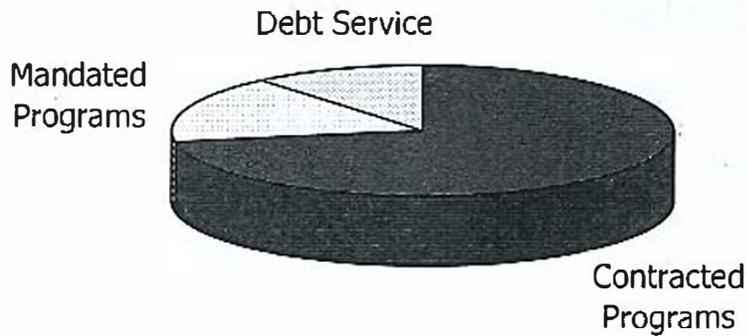
The amounts payable to the community colleges are general county charges.

Dutchess Community College Fiscal Summary

Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 14,747,676	\$ 15,023,042	2%
Revenues	\$ -	\$ -	
County Cost	\$ 14,747,676	\$ 15,023,042	2%

2013 Tentative Appropriations



Dutchess Community College *Budget Summary*

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Contracted Services	10,837,898	10,837,898	10,837,898	10,837,898	-	0.00%
Mandated Programs	1,791,861	2,100,000	2,100,000	2,525,782	425,782	20.28%
Debt Service	1,891,497	1,809,778	1,809,778	1,659,362	(150,416)	-8.31%
Total	14,521,256	14,747,676	14,747,676	15,023,042	275,366	1.87%
OTPS	14,521,256	14,747,676	14,747,676	15,023,042	275,366	1.87%
Misc Local Sources	97,825	0	0	0	-	
Total	97,825	0	0	0	-	
Net County Cost	14,423,430	14,747,676	14,747,676	15,023,042	275,366	1.87%

KEY BUDGETARY ISSUES:

The 2013 tentative budget allocates \$10.8 million as its sponsor share to the college.

Debt service paid by County Government for the Community College is decreasing by \$150,416 or 8.3% in 2013, to a total payment of \$1,659,362.

Early Intervention & Pre-School Special Education

Functions

The Preschool Special Education and the Early Intervention programs provide services for children with disabilities. The two programs correspond to Special Education for school age children under the federal Individuals with Disabilities Education Act. These are stated mandated services locally managed by the Department of Health. Services include coordination, therapy, evaluation and transportation.

These programs work with families, medical providers, specialists and/or school districts to assure the earliest identification of eligible children, to ensure that each child receives the necessary individual assistance to maximize growth and development, and to get them ready to enter the school system. Families with infants and toddlers ages 0-3 who have certain special needs established by NYS criteria receive Early Intervention Program services, while the Preschool Special Education Program targets children 3 to 5 years of age.

Early Intervention & Pre-School Special Education

Mission Statement



The Early Intervention (ages 0-3) and Preschool Special Education (ages 3-5) programs mission is to identify and evaluate children who may have a developmental delay/disability, and if the children meet NYS eligibility standards, to provide services to remediate them.

Goal & Objectives: Appropriately identify and evaluate young children who may have a developmental delay or disability.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# children ages 0-3 referred for evaluation	750	700	700	-	0.0%
children 0-3 found eligible	518	360	360	-	0.0%
# children ages 3-5 referred for evaluation	774	670	670	-	0.0%
children 3-5 found eligible	697	610	610	-	0.0%

Goal & Objectives: Provide therapeutic services to eligible children to enhance their developmental status.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
percent of children 0-3 who received services within 30 days of authorization	90%	90%	90%	-	0.0%
# children ages 3-5 with a developmental delay who received services	1,218	1,200	1,200	-	0.0%

KEY BUDGETARY ISSUES:

The New York State Department of Health is taking over the administration of payments to vendors of the Early Intervention program. As such, the county has budgeted lower appropriations and revenues. Beginning April 1, 2013, the county will only pay the county cost for the services provided as mandated by New York State law.

2012 Accomplishments

The Early Intervention and Pre-School Special Education programs continue to work with various service providers to successfully comply with many new State regulations while efficiently maintaining service for over 2,000 children.

Keeping the initial service coordination for the Early Intervention program in-house and assigning public health nurses to the function which was formerly carried out by contractors, has proven successful. The public health nurses have added quality to the program as they bring a wealth of knowledge about healthy childhood development.

Our monitoring efforts have resulted in a significant savings, enabling us to sustain the cuts included in the 2012 budget. Some of our monitoring activities include:

- Increased screening at the point of referral,

- Monthly review of Medicaid exclusion list,
- Annual site visits with monitoring tool to ensure compliance with rules and regulations,
- Review of semi-annual outcome reports from every provider,
- 100% desk auditing of session notes as compared to the ISFP and,
- Six month review of all ISFPs.

2013 Initiatives

The Department will continue to identify eligible children, to ensure that they receive the necessary individualized service in the most appropriate and cost effective way.

Early Intervention reforms were enacted in the 2012-2013 State budget, changing the administrative and fiscal roles of municipalities. In the spring of 2013, the Dutchess County Department of Health will no longer have the authority or responsibility to enter into contract with providers, except for transportation and respite providers. All payment and claiming functions will be managed by the State Fiscal Agent. Our staff will continue to be responsible for: accepting/managing referrals to the EIP (Child Find), designating Initial Service Coordinators (these are Public Health Nurses assigned to EIP), and reviewing evaluations, as well as eligibility determinations.

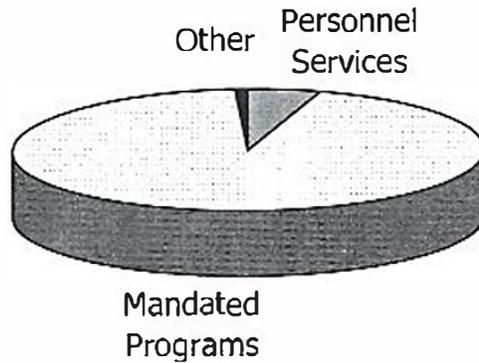
One of the initiatives this year will be to increase internal coordination of services between the Early Intervention & Pre-school programs with our Public Health Nursing Division, Early Childhood Developmental Surveillance Program. The Early Childhood Surveillance program provides screening and parental assistance to children less than three years old who are at risk for developmental delays, or who have been evaluated by the EI Program and found to be not eligible, but who continue to have risk factors which are of concern.

Early Intervention & Pre-School Special Education Fiscal Summary

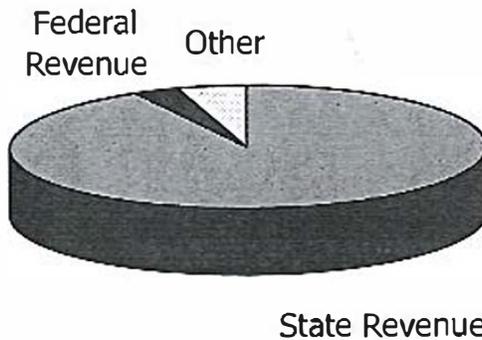
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 20,951,072	\$ 19,666,029	-6%
Revenues	\$ 12,066,086	\$ 10,590,051	-12%
County Cost	\$ 8,884,986	\$ 9,075,978	2%

2013 Tentative Appropriations



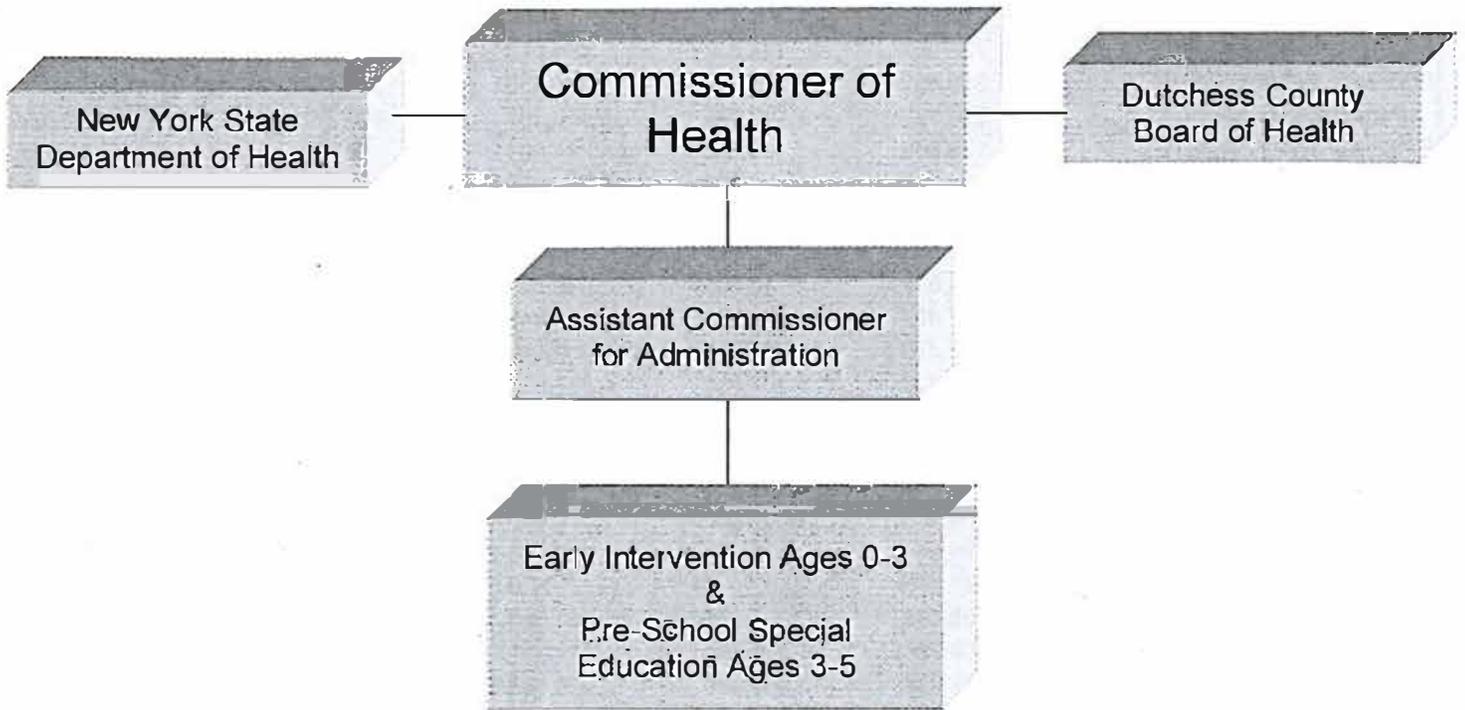
2013 Estimated Revenue



Early Intervention & Pre-School Special Education *Budget Summary*

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	738,507	774,027	774,027	680,635	(93,392)	-12.07%
Employee Benefits	252,630	329,730	346,130	318,637	(27,493)	-7.94%
Personal Services	991,137	1,103,757	1,120,157	999,272	(120,885)	-10.79%
Employee Travel, Train, & Educ	9,960	13,985	14,091	9,780	(4,311)	-30.59%
Communication	820	970	970	1,760	790	81.44%
Supplies	7,815	7,800	7,700	3,600	(4,100)	-53.25%
Interdepartmental Services	23,932	13,305	13,353	12,847	(506)	-3.79%
Interdepartmental Prog & Srv	23,932	13,305	13,353	12,847	(506)	-3.79%
Contracted Services	167,467	36,900	36,846	24,900	(11,946)	-32.42%
Mandated Programs	19,787,770	19,650,000	19,650,000	18,499,159	(1,150,841)	-5.86%
Operations	93,236	107,955	107,955	114,711	6,756	6.26%
Total	21,082,136	20,934,672	20,951,072	19,666,029	(1,285,043)	-6.13%
OTPS	20,090,999	19,830,915	19,830,915	18,666,757	(1,164,158)	-5.87%
Departmental Income	1,234,796	1,500,000	1,500,000	440,963	(1,059,037)	-70.60%
Sale of Property and Compensation	134,944	110,000	110,000	48,191	(61,809)	-56.19%
Misc. Local Sources	1,641,179	0	0	0	-	
State Aid	16,236,169	10,041,325	10,041,325	9,765,015	(276,310)	-2.75%
Federal Aid	(5,008,700)	414,761	414,761	335,882	(78,879)	-19.02%
Total	14,238,389	12,066,086	12,066,086	10,590,051	(1,476,035)	-12.23%
Net to County Cost	6,843,747	8,868,586	8,884,986	9,075,978	190,992	2.15%

Early Intervention & Pre-School Special Education Organizational Structure



<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Early Intervention & Pre-School Special Education Program:</i>		
Coordinator Special Needs	19	1
Grants Program Coordinator	15	1
Public Health Nurse	15	4
Principal Accounting Clerk	12	1
Senior Program Assistant	10	1
Accounting Clerk	9	2
Program Assistant	8	1
Case Manager Aide	7	1
Total:		12

District Attorney

Functions

The District Attorney prosecutes, or otherwise disposes of, all crimes committed in the County of Dutchess, including State institutions and correctional facilities for the People of the State of New York. These crimes include both felonies and misdemeanors.

The District Attorney is an independently-elected official. The District Attorney's Office, by law, is not a law enforcement agency, although two full-time criminal investigators are available as needed. The District Attorney and Assistant District Attorneys are the only attorneys allowed to be present when a criminal case is presented to the Grand Jury for its consideration.

Grand Jury

Before a crime can be prosecuted in the County Court of Dutchess County as a felony, the Grand Jury must review the facts of the case to determine if there is reasonable cause to believe the defendant has committed such crime.

The Grand Jury is composed of 23 people. A quorum of 16 is necessary to transact business and an affirmative vote of 12 is necessary in order to return an indictment.

The Grand Jury is staffed by two grand jury stenographers whose responsibility it is to take and transcribe all proceedings conducted before that body, as well as oversee the responsibility of running the grand jury on a day-to-day basis.

DWI

The general purpose of the special DWI prosecutors, of which there are three, is to devote their time to the prosecution of DWI cases, both misdemeanor and felony, arising in Dutchess County. For the past four years these prosecutors have handled the prosecution of approximately 1,500 cases per year.

Drug Task Force

The function of the Dutchess County Drug Task Force is to conduct drug investigations on a County-wide basis. The unit is comprised of manpower supplied by the Dutchess County Sheriff's Office, City of Poughkeepsie Police Department, the Town of Poughkeepsie Police Department and the City of Beacon.

The Task Force conducts their drug investigations as an autonomous unit but, when necessary, interacts with all other police departments in Dutchess County as well as the Drug Enforcement Administration, Federal Bureau of Investigation and other law enforcement agencies investigating drug activities which may affect Dutchess County.

The objective of the Drug Task Force, through the use of undercover surveillance, undercover agents, search warrants, wiretaps and other investigative resources is to help eliminate the sale and possession of illegal drugs in Dutchess County.

Domestic Violence

The District Attorney's Office oversees a Domestic Abuse Response Team (DART) in conjunction with Family Services and Grace Smith House as contracted and administered by the Department of Community & Family Services.

District Attorney

Mission Statement



The District Attorneys Office is committed to insuring that offenders are held accountable for their criminal conduct. The office is also committed to assuring that the voices of victims are heard and that their experiences with the criminal justice system are as safe and convenient as possible.

Goal:

To prosecute crimes by way of insuring that offenders are held accountable for their criminal conduct within permissible legal standards.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Prosecutions (excluding investigations)	8,533	8,686	9,120	434	5.0%
Special Prosecutions (STOP DWI)	1,474	1,292	1,357	65	5.0%
Domestic Violence Related Crimes	1,122	1,302	1,367	65	5.0%
County Court Felony Prosecutions	456	498	513	15	3.0%
Investigations	310	316	332	16	5.1%
Total Prosecutions	8,843	9,002	9,452	450	5.0%

KEY BUDGETARY ISSUES:

2012 Accomplishments & 2013 Initiatives

During 2012, and continuing into 2013, the Office of the District Attorney has enhanced the quality of prosecutorial services and at the same time addressed the underlying causes of crime by:

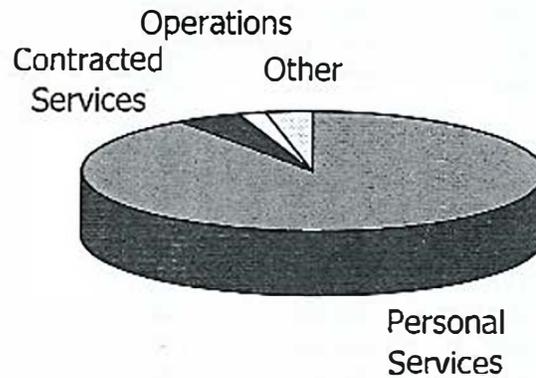
- Continuing, within the structure of the Special Victim's Bureau, to emphasize the prosecution of cases involving Domestic Violence, Child and Elder Abuse, as well as facilitating the necessary support for the victims of these crimes with human care services.
- Continuing a comprehensive Sex Offender Monitoring Program, together with Dutchess County law enforcement agencies.
- Continuing to aggressively prosecute drug dealers and those who commit violent crime. Special emphasis will, as a result of obtaining State grant monies, be placed on gang-related violent crime and chronic offenders who commit crimes with guns.
- Aggressively prosecuting DWI offenders while at the same time initiating programs with support agencies to aggressively address the problem of under-age drinking and the serious legal and health consequences associated with such conduct.
- Addressing the problem of recidivism by joining with judges, defense attorneys, alcohol and drug rehabilitative agencies and mental health experts to more efficiently deal with the unique challenges associated with those non-violent offenders who have drug addiction, alcohol dependency or mental health issues that led to their committing crimes.
- Oversee a \$250,000 DCJS grant via DART to better train first responders and judges as it relates to domestic violence situations and cases.

District Attorney Fiscal Summary

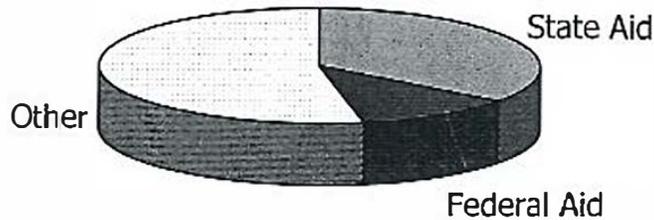
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 5,680,174	\$ 5,702,853	0%
Revenues	\$ 673,822	\$ 601,117	-11%
County Cost	\$ 5,006,352	\$ 5,101,736	2%

2013 Tentative Appropriations



2013 Estimated Revenue



District Attorney *Budget Summary*

Classification	2011 Expense	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	3,478,313	3,544,646	3,544,646	3,574,157	29,511	0.83%
Employee Benefits	1,327,919	1,486,419	1,486,419	1,574,827	88,408	5.95%
Personal Services	4,806,231	5,031,065	5,031,065	5,148,984	117,919	2.34%
Employee Travel, Train & Educ	86,534	70,400	84,989	69,650	(15,339)	-18.05%
Equipment (Non-Depreciable)	16,846	0	9,921	0	(9,921)	-100.00%
Equipment (Depreciable)	16,896	0	0	0	-	
Equipment	33,742	0	9,921	0	(9,921)	-100.00%
Supplies	36,930	44,761	54,864	39,218	(15,646)	-28.52%
Interdepartmental Services	103,242	101,823	101,823	86,562	(15,261)	-14.99%
Interdepartmental Prog & Srv	103,242	101,823	101,823	86,562	(15,261)	-14.99%
Contracted Services	221,348	253,600	298,529	258,600	(39,929)	-13.38%
Mandated Programs	4,600	0	1,100	0	(1,100)	-100.00%
Operations	106,600	96,904	97,883	99,839	1,956	2.00%
Total	5,399,227	5,598,553	5,680,174	5,702,853	22,679	0.40%
OTPS	592,996	567,488	649,109	553,869	(95,240)	-14.67%
Departmental Income	291,551	340,618	340,618	316,134	(24,484)	-7.19%
Fines and Forfeitures	56,662	0	0	0	-	
Sale of Property and Compensation	0	0	0	0	-	
Misc. Local Sources	8,015	4,000	7,373	4,000	(3,373)	-45.75%
State Aid	209,197	225,935	225,935	210,987	(14,948)	-6.62%
Federal Aid	83,468	69,996	99,896	69,996	(29,900)	-29.93%
Total	648,893	640,549	673,822	601,117	(72,705)	-10.79%
Net to County Cost	4,750,334	4,958,004	5,006,352	5,101,736	95,384	1.91%

District Attorney Organizational Structure

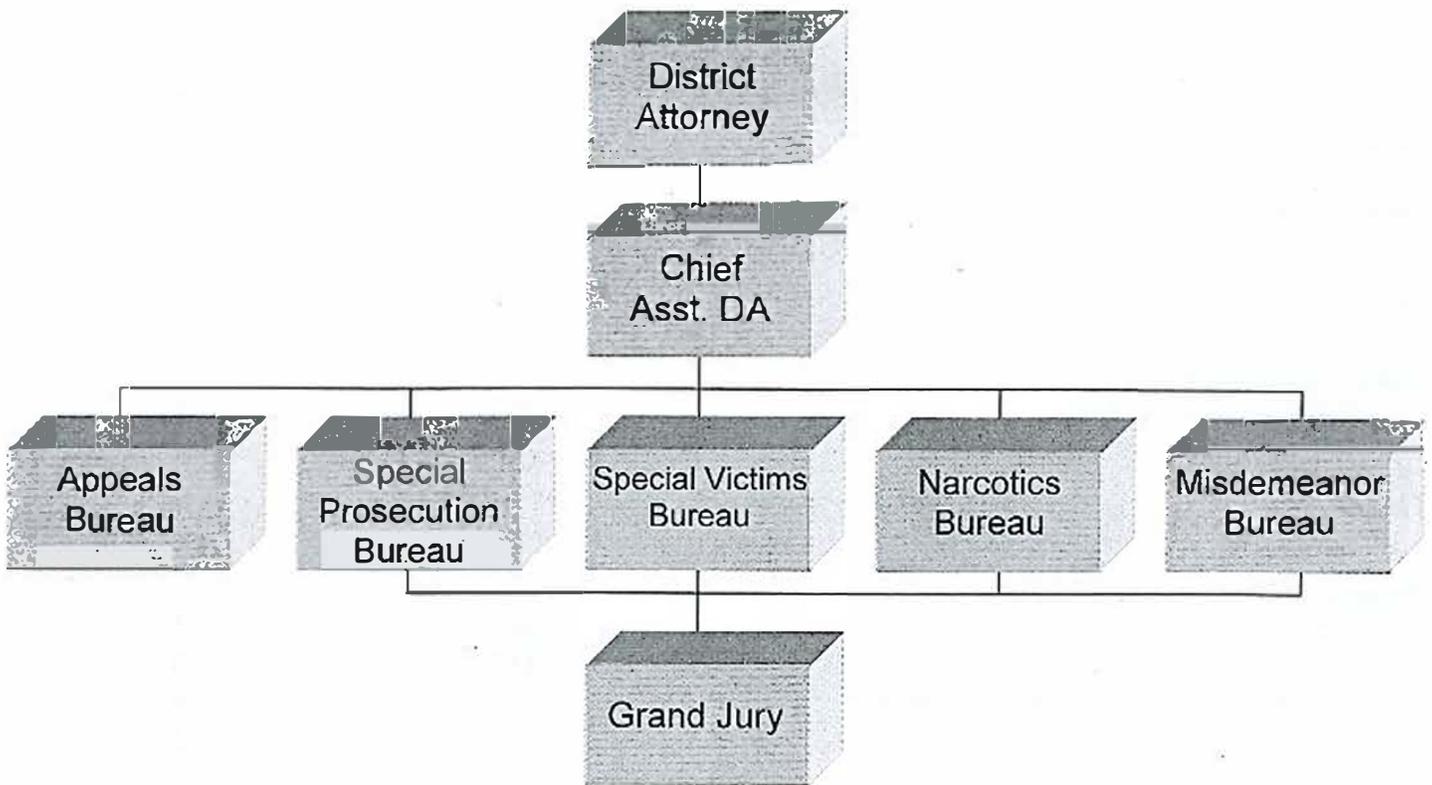


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>District Attorney:</i>		
District Attorney	E	1
District Attorney- Chief Assistant	MI	1
Bureau Chief	MH	4
Senior Assistant DA (Child Abuse)	MG	1
Senior Assistant DA	MG	11
Chief Investigator- DA	ME	1
Secretary to DA	MC	1
Law Enforcement Coordinator	17	1
Investigator (DA)	16	1
Principle Accounting Clerk	12	1
Legal Secretary	11	5
Program Assistant	8	2
Receptionist	6	1
Total:		31

Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>DA STOP DWI:</i>		
Senior Assistant DA	MG	3
Legal Secretary	11	<u>1</u>
Total:		4
<i>District Attorney- Grand Jury:</i>		
Grand Jury Reporter	16	<u>2</u>
Total:		2
<i>Drug Task Force:</i>		
Senior Assistant DA	MG	1
Legal Secretary	11	<u>1</u>
Total:		2
<i>Domestic Violence Project:</i>		
Bureau Chief	MH	1
Senior Assistant DA	MG	3
Domestic Violence Outreach Worker	12	2
Legal Secretary	11	<u>1</u>
Total:		7
Department Total:		46

Emergency Response

Functions

The Department of Emergency Response is made up of five divisions.

- Administration
- Dispatch / Communication Systems
- Fire Coordination and Mutual Aid Operations
- Emergency Management
- Emergency Medical Services

The Administration oversees the day to day financial, inventory and human resources operations of the Department.

The Dispatch / Communication Systems division administers and manages the County-wide Enhanced 9-1-1 System. Our 9-1-1 Dispatch Center provides emergency dispatch to 37 Fire Districts, five Ambulance Services, and 13 Police Agencies within Dutchess County. This enhanced 9-1-1 system is an integrated system utilizing the latest telecommunication technology. Police agencies are dispatched using the "Closest Car Concept". The "Closest Car Concept" allows the law enforcement officer closest to the emergency to respond. The county-wide 9-1-1 system allows for all the emergency service agencies to communicate with each other in emergency situations. With a central dispatch operation, resources can be deployed more quickly allowing for a coordinated response.

Our 9-1-1 Dispatchers are all trained to provide "Emergency Medical Dispatch" (EMD) service. The EMD service allows the caller to be given instructions over the telephone by a dispatcher to aid the victim until medical help arrives.

The Communications Systems oversees the radio/microwave communications network serving Dutchess County. The system is maintained and upgraded to insure the safety of personnel in the field, and provide swift and accurate exchange of information most vital during emergency incidents through our 9-1-1 Communications Center. This communications system provides necessary contact between all County Fire Departments, Rescue Squads, Police Agencies, area hospital emergency departments and neighboring county 9-1-1 Dispatch Centers.

A critical part of the Enhanced 9-1-1 System is the Address Database Management System. This data must be frequently updated to ensure that individual addresses, streets and mapping is accurate for Dispatchers to direct emergency apparatus and police as efficiently as possible. Coordinated efforts must be maintained with the U.S. Postal Service, Telephone Companies, County's Real Property Tax Services, Computer Assisted Dispatch System (CADS) Geo files and local municipality's assessors.

The Fire Coordinator serves as the Regional Fire Administrator for the State of New York. He is responsible for overseeing the operation of the Dutchess County Fire Mutual Aid Plan, as well as the County's participation in the New York State Fire Mutual Aid Plan. The County's volunteer staff of Deputy Fire Coordinators assist the Fire Coordinator with field tasks as well as assist the local Fire

Chiefs at major fires and emergencies. The Fire Coordinator also oversees the County Fire Training Center which provides training opportunities to the approximately 1,400 volunteer fire, 290 EMS, and 200 law enforcement personnel in Dutchess County. The Fire Training Facility is operated by the County offering a variety of fire, rescue, EMS and police courses and simulation exercises. This facility must be maintained in a safe operational condition at all times. New York State Instructors, Dutchess County Fire Instructors and Fire Department instructors offer over 40 different NYS fire training courses, plus seminars and special training opportunities.

The primary function of the Emergency Management Office is to develop and maintain a comprehensive emergency management capability in cooperation with other governmental agencies and the private sector. The Emergency Manager also provides assistance to local municipalities on prevention and mitigation of natural and man-made disasters. The Emergency Management Office is responsible for reviewing the local Emergency Management Plans including those of schools and nursing homes and maintains an Emergency Operations Center (EOC) in a state of readiness. The EOC serves as the central location for representatives of all emergency service agencies, county departments and support groups (i.e. Central Hudson, Verizon, etc.) to meet and coordinate responses to an emergency situation. The Department of Emergency Response is designated as the coordination point for the Dutchess County Local Emergency Planning Committee (LEPC). This requires the collection and maintenance of all LEPC SARA Title III records and files for distribution to requesting agencies and the public. The activities and demands of the Chemical Emergency Response System within Dutchess County, requires this office to fulfill its coordinating responsibilities in response to the Dutchess County Chemical Emergency Master Plan.

The EMS Coordinator serves the needs of EMS agencies and the Dutchess County Health Department. This full-time position is a shared position between the Department of Emergency Response and the Department of Health. The EMS Coordinator serves as the liaison between the County's Departments of Emergency Response and Health and the local career and volunteer rescue squads, the commercial EMS providers and Hospital Emergency Rooms. Recruitment and Retention of Volunteer EMS is a focus as well as ensuring the Health Department's Bio-Terrorism Plan is compatible with the Comprehensive Emergency Management Plan, which is an "all hazards plan". The Health Department maintains a level of training to ensure a rapid response if the plan is activated. The Volunteer Medical Reserve Corps with its Medical Reserve Corps Coordinator will be supervised by this position to ensure additional resources if needed at local disasters.

The duties and functions of the Department of Emergency Response fall under four state offices. Three of these under the Department of Homeland Security and Emergency Services (DHSES), these are the New York State Office of Emergency Management(NYSOEM) and the New York State Office of Fire Prevention and Control (OFPC), and the Office of Interoperability and Emergency Communications (OIEC). The fourth is the Bureau of Emergency Medical Services (BEMS) through the New York State Department of Health.

Through NYSOEM the department receives federal funds for our programs from the Federal Emergency Management Agency (FEMA). This program follows the federal model, which is adopted nationwide and is the Integrated Emergency Management System (IEMS) which is FEMA's implementation of the Comprehensive Emergency Management concept. The capabilities are contained in several functional elements that are common to emergencies across the full spectrum, while at the same time reorganizing elements unique to specific types of emergencies. The New York State OFPC provides consultation and direct service such as training, HazMat assistance, and field support at large incidents. This component provides a greater resource to assist local communities. The BEMS provides training, regulatory assistance, and compliance for EMS agencies. The OIEC provides grant funding and sets regulatory standards for the 911 Communications Center.

This department provides the coordination of activity among various Fire and EMS resources in the County. The Coordinator, Assistant Coordinators, and Deputy Coordinators assist incident commanders and municipal leaders at significant emergencies and assist them in responding to and recovering from significant disasters. The department provides a Fire Police Response Team, a Fire Prevention Task Force, a Hazardous Materials Response Team, a Fire Investigation Team, a Critical Incident Response Team, and the MRC is coordinated through the department. Deputy Coordinators are assigned to lead our HazMat and Fire Investigation Team. All of the Deputy Coordinators are volunteer staff who are provided with additional training, protective equipment and communication tools. Additional insurance and approved expense reimbursement is also provided to Deputy Coordinators and special team members. Volunteer resources are being strained due to lower numbers and increasing demands from the public. This causes a greater demand of the services provided via our department.

Emergency Response



Mission Statement

To assist the Emergency First Responders of Dutchess County and local municipalities to prepare and respond to natural and man-made emergencies in their communities.

Goal: To provide a Training Center/ instruction for all first responders.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Incidents	8,500	8,700	9,200	500	5.7%

Goal: To efficiently and effectively answer E-911 calls and dispatch the appropriate personnel.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Total Incidents Dispatched	127,602	140,362	154,398	14,036	10.0%

Goal: Have specialized teams ready and able to respond to emergency incidents and / or events.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Haz Mat calls	12	14	14	-	0.0%
Critical Incident Responses	15	17	18	1	5.9%
Fire Investigations	16	32	35	3	9.4%
Medical Reserve Corp. recruits	354	425	488	53	12.5%
Fire Police Responses	5	7	8	1	14.3%

Goal: Provide Outreach Training Sessions to the public.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
County Fire Courses (# of students)	4,500	5,000	5,500	500	10.0%

KEY BUDGETARY ISSUES:

The 2013 budget continues to include funding to allow the Department to meet our "Core Missions". Among these are:

- Enhanced 9-1-1 Emergency Communication System
- Fire and EMS Coordination and Mutual Aid Operations
- Emergency Operations Center
- Equipped and functioning Training Facility for the County's various Emergency Responders

The yearly Accomplishments and Initiatives revolved around the above Missions, as well as providing the Emergency Responders with additional assistance and support through our:

- Critical Incident Response Team
- Fire Police Response Team
- Hazardous Materials Response Team

The following is a review of the Department's 2012 Accomplishments and a forecast of our planned 2013 Initiatives.

2012 Accomplishments

- The Medical Reserve Corps will celebrate its 10th Anniversary this year. Being one of the first in the country, it continues to thrive. This team of competent, credentialed, and capable volunteers has and continues to be an asset to Dutchess County
- The Dutchess County Critical Incident Response Team (CIRT) celebrated its 10th Anniversary as well this year. This all volunteer team has proven its worth year after year. Responding to the needs of our responders when facing crisis. They have become a trusted and valued resource.
- Selection and hiring of a new Assistant Emergency Response Coordinator for Fire Coordination. The filling of this position has already shown benefits for the department and the Fire Departments in Dutchess County.
- Continuation of the Fire Training Centers "Burn Building" refurbishment and Training Center maintenance program. Based on a continued increase in usage again this year, this important program is vital to the Fire Service in Dutchess County.
- Construction and installation of two new "Bail Out Simulators". These training props allow firefighters and instructors to safely practice bailing out a structure that is an immediate threat to life in a low stress, low risk environment. Construction was completed via BOCES and removed labor costs from this important project.
- Training Center- this department will continue to maintain and enhance the resources available in the training center for use by all first responders in Dutchess County. 2012 will see the creation of a car fire simulator and a low level bailout simulator.
- Staff continued to secure two-way radio equipment for our mandated Narrowband update utilizing Homeland Security funding.
- Collaborated with the Dutchess County Sheriff's Office (DCSO) to design and develop a new Simulcast Radio System for the DCSO. The system is being funded via Department of Homeland Security funding between the departments. This new system utilizes existing DER infrastructure and will dramatically improve radio communication for the DCSO. Additionally the County will own the assets providing a long term cost savings.
- Partnering with the Office of Computer Information Services the staff developed a new Incident Management Communication tool and installed in the Emergency Operations Center (EOC). This software greatly improves functionality in the EOC. Additionally, this application can be accessed remotely via the County's VPN and ends dependence on vendor driven software. The initial and ongoing savings are significant.
- Partnering with the Medical Examiner's Office and the Regional Catastrophic Planning group the department hosted the nation's largest Mass Fatality Exercise this year. This week long exercise was widely regarded. Participants represented over 70 agencies from 13 states and three countries. Additionally, Dutchess County and its government are better prepared in times of disaster.

- Emergency Response was selected by Columbia University Mailman School of Public Health and FEMA to participate in a "Table-top exercise" (TTX) in conjunction with a local elementary school regarding a simulated natural disaster. This TTX was designed to test and evaluate a school's emergency planning efforts and how it would integrate into the County's response. Once complete, the review will be utilized as a template for schools and local governments across the country. The County's commitment and reputation in preparedness and response is why this department was selected.

2013 Initiatives

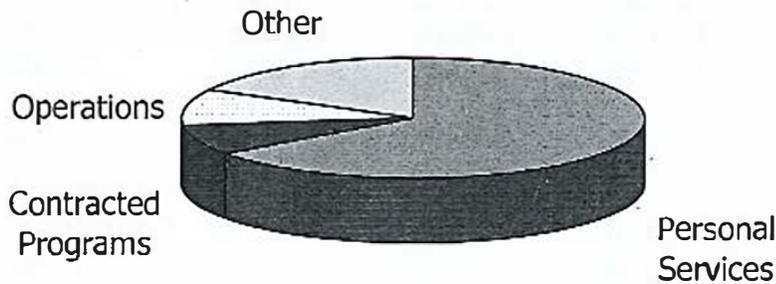
- Develop a significant improvement in the County's "depth" of trained individuals to operate in the EOC. Homeland Security funding has been secured to provide additional training and exercise in the EOC. The training of additional County employees will improve the ability to respond and maintain a high level of functionality for multiple operational periods.
- Partnering with other County agencies will further develop the County's Public Safety Dispatcher training. Programs that were traditionally obtained through vendors at large costs can be developed and shared with in-house resources.
- Coordinate a large full-scale exercise for traditional first responders. This program will provide education in new techniques in response, management and rescue. Once educated, first responders will have these new skills put to the test via the exercise.
- Collaboration with other County departments that share core missions. Department of Health, Dutchess County Sheriff's Office share resources and public safety mission. In 2013, these departments will collaborate to jointly deliver community preparedness and resiliency.
- Begin planning and education associated with the County's Alternate Care Site Plan. Emergency Response has secured funding to provide this education and a full scale ACS exercise in 2014.

Emergency Response Fiscal Summary

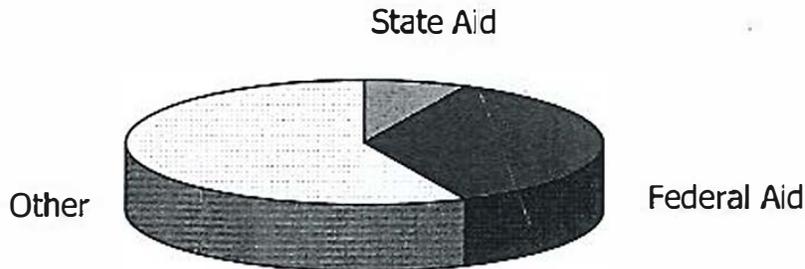
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 6,457,677	\$ 6,175,172	-4%
Revenues	\$ 2,488,246	\$ 2,182,282	-12%
County Cost	\$ 3,969,431	\$ 3,992,890	1%

2013 Tentative Appropriations



2013 Estimated Revenue



Emergency Response

Budget Summary

Classification	2011 Expense	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	2,872,359	3,115,266	3,115,266	3,012,090	(103,176)	-3.31%
Employee Benefits	1,105,193	1,219,732	1,219,929	1,419,032	199,103	16.32%
Personal Services	3,977,551	4,334,998	4,335,195	4,431,122	95,927	2.21%
Employee Travel, Train & Educ	13,646	25,847	25,758	24,277	(1,481)	-5.75%
Equipment (Non-Depreciable)	78,998	25,516	49,219	145,800	96,581	196.23%
Equipment (Depreciable)	88,588	0	285,883	65,050	(220,833)	-77.25%
Equipment	167,587	25,516	335,102	210,850	(124,252)	-37.08%
Communication	118,219	116,909	116,909	118,013	1,104	0.94%
Supplies	118,385	54,475	109,141	79,011	(30,130)	-27.61%
Utilities	55,707	57,994	57,994	59,575	1,581	2.73%
Interdepartmental Services	39,968	31,417	31,417	37,388	5,971	19.01%
Interdepartmental Prog & Srv	39,968	31,417	31,417	37,388	5,971	19.01%
Contracted Services	127,975	1,125,389	767,026	560,479	(206,547)	-26.93%
Operations	514,040	677,935	679,135	654,457	(24,678)	-3.63%
Total	5,133,079	6,450,480	6,457,677	6,175,172	(282,505)	-4.37%
OTPS	1,155,528	2,115,482	2,122,482	1,744,050	(378,432)	-17.83%
Non Property Tax Items	1,242,861	1,240,000	1,240,000	1,242,000	2,000	0.16%
Departmental Income	0	0	2,000	0	(2,000)	-100.00%
Intergovernmental Charges	0	0	0	0	-	
Sale of Property and Compensator	42	12	12	150	138	1150.00%
Misc. Local Sources	12,328	50	50	1,500	1,450	2900.00%
State Aid	227,209	143,081	143,081	152,000	8,919	6.23%
Federal Aid	697,808	1,098,103	1,103,103	786,632	(316,471)	-28.69%
Total	2,180,247	2,481,246	2,488,246	2,182,282	(305,964)	-12.30%
Net County Cost	2,952,832	3,969,234	3,969,431	3,992,890	23,459	0.59%

Emergency Response Organizational Structure

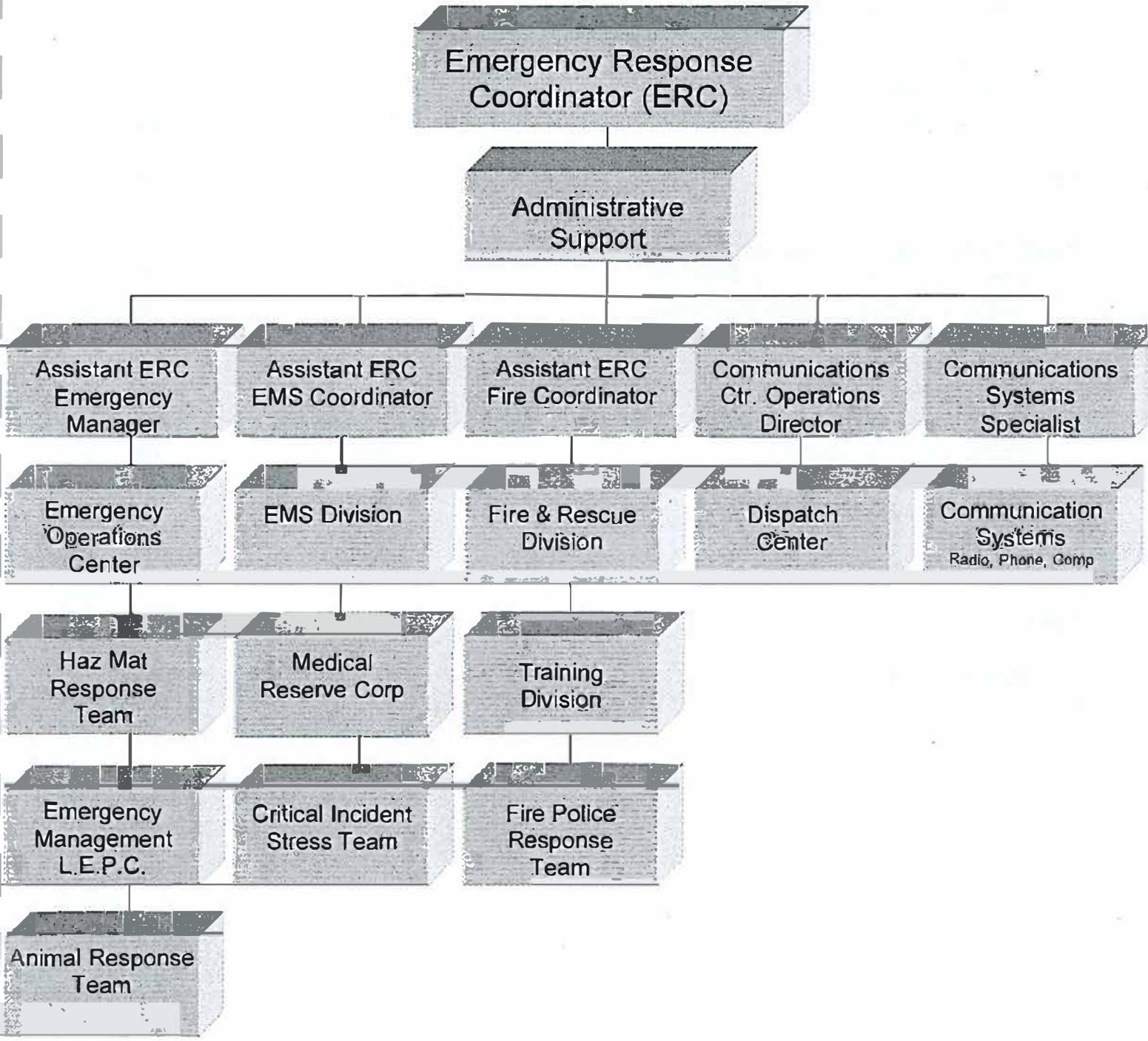


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Emergency Response:</i>		
Emergency Response Coordinator	MG	1
Assistant Coordinator Emergency Management	17	1
Assistant Coordinator Fire Coordinator	17	1
Building Maintenance Mechanic III	13	1
Fire Instructor (PT)	13	<u>1.35</u>
Total:		5.35
<i>Public Safety Communications System:</i>		
Confidential Administrative Assistant	CI	1
Communications Systems Specialist	17	1
Dispatch Center Operations Director	17	1
Senior Public Safety Dispatcher	15	5
Public Safety Dispatcher II	14	4
Public Safety Dispatcher- Hourly	13-8	2.97
Public Safety Dispatcher I	13	25
GIS Technician	12	1
Public Safety Dispatcher (TR)	12	3
Senior Program Assistant	10	1
Program Assistant	8	1
Total:		45.97
Department Total:		51.32

Department of Probation & Community Corrections

Functions

The major goals of this department include the protection of persons and property by the application of cost effective community based correctional interventions and assisting victims of crime. A variety of interventions are utilized to prevent recidivism by juvenile delinquents and adult offenders and to alleviate family dysfunction.

Preliminary Procedures for the Family Court- This function, usually called "intake", is a process in which Probation staff work with individuals and families whose problems may come under the jurisdiction of the Family Court. This function ranges from answering questions to the complex assessment and adjustment procedures outlined in Dutchess County's PINS Plan. The process is comprised of four basic steps (sift, screen, refer, adjust) and involves working closely with a wide variety of community resources. Both PINS (Persons in Need of Supervision) and juvenile delinquency cases are screened and adjusted in this process. Cases deemed unsuitable or ineligible for diversion services may be forwarded to Family Court. These cases may be returned to Probation for "formal" supervision. A juvenile pretrial release program was created in 2009 to provide the Family Court with alternatives to detention/placement.

Investigation – The investigation function responds to the need, usually mandated by law, for information by all criminal courts, the Family Court and Supreme Court in Dutchess County, and any other court outside Dutchess County when the defendant or one of the litigants resides herein. Staff interview the defendant or respondents, verify the data received, check sources for additional data, contact and assist victims, frequently visit the home of the offender or litigants and submit a written report to the Court with an evaluation and a recommendation for judicial action. Enhanced investigations on sex offenders are a mandate.

Pretrial Release (Release on Recognizance/Supervision). – This is a twofold function-investigation and monitoring of unsentenced adult offenders and is available to all remanding courts in the county. Six days per week, all new unsentenced inmates are interviewed in the field prior to arraignment or at the Dutchess County Jail. Using a validated risk assessment tool, the Probation Officer recommends to the Judge whether or not the defendant should be released on a pretrial supervision program. If released into a pretrial program by the Court, probation officers monitor the defendant until disposition of the case.

Supervision – This is the most widely known function of the department. Its activities include using "best practice" intervention strategies to target criminal thinking and behavior so as to prevent further unlawful behavior. Probation Officers must facilitate compliance with court orders. Program objectives include preparing the probationer, and family, for independent, law abiding living through the identification, utilization and creation of community resources to fulfill probationers' program (criminogenic) needs; providing restitution to victims and community service are also high priority activities. In all areas, Probation Officers rely on chemical and breath testing for illegal substances and alcohol. Special interventions are designed and used to maximize effectiveness with certain offender populations, i.e. Electronic Monitoring Program, DWI program, the Domestic Violence Program, the Intensive Treatment Alternative Program, the Sex Offender Program, and the Juvenile Electronic Monitoring Program.

The department puts a high priority on jail population management. A range of alternatives and interventions have been developed to address the issue of jail overcrowding. Using a graduated alternatives model, the department applies cost effective interventions designed to meet both offenders' needs and promote community safety.

- *The Community Residence, a 38 bed facility, is a highly structured alternative to incarceration for individuals attending the Intensive Treatment Alternative Program (ITAP) or awaiting a bed in an inpatient treatment program.*
- *The Day Reporting Center, known as Community Transition Center (CTC), provides educational, vocational, and life skills programs.*
- *Electronic Monitoring allows individuals to remain in the community under intensive supervision.*

The department is also focused on placement prevention for juveniles as reflected in mandatory PINS Diversion, J-RISC, and Functional Family Therapy. The Department is assisted in its work by student interns.

In addition to "Probation" work, the department provides research and support to the Criminal Justice Council. Department staff often participates in research and collaborative planning and implementation grants.

The department provides pretrial screening and supervision to the Beacon Drug Court, the Integrated Domestic Violence Court and the felony Drug/Diversion Court. Probation is also a member of the Family Court Drug Treatment Team, which focuses on parents with substance abuse problems. In 2002, the department began a major initiative to obtain risk/assessment tools for all functions. This enables staff to assess for risk, needs, and protective factors and to ensure progress towards goals. It also provides outcome data for both case management and research purposes. All functions now use actuarial tools for assessment and case management.

The above services and programs are all expressions of the department's four main functions: Family Court Intake, Pretrial, Investigation, and Supervision.

Probation & Community Corrections



Mission Statement

The Mission of the Dutchess County Department of Probation and Community Corrections is to protect the community through intervention in the lives of those under supervision by facilitating compliance with court orders and serving as a catalyst for positive change. We operate in collaboration with our criminal justice partners and the community. We provide services to courts, help strengthen families and give victims a voice in the justice system. We provide leadership and services in a cost effective community based setting.

Goal: Assess risks and needs using actuarial assessments. Apply effective supervision practices to reduce unnecessary detention and placement and promote public safety by reducing recidivism and promoting positive outcomes. *Indicator:* 75% of cases will close successfully and not result in placement. *Outcome:* 96% of mandated preventive cases did not require placement. *Strategy:* Continue evidence based practices.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Family Court Diversion/ Supervision cases received	759	775	775	-	0.0%

Goal: Provide a timely and accurate legal and social report to courts in Dutchess County. *Indicator:* All investigations will contain mandated information and risk assessment. *Outcome:* All cases met standards. *Strategy:* Monitor through quality assurance.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Investigations received (Juvenile and Adult)	1,714	1,800	1,800	-	0.0%

Goal: Provide pretrial release investigations and recommendations to courts and supervise individuals released to pretrial programs for compliance with court orders. *Indicator:* 75% of cases will close successfully. *Outcome:* 76% of cases were successfully closed. *Strategy:* Continue evidence based pretrial practices.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Pretrial Investigations Completed	2,512	2,520	2,520	-	0.0%
Pretrial Cases Received	936	1,100	1,100	-	0.0%

Goal: Supervise adults sentenced to probation according to criminogenic risks and needs in order to promote public safety and reduce recidivism. *Indicator:* 80% of cases will not be re-arrested for a felony within 1 year of completing probation. ¹ *Outcome:* 91% of probationers were not arrested for a felony within 1 year. *Strategy:* Continue to apply evidence based practices. ¹-Based on 2010 data.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Probation Supervision Cases Received (Adult)	1,165	1,200	1,200	-	0.0%

Probation & Community Corrections

Goal:	Collect the maximum amount of restitution possible as ordered by the courts in order to make victims whole. Note: Collections depend on court ordered amount.				
Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Restitution Collected	\$496,010	\$300,000	\$300,000	-	0.0%
Fees Collected	\$183,420	\$125,000	\$125,000	-	0.0%

KEY BUDGETARY ISSUES:

In 2012, one of the major budgetary issues facing the department was the impact of "Leandra's Law" which increased penalties for driving while intoxicated with a child in the vehicle and required installation of an ignition interlock device in the vehicle of anyone convicted of misdemeanor or felony DWI. As DWI cases comprise approximately 30% of the supervision cases, the additional time needed per case has had, and will continue to have, a major impact. This mandate not only increased DWI caseloads, but requires more time from probation staff because of the added functions, responsibilities and reporting requirements.

The department will begin implementation of the new state supervision rules in late 2012. These rules are grounded in evidence-based practices and will strengthen probation officers' ability to supervise probationers according to risk and need. However, they will require more community contacts (home, employment, school) for higher risk cases. The department will need to comply with these new rules which have the force and effect of law.

There has been increased attention and concern regarding domestic violence and sex offender cases. These cases require intensive supervision, enhanced communication with victims and other agencies, plus additional training in order to remain current with best practices. Victim and community safety are the highest priority.

Juvenile detention reform and other juvenile justice issues will continue to be a focus in 2013. Although the proposed State legislation that would have created specialized courts for 16 and 17 year olds did not pass this year, the issue will most likely be addressed again in 2013. If the legislation passes as proposed, there will be a major impact on probation and other agencies in the County.

2012 Accomplishments

- Curfew monitoring continued to be offered during part of the year as an alternative to detention for at-risk youth. The project is supported by a State grant.
- The J-RISC program, which incorporates a nationally recognized blue print program, Functional Family Therapy, entered its fifth year. This is a grant funded project used to prevent unnecessary detention and placement.
- Working with the State Risk Assessment Instrument (RAI) Implementation Workgroup, the staff will pilot an instrument to assist in making detention decisions for juveniles involved in Family Court.

- Administered state anti-gang funding in joint community based/county project that will assist youth through supportive programming and the Gang Resistance Education and Training (G.R.E.A.T) project.
- Collaborated with the Council of State Governments' Justice Center in *Public Safety Through Effective Probation and Alternatives to Incarceration* project. The goal of the project was to make policy recommendations that will enhance public safety.
- Supported the CJC in its development of a criminal justice needs assessment that was delivered to the County Executive, Legislature and public.

2013 Initiatives

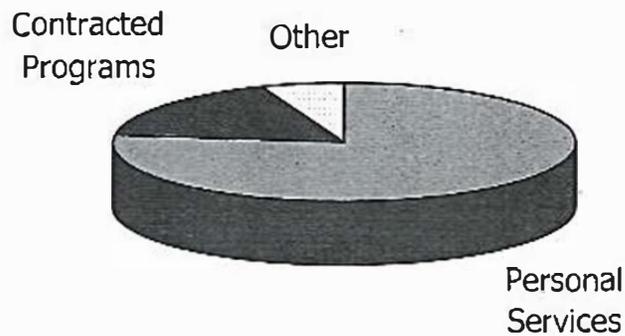
- Continuation of the initiatives outlined above.
- Continue to explore ways to implement evidence-based practices through collaborative work with the Criminal Justice Council.
- Continue to work with the NYS Office of Probation and Correctional Alternatives to identify and access data needed for planning, research and operational purposes.

Probation & Community Corrections Fiscal Summary

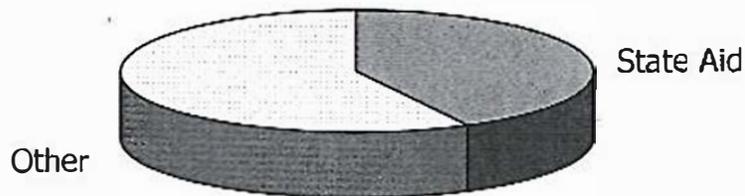
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 13,945,405	\$ 13,709,766	-2%
Revenues	\$ 3,945,132	\$ 3,891,413	-1%
County Cost	\$ 10,000,273	\$ 9,818,353	-2%

2013 Tentative Appropriations



2013 Estimated Revenue



Probation & Community Corrections

Budget Summary

Classification	2011 Expense	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	7,376,877	7,464,646	7,484,442	7,149,696	(334,746)	-4.47%
Employee Benefits	3,063,514	3,298,335	3,298,335	3,430,714	132,379	4.01%
Personal Services	10,440,391	10,762,981	10,782,777	10,580,410	(202,367)	-1.88%
Employee Travel, Train & Educ	26,513	37,620	37,620	32,320	(5,300)	-14.09%
Equipment (Non-Depreciable)	1,014	0	0	0	-	
Equipment	1,014	0	0	0	-	
Communication	15,931	16,784	16,784	16,064	(720)	-4.29%
Supplies	33,636	41,298	41,923	42,315	392	0.94%
Interdepartmental Programs	117,774	117,774	117,774	117,774	-	0.00%
Interdepartmental Services	462,146	473,236	473,236	454,648	(18,588)	-3.93%
Interdepartmental Prog & Srv	579,920	591,010	591,010	572,422	(18,588)	-3.15%
Contracted Services	2,262,348	2,318,211	2,345,357	2,331,335	(14,022)	-0.60%
Operations	128,677	128,834	129,934	134,900	4,966	3.82%
Total	13,488,429	13,896,738	13,945,405	13,709,766	(235,639)	-1.69%
OTPS	3,048,038	3,133,757	3,162,628	3,129,356	(33,272)	-1.05%
Departmental Income	2,324,130	2,255,739	2,304,406	2,246,800	(57,606)	-2.50%
Sale of Property & Compensation	4,492	0	0	0	-	
Misc. Local Sources	35,507	0	0	0	-	
State Aid	1,643,904	1,640,726	1,640,726	1,644,613	3,887	0.24%
Federal Aid	0	0	0	0	-	
Total	4,008,033	3,896,465	3,945,132	3,891,413	(53,719)	-1.36%
Net to County Cost	9,480,396	10,000,273	10,000,273	9,818,353	(181,920)	-1.82%

Probation & Community Corrections Organizational Structure

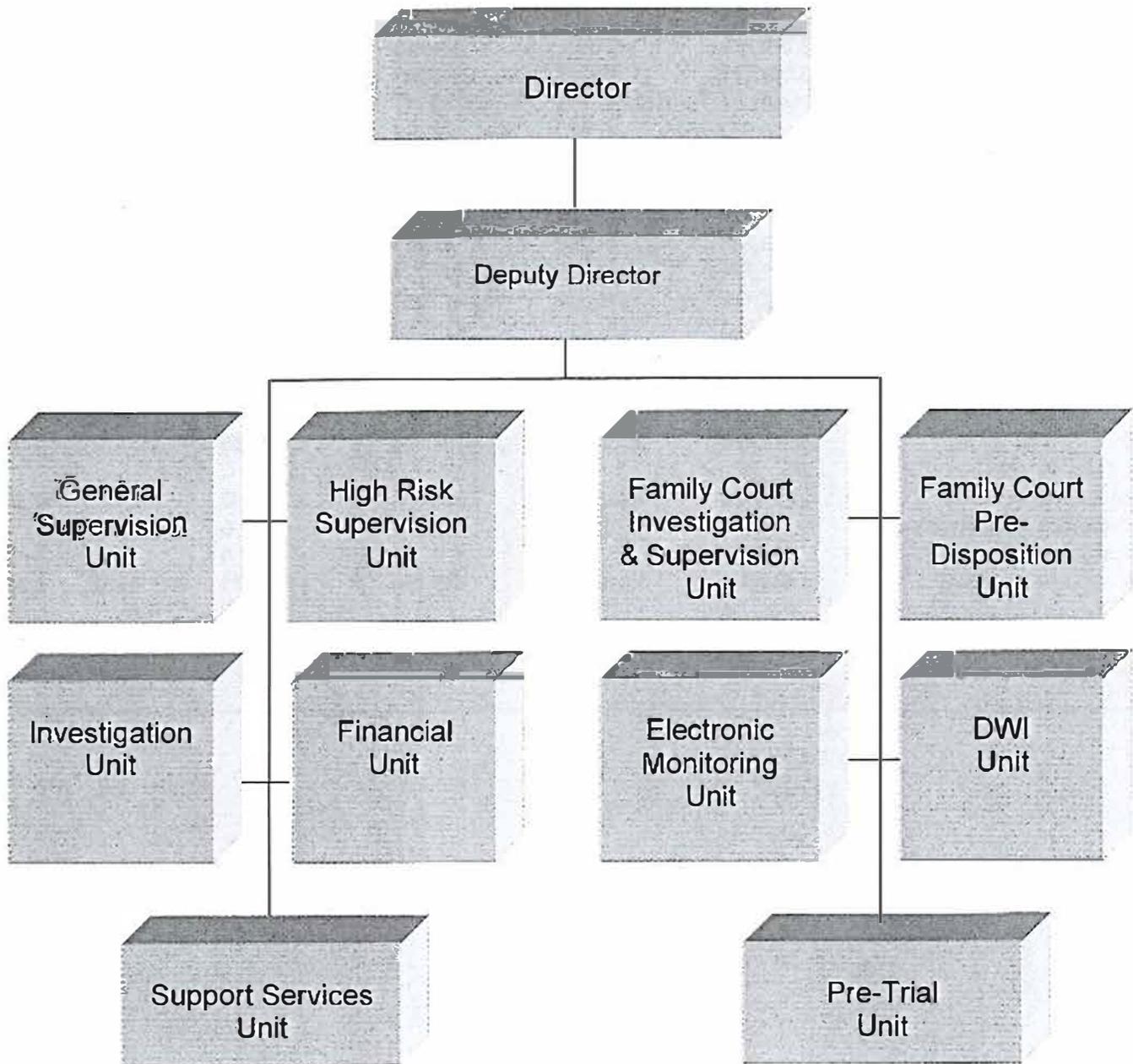


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Probation & Community Corrections:</i>		
Director Probation & Community Correction	MI	1
Deputy Director Probation & Comm Corr	MG	1
Confidential Administrative Assistant	CI	1
Probation Unit Administrator	18	8
Probation Officer II- ATI	16	2
Probation Officer II	16	12
Probation Officer II- PINS	16	1
Probation Officer I	15	52
Probation Officer I (DWI)	15	1
Probation Officer I (Sp Spk)	15	3
Probation Officer I (55)	15	2
Probation Officer I- PINS	15	1
Business Manager	14	1
Support Services Assistant	12	1
Probation Intake Worker	11	2
Senior Program Assistant	10	1
Program Assistant - EA	10	1
Accounting Clerk	9	2
Program Assistant	8	4
Senior Office Assistant	8	1
Case Manager Aide	7	5
Office Assistant	6	4
Receptionist	6	<u>3</u>
Total:		110

Public Defender

Functions

The Public Defender represents persons accused of a crime or any offense by which the person may be subject to a jail sentence and the said person cannot afford to retain private legal counsel. The United States Constitution and the New York State Constitution as well as New York State Law mandate the right to legal counsel in criminal proceedings. The right to counsel has also been extended to ancillary proceedings such as extradition proceedings, probation violation proceedings, sex offender classification proceedings as well as other types of proceedings. The duties of the Dutchess County Public Defender are directed and authorized by County Law.

The Public Defender's Office is charged with competently representing those who qualify for its services at every stage of the legal proceedings. Bail reductions are frequently sought and when granted the cost of housing an incarcerated person is reduced.

For the first time in 2012, the Public Defender's Office has every expectation of providing legal representation to adults in Family Court. The office will expect to handle, among other matters, family offense, neglect, abuse, custody and some child support matters.

The Public Defender's Office also handles appeals to the Appellate Term of the Supreme Court, the Appellate Division, and to the New York State Court of Appeals, the highest court in the State.

The Dutchess County Public Defender's Office services all the town and village justice courts, city courts and county courts in Dutchess County. In cases where conflicts occur the courts have a duty to assign private counsel or a conflict defender.

Public Defender



Mission Statement

The Dutchess County Public Defender's Office provides legal representation to indigent criminal defendants.

Goal: Provide quality legal representation.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Acquired Caseload	7,510	7,984	8,000	16	0.2%
Dispositions	7,068	7,026	8,000	974	13.9%
Hearings	55	70	70	-	0.0%
Trials	40	48	50	2	4.2%
Rejected / Non-Indigent Applications	50	60	75	15	25.0%

Goal: Dutchess County will come into compliance with 18-B of the County Law in order to qualify for additional reimbursement from New York State.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Conflict Cases/Assigned Counsel	602	574	575	1	0.2%
Average cost per Public Defender case	\$449	\$421	\$450	29	6.9%
Average cost per Assigned Counsel case	\$991	\$1,000	\$1,000	-	0.0%

Goal: Increase client involvement in A.T.I. Programs

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Judicial Diversion	37	35	50	15	42.9%
Drug Court	20	20	20	-	0.0%

KEY BUDGETARY ISSUES:

New York State's funding for indigent legal representation continues to evolve, with additional funds becoming available through a grant application process rather than a reimbursement formula. Dutchess County has responded to this change by adjusting its method of providing legal representation to indigent adults in Family Court. Assuming the initial effort in Family Court proves successful, the Public Defender's Office plans to apply for additional grants, and add additional staff to its Family Court unit in 2013.

The Public Defender's Office continues to experience a sharp increase in demand for its services. In 2011 there was a 13% increase in cases. The office is projecting a 6% increase in criminal cases in 2012. The staff continue to handle this increase with one less attorney than in 2010.

2012 Accomplishments

The Public Defender's Office competently and professionally expects to represent over 7,984 people.

2013 Initiatives

Come into compliance with Article 18-B of the County Law and any other standards promulgated by the new Office of Indigent Legal Service.

Create a conflict defender shared service program with Ulster County.

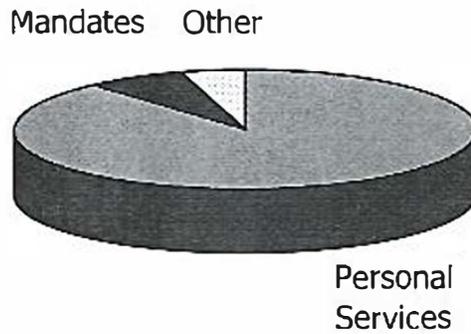
Public Defender's Office Will apply for further funds under the State's new indigent legal services grant program.

Public Defender Fiscal Summary

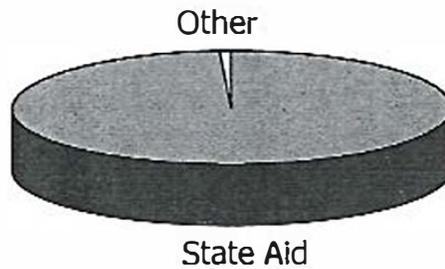
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 3,910,950	\$ 4,101,679	5%
Revenues	\$ 421,177	\$ 510,106	21%
County Cost	\$ 3,489,773	\$ 3,591,573	3%

2013 Tentative Appropriations



2013 Estimated Revenue



Public Defender *Budget Summary*

Classification	2011 Expense	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	2,037,424	2,194,329	2,194,629	2,452,294	257,665	11.74%
Employee Benefits	905,281	1,034,471	1,034,471	1,186,577	152,106	14.70%
Personal Services	2,942,705	3,228,800	3,229,100	3,638,871	409,771	12.69%
Employee Travel, Training, & Educ:	49,664	63,700	63,700	57,700	(6,000)	-9.42%
Equipment (Non-Depreciable)	0	0	3,280	0	(3,280)	-100.00%
Equipment	0	0	3,280	0	(3,280)	-100.00%
Communication	11	500	500	250	(250)	-50.00%
Supplies	6,621	17,680	21,575	19,086	(2,489)	-11.54%
Interdepartmental Services (Service	20,393	21,200	23,534	19,710	(3,824)	-16.25%
Interdepartmental Programs & Serv	20,393	21,200	23,534	19,710	(3,824)	-16.25%
Contracted Services	37,681	156,008	148,417	66,900	(81,517)	-54.92%
Mandated Programs	401,974	400,000	397,468	275,000	(122,468)	-30.81%
Operations	17,550	23,062	23,376	24,162	786	3.36%
Total	3,476,599	3,910,950	3,910,950	4,101,679	190,729	4.88%
OTPS	533,894	682,150	681,850	462,808	(219,042)	-32.12%
Sale of Property & Comp for loss	0	0	0	0	-	
Misc. Local Sources	18,548	4,000	4,000	4,000	-	0.00%
State Aid	191,807	417,177	417,177	506,106	88,929	21.32%
Total	210,354	421,177	421,177	510,106	88,929	21.11%
Net to County Cost	3,266,244	3,489,773	3,489,773	3,591,573	101,800	2.92%

Public Defender Organizational Structure

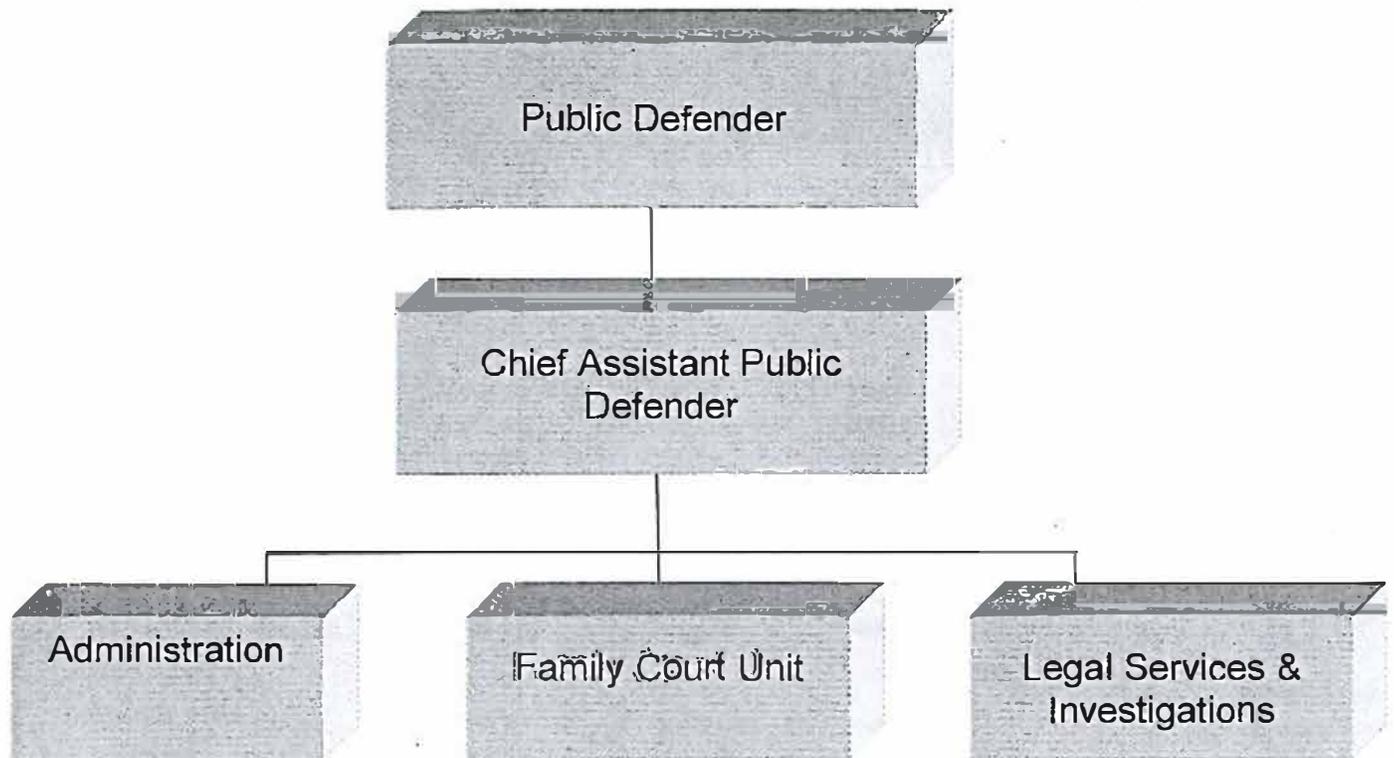


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
Public Defender:		
Public Defender	MI	1
Chief Assistant Public Defender	MH	1
Senior Assistant Public Defender	MG	14
Chief Investigator- Public Defender	ME	1
Legal Administrative Assistant	MC	1
Alternatives to Incarceration (ATI) Worker	17	1
Investigator- Public Defender	16	2
Criminal Justice Intake Spec.- Span Speak	11	1
Criminal Justice Intake Spec.	11	1
Legal Secretary	11	5
Program Assistant	8	1
Office Assistant	6	1
Receptionist	6	1
Total		31
Family Court Unit:		
Senior Assistant Public Defender	MG	2
Assistant Public Defender	ME	2
Legal Secretary	11	2
Total		6
Department Total		37

Sheriff & Jail

Functions

The Sheriff is an independently elected official, elected by the people he protects and serves. The Sheriff carries out his duties through Deputies who are required to live in the county in which they serve. The Sheriff is the first line of defense to protect citizens of his county from predators, attack and disaster, manmade or natural. The Sheriff is the Chief Law Enforcement Officer of the county and works with federal and state agencies on matters that affect his county and will support police departments within his jurisdiction.

The core missions of the Sheriff's Office include law enforcement, judicial enforcement (service of civil process) and corrections (county jail), among other priority tasks:

Law Enforcement is carried out by way of a uniformed patrol force, detective bureau, juvenile aid bureau, records and training department, civilian business staff, communications support and specialized response units.

Judicial Enforcement is the enforcement of any judgments handed down by a court. Typically these matters are carried out through civil process such as the service of summons, levy's, evictions, financial executions, garnishments and seizures. These judicial orders are carried out by uniformed and plain clothes deputies appointed by the Sheriff.

Corrections, more directly know as the Jail, is run by a Corrections Lt Colonel appointed by the Sheriff. The Jail maintains in a safe and secure manner any person sentenced to incarceration for up to one year and also houses any inmate awaiting transfer to state prison. The Sheriff also insures safe and secure transport of every inmate to court appointments to any jurisdiction in the county.

Additionally, the Sheriff maintains specialized units made up of regular law enforcement deputies and detectives. These members support the Sheriff's mission or other agencies that requests support from the Sheriff. These units can operate from special platforms like motorcycles, ATV's, boats, bicycles. Operations can take place with police canines, underwater search and recovery, crash and crime scene investigation, emergency services unit (special weapons and tactics), crimes against children, computer crimes and recording or storing any type of image.

Another major function that the Sheriff provides to the county is the maintenance of all records generated and the issuance of pistol permits within the county. Records are maintained and provided to the public. Pistol permits are applied for and issued after background investigations.

All aspects of the Sheriff's Office are maintained and monitored through strict auditing of a New York State accreditation program.

Sheriff & Jail



Mission Statement

It is the mission of the Dutchess County Sheriffs Office to be a champion of Public Safety and Law Enforcement throughout Dutchess County. To maintain a safe and crime free environment to the community at large. To enforce laws and provide security through a staff of well trained and well equipped personnel that are prepared to respond to the ever increasing calls for police services and emergencies.

Goal: Increase response and investigations by availability in communities and visible presence to residents. This proactive approach will hopefully curtail further incidences of crime.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
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Complaints (Investigations/ Response)	40,812	39,778	40,295	517	1.3%
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Goal: Increased visibility on the roads and highways of Dutchess County to discourage traffic infractions before they occur. Continued proactive law enforcement increased response, investigation and arrests. Increased Civil actions due to economic hardships.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
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Traffic Summonses issued	4,034	2,000	2,800	800	40.0%
Total Arrests	1,695	1,884	1,900	16	0.8%
# of Civil Actions	4,892	4,700	4,800	100	2.1%

Goal: Continued proactive law enforcement efforts resulting in the recovery of more stolen property and the deterrent of more crime.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
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Property Stolen	\$1,010,867	\$1,016,679	\$1,025,000	\$8,321	0.8%
Property Recovered	\$194,638	\$175,000	\$185,000	\$10,000	5.7%

Goal: Budget constraints have forced us to eliminate/discontinue most Crime Prevention and Education Programs. Programs are done by appointment during regular scheduled hours. Child ID Programs have been mostly eliminated due to overtime funding being unavailable.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
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Crime Prevention/ Education Programs	45	50	50	-	0.0%
Crime Prevention/ Education Participants	425	400	400	-	0.0%

Goal: Maintain a system of transport that is safe, efficient and effective.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
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Inmates Housed Out (inmate days)	58,801	61,725	52,510	(9,215)	-14.9%
Average Daily Population	417	425	428	3	0.7%

Sheriff

KEY BUDGETARY ISSUES:

2012 Accomplishments

Department of Homeland Security Grant Funds allowed the Sheriff's Office to put a multi-agency Dive Team Response vehicle in service. In a joint effort between the Sheriff's Office and the Department of Emergency Response, Homeland Security Funds were also used to purchase a VHF Simulcast System, narrowband radio infrastructure. With the Homeland Security Funds, the office will purchase four SUV's, three Emergency Management/Hazmat Response Vehicles, and one K9 Explosives Detection Vehicle.

Training costs will continue to be reduced in cases where a mandatory certification is not needed, or participation in free trainings and/or local trainings will continue.

The Sheriff's Office has saved on uniform costs by making alterations to some equipment when possible.

2013 Initiatives

In 2013, the Sheriff's Office will continue to reduce spending and look for alternative ways to cut costs. The overtime budget will continue to be monitored. However, it is the unknown incidents that inflate overtime costs.

Expenses are limited to essential purchases for day-to-day operations, as well as, officer and public safety.

Training costs will continue to remain low, with expenditures for mandatory trainings and in county or no cost training. Priority will be given to trainings that enhance officer and public safety.

The Sheriff's Office will continue to strive to secure whatever grant funding is available to further enhance law enforcement by providing modern tools and technology.

Jail

KEY BUDGETARY ISSUES:

2012 Accomplishments

As in prior years, the Dutchess County Jail fails to meet the needs of an ever growing offender population. Although the Jail has a bed capacity for 292 inmates, the average daily population thru June was 417 with an all-time one day high of 481 inmates. The lack of beds for these offenders is the prevailing factor that affects the safety, security and efficient operations of the Jail. Dutchess County Correction Officers are continually transporting these inmates to and from other facilities in Rensselaer, Washington, Warren, Putnam, Ulster and most recently Orange counties. In 2011, they traveled just over 200,000 miles and are projected to travel another 240,000 miles by the end of 2012. At times the staff has had encounters with animals, severe weather conditions, or even vehicle malfunctions during these transports. Fortunately, there has not been a single incident of injury to staff, inmates or other motorists.

An architectural and engineering consulting firm has been commissioned to provide services to identify and design security control and locking system improvements to the existing Dutchess County Jail. This project is ongoing and improvements are being made upgrading the systems currently in disrepair and compromising the safety of staff, inmates and the integrity of current jail operations.

During 2012, the correctional staff continues to operate the Dutchess County Jail in a manner which meets or exceeds all applicable standards, mandates, and regulations. The Jail continues to be accredited by the New York State Sheriff's Association and the National Commission on Correctional Health Care.

2013 Initiatives

The Prison Rape Elimination Act (PREA) becomes effective August 20, 2013 for all correctional agencies in the U.S. The staff are currently working with the New York State Sheriff's Association, Empire State Law Enforcement Trainer's Network, American Jail Association and other county jails to decide on how to best tackle this federal mandate in the most efficient and cost effective manner. Below is a brief background and summary into PREA.

PREA was enacted by Congress to address the problem of sexual abuse of persons in the custody of U.S. correctional agencies. On June 23, 2009, the National Prison Rape Elimination Commission released and forwarded to the U.S. Attorney General its final report and proposed standards to prevent, detect, respond to and monitor sexual abuse of incarcerated and detained individuals. Based on the Attorney General's independent judgment, a final rule was published to the Federal Register on June 20, 2012.

The PREA standards are designed to detect, prevent, and respond to sexual abuse in confinement. The standards that apply specifically to correctional facilities cover eleven categories:

- prevention planning;
- responsive planning;
- training and education;
- screening for risk of sexual victimization and abusiveness;
- reporting;
- official response following a detainee report;
- investigations;
- discipline;
- medical and mental care;
- data collection and review; and
- audits.

This Act applies to all public and private institutions that house adult or juvenile offenders and is also relevant to community-based agencies. It addresses both inmate-on-inmate sexual abuse and staff sexual misconduct. The average annualized cost per facility of compliance with the standards is approximately \$50,000 for jails, \$24,000 for community confinement facilities, and \$54,000 for juvenile facilities. For lockups, the average annualized cost per agency is estimated at \$16,000.

The complete *National Standards to Prevent, Detect, and Respond to Prison Rape* can be read at http://www.ojp.usdoj.gov/programs/pdfs/prea_final_rule.pdf for a full understanding and appreciation as to the effort involved for compliance.

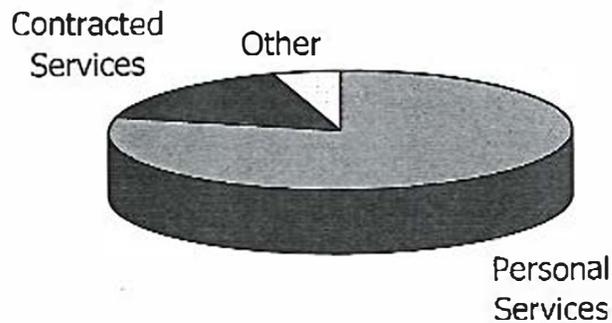
The office will continue to work with the Department of Public Works and the Criminal Justice Council to address the lack of beds to meet Dutchess County's incarcerated population and end the policy of housing out inmates.

Sheriff & Jail Fiscal Summary

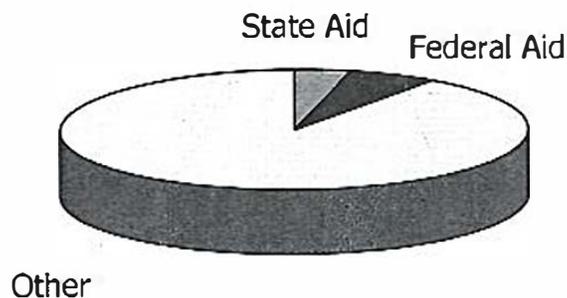
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 52,281,087	\$ 51,400,914	-2%
Revenues	\$ 3,018,247	\$ 2,526,452	-16%
County Cost	\$ 49,262,840	\$ 48,874,462	-1%

2013 Tentative Appropriations



2013 Estimated Revenue



Sheriff & Jail *Budget Summary*

Classification	2011 Expense	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	28,061,428	27,813,798	29,244,562	27,699,279	(1,545,283)	-5.28%
Employee Benefits	10,864,039	11,815,216	12,218,704	12,986,735	768,031	6.29%
Personal Services	38,925,468	39,629,014	41,463,266	40,686,014	(777,252)	-1.87%
Employee Travel, Train & Educ	72,219	78,037	78,037	77,380	(657)	-0.84%
Equipment (Non-Depreciable)	51,392	9,275	50,919	45,000	(5,919)	-11.62%
Equipment (Depreciable)	18,798	0	401,313	15,000	(386,313)	-96.26%
Equipment	70,190	9,275	452,232	60,000	(392,232)	-86.73%
Communication	50,139	63,103	63,103	63,340	237	0.38%
Supplies	485,913	538,824	636,240	608,773	(27,467)	-4.32%
Utilities	482,609	539,881	539,881	512,131	(27,750)	-5.14%
Interdepartmental Services	139,369	133,458	133,458	106,899	(26,559)	-19.90%
Interdepartmental Prog & Srv	139,369	133,458	133,458	106,899	(26,559)	-19.90%
Insurance	0	7,721	7,721	7,285	(436)	-5.65%
Contracted Services	8,446,986	8,205,661	8,023,877	8,337,988	314,111	3.91%
Operations	762,498	883,457	871,672	936,896	65,224	7.48%
Debt Service	17,002	11,600	11,600	4,208	(7,392)	-63.72%
Total	49,452,393	50,100,031	52,281,087	51,400,914	(880,173)	-1.68%
OTPS	10,526,925	10,471,017	10,817,821	10,714,900	(102,921)	-0.95%
Departmental Income	1,797,043	1,880,496	1,882,996	1,859,435	(23,561)	-1.25%
Intergovernmental Charges	2,254	3,000	3,000	3,000	-	0.00%
Use of Money and Property	153,414	135,000	135,000	160,000	25,000	18.52%
Licenses and Permits	16,207	16,000	16,000	18,000	2,000	12.50%
Sale of Property & Compensation	246,853	255,500	255,500	235,050	(20,450)	-8.00%
Misc. Local Sources	44,964	0	0	0	-	
State Aid	134,616	98,734	130,734	97,000	(33,734)	-25.80%
Federal Aid	337,660	233,198	595,017	153,967	(441,050)	-74.12%
Total	2,733,012	2,621,928	3,018,247	2,526,452	(491,795)	-16.29%
Net to County Cost	46,719,381	47,478,103	49,262,840	48,874,462	(388,378)	-0.79%

Sheriff Organizational Structure

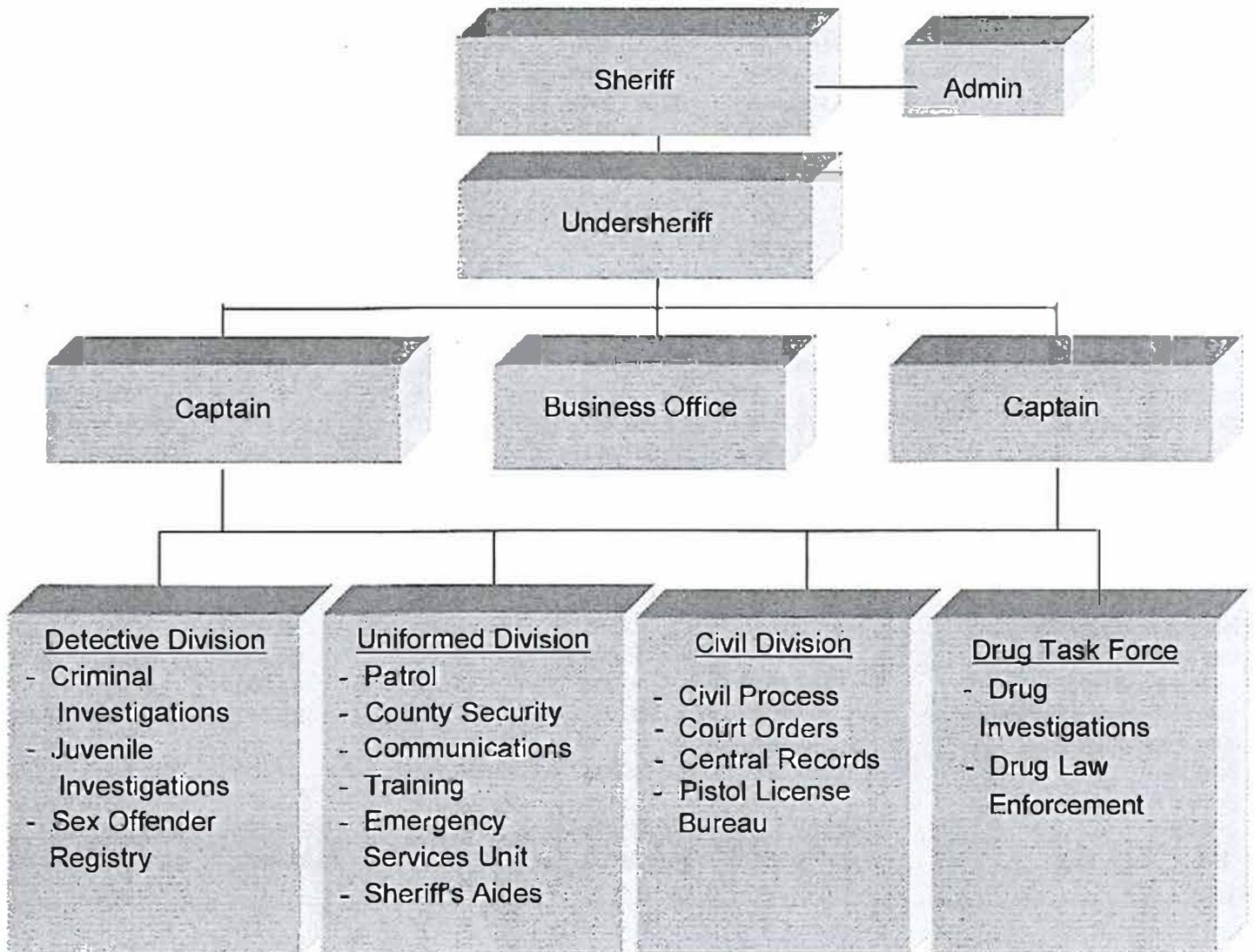


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
Sheriff:		
Sheriff	E	1
Undersheriff	MH	1
Deputy Sheriff Captain	MF	2
Confidential Secretary to the Sheriff	MA	1
Deputy Sheriff Lieutenant	SQ	4
Deputy Sheriff Sergeant (DD)	SP	2
Deputy Sheriff Sergeant	SP	10
Deputy Sheriff (DD)	SN	16
Deputy Sheriff	SN	67
Business Manager (SH)	NN	1
Sheriff Aide	NK	5
Senior Program Assistant (SH)	NJ	4
Accounting Clerk (SH)	NI	2
Program Assistant (SH)	NH	2
Senior Office Assistant (SH)	NH	1
Head Cleaner (SH)	NF	1
Office Assistant (SH)	NF	1
Clerk (SH)	ND	1
Total:		122

Jail Organizational Structure

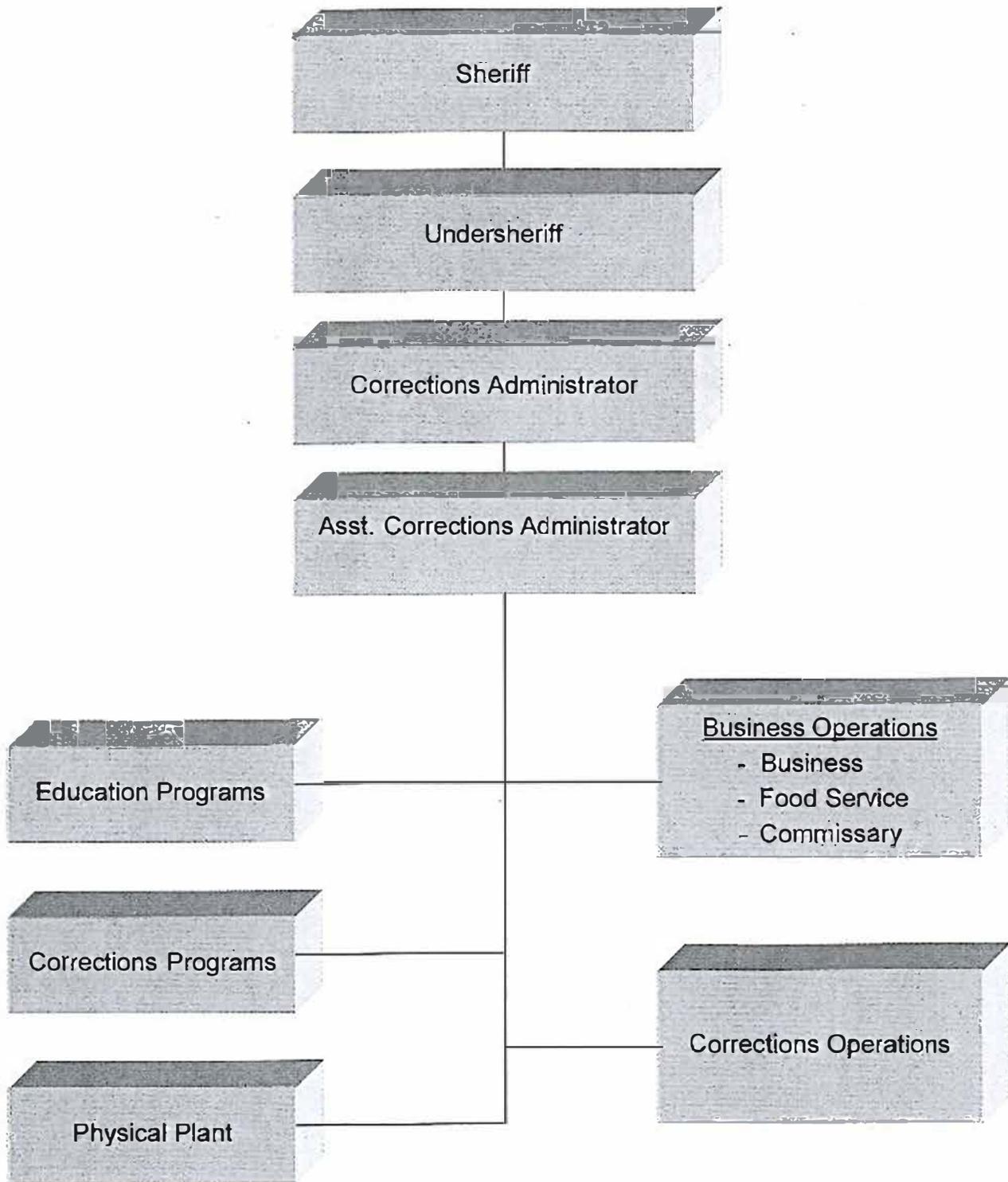


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
Jail:		
Correction Lieutenant Colonel	MG	1
Correction Major	MF	1
Correction Captain	ME	1
Jail Business Manager	MD	1
Transition Counselor	NQ	1
Buildings Maintenance Supervisor (CF)	NP	1
Heating & Ventilation Technician (SH)	NN	1
Electrician I (SH)	NM	1
Carpenter (SH)	NM	1
Building Maintenance Mechanic III (SH)	NM	2
Principal Program Assistant (SH)	NL	1
Administrative Assistant (SH)	NL	1
Accounting Clerk (SH)-EA	NK	1
Senior Program Assistant (SH)	NJ	1
Accounting Clerk (SH)	NI	1
Office Assistant (SH)	NF	1
Correction Lieutenant	JP	5
Correction Sergeant	JO	18
Correction Officer	JM	185
Correction Officer	JL	22
Chaplain- PT		3
Total:		250
Total Sheriff & Jail:		372

Traffic Safety & STOP DWI

Functions

Traffic Safety

The Traffic Safety Board is a coalition of law enforcement, education, health and service agencies and individuals committed to ensuring that our streets, sidewalks and residents remain safe and secure. The major activities of the Traffic Safety Board include:

- Educate the public about safe driving, bicycling and walking habits. Programs focus on aggressive driving, the special needs of older/mature drivers, proper bicycle and pedestrian behaviors relating to injury prevention, school bus safety, and motorcycle safety awareness.
- Distribute educational information and safety equipment (e.g. bicycle helmets, child safety seats) to County residents in support of on-going education/awareness programs.
- Support local law enforcement efforts to increase compliance with state safety belt laws in coordination with statewide "Buckle Up New York" campaign.
- Educate public about aggressive driving issues in Dutchess County by highlighting enforcement efforts, targeted behaviors and individual driver responsibility.
- Support the efforts of local law enforcement agencies, community groups and schools in Bicycle Safety Rodeos and helmet safety presentations to raise awareness and reduce bicycle crashes and related injuries throughout the County.
- Support local law enforcement efforts to reduce the number of crashes related to aggressive driving behaviors and excessive speed as part of the statewide "Selective Traffic Enforcement Program (STEP)" grant project.
- Coordinate Child Passenger Safety seat check events/activities/training(s) countywide through support of the Dutchess County Child Passenger Safety Coalition.
- Manage the organization and dissemination of traffic and crash statistics/data from law enforcement agencies throughout the county.

STOP D.W.I.

The STOP-DWI Program is funded from the fines collected from individuals who have been found guilty of Driving While Intoxicated violations within Dutchess County. Programs are conducted with County Departments (i.e., Sheriff, District Attorney, and Probation), as well as contractual services with Lexington Center for Recovery, The Council on Addiction Prevention and Education of Dutchess County, and with various municipal police departments. The STOP-DWI Program also supports educational programs and special projects to deter drinking and driving by providing information to the general public and community groups to reduce the prevalence of related crashes and injuries.

Traffic Safety / Stop D.W.I.



Mission Statement

To support effective Traffic Safety and Injury Prevention Programming that targets reductions in the numbers of injuries, fatalities, and related economic issues for all Dutchess County highway users. Additionally Traffic Safety / Stop DWI aims to deter alcohol / drug impaired driving through enhanced enforcement, prosecution, rehabilitation, and education services.

TRAFFIC SAFETY

Goal:

Educating the public about safe driving, bicycling, and walking habits. Programming focused on aggressive driving, the special needs of mature/ older drivers, and proper bicycling and pedestrian behaviors.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
The Mature Driver Training	-	-	-	-	
Bicycle Helmet Safety Training	14	10	10	-	0.0%
Bicycle Rodeo Events	10	8	8	-	0.0%
Bicycle Helmets Distributed	333	222	500	278	125.2%
Misc Safety Videos Distributed	16	7	7	-	0.0%
Educational Materials Distributed	75,000	60,000	60,000	-	0.0%
Outreach through Displays	12	14	12	(2)	-14.3%
Attendance at Community Events	2	2	2	-	0.0%
Outreach at Kids Expo	-	1	1	-	0.0%

Goal:

Provide training opportunities in proper child passenger safety seat installations and seat check events throughout the county in an effort to improve the safety of your youngest residents.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Child Safety Seat Technician Training	1	1	1	-	0.0%
Refresher Course Update	-	-	1	1	
Child Safety Seats Distributed to Residents	225	275	275	-	0.0%
Child Safety Seat Checks	6	6	6	-	0.0%

Goal:

Manage the organization and dissemination of traffic and crash statistics from police agencies throughout the County.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Record & Maintain Accident Records	4,000	4,000	4,000	-	0.0%
Provide Crash Data to Government Entities and the Public (FOIL)	12	20	20	-	0.0%

Traffic Safety / Stop D.W.I.

TRAFFIC SAFETY (continued)

Goal: Support of local law enforcement agencies to reduce the number of crashes related to aggressive driving and excessive speed.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Selective Traffic Enforcement Program (STEP) to local law enforcement agencies	14	14	14	-	0.0%

Goal: Support of local law enforcement to reduce number of injuries and fatalities related to lack of seat belt usage. BUNY is a high visibility compliance campaign.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
BUNY funding to local law enforcement agencies	14	14	14	-	0.0%
# seatbelt citations issued on funded patrols	1,888	400	1,900	1,500	375.0%

STOP DWI

Goal: Reduce the rate of alcohol and other drug-related injuries and fatalities through the support of these program components: enforcement, prosecution, probation, rehabilitation, public information, and education.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Contract services to meet 90% of targets	25	25	25	-	0.0%
Maintain fiscal oversight	150	150	150	-	0.0%
Increase public awareness Web / Information Requests	125	125	125	-	0.0%
STOP funded impaired driving arrests	324	340	345	5	1.5%
Overtime Patrols	251	275	285	10	3.6%
Sobriety Checkpoints	35	40	40	-	0.0%
# Sobriety Checkpoints funded	12	12	14	2	16.7%
Outreach through displays/ distribution of PI & E	10	10	10	-	0.0%
Alcohol Related Crashes*	190	180	180	-	0.0%
Alcohol Related Fatalities*	34	4	4	-	0.0%

*Per NYS DMV 144A NYS Division of Probation and %/SLED-2007 (Most recent data available).

Goal: To deter underage possession of alcohol through enforcement and education.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Coordinate Underage Stings	-	-	-	-	
SADD Conference	1	1	1	-	0.0%
LikeSkills Education	-	-	-	-	
School Mini Grants	2	1	1	-	0.0%

2012 Accomplishments

The operational plans and related programming for both the Traffic Safety and STOP-DWI Programs are on target with the budget plan.

In an ongoing effort to combat impaired driving and the growing prescription drug abuse epidemic, the STOP-DWI Program purchased three drug collection receptacles to be placed in law enforcement agencies throughout the County to facilitate the safe disposal of unused/expired medications.

2013 Initiatives

The 2013 budget plan for Traffic Safety (A3310) includes participation in four grant programs.

Although reduced, STOP-DWI (A3315) programming in 2013 includes continued appropriations in three program areas funded in 2012; there are no new initiatives/programs in this budget cycle.

Continued programming

DC Community Corrections/ Probation Enhanced Supervision Project:

Initiative – The DC Probation-Community Corrections project supports limited overtime for probation officers to affect enhanced supervision (after hour home/work visits) on high risk offenders in an effort to increase surveillance and compliance with court orders.

Drug Recognition Expert (DRE) Call Out Reimbursement Initiative:

Funding in the 2013 budget will again facilitate the utilization of the DREs with a countywide call out procedure. The STOP program has established policy/procedures where reimbursement will be provided to the respective law enforcement agency if a DRE was called to assist with drug recognition based on established protocol.

Support of the annual regional (Mid Hudson) STOP-DWI Conference:

Initiative – Dutchess STOP-DWI will support/sponsor the annual regional conference with the other counties in the region (8 total). DC STOP-DWI will award between 45 and 50 “scholarships” allowing law enforcement officers or Assistant District Attorney’s (ADAs) the opportunity to attend the conference and related training workshops at no cost to their respective departments. Each law enforcement agency will nominate their “Top DWI Cop” as well as additional deserving officers to attend. ADAs from the District Attorney’s Office will be invited as well.

Crack Down Enforcement Grant:

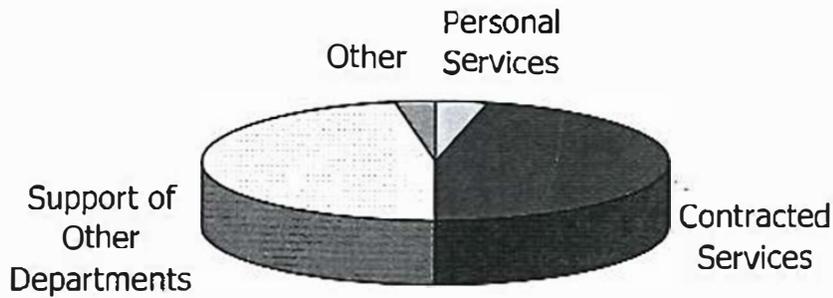
As part of a NYS STOP-DWI Foundation grant from the NYS Governor’s Traffic Safety Committee, the Dutchess County STOP-DWI Program has been awarded \$79,500 to administer a “Crackdown Enforcement Grant” for the 2012-2013 federal fiscal-cycle (October, 1st 2012 – September 30th 2013). This will provide funding to participating law enforcement agencies for their cooperative involvement to revitalize and enhance the visibility of the STOP-DWI Program through coordinated impaired driving enforcement targeting identified statewide crackdown weekends. These details shall include local, county, and state agencies.

Traffic Safety & STOP DWI Fiscal Summary

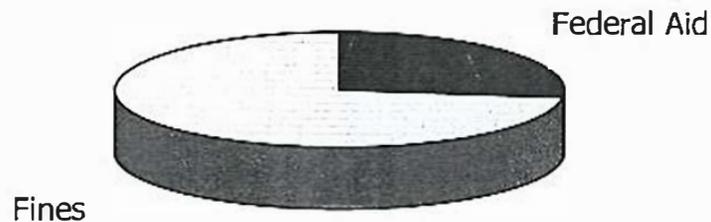
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 910,792	\$ 860,823	-5%
Revenues	\$ 901,662	\$ 844,154	-6%
County Cost	\$ 9,130	\$ 16,669	83%

2013 Tentative Appropriations



2013 Estimated Revenue



Traffic Safety & STOP DWI

Budget Summary

Classification	2011 Expense	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	19,359	19,838	19,838	19,838	-	0.00%
Employee Benefits	6,874	9,650	9,650	10,587	937	9.71%
Personal Services	26,232	29,488	29,488	30,425	937	3.18%
Employee Travel, Train & Educ	16,763	14,870	16,470	14,105	(2,365)	-14.36%
Supplies	10,978	11,055	10,755	8,970	(1,785)	-16.60%
Interdepartmental Programs	270,448	281,400	303,400	213,675	(89,725)	-29.57%
Interdepartmental Services	168,786	181,404	181,904	192,306	10,402	5.72%
Interdepartmental Prog & Srv	439,234	462,804	485,304	405,981	(79,323)	-16.35%
Contracted Services	409,549	329,825	366,025	399,367	33,342	9.11%
Operations	2,025	2,750	2,750	1,975	(775)	-28.18%
Total	904,781	850,792	910,792	860,823	(49,969)	-5.49%
OTPS	878,549	821,304	881,304	830,398	(50,906)	-5.78%
Fines and Forfeitures	551,934	696,360	696,360	532,869	(163,491)	-23.48%
Sale of Property & Compensation	7	15	15	15	-	0.00%
Misc Local Sources	1,024	0	0	0	-	
Federal Aid	264,546	145,287	205,287	311,270	105,983	51.63%
Total	817,510	841,662	901,662	844,154	(57,508)	-6.38%
Net County Cost	87,271	9,130	9,130	16,669	7,539	82.57%

Traffic Safety & STOP DWI Organizational Structure

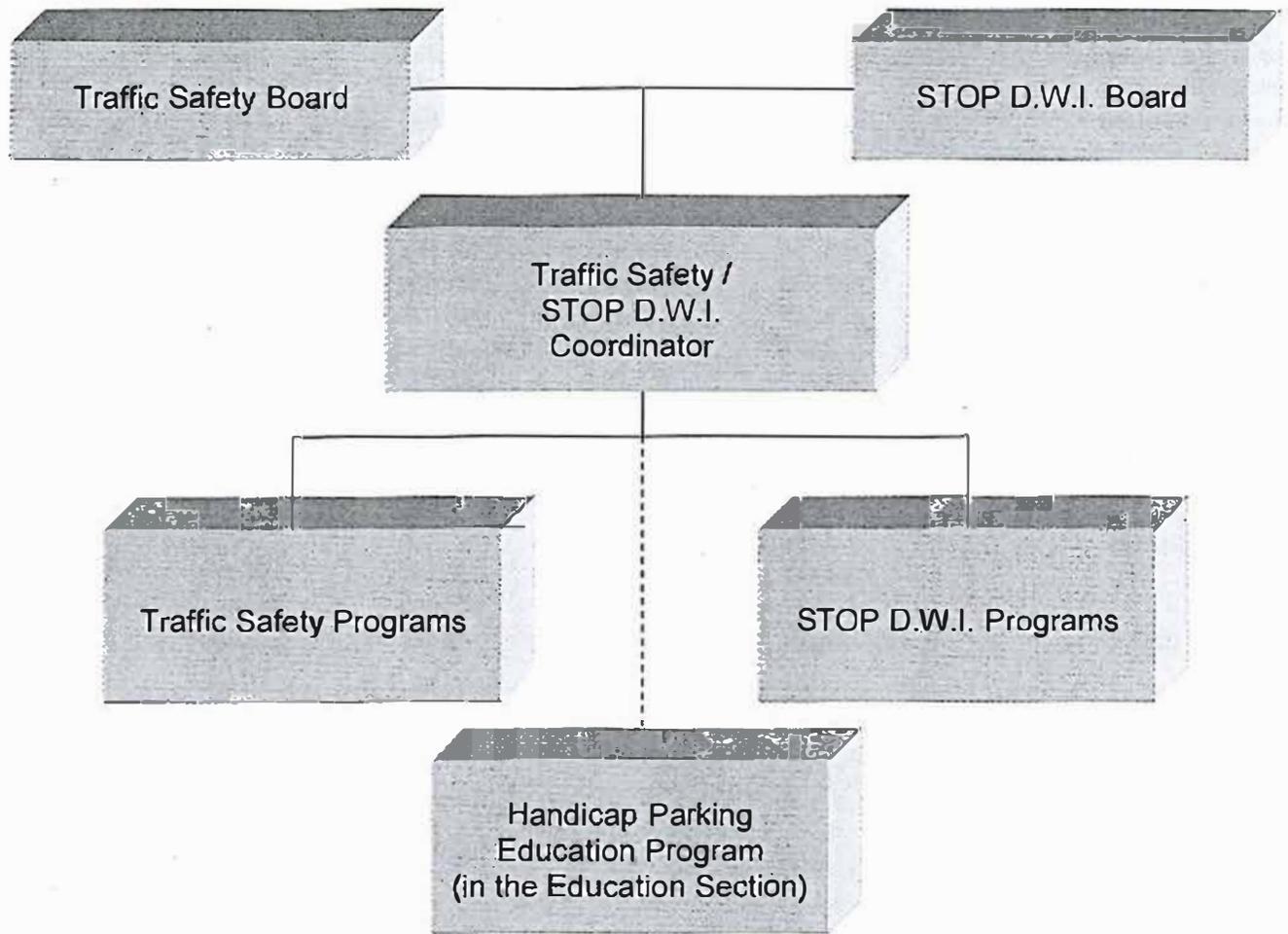


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Traffic Safety:</i> Program Assistant PT	8	0.5
Total:		0.5

Juvenile Detention

Functions

Detention regulations are part of the Family Court Juvenile Act #304 and Social Services Law #462(2). Social Services' Law mandates the local department of Community & Family Services pay temporary juvenile detention until a family court ruling can be made.

The Juvenile Detention division provides temporary housing for juvenile delinquents, whether it is in the City of Poughkeepsie hold-over facility or in a non-secure detention facility, depending on the juvenile's offense. The temporary placement remains until the Family Court makes a decision on the case. Transportation is also required and is provided by the Dutchess County Sheriff's Department to transport the juveniles to and from these placements to court appearances as ordered by Family Court.

Juvenile Detention



Mission Statement

To ensure that youth and families are provided with a safe environment and that community safety is enhanced.

Goal: Provide secure facilities to house youth who have been charged with serious crimes while they are awaiting court disposition and provide secure transportation for detained youth to and from court appearances.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Sheriff's transports to and from detention facilities	250	275	275	-	0.0%
# of youth housed in secure detention (unduplicated)	50	50	50	-	0.0%

Goal: Provide non-secure facilities to house youth who are charged with less serious crime, and who are deemed at risk of not appearing in court, to ensure that they appear in court.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of youth housed in non-secure detention (not unduplicated)	234	250	260	10	4.0%
# of non-secure care days	3,621	3,800	4,000	200	5.3%

Juvenile Detention Fiscal Summary

Budget Summary

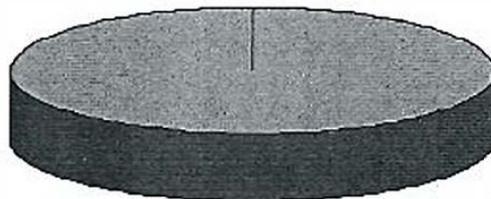
	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 1,325,000	\$ 1,337,706	1%
Revenues	\$ 649,250	\$ 649,250	0%
County Cost	\$ 675,750	\$ 688,456	2%

2013 Tentative Appropriations



Mandated
Services

2013 Estimated Revenue

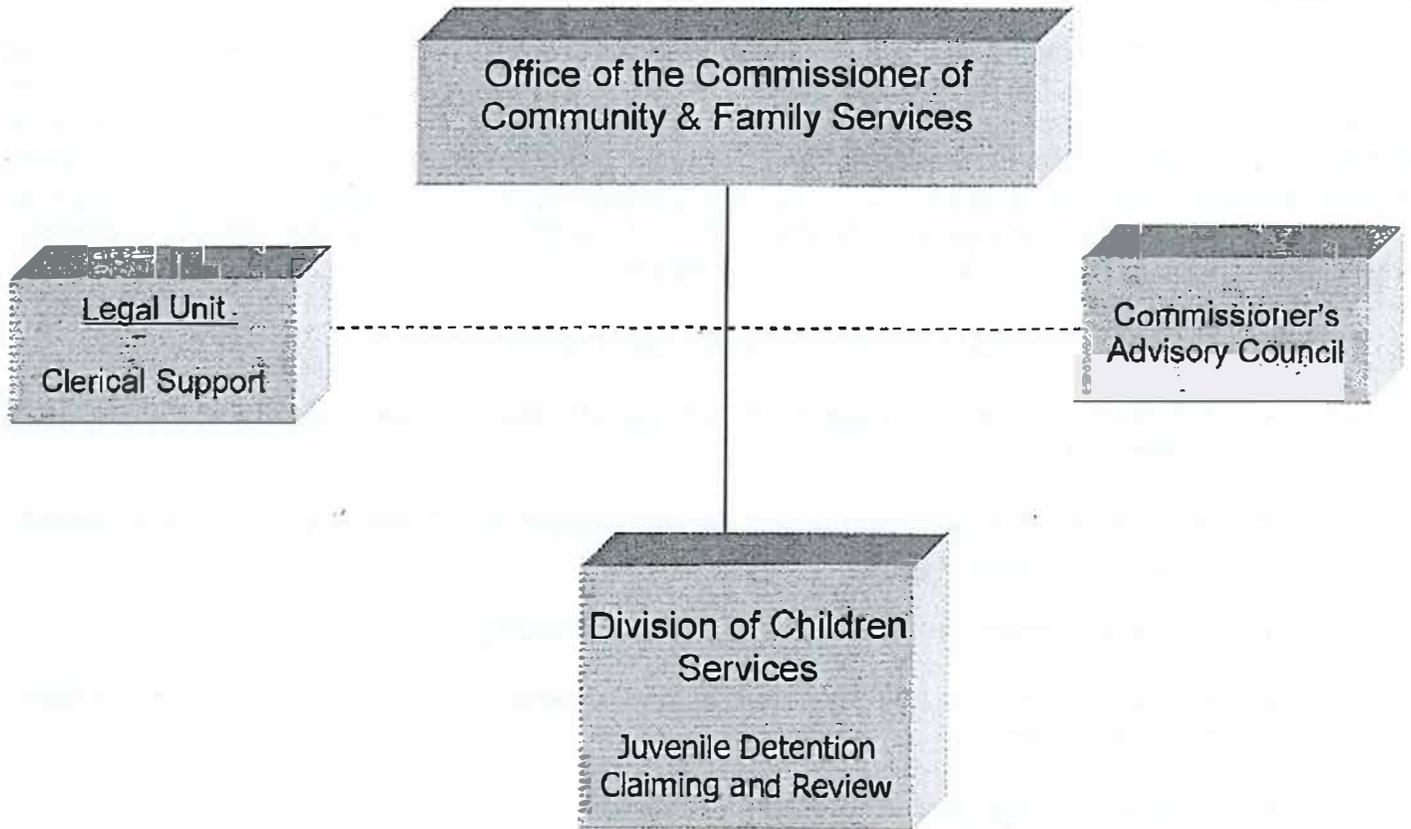


State Aid

Juvenile Detention *Budget Summary*

Classification	2011 Expense	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Interdepart Prog	147,925	175,000	175,000	187,706	12,706	7%
Interdepart Prog & Srv	147,925	175,000	175,000	187,706	12,706	7%
Mandated Programs	846,947	1,150,000	1,150,000	1,150,000	-	0%
Total	994,872	1,325,000	1,325,000	1,337,706	12,706	1%
OTPS	994,872	1,325,000	1,325,000	1,337,706	12,706	1%
Misc. Local Sources	231,113	0	0	0	-	
State Aid	663,389	649,250	649,250	649,250	-	0%
Total	894,503	649,250	649,250	649,250	-	0%
Net to County Cost	100,369	675,750	675,750	688,456	12,706	2%

Juvenile Detention Organizational Structure



Criminal Justice Council

Functions

The Criminal Justice Council (CJC) was established by local law in 1993. The criminal justice council worked hard to increase the capacity of the Alternatives to Incarceration (ATI) programs including Intensive Treatment Alternatives Program (ITAP), Transitional Housing and electronic monitoring. As outlined in the local law, the CJC advises the County Government and may assist in the development of ways to relieve jail overcrowding, improve case processing and dispositions, and encourage and monitor alternatives to incarceration. However, the CJC does not oversee the internal operation of any agency. Specific duties include but are not limited to:

- Promote cooperation among criminal justice stakeholders.
- Establish committees or special task groups to advance the goals of the criminal justice system.
- Develop and recommend policies, as appropriate, to achieve improved management of the criminal justice system.
- Act as a planning group for relief of jail overcrowding.
- Research, develop and recommend new programs or initiatives based on evidence based practices.
- Review and comment on program initiatives.
- Advise and assist with the development and administration of the Criminal Justice Management Information Systems.
- Provide statistical analysis and evaluation of data to enhance the criminal justice system's effectiveness.
- Measure the criminal justice system's effectiveness through evaluation of internal processes and outcomes.
- Communicate findings to involved agencies and the public.
- Determine and recommend priorities for resource allocation.
- Identify funding and service opportunities among non-government entities to advance effectiveness of the criminal justice system.
- Develop and recommend its annual budget to the lead county department.
- Approve the county's ATI Service Plan.
- Convene meetings and workshops to further the goals of the Council.

Criminal Justice Council

Mission Statement

Vision Statement - The vision of the Criminal Justice Council is a fair, and effective Criminal Justice System.

Mission Statement - The Criminal Justice Council engages in a collaborate process of information sharing to maximize resources resulting in an enhanced Criminal Justice process. This work is done through utilizing research based practices to ensure community safety, through the promotion and support of intervention for at risk youth and adults; addressing victims' needs; and reduction of recidivism.

Goal: Promote cooperation and collaboration among criminal justice stakeholders

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Council Members	36	36	36	-	0.0%
Full Council Meetings	6	6	6	-	0.0%
Executive Committee Meetings	12	12	12	-	0.0%

KEY BUDGETARY ISSUES:

As the number of inmates increases and the cost to house inmates continues to grow, the Council will evaluate short-term solutions to reduce these costs.

2012 Accomplishments

- At the request of County Executive Marcus Molinaro, the Council undertook a comprehensive assessment of the criminal justice system. A report is being finalized and a public hearing is being held. Comments will be submitted to the County Executive and Legislature with the final report.
- The Council filled two part-time positions: one provides administrative support and the other technical assistance in research and planning. Both positions will further the goals of the Council.
- An application to the New York State Division of Criminal Justice Services to continue the re-entry project was approved. The Re-Entry Committee of the Criminal Justice Council provides oversight to the re-entry project. The goals of the project were met.
- Approved the Alternatives to Incarceration Update Plan that is an annual state requirement.

2013 Initiatives

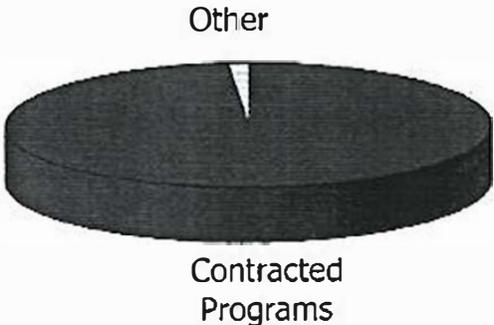
- Oversee the work of the Re-Entry Committee if funding is received to continue the project.
- Continue educational efforts regarding evidence-based practices.
- Continue planning and development of performance/outcome measures with data provided by the researcher/analyst.
- Assist with any follow-up needed following submission of the criminal justice system assessment report to the County Executive.

Criminal Justice Council Fiscal Summary

Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 35,807	\$ 42,925	20%
Revenues	\$ -	\$ -	
County Cost	\$ 35,807	\$ 42,925	20%

2013 Tentative Appropriations

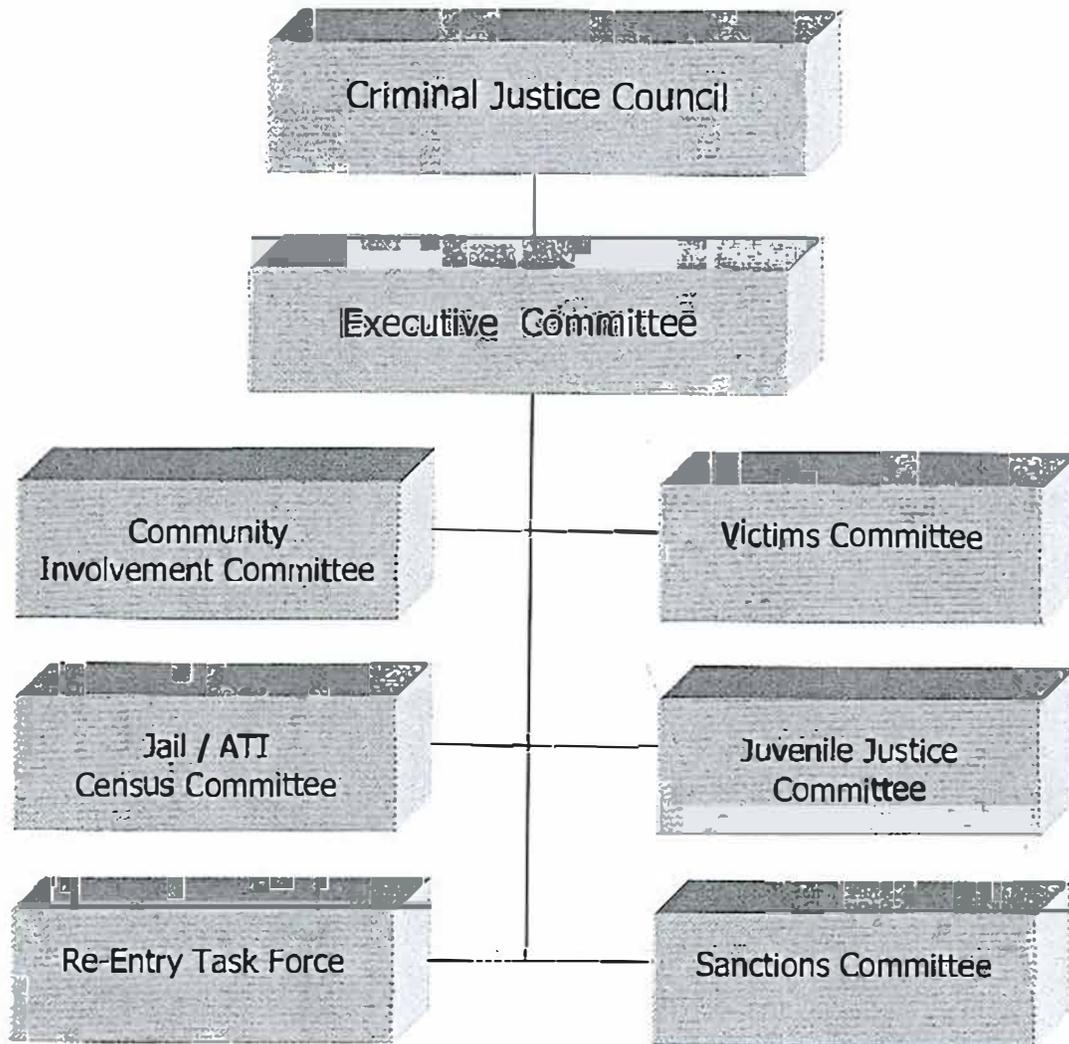


Criminal Justice Council

Budget Summary

Classification	2011 Expense	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Supplies	26	300	300	250	(50)	-16.67%
Interdepartmental Services	360	507	507	175	(332)	-65.48%
Interdepartmental Prog & Srv	360	507	507	175	(332)	-65.48%
Contracted Services	0	35,000	35,000	42,500	7,500	21.43%
Total	386	35,807	35,807	42,925	7,118	19.88%
OTPS	386	35,807	35,807	42,925	7,118	19.88%
Net to County Cost	386	35,807	35,807	42,925	7,118	19.88%

Criminal Justice Council Organizational Structure



Department of Health

Functions

The medical care system treats patients one at a time, but public health protects the entire community from the everyday health threats to the exceptional emergencies. The Department of Health works to prevent disease outbreaks, to help ensure the tap water we drink, and the restaurant food we eat are safe, and to help create conditions in the community that make it easier for people to make healthier individual choices. The Department is ready to respond to any health emergency—be it bioterrorism, SARS, West Nile Virus, Pandemic Flu, or an environmental hazard.

The Dutchess County Department of Health (DCDOH) is a diverse group of experienced individuals and motivated professionals whose Mission is to assess, protect and promote the health of our communities and our environment through the fulfillment of the core functions of public health: assessment, assurance and policy development. Interventions are based on what has been proven to work, promoting best practices known to improve health.

The practice of public health is best described by the following ten essential services aligned with the three core functions of public health (i.e. assessment, policy development, and assurance).

Assessment

1. Monitor health status to identify community health problems
2. Diagnose and investigate health problems and hazards in the community

Policy Development

3. Inform, educate and empower people about health issues
4. Mobilize community partnerships to identify and solve health problems
5. Develop policies and plans that support individual and community health efforts

Assurance

6. Enforce laws and regulations that protect health and ensure safety
7. Link people to needed personal health services and assure the provision of services when otherwise unavailable
8. Assure a competent public and personal health workforce
9. Evaluate the effectiveness, accessibility and quality of personal and population-based health services
10. Conduct research for new insights and innovative solutions to health problems.

The role of local health departments is changing across the nation, requiring augmented capacity and infrastructure. Local health departments must have the capacity to: generate locally important and timely data, analyze and interpret data as quickly and accurately as possible, establish interventions based on timely and geographically insightful data, and use their resources efficiently through community oriented collaborations.

The Department, established in 1958, currently has offices located throughout the county - in Poughkeepsie, Millbrook, and Beacon. It is licensed by the New York State Department of Health as an Article 28 Diagnosis and Treatment Center, and is currently transitioning from a Certified Home Health Agency (CHHA) to a Licensed Home Care Services Agency (LHCSA).

PROGRAMS & ACTIVITIES

The following summarizes the functions of each division within the Department and the expected activities for the coming year:

Administration Division

The Division includes an Administrative Unit, the Children with Special Needs Unit, and the Emergency Medical Services Unit. The Administrative Unit is responsible for the day to day management of the fiscal and administrative operations of the Department. It provides timely and accurate accounting of revenues and expenditures, billing, contract management, personnel and grant administration. It is also responsible for facility/building maintenance and management.

Children with Special Needs Division (EI and Preschool)

The Division provides oversight of the Early Intervention Program and the Preschool Special Education Programs (located in the Education section of the budget). These programs work with families, medical providers, specialists and/or school districts to assure the earliest identification of eligible children, to ensure that each child receives the necessary individual assistance to maximize growth and development, and to get them ready to enter the school system. Families with infants and toddlers ages 0-3 who have certain special needs established by NYS criteria receive Early Intervention Program services, while the Preschool Special Education Program targets children 3 to 5 years of age.

Medical Examiner's Office (MEO)

The MEO is mandated by law to investigate any sudden, unexpected, violent or suspicious death within the County, and to perform postmortem examinations in order to determine cause and manner of death; forensic expertise is also provided to surviving victims of violence and abuse. The MEO serves law enforcement, public health and safety, the New York Organ Donor Network, State and County agencies, and all County residents.

Public Health Planning and Education Division (HP&E)

The mission of the HP&E Division is to disseminate to the community continuous, accurate, timely and meaningful information designed to reduce health risks, promote better health, and to provide the DCDOH workforce with reliable access to high quality information resources when and where decisions are made.

HP&E is responsible for the planning, development, implementation, and evaluation of the long and short-term goals of the Department. As part of its activities, it engages in on going integrated county-wide community assessment processes to examine the local health and human service system. The results of these assessments feed the Department's strategic planning process. The Division also produces major documents, such as the Municipal Health Services Plan and the Annual Performance Report, which document the Department's activities for State Aid reimbursement.

The Division focuses on partnerships with the local medical community, educational institutions and social agencies. The Division conducts educational programs to increase awareness of public health issues, and supports local collaborative efforts such as the Heart Safe Communities and the Comprehensive Cancer Control Consortium. HP&E coordinates media and public outreach efforts and develops the Department's emergency communication plan, which describes the communication infrastructure, planning and response protocols during an emergency.

Additionally, the Division is responsible for the administration of the federally funded Ryan White Program which serves the needs of people living with HIV/AIDS and the management of the

Emergency Preparedness grant. The Emergency Medical Services (EMS) Coordinator acts as a liaison between the Departments of Health and Emergency Response, local volunteer rescue squads and hospital emergency rooms. Additionally, the EMS Coordinator ensures that the Department of Health's Emergency Preparedness plan is compatible with the Comprehensive Emergency Management Plan, embracing an "all hazards" approach. The EMS Coordinator is also responsible for the Department's Strategic National Stock Pile (SNS). The Volunteer Medical Reserve Corps with its Medical Reserve Corps Coordinator is supervised by the EMS Coordinator to ensure additional resource is available when needed. MRC volunteers are regularly trained to be ready to assist when needed.

Public Health Nursing and Communicable Disease Control Division

This Division encompasses the clinical and nursing services of the Department offered through the Public Health Nursing and Communicable Disease Control Divisions

Public Health Nursing Unit provides home visiting and case management services to pregnant and parenting families to ensure they are engaged in primary and preventive health services. Public Health Nurses conduct health education and counseling on infant care and positive parenting skills to reduce childhood abuse and neglect; promote injury prevention including safe sleep and prevention of shaken baby syndrome; provide domestic violence screening, identification and referral services; offer preconception counseling and family planning education, as well as post partum depression screening and referral services.

Additional preventive health services include the Childhood Lead Poisoning Prevention Program, Childhood and Adult Immunization Clinics including Perinatal Hepatitis B, International Travel Immunization Clinics, Influenza and Pneumococcal Immunization Clinics, Newborn Metabolic and Hearing Screening Program, and Rabies Post Exposure Program.

This Division is responsible for direct support for the Department's public health preparedness program and the administration of the Children with Special Health Care Needs Grant and Physically Handicapped Children Program which provides education, outreach, referral services and reimbursement to families with special needs children.

The Department is currently transitioning from a Certified Home Health Agency (CHHA) to a Licensed Home Care Services Agency (LHCSA). A CHHA and/or LHCSA is required public health nurses to provide services to meet the above mentioned Article 6 mandates. The license is also required to meet NYSDOH mandated Tuberculosis Control Direct Observed Therapy program.

Communicable Disease Control Unit offers services for the prevention and control of communicable disease including Tuberculosis, Arthropod Diseases and Sexually Transmitted Diseases (STD). Programs include the HIV/AIDS Prevention and Control and Partner Notification Program, the Tuberculosis Control Program, and related screening and treatment clinics for STDs and Tuberculosis. The Division is on the front-line for prevention and control of communicable diseases and disease outbreak investigations and is integral to the Department's public health preparedness program.

The Division also on occasion conducts research trials for vaccines and has participated in several focused-trials of community interest such as Gardasil and Influenza vaccines.

Weights & Measures Division

The Division of Weights & Measures is responsible for ensuring commercial products are marketed fairly and competitively. The Division's responsibilities include: inspection of all scales and measuring devices in commercial establishments to ensure accuracy; testing of petroleum products for quality (octane, ethanol content and Clean Air Act Requirements); inspection of retail price scanner accuracy; weights of all commodities; and precious metal licensing. In addition, the Division assumes the responsibility for enforcing the Department of Energy Conservation regulations as it pertains to gasoline storage at retail gas stations.

Inspection procedures are carried out in accordance with the NYS Agriculture and Markets law. The National Bureau of Standards Codes and Specifications forms the basis for the major portion of the NYS laws.

Environmental Health Services Division

Environmental Health activities include regulatory services carried out in accordance with the provisions of the Sanitary Code and the State Public Health Law. The Division permits and inspects food service facilities, tobacco retailers, children's camps, hotels, motels, campsites, parks, temporary residences, mobile home parks, public functions, swimming pools, bathing beaches, migrant labor camps, daycares and nursery schools.

The Engineering section is responsible for the review and approval of plans for sewage collection, treatment and disposal systems, realty subdivisions, bathing beaches, residential and commercial sewage disposal systems, individual and public water supplies. Inspection activities include sewage collection, treatment and disposal systems, public water supplies and bottled and bulk water. Educational activities include the teaching of courses for the certification of water treatment plant operators.

Environmental health staff also arrange for pre-construction conferences and inspection of individual water supplies and sewage disposal systems for conformance to approved plans. The Division investigates complaints regarding food-borne illnesses, rental dwellings, sewage failures, vermin infestations, and offensive materials; and reports of animal bites and human contact with suspect rabid animals.

The Radiation Services and Environmental Health Assessment Program conducts investigations and provides technical assistance regarding radon, radiation and chemical emergency response plans, occupational health, hazardous and medical waste disposal sites, indoor air quality, environmental lead assessments and potential exposure to chemicals and hazardous substances.

Division of Veterans Services

The functions and objectives of this division are to promote the interests and welfare of our veterans, their dependents and survivors and to enhance their quality of life through counseling, claims assistance, education, and advocacy in obtaining federal, state and local benefits which may be available to them. Services provided by this division include the following:

Assistance in filing claims and referrals for:

- Exposure to Agent Orange
- Persian Gulf Hazards
- Service-Connected Disability
- Non-Service Connected Pension
- Educational Benefits

- Vocational Rehabilitation
- Medical and Dental Benefits
- Home Loan Guaranty
- Insurance
- Veterans Status for Merchant Marines

Burial benefits:

- Headstone or Marker
- Burial/Plot Allowance
- Presidential Memorial Certificates

Survivor's benefits:

- Dependency and Indemnity Compensation (DIC)
- Death Pension
- VA Life Insurance Claims
- Completion of Annual Eligibility Verification Reports

Assistance in applying for the following New York State benefits:

- Blind Annuity
- Real Property Tax Exemption

Assistance is also provided in:

- Filing of Discharge with County Clerk
- Applying for the F.A.V.O.R. Discount Card
- Replacing Military Records (Discharge Papers)
- Application for Medals (NYS & Federal)
- Assistance in upgrading or correction of military discharges
- Referrals to other benefit agencies

In depth counseling and follow-up service on all claims for benefits is available to all veterans and their dependents/survivors.

The Veterans Service Agency staff is available to meet with veterans at the Eastern Dutchess and Beacon Government Center by appointment and Pine Plains VA Clinic making services more accessible to veterans throughout the County.

Department of Health



Mission Statement

To assess, protect and promote the health of our communities and our environment through the fulfillment of the core functions of public health: assessment, assurance and policy development. The goal of public health is to promote health and prevent illness, disability, and premature death, using the best available science and resources, and aiming to reach the national public health objectives.

Medical Examiner

Goal:

The medical examiner is mandated, in the interests of justice, public health and public safety, to investigate sudden, suspicious and violent deaths within his/her jurisdiction and to evaluate, and document injuries in live victims of abuse. Objective: To respond to and investigate all reportable deaths, in order to determine which cases fall under the jurisdiction of the medical examiner. To act as an expert witness in criminal and civil cases involving deaths due to violence and live victims of violence and abuse; investigate unresolved old cases.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Total Caseload	812	825	840	15	1.8%
Death Scene Visits	326	325	340	15	4.6%
Autopsies	220	220	225	5	2.3%
External Examinations / Certifications	113	150	175	25	16.7%
Court Testimony	15	15	20	5	33.3%
Consultations/ Live Victims and Old Cases	14	15	20	5	33.3%

Public Health Nursing: Health Guidance and Immunization Clinics

Goal:

To link people to needed personal health services and assure the provision of services when otherwise unavailable. To promote the health of mothers, infants and children through home visits to ensure engagement in primary care and preventive health services and to provide health guidance as needed. Provide immunization to the public, in particular to high risk individuals.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Health guidance visits	1,279	1,164	1,280	116	10.0%
# of individuals who received influenza vaccines at DCDOH clinics	399	400	375	(25)	-6.3%
% of children seen at DCDOH clinics who are fully immunized at age 2	88	86	86	-	0.0%

Communicable Disease Control Clinics

Goal:

Prevent and control infectious disease in Dutchess County through timely investigation of reportable communicable disease and prompt response. Objectives: Provision of free and confidential diagnosis and treatment at the TB, HIV and STD clinics.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Clinic Visits (TB, HIV, STD)	3,892	3,196	3,200	4	0.1%

Department of Health

Tuberculosis Control Program

Goal: Prevent, control and reduce incidents and health effects of Tuberculosis (TB).
Objectives: Provide outreach, education, screening testing and treatment (clinics) for persons infected and affected by TB. Ensure early identification of TB cases and prompt investigation of potential contacts in the community setting.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
TB - Total number of cases	10	4	6	2	50.0%
TB - Total number of individuals screened	623	600	625	25	4.2%

Environmental Health: Community Sanitation Services

Goal: To protect the health and well-being of Dutchess County residents and others receiving services through the administration and enforcement of environmental health regulations and services. **Objectives:** Inspect permitted facilities and investigate complaints.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Inspections of camps and recreational facilities	896	896	896	-	0.0%
Inspections of temporary residences (Hotel / Motel)	247	247	247	-	0.0%

Rabies Program

Goal: Prevent, control and reduce the health effects of rabies: humans, animals, etc. **Objectives:** To decrease the number of humans receiving post-exposure treatment in Dutchess County by increasing the number of pets (dogs, cats, domestic ferrets) vaccinated at rabies clinics sponsored by DCDOH and by DCDOH community partners.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Total # of contacts that received post exposure treatment	38	35	35	-	0.0%
# Pets vaccinated- DCDOH 3 Clinics	681	750	700	(50)	-6.7%

Arthropod-borne Disease Program

Goal: Prevent and reduce the risk of human disease that is attributed to arthropod vectors. **Objectives:** To maintain accurate, ongoing surveillance activities and epidemiological status of reportable conditions caused by the arthropod vectors (primarily ticks and mosquitoes). Develop and implement prevention education for residents. Update healthcare providers on emergent arthropod-borne disease issues, advising on approved treatments and understanding current laboratory tools used for diagnosis.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Total number of lab reports (ECLRS) to include all arthropod diseases	6,213	5,986	6,000	14	0.2%
Total number of confirmed and probable cases based on NYSDOH data	334	330	330	-	0.0%

Department of Health

Weights & Measures Division

Goal: Inspections of all retail gasoline pumps and scales used in commercial transactions to ensure that the correct amounts are received by the consumer. Gasoline samples are tested for chemical content to ensure that it is within specifications.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Weights & Measuring Devices Inspected	4,406	4,406	4,406	-	0.0%
Gasoline Samples Tested	214	321	267	(54)	-16.8%

Goal: Protect consumers through the enforcement of local and state laws designed to maintain equity in retail transactions.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Inspection of item pricing	28	38	46	8	21.1%
Inspection of scanner accuracy	14	20	20	-	0.0%

Division of Veterans Service

Goal: Reach out to educate veterans and families regarding services and entitlements available from the Federal, State and local Governments.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Contacts	11,106	11,836	11,836	-	0.0%

Goal: Assist veterans and families to receive all entitled benefits.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Total Services Rendered	13,445	18,891	18,891	-	0.0%
Education/ Vocational Rehab	465	590	590	-	0.0%
Pension	1,165	1,646	1,646	-	0.0%
Burial / Insurance	798	654	654	-	0.0%
Compensation	1,834	2,018	2,018	-	0.0%
Discharge Papers/ Medals/ Military Records	884	1,470	1,470	-	0.0%
Blind Annuity	74	170	170	-	0.0%
Loan	200	474	474	-	0.0%
Medical	558	718	718	-	0.0%

Goal: Link veterans and families with available community services (referrals).

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Department of Labor	158	240	240	-	0.0%
Tax Exemption Information	229	480	480	-	0.0%

2012 Accomplishments:

Our 2012 progress reflects a continuation of the prior year programs and initiatives. Several initiatives and response to events are highlighted below:

The Department of Health continues to work in collaboration with The Emergency Response Department to strengthen our ability to respond to natural and/or manmade disasters through our Emergency Preparedness efforts. In 2012, the Department continued to recruit and train Medical Reserve Corps volunteers, and reviewed and updated several of our emergency preparedness plans.

In 2012, monitoring visits from the New York State Department of Health were conducted for a variety of our funded programs, from drinking water enhancement to the Tuberculosis control program. All of the site visit reports indicated the Department had met and often exceeded the anticipated services to be performed.

Our Licensed Home Care Service Agency (LHCSA) application was approved for the provision of home health services focused on priorities such as Maternal-Child Health.

The Lead Primary Prevention Program entails educating the public about lead hazards, training contractors in lead safe work practices, and in partnership with the City of Poughkeepsie, conducting inspections in residential properties in the 12601 zip code target area. To date, over 700 inspections were conducted, identifying lead based hazards in more than 370 homes. The Department has worked with property owners to remove lead hazards from housing units where children were at risk and more than 400 people have received Lead Safe Renovation Training.

The Weights & Measures Division continued to assure measurement accuracy in commerce in accordance with Article 16 of the NYS Agriculture and Markets Law. With only two inspectors, the Division conducted inspections to ensure equity in commercial transactions involving weight, measure, or count. This year, the Division also assisted the Dutchess County Sheriff's Office with an investigation of a local oil company suspected of fraudulent deliveries.

The Health Department continues to successfully use GIS technology. For example, the Department combines Safe Drinking Water Information System data with County GIS and real property data. This provides a powerful tool for the office to quickly and easily pull up information on water supplies throughout the County and view it in either tabular or graphic format.

In 2012, the Department engaged in a strategic planning process which included on-line surveys of Health Department staff and community partners/stakeholders to determine the Department's strengths, weaknesses, opportunities, and threats (SWOT). The SWOT analysis was followed by the development of an updated mission, vision and value statement, as well as a set of new goals, strategies and actions for the coming years. This effort was needed to realign the Department's strategic plan to address changes in Public Health perspectives and funding, and to help the Department prepare for the accreditation process and quality improvement efforts.

Veterans Services will be transitioning over to the Health Department at the new location. Veterans Services is expecting an increase in demand for appointments by veterans and their family members. This Division has also had an increase in demand for field appointments to veterans and spouses in nursing homes. The goals for this Division include: expanded outreach to veterans and/spouses in nursing homes/facilities; creating a Veterans Services Fund with the Community Foundation. The Division hosted a highly successful Medal Presentation to a WWII Veteran. This Division is also in partnership with the Walkway over the Hudson and completed the First Memorial Day Event on the Walkway with great success. Veterans also hosted an item drive for the 727th Military Police Detachment National Guard Unit currently deployed to Afghanistan. In coordination with the Department of Public Works, veterans visiting the County Office Building and utilizing the County parking lot will be entitled to up to 1 hour of free parking with the F.A.V.O.R. discount card. All flagpoles in the County owned veterans sections of private cemeteries are now illuminated with solar lights. Staff from Veterans Services has also attended numerous outreach events throughout the County.

2013 Initiatives:

In 2013, the Health Department will maintain the basic programs required to assure the fulfillment of its core mission. The Department will sharpen their preparedness to respond to emerging issues while making strides toward preventing and reducing the burden of diseases, informing and educating residents about health issues, advancing community partnerships, and protecting the health and lives of residents. The Department will be exploring innovative ways of delivering services, developing stronger partnerships with other service providers to expand access to clinical services and to bridge the gap between our public health clinical services with traditional medical care.

The Veterans Services Division will continue outreach initiatives to reach veterans and their spouses/ family members. This Division will also be establishing evening hours twice monthly to accommodate veterans who are not able to meet during normal business hours.

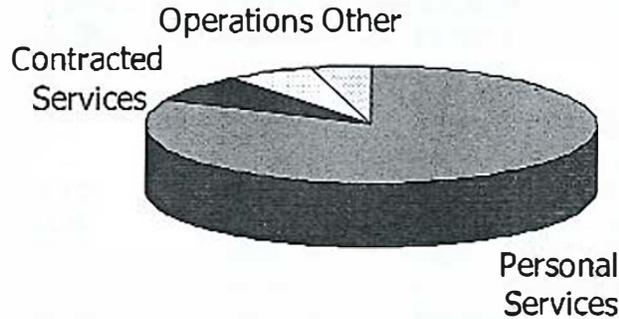
The Health Department, along with Veterans Services will be relocating operations in 2013, beginning with the Medical Examiner's new offices on Washington Street, scheduled to be completed in the early part of 2013. This Department will also consolidate the Main Street and Haight Avenue offices the Poughkeepsie Journal building saving over \$500,000 over the next 5 years.

Department of Health Fiscal Summary

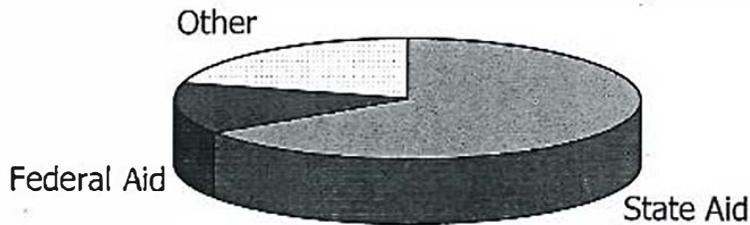
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 14,773,366	\$ 13,148,431	-11%
Revenues	\$ 5,365,922	\$ 4,850,609	-10%
County Cost	\$ 9,407,444	\$ 8,297,822	-12%

2013 Tentative Appropriations



2013 Estimated Revenue



Health Department *Budget Summary*

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	7,763,361	7,884,710	7,884,814	7,233,180	(651,634)	-8.26%
Employee Benefits	3,390,844	3,623,650	3,628,323	3,514,199	(114,124)	-3.15%
Personal Services	11,154,205	11,508,360	11,513,137	10,747,379	(765,758)	-6.65%
Employee Travel, Train & Educ	107,482	122,308	126,447	97,863	(28,584)	-22.61%
Equipment (Non-Depreciable)	6,159	7,392	7,392	0	(7,392)	-100.00%
Equipment	6,159	7,392	7,392	0	(7,392)	-100.00%
Communication	17,213	20,889	20,889	22,863	1,974	9.45%
Supplies	152,515	115,978	121,590	89,759	(31,831)	-26.18%
Utilities	79,385	85,204	85,204	48,384	(36,820)	-43.21%
Interdepartmental Services	382,828	375,100	379,110	305,122	(73,988)	-19.52%
Interdepartmental Prog & Srv	382,828	375,100	379,110	305,122	(73,988)	-19.52%
Contracted Services	906,881	1,414,272	1,416,734	975,458	(441,276)	-31.15%
Mandated Programs	7,119	40,000	40,000	25,000	(15,000)	-37.50%
Operations	1,005,435	1,058,863	1,062,863	836,603	(226,260)	-21.29%
Total	13,819,222	14,748,366	14,773,366	13,148,431	(1,624,935)	-11.00%
OTPS	2,665,017	3,240,006	3,260,229	2,401,052	(859,177)	-26.35%
Departmental Income	261,846	168,000	168,000	332,150	164,150	97.71%
Intergovernmental Charges	12,000	7,500	7,500	7,500	-	0.00%
Use of Money & Property	64	0	0	0	-	
Licenses and Permits	600,669	627,200	627,200	621,800	(5,400)	-0.86%
Fines and Forfeitures	221,178	150,000	150,000	48,000	(102,000)	-68.00%
Sale of Prop and Comp for Loss	764	5,000	5,000	0	(5,000)	-100.00%
Misc. Local Sources	23,721	0	25,000	0	(25,000)	-100.00%
State Aid	3,892,753	3,378,405	3,378,405	3,186,543	(191,862)	-5.68%
Federal Aid	869,090	1,004,817	1,004,817	654,616	(350,201)	-34.85%
Total	5,882,085	5,340,922	5,365,922	4,850,609	(515,313)	-9.60%
Net to County Cost	7,937,137	9,407,444	9,407,444	8,297,822	(1,109,622)	-11.80%

Department of Health

New York State
Department of Health

Commissioner of Health

Dutchess County
Board of Health

Assistant Commissioner for
Administration

Division of Weights & Measures

- Gasoline Quality Program
- Inspection of gas pumps and scales
- Precious Metal License

Division of Veterans Affairs

- Assistance in filing claims
- Assistance in applying for benefits
- Burial benefits
- Survivor benefits

Health Information Planning & Education

- Health Planning
- Epidemiology
 - Needs Assessment
 - Health Status Monitoring
 - Program Evaluation

Ryan White Care Act

Health Education

- Diabetes
- Dental
- Obesity/Nutrition
- Hand Washing
- Injury Prevention
- Physical Activity
- Access to Care

Media Relations

Program Initiatives

- Heart Safe
- Cancer

Administrative Division

Administrative Unit:

- Personnel & Payroll
- Purchasing
- Cash Receipts
- Cash Payments
- Billing
- Contract Administration
- Budgeting
- Fiscal Reporting
- Grant Administration
- Administrative Hearings
- Foil Officer
- Facility Management

Children's Special Services Unit

- Preschool special education
- Early intervention program

Emergency Medical Services Unit:

- Emergency medical services
- Medical Reserve Corps

Public Health Nursing & Communicable Disease Control Division

Public Health Nursing Unit:

- Preventative Services
- Infant child health assessment
 - Home visiting/Health guidance
 - Newborn Screening
 - Lead
 - Physically handicapped children
 - CPR /AED for County Offices
 - Childhood & Adult Immunization
 - Perinatal HEP B
 - Rabies post exposure treatment

Emergency Preparedness

Communicable Disease Unit:

- STD/HIV & TB clinics
- TB Control Preventive Services
- HIV/AIDS testing & counseling
- Partnership Notification Assistance Program
- Lyme & Arthropod-borne
- Clinical Lab
- Outbreak Control
- Infectious Diseases
- Clinical trials

Division of Environmental Health Services

Public Health Engineering

- Plan Reviews
- Public Water Supply

Health Protection

- Occupational
- Radiological
- Toxicological
- Lead

Community Sanitation

- Restaurants
- Hotels / Motels
- Children's Camps
- Campgrounds Resorts
- Child Day Care
- Pools / Beaches
- Mobile Home Parks
- Housing / Nuisance Complaints
- Fair Grounds / Public Functions
- On-site Sewage Disposal
- Rabies Control
- Individual Water Supply

Tobacco Education & Enforcement

Medical Examiner Division

- Autopsies
- Death Investigation
- Organ Donation
- Forensic

Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Medical Examiners:</i>		
Chief Medical Examiner Forensic Path	F	1
Deputy Medical Examiner	F	1
Chief Medical Investigator (Forensic)	17	1
Principal Program Assistant	12	1
Mortuary Technician	11	<u>1</u>
Total:		5
<i>Health Dept Administration:</i>		
Health Commissioner	MJ	1
Assistant Commissioner Administration	MG	1
Director of Budget & Finance	ME	1
Confidential Administrative Assistant	CI	1
Senior Accountant	17	1
Building Maintenance Mechanic III	13	1
Principal Program Assistant	12	3
Secretary	10	1
Senior Program Assistant	10	1
Accounting Clerk	9	3
Receptionist	6	<u>1</u>
Total:		15
<i>Health Department Information Planning & Education:</i>		
Assistant Coordinator Emergency Medical Services	17	1
Public Health Nutrition Coordinator- EA	17	1
Epidemiologist	17	1
Biostatistician	16	1
Senior Public Health Education Coordinator	16	1
Public Health Education Coordinator	15	1
Public Health Education Coordinator - Hourly	15	0.75
Medical Reserve Corps Coordinator	14	1
GIS Technician	12	1
Program Assistant	8	<u>1</u>
Total:		9.75
<i>Weights & Measures</i>		
Director of Weights & Measures B	15	1
Consumer Services Inspectioner II	13	1
Consumer Services Inspectioner I	12	1
Secretary	10	<u>1</u>
Total:		4
<i>Veterans Services</i>		
Director of Veterans Affairs	MD	1
Veterans Counselor	12	2
Secretary	10	<u>1</u>
Total:		4

Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Health Department Environmental Health:</i>		
Director of Environmental Health Services	MG	1
Supervising Public Health Engineer	20	1
Associate Public Health Sanitarian	19	1
Senior Public Health Engineer	19	5
Senior Public Health Sanitarian	17	6
Public Health Engineer	17	2
Public Health Sanitarian	14	12
Public Health Engineer Technician	13	6
Administrative Assistant	12	1
Program Assistant	8	4
Senior Office Assistant	8	2
Office Assistant	6	2
Receptionist	6	1
Total:		<u>44</u>
<i>Health Department Public Health Nursing:</i>		
Director of Public Health Nursing	MG	1
Assistant Director of Public Health Nursing	19	1
Supervising Public Health Nurse	17	3
Public Health Nurse	15	5
Community Health Nurse	14	1
Principal Program Assistant	12	2
Program Assistant	8	1
Senior Office Assistant	8	1
Case Manager Aide	7	1
Total:		16
<i>Health Department Communicable Disease:</i>		
Nurse Practitioner	21	1
Director Communicable Disease Control	19	1
Supervising Public Health Nurse	17	1
Senior Public Health Advisor	16	1
Medical Technologist - Hourly	15	0.75
Public Health Advisor	15	2
Public Health Nurse	15	1
Community Health Nurse	14	3
Program Assistant	8	3
Senior Office Assistant	8	1
Case Manager Aide	7	2
Total:		<u>16.75</u>
Department Total:		114.5

Department of Mental Hygiene

Functions

The Department of Mental Hygiene (DMH), in its statutory role as the Local Governmental Unit, is responsible for the planning, oversight, development, and provision of comprehensive community-based prevention, treatment, and rehabilitation services and programs for people who are emotionally disturbed, mentally ill, developmentally disabled and/or chemically dependent. These services are provided directly by DMH, the state, Saint Francis Hospital and by local not-for-profit agencies under contract with DMH.

2012 has been a transformative year for the Department and for the County's mental hygiene system as a whole. With the closure of the Hudson River Psychiatric Center, Dutchess County is without a state hospital for the first time in 141 years, and in April of this year, the Department closed its Continuing Day Treatment Program, which had been in operation for over 35 years. In addition, as of January 2013, DMH will close its directly-run outpatient mental health clinics. At the same time, in 2013, a restructured DMH is well positioned to adapt to the changing mental hygiene environment, which includes the development and implementation of Health Homes and the first full year of operation of Behavioral Health Organizations.

In addition to Intensive Treatment Alternatives Program (ITAP), a day rehabilitation program for recovering persons, which, as an alternative to incarceration, has become a vital component in the county's criminal justice system, DMH's core clinical services provide crisis intervention, diversion from hospitals and jail and referral to treatment programs. DMH continues to operate a 24-hour HELPLINE, which provides crisis counseling, information and referral, and a Partial Hospitalization Program, which is an alternative to or point of reentry from inpatient psychiatric care.

In 2013, for the first full year, DMH will operate the newly formed Mobile Crisis Intervention Team which is available seven days a week, is dispatched by HELPLINE, interfaces with police and other county agencies and intervenes with children and adults countywide. Finally, in 2013, DMH is committed to working with other agencies and groups in developing and refining systems with the aim of fostering the integration of physical health with behavioral health.

Program Initiatives

As indicated above, 2013 will be the first year since DMH closed its Continuing Day Treatment Program and terminated its outpatient mental health clinics. While there are no new program initiatives in 2013, next year will be the first full year of the OMH-funded Diversion Program and capacity expansion, which began in 2012 with the closure of the Hudson River Psych Center and related Diversion funding and will continue throughout 2013.

PROGRAM/ACTIVITY DESCRIPTIONS

Administration - The Cost Center, Central Administration, in addition to the Commissioner's Office, includes the Division of Administrative Operations, the Office of Quality Improvement and the Office of Psychiatric Coordination. Its functions are to organize, finance and facilitate the delivery of services, to insure continuous quality improvement, to coordinate psychiatric services, and to provide the organizational structure which allows the Department to operate as an integrated system.

Division of Clinical Services – As part of the restructuring in 2013, the three divisions---Mental Health, Chemical Dependency and Developmental Disabilities---have been collapsed into a single Division of Clinical Services. The clinical programs directly operated by DMH include HELPLINE, Partial Hospitalization Program, Mobile Crisis Intervention Team, Jail-Based Mental Hygiene Program, Trauma Team and ITAP.

HELPLINE provides telephone counseling, crisis intervention, information and referral and operates 24 hours a day.

The Partial Hospitalization Program provides services for patients 18 years of age and over who require daily structured treatment; the program functions as an alternative to full-time psychiatric hospitalization for those who have supportive living arrangements.

The Mobile Crisis Intervention Team is dispatched by HELPLINE, is available seven days a week, interfaces with police and other county agencies and intervenes with children and adults countywide.

In cooperation with the Dutchess County Jail and Correctional Medical Care, Inc., the Jail-Based Mental Hygiene Program identifies and counsels inmates in need of mental health and/or chemical dependency treatment within the jail and/or upon release there from.

The Trauma Team consists of seasoned clinical administrators who have the flexibility and experience to respond to an unexpected death (e.g. suicide), serious accident, hostage situation, or any other event personal or public that is likely to result in emotional upset or be experienced as traumatic by the victim, family members or witnesses.

ITAP which provides day rehabilitation for chemically dependent persons who require more intensive care than can be provided in a clinic. ITAP also serves as an alternative-to-incarceration. In addition, the Division provides chemical dependency evaluation and case management support to chemically dependent Public Assistance recipients, probationers, and others served by the criminal justice system.

Contracted Services – In 2013, contracted services under the Division's auspices and oversight are provided by Abilities First, Inc.; Astor Services for Children & Families; ARC; Cardinal Hayes Home for Children; Dutchess County Council on Addiction Prevention & Education, Inc.; Gateway Community Industries, Inc.; Hudson River Housing; Hudson Valley Mental Health, Inc.; Lexington Center for Recovery, Inc.; Mental Health America of Dutchess County, Inc.; Mid-Hudson Addiction Recovery Centers; Occupations, Inc.; PEOPLE, Inc.; Rehabilitation Support Services, Inc.; Saint Francis Hospital; and Taconic Resources for Independence, Inc.

Department of Mental Hygiene



Mission Statement

The Department of Mental Hygiene is the unit of county government that plans for, develops, oversees, and provides, in conjunction with allied agencies, a comprehensive and integrated array of services and programs to meet the mental hygiene needs of the Dutchess County community. In carrying out this mission, the Department strives to ensure that the resulting public mental hygiene system is responsive, accessible, affordable, cost-effective, patient-centered, recovery-oriented and dedicated to continuous quality improvement.

DIVISION OF CLINICAL SERVICES - Mental Health Services

HELPLINE

Goal: To provide telephone counseling, crisis intervention, information and referral services, 24 hours a day, 7 days a week.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Identified (unduplicated)	6,668	6,882	6,882	-	0.0%
Volume of Service	25,920	24,600	24,600	-	0.0%

Mobile Crisis Intervention Team¹

Goal: To provide short-term interventions stabilization for individuals in acute psychological distress in an effort to avoid emergency department visits and/or psychiatric hospitalization

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	-	552	607	55	10.0%
Volume of Service	-	644	708	64	9.9%

Partial Hospitalization

Goal: A five day a week intensive treatment program to stabilize individuals in an effort to prevent psychiatric hospitalizations or to gradually phase individuals back into the community after a psychiatric hospitalization.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	296	320	320	-	0.0%
Volume of Service	2,811	3,050	3,050	-	0.0%

Mansion Street Clinic²

Goal: To provide treatment to seriously and persistently mentally ill persons in the mental health clinic setting with the aim of supporting their continued recovery in the community.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	656	386	-	(386)	-100.0%
Volume of Service	8,000	4,500	-	(4,500)	-100.0%

Hedgewood Clinic²

Goal: To provide residents of the Hedgewood Home for Adults with clinic treatment services to enhance their mental health, quality of life and independence.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	190	197	-	(197)	-100.0%
Volume of Service	6,362	3,500	-	(3,500)	-100.0%

Department of Mental Hygiene

Continuing Day Treatment³

Goal: To provide five day/week treatment program to assist seriously and persistently mentally ill individuals to live as independently as possible and to assist these patients in their overall recovery process.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	506	362	-	(362)	-100.0%
Volume of Service	40,864	9,542	-	(9,542)	-100.0%

HVMH Outpatient Clinic Services

Goal: To provide adults with clinic treatment to enhance their mental health, quality of life and independence.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	3,108	3,296	3,410	114	3.5%
Volume of Service	37,847	44,130	47,420	3,290	7.5%

Occupations, Inc. Personalized Recovery Oriented Services (PROS)⁴

Goal: To provide adults with PROS treatment services to enhance their mental health, quality of life and independence.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	-	330	376	46	13.9%
Volume of Service	-	87,436	137,154	49,718	56.9%

Case Management (ICM, SCM, BCM and Generic Case Management Services)

Goal: To provide linking and coordinating services that assist mentally ill individuals to live as independently as possible, through accessing treatment services, housing supports, medical supports and vocational support.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	2,027	2,125	2,125	-	0.0%
Volume of Service	44,648	34,900	34,900	-	0.0%

Children's Services

Goal: To provide children and their families with the clinic treatment, day treatment, home-based crisis intervention, case management and partial hospitalization services to enhance their mental health, functionality at home and school, and quality of life.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	2,795	3,100	3,100	-	0.0%
Volume of Service	55,522	61,580	61,580	-	0.0%

Mental Health Services Total

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	16,246	17,550	16,820	-	0.0%
Volume of Service	221,974	273,882	309,412	35,530	13.0%

DIVISION OF CLINICAL SERVICES - Chemical Dependency Services

Outpatient Clinic Services

Goal: To provide adults/adolescents and their families with treatment to promote recovery from chemical dependence/addiction and improve their quality of life.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	88	40	40	-	0.0%
Volume of Service	2,155	1,160	1,160	-	0.0%

Department of Mental Hygiene

CHEMICAL DEPENDENCY SERVICES (CONT'D)

Outpatient Rehabilitation Services (ITAP)

Goal: To provide chemically dependent adults with a highly structured, intensive, five day per week program with the goal of developing and maintaining a program of recovery.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	135	140	140	-	0.0%
Volume of Service	9,722	10,960	10,960	-	0.0%

Methadone Services

Goal: To offer methadone maintenance and treatment to individuals addicted to heroin and certain prescription drugs.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	257	280	280	-	0.0%
Volume of Service	46,715	37,925	37,925	-	0.0%

Lexington Center for Recovery, Inc. Outpatient Clinic Services

Goal: To provide adults/adolescents and their families with treatment to promote recovery from chemical dependence/addiction and improve their quality of life.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	1,850	1,480	1,480	-	0.0%
Volume of Service	48,303	46,100	46,100	-	0.0%

Chemical Dependency Crisis Center

Goal: To offer 24 hour medically monitored withdrawal services for persons who are intoxicated by alcohol and/or other substances.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	446	460	460	-	0.0%
Volume of Service	3,882	4,160	4,160	-	0.0%

Chemical Dependency Services Total

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	2,776	2,400	2,400	-	0.0%
Volume of Service	110,777	100,305	100,305	-	0.0%

COORDINATED SERVICES

Forensic Services

Goal: To provide a comprehensive chemical dependency/mental health/ criminal justice assessment with appropriate behavioral healthcare treatment recommendations to the courts as an alternative to incarceration.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	472	500	500	-	0.0%
Volume of Service	472	500	500	-	0.0%

Jail-Based Behavioral Health Services

Goal: To provide mental health/chemical dependency services to individuals incarcerated in the DC Jail and link these individuals to appropriate behavioral healthcare services upon their release into the community.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	434	340	400	60	17.6%
Volume of Service	4,718	6,835	7,200	365	5.3%

Department of Mental Hygiene

Case Management, Vocational, and Assessment Services

Goal: To provide planning, linking, monitoring and advocacy to individuals to assist in engaging them in treatment and remaining in treatment with the goal of reducing the Medicaid cost for CD Treatment.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	1,107	1,211	1,211	-	0.0%
Volume of Service	2,986	2,870	2,870	-	0.0%

Court Evaluations

Goal: To assist the Dutchess County criminal justice system by providing the courts with pre trial psychiatric evaluations of defendant's competency to understand at trial the charges brought against them and their ability to participate in their own defense.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	102	65	65	-	0.0%
Volume of Service	233	230	230	-	0.0%

Psychiatric Emergency Department

Goal: To evaluate individuals in acute psychological distress for medication and possible hospitalization.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	4,723	5,378	5,378	-	0.0%
Volume of Service	4,723	5,378	5,378	-	0.0%

Inpatient

Goal: To provide psychiatric inpatient treatment for individuals suffering from acute mental illness who require supervision 24 hours a day and cannot be maintained in the community.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	1,297	1,245	1,245	-	0.0%
Volume of Service	14,334	14,423	14,423	-	0.0%

Crisis Residence

Goal: To provide short-term respite and stabilization for individuals in acute psychological distress in an effort to avoid hospitalization.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	240	200	200	-	0.0%
Volume of Service	3,534	2,875	2,875	-	0.0%

Coordinated Services Total

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	8,375	8,939	8,999	60	0.7%
Volume of Service	31,000	33,111	33,476	365	1.1%

Department of Mental Hygiene

DEVELOPMENTAL DISABILITIES SERVICES

Clinic for the Multi-Disabled²

Goal: To treat mentally ill and /or chemically dependent developmentally disabled individuals in a clinic setting with the aim of enhancing their functionality and quality of life.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	481	457	460	3	0.7%
Volume of Service	4,309	3,000	-	(3,000)	-100.0%

Habilitation, Training and Vocational Services

Goal: To enhance the functionality and quality of life of people who are developmentally disabled and their families residing in Dutchess County.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	872	850	850	-	0.0%
Volume of Service	131,341	138,450	138,450	-	0.0%

Developmental Disabilities Services Total

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	1,353	1,307	850	(457)	-35.0%
Volume of Service	135,650	141,450	138,450	(3,000)	-2.1%

Total of Dutchess County Department of Mental Hygiene

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Persons Served	28,750	30,196	29,069	(1,127)	-3.7%
Volume of Service	499,401	548,748	581,643	32,895	6.0%

¹ MCIT is one of the Diversion Programs – effective second quarter 2012. An additional 334 collateral recipients were seen.

² Program operations will cease 12/31/12.

³ Programs ceased operations 3/31/12.

⁴ PROS programs began operations 4/1/12.

KEY BUDGETARY ISSUES:

The Department of Mental Hygiene will utilize \$2 Million in state funds to operate a Diversion Program, the Mobile Crisis Intervention Team whose goal is to divert inpatient hospital stays to continued programming.

2012 Accomplishments

- Terminated Continuing Day Treatment (CDT) Program on 3/31/12. Placed 22 CDT staff targeted for layoffs.
- With the closure of Hudson River Psychiatric Center, DMH obtained commitment from the NYS Office of Mental Health (OMH) to provide an annual increase of \$1.5 million to base state aid to establish a Diversion Program, which includes the creation and operation of a Mobile Crisis Intervention Team and was implemented on 4/1/12.

- Obtained from OMH, \$750,000 startup funding, which was used in 2012 to expand outpatient capacity in mental health clinic programs for adults and home-based crisis intervention services for youngsters.
- By 12/31/12, the Department will have closed all three DMH-run mental health clinics and effected dispositions for all patients being served in the Clinic for the Multi-Disabled, Mansion Street Mental Health Clinic and the Hedgewood satellite Mental Health Clinic.

2013 Initiatives:

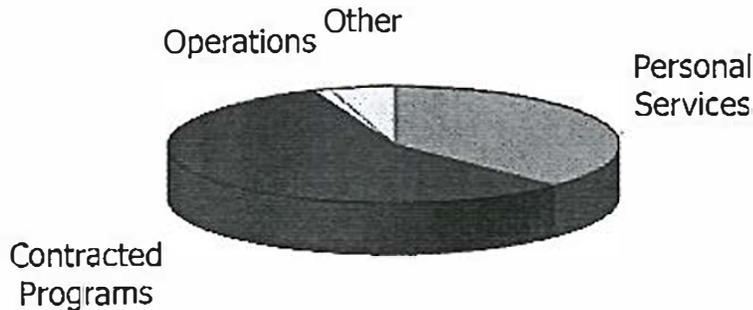
- DMH also drew down an additional \$500,000 from OMH for 2013, to sustain 2012 increases in outpatient capacity for both Astor Services for Children & Families and Hudson Valley Mental Health, Inc.
- With the closure of the above referenced DMH clinics and restructuring in 2013, DMH functions and programs will be constituted as follows:
 - 1) Maintain its statutory role as the Local Governmental Unit as spelled out in Article 41 of the NYS Mental Hygiene Law, overseeing, monitoring, planning and contracting for publicly funded services for mentally ill, chemically dependent and/or developmentally disabled persons in Dutchess County.
 - 2) Operate 24-hour HELPLINE;
 - 3) Operate Diversion Program, including 7-day a week Mobile Crisis Intervention Team;
 - 4) Operate 5-day a week Partial Hospitalization Program;
 - 5) Operate Intensive Treatment Alternatives Program (ITAP), a 5-day a week outpatient day rehabilitation program;
 - 6) Operate 5-day a week Jail-Based Mental Hygiene Program; and
 - 7) Dispatch Trauma Team as needed to help individuals, families and agencies process unexpected untoward events.
- Work with the Health & Human Services Advisory Team's Steering Committee and other agencies and groups in developing and refining systems with the aim of fostering the integration of physical health services with behavioral health programs.
- Adapt to the changing mental hygiene environment, which includes the development and implementation of Health Homes and the first full year of operation of Behavioral Health Organizations.
- Assess the impact of clinic closure on administrative infrastructure and identify areas where savings are possible.

Department of Mental Hygiene Fiscal Summary

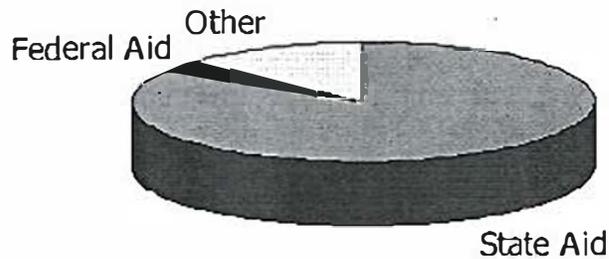
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 29,982,132	\$ 25,627,518	-15%
Revenues	\$ 18,907,530	\$ 15,688,112	-17%
County Cost	\$ 11,074,602	\$ 9,939,406	-10%

2013 Tentative Appropriations



2013 Estimated Revenue



Department of Mental Hygiene

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	11,023,777	8,966,316	9,255,310	6,577,902	(2,677,408)	-28.93%
Employee Benefits	4,463,353	3,595,552	3,768,878	3,039,989	(728,889)	-19.34%
Personal Services	15,487,130	12,561,868	13,024,188	9,617,891	(3,406,297)	-26.15%
Employee Travel, Train & Educ	27,553	34,764	34,764	52,197	17,433	50.15%
Equipment (Non-Depreciable)	0	54,100	55,199	47,600	(7,599)	-13.77%
Equipment (Depreciable)	0	16,000	16,000	0	(16,000)	-100.00%
Equipment	0	70,100	71,199	47,600	(23,599)	-33.15%
Communication	152,100	100,506	100,800	30,138	(70,662)	-70.10%
Supplies	154,139	220,572	222,837	199,534	(23,303)	-10.46%
Utilities	27,430	7,985	9,585	0	(9,585)	-100.00%
Interdepartmental Services	375,638	336,236	356,056	389,261	33,205	9.33%
Interdepartmental Prog & Srv	375,638	336,236	356,056	389,261	33,205	9.33%
Insurance	145,739	165,200	165,200	76,400	(88,800)	-53.75%
Contracted Services	13,310,168	14,045,670	15,130,113	14,508,350	(621,763)	-4.11%
Mandated Programs	587,500	393,000	393,000	393,000	-	0.00%
Operations	554,765	474,390	474,390	313,147	(161,243)	-33.99%
Total	30,822,162	28,410,291	29,982,132	25,627,518	(4,354,614)	-14.52%
OTPS	15,335,033	15,848,423	16,957,944	16,009,627	(948,317)	-5.59%
Departmental Income	6,305,074	4,418,977	4,418,977	1,754,016	(2,664,961)	-60.31%
Use of Money and Property	188,243	256,900	256,900	228,775	(28,125)	-10.95%
Sale of Property & Compensation	3,944	0	0	0	-	
Misc. Local Sources	373,440	3,500	3,500	3,500	-	0.00%
State Aid	10,727,789	11,716,695	13,269,056	13,145,574	(123,482)	-0.93%
Federal Aid	102,892	959,097	959,097	556,247	(402,850)	-42.00%
Total	17,701,381	17,355,169	18,907,530	15,688,112	(3,219,418)	-17.03%
Net to County Cost	13,120,781	11,055,122	11,074,602	9,939,406	(1,135,196)	-10.25%

Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
Central Administration:		
Commissioner of Mental Hygiene	MJ	1
Clinical Division Chief	MH	1
Chief Division of Administrative Operations	MG	1
Director of Consultation and Education	MG	1
Director of Budget and Finance-E	MF	1
Director of Research and Evaluation	MF	1
Support Services Manager	MC	1
Supervising Psych / Medical Director	F	1
Confidential Administrative Assistant	CI	1
Support Services Assistant	CH	3
Secretary	CD	1
Clinical Unit Administrator	21	0.8
Nursing Supervisor	17	1
Accountant	16	2
Research Assistant	15	2
Billing Manager	14	1
Microcomp / Word Proc Supp Asst	14	3
Principal Accounting Clerk	12	3
Principal Program Assistant	12	2
Senior Program Assistant	10	1
Receptionist	6	1
Office Assistant	6	3
Total:		32.8
Partial Hospitalization:		
Psychiatrist I	27	0.7
Psychologist II	20	2
Social Worker III	17	2
Community Mental Health Nurse	14	1
Community Mental Health Aide	12	1
Accounting Clerk	9	1
Office Assistant	6	1
Activity Therapy Aide	6	1
Total:		9.7
HELPLINE:		
Clinical Unit Administrator	21	1
Supervising Social Worker	18	1
Social Worker III	17	1
Community Mental Health Counselor- PT-E	16	0.5
Community Mental Health Nurse- Hrly	14	0.66
Community Mental Health Aide (Spanish Spk)	12	1
Total:		5.16
MR & DD		
Clinical Unit Administrator	21	0.2
		0.2

Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Diversion Program</i>		
Social Worker III	17	2
Community Mental Health Nurse	14	1
Community Mental Health Aide	12	3
Recreational Therapy Assistant	11	1
Activity Therapy Aide	6	1
Office Assistant	6	<u>1</u>
Total:		9
<i>Coordinated Services</i>		
Clinical Unit Administrator	21	1
Psychologist III	21	1
Supervising Social Worker	18	4
Social Worker III	17	3
Social Worker II	16	1
Social Worker I - EA	16	1
Chemical Dependency Counselor	14	3
Community Mental Health Nurse	14	1
Senior Program Assistant	10	1
Activity Therapy Aide	6	1
Office Assistant	6	<u>2</u>
Total:		19
<i>Alcohol Addiction Control</i>		
Psychiatrist I	27	0.3
Clinical Unit Administrator	21	1
Psychologist II	20	2
Social Worker III	17	3
Chemical Dependency Counselor	14	2
Community Mental Health Nurse	14	1
Accounting Clerk	9	1
Office Assistant	6	<u>2</u>
Total:		12.3
Department Total:		88.16

Public Transportation

Functions

The Department of Public Transportation provides public transit service to Dutchess County through two modes of service: 1) fixed route service (known as LOOP and Rail Link), and 2) demand response service (known as Dial-A-Ride, Flex, and ADA Complementary Paratransit) for participating towns in Dutchess County. The primary objective is to provide Dutchess County with a safe, efficient, accessible and reliable public transportation system. Management, operations, and maintenance staff is provided through a private management contract with First Transit. The Dutchess County Transit Administrator oversees the management company as the County representative. The current fleet consists of nine (9) heavy duty diesel buses, thirty-five (35) medium duty diesel buses, two (2) heavy duty hybrid electric buses, and two (2) medium duty hybrid electric buses.

The County will continue to use federal capital funds (5307) to cover the cost of eligible preventive maintenance, project administration, and more operating assistance than in prior years. Preventive maintenance and project administration are reimbursable at 80% federal, 10% state, and 10% local. Operating assistance is reimbursable at 50% federal, and 50% local.

Public Transportation



Mission Statement

To provide Dutchess County with a safe, efficient, accessible and reliable public transportation system.

Goal: Provide safe, efficient bus transportation for the general public.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Loop Bus Passengers	354,767	387,442	406,815	19,373	5.0%
Loop Bus Miles	682,438	700,560	700,560	-	0.0%
Loop Farebox Revenue	\$565,852	\$605,500	\$635,250	\$29,750	4.9%

Goal: Provide safe and reliable transportation for ADA and senior citizens in the county.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Dial A Ride Passengers	14,601	15,571	16,350	779	5.0%
Dial A Ride Miles	92,315	125,470	125,470	-	0.0%
Dial A Ride Farebox Revenue	\$18,405	\$23,100	\$24,250	\$1,150	5.0%

Goal: Avail Medicaid eligible citizens with timely and efficient transportation.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Flex Passengers	13,008	11,755	12,340	585	5.0%
Flex Miles	51,894	79,430	79,430	-	0.0%
Flex Farebox Revenue	\$14,478	\$20,460	\$12,275	-\$8,185	-40.0%

Goal: Provide transportation for commuters and visitors to and from the train stations within the county.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Rail Link Passengers	22,770	22,248	23,360	1,112	5.0%
Rail Link Miles	61,665	57,917	57,917	-	0.0%
Rail Link Farebox Revenue	\$26,326	\$20,900	\$21,500	\$600	2.9%

KEY BUDGETARY ISSUES:

The reassignment of Medicaid trips from bus to cabs in 2012 resulted in a decrease in Medicaid revenues and a reduction in Flex service expenses.

Interfund revenue from the Office for the Aging is lower because the vehicles are no longer being fueled at Public Transportation, but at the Auto Center instead. There will also be a reduction in fuel costs relative to the change.

New vehicles will be ordered in 2012 and most likely be delivered in 2013 which will result in the sale by auction of four heavy duty vehicles and thirteen medium duty vehicles in 2013.

Some municipalities reduced the number of days they offer Dial-A-Ride to their residents. For 2013, although costs for the program have increased the rates to municipalities for Dial-A-Ride are being held flat until an analysis of the program and system can be completed.

Dutchess County was awarded the use of a portion of our federal 5307 funds for fuel as a capital expense in 2012 and 2013. These funds will be matched with 10% state and 10% county funds.

There is an existing collective bargaining agreement between Transit Management of Dutchess County (First Transit) and Teamsters Local 445 which ends on December 31, 2014.

2012 Accomplishments:

- In 2012, payroll was reduced by more than \$100,000 through efficient scheduling of drivers.
- Rail Link was adjusted to serve express trains in lieu of local trains in response to passenger surveys.
- In 2012, the Federal Transit Administration conducted a capital review of Dutchess County Public Transportation. The Federal Transit Administration representatives applauded the work done to expedite projects and close grants in a timely manner.
- Throughout 2012, Public Transportation staff has attended web trainings at the Transit Center to save money on travel. The Transit Administrator has been working with the New York Public Transit Association Board to develop a full complement of web offerings to meet federal and state training requirements in 2013.
- A new radio lease contract with AVL/GPS was awarded and will be funded with 80% federal and 10% state grants.
- A random fare reconciliation program was established.
- During 2012, a bid for thirteen (13) medium duty low floor hybrid buses and five (5) heavy duty low floor buses was posted. Dutchess County was awarded \$2,556,000 in federal State of Good Repair funds for this purchase.
- Other federal capital funds (5309) were used for capital improvements to the transit facility including a new roof and relocation of the fueling facility. The roof project will be complete in 2012 and the fuel relocation project will commence in 2012. This funding also came from a federal State of Good Repair award.
- The radio project planned for 2012 was originally a capital project to purchase radios, however it is now an operating project as the radios are being leased instead. This line is 90% reimbursable from federal and state funds. The county share is \$10,000. The new leased system will provide a net to County cost savings.

2013 Initiatives:

- The 2013 budget includes a change in the department name from Mass Transportation to Public Transportation.
- A transportation study is planned for 2013 with the goal to develop a comprehensive, integrated approach to public transportation for both the City of Poughkeepsie and Beacon, and the outlying areas of the County to include public transportation and dial-a-ride services.
- Dutchess County Public Transportation will continue to implement random fare reconciliation.

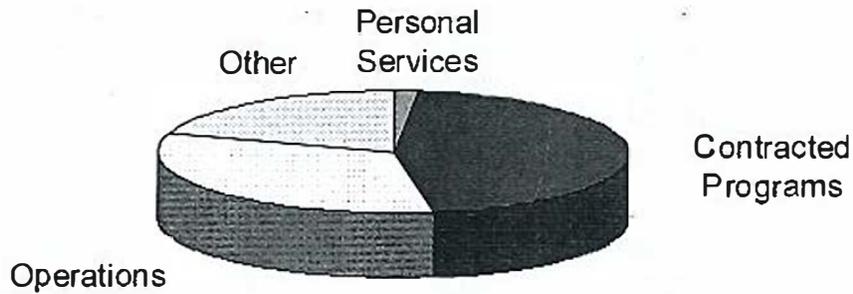
- The radio lease will be expanded to include data collection tied to the electronic scheduler, fueling, mileage and passenger data.
- The fuel relocation project will conclude in 2013. It will include sidewalk remediation, painting, and other site renovations. This project was funded with 80% federal, 10% state and 10% County funds.
- New buses will be ordered in 2012 for delivery in 2013 to replace buses that have outlived their useful life.
- New Freedoms funds (5317) will be used to support a mobility manager and Dial-A-Ride in the northeast area of Dutchess County.
- A new bus route will be implemented in the City of Beacon.

Public Transportation Fiscal Summary

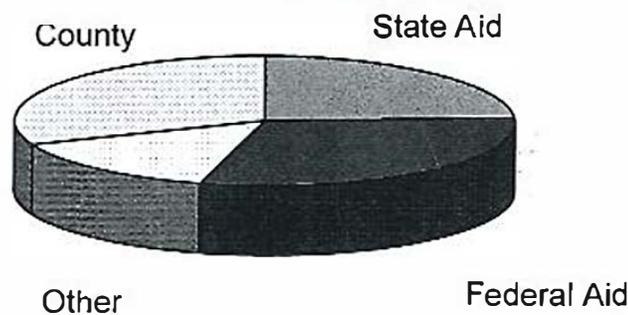
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 7,406,140	\$ 7,542,615	2%
Revenues	\$ 5,726,140	\$ 7,473,115	31%
County Cost	\$ 1,680,000	\$ 69,500	

2013 Tentative Appropriations



2013 Estimated Revenue



Public Transportation

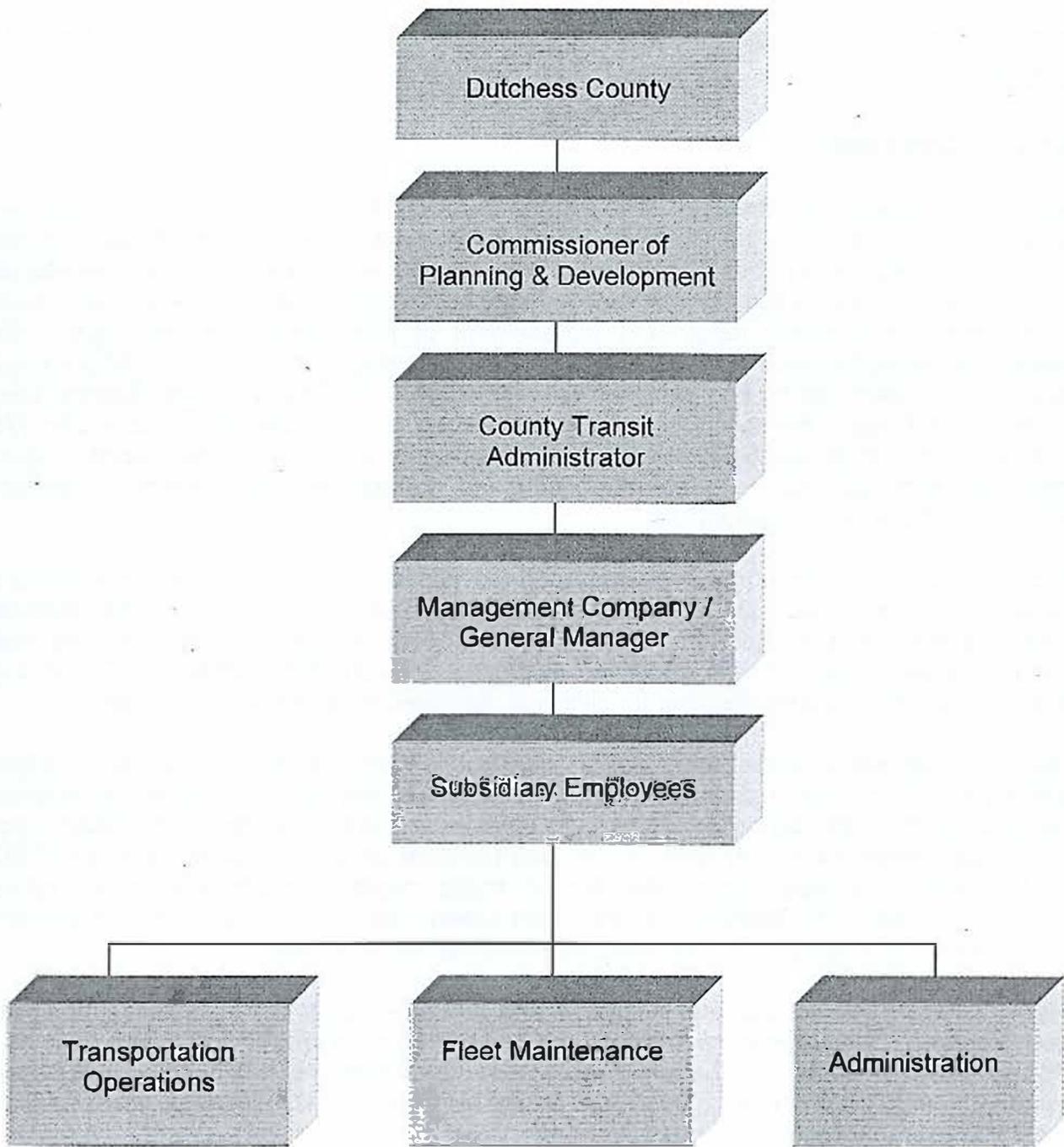
Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	81,536	81,562	81,562	81,537	(25)	-0.03%
Employee Benefits	34,572	42,522	42,522	45,804	3,282	7.72%
Personal Services	116,108	124,084	124,084	127,341	3,257	2.62%
Employee Travel, Train & Educ	2,282	2,300	2,600	2,350	(250)	-9.62%
Equipment (Depreciable)	0	0	247,500	0	(247,500)	-100.00%
Equipment	0	0	247,500	0	(247,500)	-100.00%
Communication	10,296	8,600	8,600	8,600	-	0.00%
Supplies	751,471	896,950	900,500	991,121	90,621	10.06%
Utilities	64,333	72,340	72,340	73,140	800	1.11%
Interdepartmental Services	37,985	73,280	73,280	99,265	25,985	35.46%
Interdepartmental Prog & Srv	37,985	73,280	73,280	99,265	25,985	35.46%
Insurance	60,685	67,000	67,000	67,000	-	0.00%
Contracted Services	3,100,366	3,529,516	3,524,666	3,433,728	(90,938)	-2.58%
Operations	1,984,167	2,199,656	2,200,656	2,470,161	269,505	12.25%
Debt Service	62,830	134,914	134,914	219,909	84,995	63.00%
Other	50,000	50,000	50,000	50,000	-	0.00%
Total	6,240,524	7,158,640	7,406,140	7,542,615	136,475	1.84%
OTPS	6,124,416	7,034,556	7,282,056	7,415,274	133,218	1.83%
Departmental Income	1,111,976	1,252,826	1,252,826	1,056,231	(196,595)	-15.69%
Use of Money and Property	4,535	4,000	4,000	2,600	(1,400)	-35.00%
Sale of Property & Compensation	32,729	18,000	18,000	41,500	23,500	130.56%
Misc. Local Sources	16,371	350	350	500	150	42.86%
Interfund Revenues	27,605	12,600	12,600	4,000	(8,600)	-68.25%
State Aid	2,073,572	1,836,146	1,863,646	1,777,667	(85,979)	-4.61%
Federal Aid	1,532,740	1,632,966	1,852,966	2,274,244	421,278	22.74%
Interfund Transfers*	1,027,431	721,752	721,752	2,316,373	1,594,621	220.94%
Total	5,826,960	5,478,640	5,726,140	7,473,115	1,746,975	30.51%
Net to County Cost**	413,564	1,680,000	1,680,000	69,500	(1,610,500)	-95.86%

*Interfund Transfer includes the contribution from the General Fund.

**The 2012 budget included an appropriation of ET Fund Balance of \$1.68 million, however, the 2013 budget only includes \$69,500 in ET Appropriated Fund Balance to refund debt service for unused bond proceeds.

Public Transportation Organizational Structure



Position Title

Public Transportation:

County Transit Administrator
Total

Pay Grade

MF

of Positions

1
1

Public Works- Highway & Engineering

Functions

HIGHWAY & ENGINEERING

The Division of Highway Construction and Maintenance (HCM) is responsible for overseeing numerous programs to maintain the County's 395 miles of roads, 150 bridges, 196 large drainage structures and 20+ miles of rail trails. This Division has a pavement maintenance and rehabilitation program that includes resurfacing, reconstruction, special surface treatments and crack sealing. Roadside maintenance includes repair and replacement of pipe, guide rail and signs. Other maintenance work includes shoulder and drainage ditch cleaning, tree and brush clearing, grass cutting and bridge/culvert repair and replacement. In 2013, the County's Auto Service Center, currently part of the Central Services Department, will merge with the Department of Public Works Highway Division. The Highway Division's garage management structure will be utilized to operate and oversee the Auto Service Center through improved management and sharing of personnel resources, four positions can be eliminated.

Six highway facilities are used to conduct snow and ice control, repair and install all warning and regulatory signs on county roads and maintain local bridges. The Division also provides accounting services for Highway Division operating budget (\$12M), Engineering Division operating budget (\$1.5M), maintenance in lieu of rent (MLR) for Buildings Division (\$4M), \$5M - \$10M of capital expenditures and provides payroll services for Highway, Engineering and the Auto Center.

The Division of Engineering oversees the design, construction and inspection of all county highway and bridge capital improvement projects; inspection of 490 county and town drainage structures; monitoring and repairing the condition of county bridges which are inspected by NYSDOT; issues permits for all work within the county right-of-way; and performs all required subdivision and SEQRA reviews. Engineering is also responsible for: all traffic related projects and public requests concerning traffic, roads, and bridges; assures dam safety and storm water pollution prevention compliance; and performs land acquisition associated with all improvement projects.

The Division is responsible for the administration and implementation of the Locally Administered Federal Aid Program. This program enables the construction of county roads and bridge projects at a net cost to the county of 5 - 20% of the total project cost. Engineering is responsible for supervision of the design and construction of all Highway and Bridge Improvement/Construction projects included in the county five-year Capital Improvement Program.

The HCM Division will be responsible for the operation of ten refueling sites throughout Dutchess County. The HCM Division tracks usage of gasoline, diesel and E-Z Pass. All vehicles leased by the County are coordinated and paid for through the Auto Center.

AUTO CENTER

The Dutchess County Auto Center will merge with the Department of Public Works HCM Division in 2013. The Auto Service Center services and maintains the County automotive fleet and services the fleets of various interrelated municipal agencies as well. The Auto Center maintains vehicles for 21 County Departments, as well as services for five County related agencies, one municipality and one

fire district. These services include the maintenance and repair, purchase and registration of new vehicles, performing state inspections, responding to road calls, providing fuel, and disposing of surplus equipment.

The goal is to keep all vehicles operating at peak efficiency with the lowest possible cost. The primary tool in this effort is a program of preventive maintenance and inspections at scheduled intervals to maximize safe, reliable and cost effective operation during the vehicle's life span.

The program provides a method for early detection of actual and potential mechanical problems. This prevents costly breakdowns and excessive downtime. In addition, well maintained vehicles enable the County to realize optimum value when disposed of in the annual auction.

The Auto Center will work with other DPW Divisions in plowing County parking lots, a vital service for both the public and county employees.

The Auto Center manages a vehicle pool which is available county wide. This provides temporary use vehicles for County personnel when transportation is not available through their unit.

The Auto Center schedules and coordinates the County's annual sale of surplus equipment, which they will do in collaboration with the OCIS Division of Central Services. This provides an outlet for disposing of old and obsolete equipment while generating maximum revenue at minimal cost. As a service to local communities other municipalities and outside agencies can include items in the auction. The municipalities have an outlet for vehicle disposal and Dutchess County receives a commission on each sale.

Public Works - Highway / Engineering



Mission Statement

The Department of Public Works has the responsibility for the administration, construction, maintenance, supervision, repair, alteration, and care of all highways and bridges. The department is also responsible for the supervision of the design and construction of all highway and bridge improvement / construction projects.

Goal: Maintain safety-related highway appurtenances and traffic control devices, maintain highway free from snow/ice, and study accident locations to develop safer facilities.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Guide Rail Restoration (Feet)	4,500	4,000	4,000	-	0.0%
Snow & Ice Control (Miles)	12,800	12,800	12,800	-	0.0%
# of Traffic Signals installed	-	1	1	-	
# of Traffic Studies	10	10	10	-	0.0%
Auto Accidents investigated	4	6	6	-	0.0%
Vegetation Control (Miles)	2,400	2,400	2,400	-	0.0%
Tree Maintenance	450	400	400	-	0.0%
Speed Limit Requests	3	5	5	-	0.0%
Litter Control (Miles)	250	250	250	-	0.0%

Goal: Replace or repair bridges and large culverts to insure public safety and maximize return on public funds invested.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Bridge & Culvert Reconstruction Sites	24	20	20	-	0.0%
Bridge Maintenance Sites	25	20	20	-	0.0%
Culvert Inspections	87	50	50	-	0.0%

Goal: Upgrade, replace and install new traffic signs and delineation devices to enhance safety and ease of use on the County highway system.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Traffic Signs installed	400	400	400	-	0.0%
Sign Maintenance	1,800	1,600	1,600	-	0.0%
Information Requested	27	30	20	(10)	-33.3%

Goal: Provide superior level of service to the public when reviewing plans and issuing/closing permits for permitted work within the County highway right-of-way.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# Permits closed out	164	160	150	(10)	-6.3%
# Permits issued	185	185	185	-	0.0%
Major Subdivisions reviewed **	17	15	15	-	0.0%
Minor Subdivisions reviewed **	29	25	25	-	0.0%

** Including site-plan reviews

Public Works - Highway / Engineering

Goal: Maintain, upgrade and extend the life of pavement surface, drainage systems, and highway equipment to maximize the investment of public funds appropriated for transportation infrastructure.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Pavement & Highway Surface Trtmt (Miles)	8	6	8	2	33.3%
Highway Shoulders Restorations (C.L. miles)	45	60	60	-	0.0%
Pavement Permanent Resurfacing	14	24	20	(4)	-16.7%
Pavement Surface Maintenance Locations	250	225	225	-	0.0%
Drainage Constr. Reconstruction & Alter. (ft)	1,500	1,200	1,400	200	16.7%
Highway Equip & Machinery Units	196	196	196	-	0.0%

Goal: Maintain, upgrade and extend the life of pavement markings to enhance public safety and maximize the investment of public funds.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Centerline (miles of 4" stripe)	542	530	530	-	0.0%
Edgelines (miles of 4" stripe)	568	540	540	-	0.0%
Special Markings (Locations)	80	80	80	-	0.0%

Goal: To provide a cost effective and efficient service/maintenance of the County fleet.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Gasoline Dispensed (gallons)	246,634	250,000	270,000	20,000	8.0%
Work Orders Processed	1,510	1,500	1,500	-	0.0%

Public Works - Engineering

KEY BUDGETARY ISSUES:

The Engineering Division has developed a \$99.4M five-year capital project program, including \$37.6M for federal aid projects and \$61.8M for locally funded projects.

2012 Accomplishments

- Maintained the Division's excellent safety record.
- Began construction of Dutchess Rail Trail Phase 4.
- Prepared design for Dutchess Rail Trail Stage 5, Morgan Lake to Walkway over the Hudson.
- Completed innovative "soil nailing" repair of failed embankment slope on CR 8 (South Greenhaven Road) in Beekman.

- Performed final design and right-of-way acquisition for the reconstruction of CR 21 (Noxon Road) from NYS Route 55 to CR 49 (Titusville Road) in LaGrange and the CR 49@CR 21 intersection.
- Continued design work for our ongoing guide rail replacement program.
- Prepared design for intersection improvements at CR 35 (Osborne Hill Road) at Ketchamtown Road.
- Continued advancement of approximately 15 federally funded highway, bridge and trail design projects.
- Prepared preliminary design alternatives for CR 41 culvert flooding improvement.
- Advanced and implemented development of compliance program for State and Federally mandated Municipal Separate Storm Sewer System (MS4) Permit.
- Performed required field inspections, designs, reviews and reporting for compliance with MS4 Stormwater mandate.
- Advanced development of traffic control device compliance program for State and Federally mandated conformance to 2009 Manual on Uniform Traffic Control Devices (MUTCD).
- Began replacement of Bridge D-70R, CR 26 (Dover Furnace Road) over the Harlem Valley Railroad in Dover.
- Reconstructed Bridge H-28, Sycamore Drive over Crum Elbow Creek in Hyde Park.
- Begin design for replacement of superstructure and stream restoration for Bridge PO-17X, CR 43 (DeGarmo Road) over Wappinger Creek.
- Replaced culvert A-35 under CR 105 (Sinpatch Road) in Amenia with a new concrete box culvert (HCM Division construction).
- Began replacement of bridge joints on three bridges.
- Began a bridge painting program.
- Began construction of a state grant funded parking improvement in Hopewell Junction.
- Responded to approximately 14 NYSDOT bridge inspection flags, approximately half of which require structural design work for repair.

2013 Initiatives

- Create a better coordinated and streamlined management of HCM and Engineering Divisions by establishing Deputy Commissioner position in charge of both divisions, with the elimination of the Assistant Director positions in both divisions.
- Complete construction of Dutchess Rail Trail Stage 4.
- Construct Dutchess Rail Trail Stage 5.
- Obtain Federal design approval and begin final design for Phase IV of the Harlem Valley Rail Trail in Millerton and North East.
- Construct intersection safety improvements at CR 35 (Osborne Hill Road) at Ketchamtown Road intersection.
- Begin replacement of Bridge PO-17X, Degarmo Road over Wappinger Creek.

- Replacement of culvert N-32, CR 5 (Smithfield Road) over Wassaic Creek, Town of North East.
- Reconstruction of Bridge D-32, Ridge Road over Cooperstown Brook, Town of Dover.
- Begin construction of CR 21 (Noxon Road) from NYS 55 to CR 49 (Titusville Road).
- Begin construction of Bridge PV-15, CR 72 (North Avenue) over tributary to Wappinger Creek, Town of Pleasant Valley.
- Reconstruct failed retaining walls on CR 50 (Jackson Corners Road) in Milan.
- Continue advancement of all locally and federally funded bridge, highway and trail design projects.
- Work with appropriate County Departments moving toward paperless operations.
- Complete required bridge inspection for county-maintained bridges not inspected by State.
- Continue guiderail replacement program.

Public Works - Highway

2012 Accomplishments

- Completed over 16 miles of asphalt overlays utilizing our own crews.
- Lee Boy – paved wheel tracks on 20 miles of road.
- Replaced or repaired 4,000 feet of guiderail.
- Replaced 20 road crossing drainage culverts.
- Responded to 40 drainage complaints.
- Repaired approximately 25 catch basins.
- Removed over 200 dead trees along our highway system.
- Made and installed signage for the county highway system and Dutchess Rail Trail, Health Department, Parks Division and other county agencies.
- Plowed 300 miles of county highways, 32 snow/ ice events, and 65 applications with 32 trucks.
- Replaced 2- ten wheel trucks all with computer controls. All trucks are now equipped with automated sanders.
- Assisted other DPW Divisions with work at Dutchess Stadium, Wilcox, Bowdoin, Quiet Cove parks; as well as other locations.
- Increased alternate fuel vehicles in the County fleet. Added 60 E-85 flex fuel vehicles to bring the total number of alternate fuel vehicles in the County fleet to 126.
- Ordered 62 new vehicles, 51 of which are replacements for the Sheriff's Office.
- Upgraded fuel pumps at all County refueling facilities. This involved replacing a total of eighteen old pumps at nine (9) County sites, some of which are up to 40 years old.
- Installed an updated fuel monitoring system at nine County fuel sites. This replaces the obsolete optical card system with computerized keys for each vehicle. The project also

included placing sites on the fuel monitoring system that were previously using handwritten sheets, greatly increasing security and accountability for the County's fuel assets.

- Upgraded the Auto Center's obsolete fleet maintenance software. This system is currently employed by the Highway Department.

2013 Initiatives

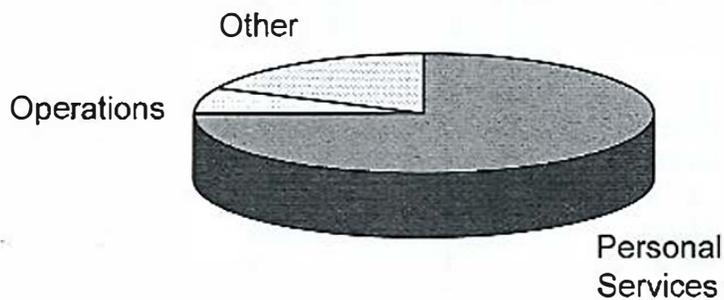
- The Department of Public Work's 2013 reorganization plan will provide for the following major initiatives:
 - consolidate payroll functions to a centralized location at HCM Business Office by expanding Kronos timekeeper system to yield staff reductions throughout the department;
 - consolidate business office functions at HCM Business Office to increase efficiency, reduce redundant workflow at each division, and yield staff reductions throughout the department;
 - alter deployment of crews and equipment during summer to reduce travel time to/from work locations;
 - alter personnel and equipment assignments to improve routine highway and bridge maintenance workflow;
 - reduce staff through retirement incentive, elimination of vacant positions and attrition;
 - focus on outcome-based decision making to determine when private providers can achieve greater efficiencies and savings over in-house efforts;
 - take over managerial, budgetary and operation control of the County's Auto Service Center.
- Continue to deliver essential highway maintenance services in the most efficient manner.
- Continue to upgrade, maintain and repair the county's inventory of trucks and equipment.
- Continue to increase the number of alternate fuel vehicles in the County fleet.
- Explore the possibility of switching one tank at the Auto Center to E-85.
- Upgrade the Auto Center's 30-year old underground vehicle lifts and install electrically operated above-ground lifts.

Public Works- Highway & Engineering Fiscal Summary

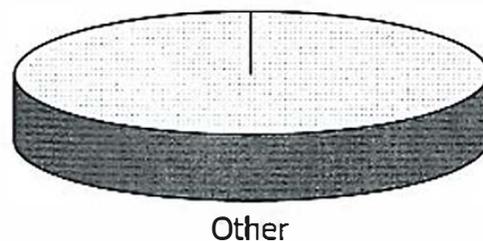
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 14,959,311	\$ 13,607,049	-9%
Revenues	\$ 2,150,020	\$ 2,193,920	2%
County Cost	\$ 12,809,291	\$ 11,413,129	-11%

2013 Tentative Appropriations



2013 Estimated Revenue



Public Works- Highway & Engineering

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	7,080,200	7,439,539	7,439,539	6,728,588	(710,951)	-9.56%
Employee Benefits	3,446,763	3,687,856	3,687,856	3,520,178	(167,678)	-4.55%
Personal Services	10,526,963	11,127,395	11,127,395	10,248,766	(878,629)	-7.90%
Employee Travel, Train & Educ	6,151	11,855	12,155	10,480	(1,675)	-13.78%
Equipment (Non-Depreciable)	2,695	100	100	8,700	8,600	8600.00%
Equipment	2,695	100	100	8,700	8,600	8600.00%
Communication	4,495	5,400	5,400	5,500	100	1.85%
Supplies	3,079,672	3,450,422	3,448,762	3,013,012	(435,750)	-12.63%
Utilities	103,439	95,110	93,610	96,075	2,465	2.63%
Interdepartmental Services	(743,549)	(879,941)	(878,441)	(871,693)	6,748	-0.77%
Interdepartmental Prog & Srv	(743,549)	(879,941)	(878,441)	(871,693)	6,748	-0.77%
Insurance	106,653	119,000	119,000	119,000	-	0.00%
Contracted Services	9,300	48,360	48,360	37,270	(11,090)	-22.93%
Operations	780,744	981,610	982,970	939,939	(43,031)	-4.38%
Total	13,876,563	14,959,311	14,959,311	13,607,049	(1,352,262)	-9.04%
OTPS	3,349,599	3,831,916	3,831,916	3,358,283	(473,633)	-12.36%
Departmental Income	1,934,834	1,915,000	1,915,000	1,915,000	-	0.00%
Use of Money and Property	61,382	54,500	54,500	55,500	1,000	1.83%
Licenses and Permits	30,592	23,000	23,000	28,000	5,000	21.74%
Fines and Forfeitures	3,100	4,000	4,000	2,100	(1,900)	-47.50%
Sale of Property & Compensation	168,605	153,520	153,520	193,320	39,800	25.92%
Misc. Local Sources	56,984	0	0	0	-	
State Aid	60,628	0	0	0	-	
Federal Aid	405,116	0	0	0	-	
Total	2,721,243	2,150,020	2,150,020	2,193,920	43,900	2.04%
Net to County Cost	11,155,320	12,809,291	12,809,291	11,413,129	(1,396,162)	-10.90%

Public Works- Highway & Engineering Organizational Structure

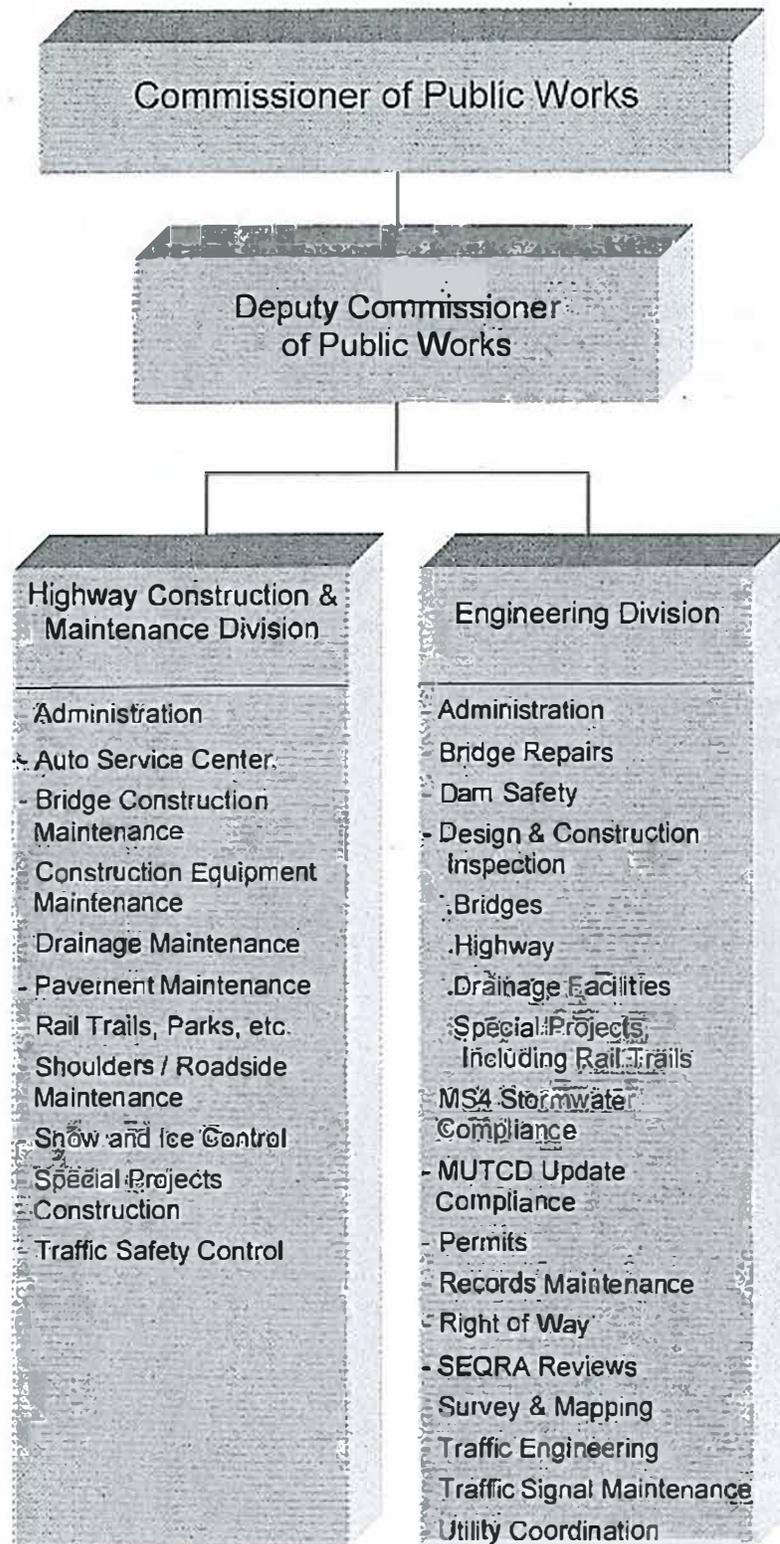


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>DPW Engineering Division:</i>		
Director of Engineering	MH	1
Assistant Civil Engineer II Design	19	3
Traffic Engineer	18	1
Assistant Civil Engineer I	17	2
Senior Planner	17	1
Junior Civil Engineer	15	4
Senior Engineering Aide- E	14	1
Senior Engineering Aide	12	2
Administrative Assistant	12	1
Total:		16
<i>DPW Highway Administration:</i>		
Deputy Commissioner of Public Works	MH	1
Director Highway Construction & Maint	MG	1
Business Manager	CL	1
Office Manager	CJ	1
Secretary	CD	1
Contract Specialist	13	1
Senior Program Assistant	10	2
Program Assistant	8	1
Office Assistant	6	1
Total:		10
<i>DPW Highway Construction & Maintenance:</i>		
Maintenance Superintendent	16	2
Tree Maintenance Supervisor	14	1
Road Maintenance Supervisor	14	1
Sector Chief	13	7
Labor Supervisor	13	4
Tree Climber	12	1
Construction Equipment Operator II	12	11
Construction Equipment Operator I	11	12
Assistant Tree Climber	11	1
Motor Equipment Operator	10	11
Tree Trimmer	10	2
Road Maintainer - E	10	1
Road Maintainer	9	5
Laborer	8	4
Total:		63
Subtotal:		89

Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>DPW Maintenance Bridges:</i>		
Bridge Maintenance Supervisor	14	1
Bridge Maintainer	10	<u>4</u>
Total:		5
<i>DPW Road Machinery-Administration:</i>		
Garage Superintendent	16	1
Equipment Mechanic Supervisor II	15	1
Stockroom Supervisor	14	1
Construction Equipment Mechanic II	14	4
Construction Equipment Welder II	14	1
Construction Equipment Operator II / Inst	13	1
Construction Equipment Operator II	12	1
Construction Equipment Operator II/ Mech	12	1
Stockroom Assistant	11	1
Signmaker	10	<u>1</u>
Total:		13
<i>DPW Road Machinery- Buildings:</i>		
Senior Communications Clerk- E	11	<u>1</u>
Total:		1
<i>DPW Highway Automotive Service Center:</i>		
Auto Service Center Supervisor	15	1
Senior Auto Mechanic	14	1
Auto Parts Specialist	13	1
Auto Mechanic	13	3
Tire Mechanic	11	1
Construction Equipment Mechanic Aide	9	1
Accounting Clerk	9	1
Auto Mechanic Helper	9	<u>1</u>
Total:		10
Total of Highway and Engineering		118

Public Works- Airport

Functions

The Dutchess County Airport, located seven miles south of the City of Poughkeepsie in the Town of Wappinger, provides corporate and general aviation transportation services. Federal and State grants are aggressively pursued for all eligible projects identified in the Airport Master Plan.

The Division's focus has been on safety, security, taxiway enhancements to provide access to parcels available for future development, obstruction removal, environmental compliance, and wildlife hazard management. The Division continues its excellence in facility care and upkeep through innovation, application of available technology, and bench marking industry leadership.

The Aviation Division markets the facility and services through its website, regional and national advertising, and through a cultivated partnership with the Dutchess County Economic Development Corporation.

The Legislature's Airport Advisory Committee, a citizen advisory group, provides input on operational issues and development initiatives.

The Airport's Security Advisory Committee, an FAA required group, provides input on security initiatives and organizational considerations.

A Wildlife Hazard working group, a FAA required group, has been established to provide input specific to wildlife hazards on airport property.

Public Works - Dutchess County Aviation

Mission Statement

Dutchess County Airport strives to be the Hudson Valley's first choice for business and personal air transportation, providing an engine for economic growth, while maintaining operational safety, outstanding service, and a safe environment for aircraft owners, operators, our neighbors, and the flying public.

Goal: Our goal is to preserve numbers of operations and cultivate modest increases in fuel sales.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Landings and Take-offs	78,857	87,000	89,600	2,600	3.0%
Fuel (Gallons) 100LL	65,428	70,000	70,000	-	0.0%
Fuel (Gallons) Jet A	142,770	150,000	150,000	-	0.0%

KEY BUDGETARY ISSUES:

- Reduction of more than \$178,000 in the contribution from the General Fund due primarily to the elimination of a line service attendant position and a reduction in debt service.

2012 Accomplishments

FAA/NYSDOT Grants

- Update Storm Water Pollution Prevention Plan
- Place New Aircraft Rescue and Firefighting Vehicle into service
- Realignment of taxiway "Delta" spur (Construction), Light "Bravo, Charlie, Delta"
- New Taxiway "Kilo" (Design)
- Obstruction study – GIS – Phase II
- FCC Compliant Radio system

Local

- Reversion of a private 13,916 S.F. hangar to County ownership
- Completion of 2012 Audits: DC Comptroller and internal operational review
- Completion of 47,000 L.F. of crack sealing
- Complete repaint of all airfield markings
- Seal and paint Terminal building exterior

2013 Initiatives

- Evaluate costs/benefits of public versus private management of Dutchess County Airport
- Evaluate all building and ground leases to establish proper lease rates and terms

FAA/NYSDOT grants

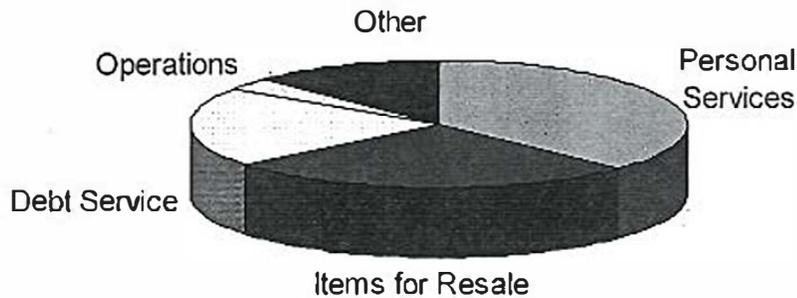
- Complete Update Airport Storm Water Pollution Prevention Plan
- Complete Airport Obstruction Study –Phase II – GIS Survey
- New Taxiway "Kilo" to threshold runway 24 – Construction Phase
- Execute elements of 2011 Business Plan/2012 Operational Review

Public Works- Airport Fiscal Summary

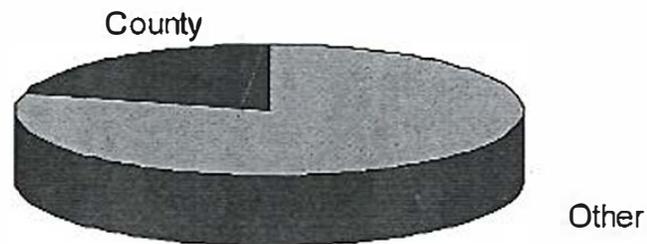
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 2,945,497	\$ 2,684,069	-9%
Revenues	\$ 2,945,497	\$ 2,684,069	-9%
County Cost	\$ -	\$ -	

2013 Tentative Appropriations



2013 Estimated Revenue



Public Works Airport

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	660,550	678,837	678,837	632,987	(45,850)	-6.75%
Employee Benefits	338,540	373,899	373,899	398,966	25,067	6.70%
Personal Services	999,090	1,052,736	1,052,736	1,031,953	(20,783)	-1.97%
Employee Travel, Train & Educ	7,421	7,425	8,185	7,950	(235)	-2.87%
Communication	5,849	5,860	6,190	6,460	270	4.36%
Supplies	54,819	62,032	49,384	60,100	10,716	21.70%
Utilities	80,877	64,323	64,323	70,800	6,477	10.07%
Interdepartmental Services	66,981	77,569	76,069	62,005	(14,064)	-18.49%
Interdepartmental Prog & Srv	66,981	77,569	76,069	62,005	(14,064)	-18.49%
Insurance	30,615	35,000	35,000	35,000	-	0.00%
Contracted Services	55,635	4,450	15,441	19,410	3,969	25.70%
Operations	71,821	101,261	103,328	82,476	(20,852)	-20.18%
Debt Service	655,873	659,198	659,198	561,731	(97,467)	-14.79%
Items for Resale	803,628	875,643	875,643	746,184	(129,459)	-14.78%
Total	2,832,609	2,945,497	2,945,497	2,684,069	(261,428)	-8.88%
OTPS	1,833,519	1,892,761	1,892,761	1,652,116	(240,645)	-12.71%
Departmental Income	1,631,047	2,075,811	2,075,811	1,976,209	(99,602)	-4.80%
Use of Money and Property	148,934	136,900	136,900	152,575	15,675	11.45%
Sale of Property & Compensation	7,321	0	0	0	-	
Misc. Local Sources	4,243	2,000	2,000	2,900	900	45.00%
State Aid	1,693	0	0	0	-	
Federal Aid	8,338	0	0	0	-	
Interfund Transfers*	793,403	730,786	730,786	552,385	(178,401)	-24.41%
Total	2,594,979	2,945,497	2,945,497	2,684,069	(261,428)	-8.88%
Net to County Cost	237,631	-	-	-	-	

*Interfund transfer includes the contribution from the General Fund.

Public Works- Airport Organizational Structure

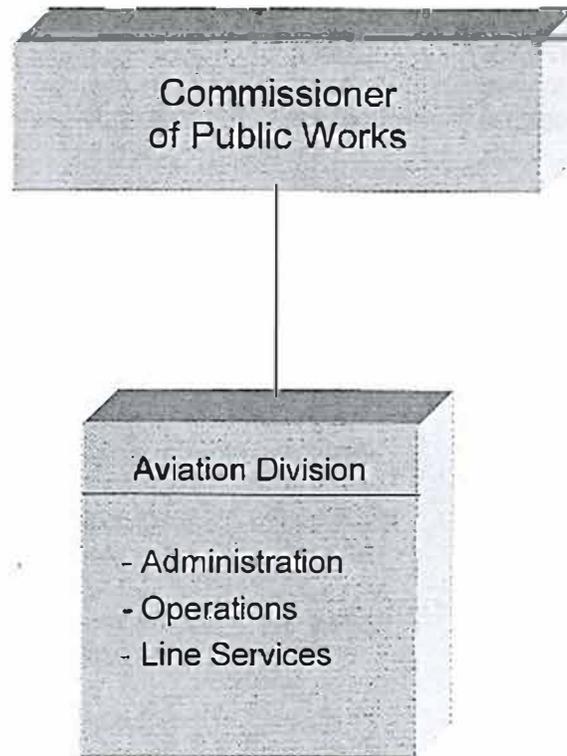


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>DPW Aviation Division:</i>		
Airport Director	MF	1
Airport Maintenance Supervisor	15	1
Line Service Supervisor	13	1
Principal Accounting Clerk	12	1
Airport Maintenance Mechanic II	12	1
Airport Maintenance Mechanic I	10	4
Accounting Clerk	9	1
Line Service Attendant	9	<u>2</u>
Total:		12

Metropolitan Transit Authority

Functions

Pursuant to Section 1277 of the Public Authorities Law of the State of New York, the operation, maintenance and use of passenger stations shall be public purposes of the City of New York and the counties within the district. The Metropolitan Transportation Authority (MTA) determines and certifies to the County of Dutchess, the cost for Metro-North Commuter Railroad, a subsidiary corporation of the MTA, of operation, maintenance and use of Metro-North Commuter Railroad passenger stations located in the County of Dutchess, including the buildings appurtenances, platforms, lands and approaches adjacent of incidental thereto.

Each year, the change in the Consumer Price Index (C.P.I.) for Wage and Clerical Workers for the New York, Northeastern-New Jersey Standard Metropolitan Statistical Area for the twelve-month period being billed is applied against the prior year's billed amount to arrive at the current year's bill.

The amount is certified to the County on or before June 1st and law requires that payment be made to MTA by September 1st.

§1270-a Metropolitan transportation authority special assistance fund:

Pursuant to Section 1270-a of the Public Authorities Law of the State of New York, the statute requires that certain "mass transportation operating assistance" payments be made by the MTA to Dutchess county from MTA's Mortgage Recording Tax (MRT-2) receipts. Dutchess will receive no less than \$1.5 million annually in quarterly installments.

In addition to the minimum mass transportation operating assistance payment, the statute also provides for an "escalator payment" based on the total MRT-1 and MRT-2 receipts attributable to Dutchess that exceeds the receipts received in 1989. The escalator payment is due to the County is based on a specific formula.

MRT-1: collected at the rate of .25 of 1% of the debt secured by certain real estate mortgages. Effective June 1, 2005, the rate was increased from 25¢ per \$100 of recorded mortgage to 30¢ per \$100 of recorded mortgage. The County does not receive any portion of the increase.

MRT-2: .25% of 1% of certain mortgages secured by real estate improved or to be improved by structures containing one to six dwelling units in the MTA's service areas.

Metropolitan Commuter Transportation Mobility Tax (MCTMT)

New York State Department of Taxation and Finance, Chapter 25 of the Laws of 2009 added Article 23 to the Tax Law which establishes the metropolitan commuter transportation mobility tax mandate. This tax will be administered by the New York State Tax Department and the proceeds from this tax will be distributed to the Metropolitan Transportation Authority.

Effective March 1, 2009, the MCTMT is imposed at a rate of .34% of an employer's payroll for all covered employees for each calendar quarter. An amendment to the MCTMT was enacted April 1, 2012 however the County was unaffected by the change.

2012 Accomplishments

The County's receipt for MTA Station Maintenance assistance payment is \$89 below the budget estimates (based on County's mortgage recording tax).

The MTA Station Maintenance: Each year the change in the CPI factor is applied against the prior year's billed amount to arrive at the current year's billed amount. This year the County's amount to the MTA based on the change of the CPI resulted in an increased from the prior year of \$59,951 to \$2,296,927.

Metropolitan Commuter Transportation Mobility Tax at a rate of .34% of an employer's payroll was imposed on employers March 1, 2009. This tax imposed an annual increased burden of approximately \$385,000 on Dutchess County every year.

2013 Initiatives

The trend continues into the 2013 budget as commuter costs rise and there is uncertainty with the mortgage recording tax and new home sales. The Transportation Aid revenue is budgeted at \$2,252,356 for 2013. This is formula driven based on Mortgage Recording Tax data provided by the County Clerk's Office for 2012 year-to-date.

The MTA Station Maintenance which the County pays to the MTA each September 1st is being budgeted higher than the 2012 amount based on the CPI increase for NYS. The County budgeted \$2,358,564 using the 2.68% increase from 2011 to 2012.

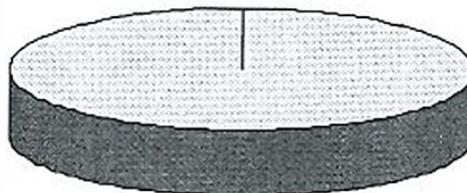
The mandated Metropolitan Commuter Transportation Mobility Tax will be budgeted at a rate of .34% of Dutchess County's wages for a total of \$365,852. The MTA Mobility Tax is estimated higher than 2012 based on the modified budget of 2012. This amount will cover all 2013 wages including step increases and longevities.

Metropolitan Transit Authority Fiscal Summary

Budget Summary

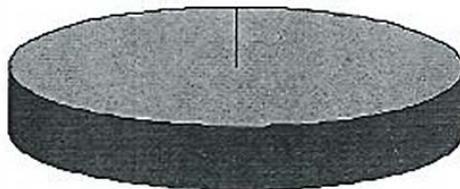
	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 2,701,560	\$ 2,738,840	1%
Revenues	\$ 1,943,768	\$ 2,252,356	16%
County Cost	\$ 757,792	\$ 486,484	-36%

2013 Tentative Appropriations



Operations

2013 Estimated Revenue



State Aid

Metropolitan Transit Authority

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Mandated Programs	2,617,252	2,701,560	2,701,560	2,738,840	37,280	1.38%
Total	2,617,252	2,701,560	2,701,560	2,738,840	37,280	1.38%
OTPS	2,617,252	2,701,560	2,701,560	2,738,840	37,280	1.38%
State Aid	2,204,006	1,943,768	1,943,768	2,252,356	308,588	15.88%
Total	2,204,006	1,943,768	1,943,768	2,252,356	308,588	15.88%
Net County Cost	413,246	757,792	757,792	486,484	(271,308)	35.80%

Office for the Aging

Functions

It is the mission of the Office for the Aging (OFA) to plan, coordinate and provide an array of community based services to the elderly, their caregivers and persons who require assistance in the long term care system, in an effort to promote independence, dignity and quality of life. The Director of the Office for the Aging is responsible for overall leadership, and supervision in the department, including preparing and administering the state approved Annual Implementation Plan.

OFA provides either directly or via contract with community agencies, businesses and professionals, the following services: Home Care, Case Management, Social Adult Day Care, Personal Emergency Response Systems, Respite, Transportation, Home Delivered Meals, Congregate Meals, Nutrition Education and Counseling, Senior Friendship Centers, Case Assistance, Information, Outreach, Referral, Energy Assistance, Housing Information, Recreation, Education, Insurance Education, Outreach and Counseling, In Home Contact and Support, Health Promotion and Exercise Programs, Mental Fitness Classes, Legal Services, Caregiver Workshops and Support, Caregiver Resource Center, Minor Home Modifications, and Services to Grandparents Raising Grandchildren. Through DUTCHESS NY Connects, OFA also serves as a single point of entry to the long term care system.

In addition to providing and funding services for the elderly and their caregivers, another primary function of the Office for the Aging is to play a major role in planning and coordination of services for the elderly and identifying service needs. These functions are carried out through ongoing efforts of the Aging Advisory Board and its Long Term Care Council as well as involvement with such entities as the Retired and Senior Volunteer Program, the Caregiver Services Coalition, Home Care Association, the Elder Abuse Coalition, the intergenerational Committee and others. OFA maintains close relationships with the other county human services departments. Examples of this include participation in the Department of Social Services Advisory Board, Department of Mental Hygiene Mental Health and Chemical Dependency Subcommittees, and the Department of Health Integrated Community Health Assessment Group, and the Planning Department Division of Mass Transit Dial A Ride Advisory Board. Further, representatives from the other Health and Human Services departments are represented on the Office for the Aging Advisory Board and Long Term Care Council.

As in the past, OFA will rely on the assistance of volunteers in carrying out services to the elderly. Over 300 volunteers are involved in many activities such as delivering meals to the homebound, providing insurance counseling, conducting exercise and mental fitness classes and issuing senior identification cards. Additionally, the department partners with a number of agencies which also utilize volunteers in carrying out services such as transportation, in home contact and support, and the long term care Ombudsman program.

OFA provides a consumer-centered entry point for information about long term care and linkages to services that assist individuals of all ages with long term care needs. DUTCHESS NY Connects is available to serve individuals who need long term care, their caregivers and those planning for future long term care needs, whether it is anticipated that public or private sources of payment will be used. DUTCHESS NY Connects is also a resource for long term care professionals and others who provide long term care services to the elderly, their caregivers and people with physical disabilities of all ages.

DUTCHESS NY Connects provides the required case management and authorization for the Medicaid funded in home services as well as non Medicaid in home services funded jointly by New York State and Dutchess County. Specific functions include information, referral and intake; assessment; determination of service needs, and where necessary, medical eligibility for specific levels and types of care; and case management and arrangements for service provision.

Goals:

- To shift the balance of the long term care system from institutional services to less costly and less restrictive community-based alternatives through effective control at the point of entry;
- To meet the growing demand for long term care services by selective expansion of non-institutional community based alternatives, and to keep total systems costs lower than they would have been without the intervention;
- To recognize, support and supplement the informal support system in order to contain expenditures effectively and to enhance the quality of care;
- To develop mechanisms to identify populations in need and to target services to those populations;
- To provide consumer choice in services.

Office for the Aging



Mission Statement

It is the mission of the Office for the Aging to plan, coordinate and provide an array of community based services to the elderly, their caregivers and persons who require assistance in the long term care system, in an effort to promote independency, dignity and quality of life.

Office for the Aging and Dutchess NY Connects

Goal: To provide services designed to promote proper or improved nutrition in a group or in-home setting.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Home Delivered Meals	108,595	108,000	108,000	-	0.0%
Congregate Meals	35,935	36,500	37,000	500	1.4%
Nutrition Counseling (Hours)	125	124	125	1	0.8%
Nutrition Education (Presentations / Publications)	20,447	30,000	30,000	-	0.0%

Goal: To provide/arrange for services to disabled, chronically ill, or elderly clients to enable them to remain at home in the community or in other appropriate settings.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Home Care Hours (non-medicaid)	35,521	35,000	35,000	-	0.0%
In-Home Contact & Support (hours)	2,188	2,200	2,200	-	0.0%
Care at Home Cases	10	9	12	3	33.3%
In-Home Services for Elderly Program (clients)	450	425	425	-	0.0%
Long-Term Home Health Care Program Cases	131	114	114	-	0.0%
Field Visits (non-nutrition or case assist.)	5,284	4,601	4,586	(15)	-0.3%
Case Management hours	15,782	16,841	15,700	(1,141)	-6.8%
Medicaid Personal Care Cases	340	309	300	(9)	-2.9%
Adult Foster Care Cases	61	64	59	(5)	-7.8%
Assisted Living Cases	184	176	185	9	5.1%
Consumer Directed Care Cases	69	86	86	-	0.0%
Case Assist Cases (NY Connects)	137	142	156	14	9.9%
Discharge Planning Hours	361	339	415	76	22.4%
Patient Review Instruments Done	63	74	82	8	10.8%

Goal: To provide legal assistance, counseling and representation to seniors and to advocate on behalf of long term care facility residents.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Legal Assistance (Hours)	688	650	650	-	0.0%

Office for the Aging

Goal:	To provide transportation services to senior citizens in order to foster access to health, shopping, social and recreational services.				
Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Transportation # of Trips (non Medicaid)	24,740	24,400	24,400	-	0.0%
Goal:	To provide information and case assistance to seniors, caregivers and others in the long term care system on accessing benefits and services.				
Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Info & Case Assistance contacts (Aging)	61,680	62,325	62,325	-	0.0%
Outreach	94	115	115	-	0.0%
Single Visit Assessments	66	65	65	-	0.0%
Intakes / Screenings (NY Connects)	3,097	3,275	3,275	-	0.0%
ID Cards Issued	259	260	260	-	0.0%
Goal:	To provide services to foster good physical and mental health as well as recreation and educational opportunities.				
Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Health Promotion Events (classes, presentations per person)	69,429	72,000	72,000	-	0.0%
Recreation & Education	1,439	1,450	1,450	-	0.0%
Goal:	To provide supportive services to caregivers to help sustain efforts to provide care, including support groups, workshops, counseling, and respite.				
Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Caregiver Services	659	675	675	-	0.0%
Grandparent Caregiver Respite (hours)	741	700	700	-	0.0%
Overnight Respite (days)	20	35	45	10	28.6%
Minor Home Modifications	5	8	8	-	0.0%
Social Model Adult Day Care (hours, non-medicaid)	4,178	3,050	3,200	150	4.9%
Goal:	To provide services to enable vulnerable citizens to summon help in an emergency, also to provide emergency rent / utility assistance.				
Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Personal Emergency Response Units (clients, non-medicaid)	389	365	365	-	0.0%
Goal:	To provide services to access regular benefits such as HEAP, WRAP and to provide energy education.				
Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Energy Assistance	1,980	1,900	1,900	-	0.0%
Goal:	To assist citizens in making valuable use of free time through civic engagement and to provide services to senior citizens without the expense of additional employees.				
Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Volunteer Hours	38,448	35,000	35,000	-	0.0%
Number of Volunteers	310	300	300	-	0.0%

KEY BUDGETARY ISSUES:

The 2013 key budgetary issues for the Office for the Aging involve working to meet the core needs of senior citizens, caregivers and those in the long term care system while maintaining thorough oversight and accountability with resources that have been significantly reduced since the implementation of the 2011 budget. Despite reductions in staff and funding combined with increased demand, OFA has been able to continue to provide a high quality and high level of service.

- The County's senior population (60 years and older) grew 28% between 2000 and the 2010 Census.
- The 2011 OFA Needs Assessment found transportation to be the greatest unmet senior need in Dutchess County. This need will be further examined in 2013 as part of the comprehensive public transportation study.
- There have been significant increases in OFA intakes and requests for information and referral in both 2011 and 2012.
- A new state requirement regarding assessment tools in some programs requiring that the assessments be completed on-line, requiring the purchase of laptop computers.
- The state's Medicaid Redesign for community based long term care will greatly impact OFA with most Medicaid functions being transferred to Managed Long Term Care. The state's timetable for this is to have it completed by the end of 2014.

2012 Accomplishments

- Over 13,000 unduplicated clients and caregivers provided with services ranging from information and assistance to case management, nutrition services, transportation, home care, respite, health promotion and legal services.
- Successfully restructured/merged Intake and Outreach units.
- Cross training in Fiscal Unit.
- Additional volunteers recruited and trained in the Health Insurance Counseling Program.
- New volunteer led walking and bicycling groups started during 2012.
- New provider in place for Senior Friendship Center Transportation and Home Delivered Meals delivery in Beacon.
- Achieved superior levels of client satisfaction in Transportation, In Home, Intake, Legal, and Nutrition Services.
- CPR and First Aid training for all Senior Friendship Center managers and drivers.
- Updated online Long Term Care Resource Directory.
- Developed presentation on "Successful Aging."

2013 Initiatives

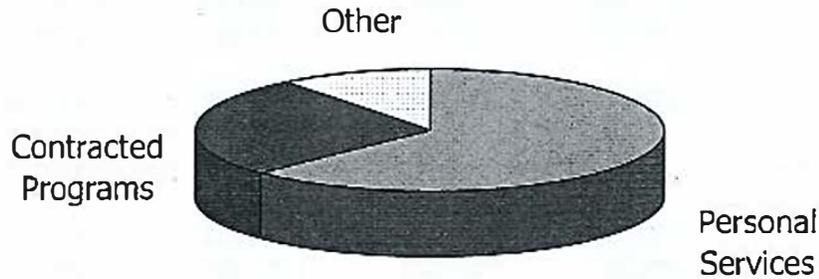
- Office for the Aging in 2013, will once again be a stand-alone department, separate from youth and veterans.
- Implement federally funded "Systems Integration" program to improve access to long term care services and enhance consumer and caregiver decision making ability
- Develop ongoing "Senior Seminars" program.
- Maintain services to the growing population of seniors, frail elderly and caregivers in Dutchess County.
- Expand Senior Walking groups from 1 day per week to additional days.

Office for the Aging Fiscal Summary

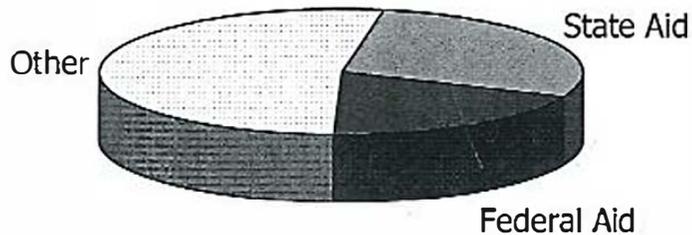
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 6,158,010	\$ 5,941,748	-4%
Revenues	\$ 4,983,914	\$ 5,081,826	2%
County Cost	\$ 1,174,096	\$ 859,922	-27%

2013 Tentative Appropriations



2013 Estimated Revenue



Office for the Aging *Budget Summary*

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	2,548,610	2,624,084	2,624,084	2,503,425	(120,659)	-4.60%
Employee Benefits	1,068,731	1,155,335	1,155,335	1,223,632	68,297	5.91%
Personal Services	3,617,341	3,779,419	3,779,419	3,727,057	(52,362)	-1.39%
Employee Travel, Train & Educ	7,792	11,900	11,900	10,300	(1,600)	-13.45%
Equipment (Non-Depreciable)	2,061	4,800	4,800	0	(4,800)	-100.00%
Equipment	2,061	4,800	4,800	0	(4,800)	-100.00%
Communication	1,686	1,600	1,600	3,190	1,590	99.38%
Supplies	121,676	151,715	166,189	135,625	(30,564)	-18.39%
Interdepartmental Programs	27,605	12,600	12,600	4,000	(8,600)	-68.25%
Interdepartmental Services	352,071	402,369	411,369	386,122	(25,247)	-6.14%
Interdepartmental Prog & Svc	379,676	414,969	423,969	390,122	(33,847)	-7.98%
Contracted Services	1,461,690	1,704,989	1,681,489	1,583,633	(97,856)	-5.82%
Operations	82,271	88,618	88,644	91,821	3,177	3.58%
Total	5,674,193	6,158,010	6,158,010	5,941,748	(216,262)	-3.51%
OTPS	2,056,852	2,378,591	2,378,591	2,214,691	(163,900)	-6.89%
Departmental Income	2,349,455	2,632,669	2,632,669	2,622,729	(9,940)	-0.38%
Intergovernmental Charges	3,500	3,500	3,500	2,500	(1,000)	-28.57%
Sale of Property & Compensation	13,208	0	0	0	-	
Misc. Local Sources	22,026	30,000	30,000	30,000	-	0.00%
State Aid	1,330,763	1,265,913	1,265,913	1,456,880	190,967	15.09%
Federal Aid	964,592	1,051,832	1,051,832	969,717	(82,115)	-7.81%
Total	4,683,544	4,983,914	4,983,914	5,081,826	97,912	1.96%
Net to County Cost	990,649	1,174,096	1,174,096	859,922	(314,174)	-26.76%

Office for the Aging Organizational Structure

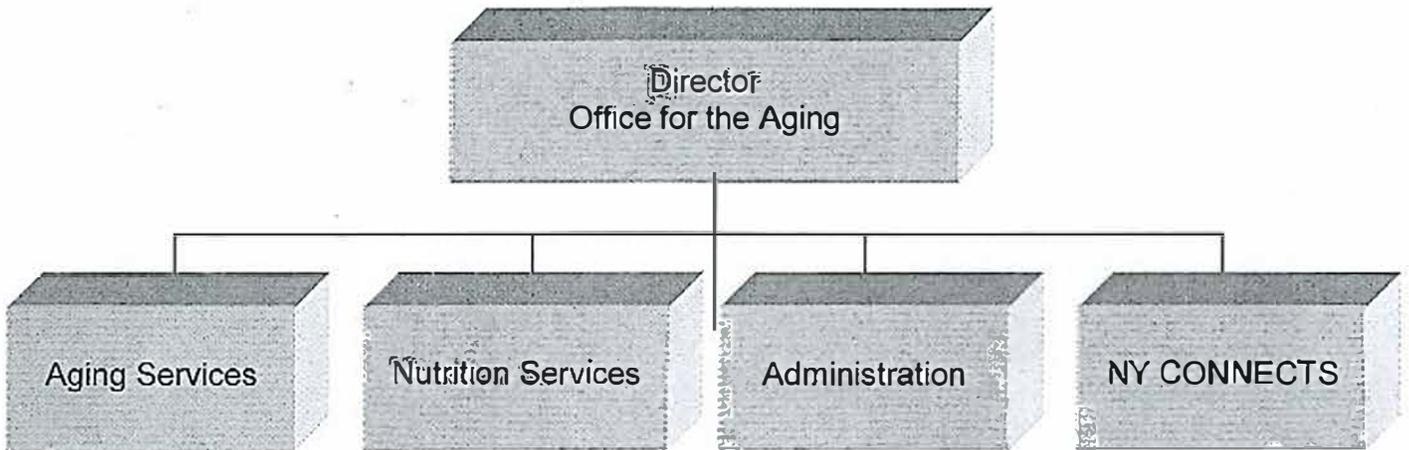


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Office for the Aging</i>		
Director Aging Services	MG	1
Secretary	CD	1
Aging Information Services Specialist	15	1
Nutrition Services Coordinator	15	1
Business Manager	14	1
Outreach Coordinator	12	1
Home Delivered Meal Coordinator	11	1
HEAP Examiner	11	1
Community Services Worker	9	3
Accounting Clerk	9	2
Accounting Clerk Hourly	9	0.97
Site Manager- Hourly	9-8	4.2
Bus Driver- Hourly	7-8	5.83
Receptionist	6	1
Aging Services Aide	3	1
Aging Services Aide- Hourly	3-8	0.65
Total:		26.65

Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Dutchess NY Connects</i>		
Supervising Public Health Nurse	17	1
Case Supervisor	16	1
Public Health Nurse	15	7
Public Health Nurse- Hourly	15	0.55
Case Manager II	14	1
Principal Program Assistant	12	1
Case Manager I	12	8
Community Service Worker	9	1
Senior Office Assistant	8	1
Office Assistant- Hourly	6	1.44
Office Assistant	6	1
Total:		23.99
Department Total		50.64

Department of Community and Family Services

Functions

The Department of Community and Family Services (DCFS) is responsible for the administration of the NYS Social Services Law in Dutchess County. The department administers the federal and/or state assistance programs of Family Assistance, Safety Net Assistance, Emergency Aid to Families, Emergency Aid to Adults, Day Care, Home Energy Assistance, Indigent Burial, Medicaid, Food Stamps and Youth Services.

As an approved child caring agency, the department is responsible for the care of children surrendered by their parents or ordered to its custody by Family Court. The department has sole responsibility for investigating reports of child abuse or neglect and for providing services for children found to be abused.

The department must secure child support through the Dutchess County Family Court for all assistance recipients and private citizens entitled to these payments.

DCFS has primary responsibility for the protection of adults who cannot care for themselves and have no help available or who are victimized by others.

The mission of the department is to provide fiscal and support services necessary to sustain dependent and disabled persons and to assist each recipient in achieving the greatest degree of independence.

Central Administration

This Division includes the management staff that provides leadership for the department, specialty staff who perform duties for all divisions, and support staff who performs functions for more than one division.

Children Services

This Division has two units: the Children's Services Unit and the Child Protection Unit.

The Children's Services Unit provides services to children who are placed in our care through voluntary surrender by parents, court order by Family Court, or removal of a child from his or her home for abuse or neglect. Services provided include foster care, institutional care, adoption, non-secure detention, adoption subsidies and preventive care. Preventive care is case management services provided for children and parents to enable the child to remain or return to his or her parents and prevent foster care.

The Child Protective Unit investigates all allegations of child abuse and neglect. All allegations are recorded by a Central State Registry and the investigation must be started within 24 hours of the report.

Temporary Assistance

This Division has two units, the Intake Unit and the Employment Unit.

The Intake Unit administers the cash assistance programs of Family Assistance, Safety Net Assistance, Emergency Aid to Families, and Emergency Aid to Adults. Administrative tasks include reviewing and verifying information on an application, determining eligibility and amount of assistance, referring applicants to other programs, explaining the rights and responsibilities of the assistance program, re-certifying open cases periodically to check for any changes, and adjusting or stopping grants based on changes in the client's situation or income.

A Day Care Unit determines eligibility for day care for those not receiving Family Assistance.

The Employment Unit works with recipients to become self-supporting by developing and implementing employment plans. All applicants and recipients are finger imaged to insure that benefits are not being received in another district.

Medical Assistance

This Division administers the Medicaid program. Administrative tasks include reviewing and verifying information on an application, determining eligibility and type of Medicaid coverage, referring applicants to other programs, explaining the rights and responsibilities of the Medicaid program, re-certifying open cases periodically to check for any changes, and adjusting or stopping coverage based on changes in the clients situation or income. As applicants for home care or nursing home care sometimes have substantial resources, investigation and analysis of these resources is a major task in this Division. A unit coordinates the Medicaid Managed Care program, the pre-natal enrollment process, the child immunization and lead screening program.

Child Support Enforcement Unit

This Division has three priorities: paternity establishment, monetary and medical support establishment, and the enforcement of support orders. Tasks include assistance in locating absent parents; preparation of paternity, support, medical and violation petitions for family court, and the monitoring of support payments. Support information is entered into the statewide Child Support Management System.

This Division also administers the Income Tax Diversion Program whereby claims are filed against tax refunds for unpaid child support. Other collection tools used are the DMV license suspension, property execution, warrants and orders of commitment.

Food Stamp

This Division administers the Food Stamp Program and the Home Energy Assistance Program. Administrative tasks include reviewing application, determining eligibility, referring applicants to other programs, explaining rights and responsibilities, re-certifying open cases periodically to check for changes, and adjusting or stopping benefits based on changes.

Computer Services

All of our programs have an associated computer system. This unit coordinates implementation and operation of the systems and administers our local area network. Another unit provides the data entry function for the Food Stamp, Temporary Assistance, Medicaid and Services divisions into WMS.

Adult Services

This Division provides casework and case management services to adults and families but not to children in the department's custody. A major responsibility of this Division is providing adult protective services. These services are provided to any adult in the community who is incapable of managing his or her affairs, has nobody available to assist him or her, or is being victimized. Services provided can range from getting an interested party to help, arranging for home care or institutionalizing the individual. A second major responsibility is to coordinate placements of homeless individuals and families and to help assistance recipient's secure adequate housing. This unit is also responsible for providing services to adult SSI recipients in the County. These services can range from being protective payee of their benefit to providing referral services.

Special Investigations

This unit investigates suspicions of clients fraudulently receiving benefits. Referrals come from the public, workers, other agencies, or from computer matches. When fraud is found, appropriate action is taken and either confessions of judgment are obtained or referrals are made to the district attorney. This unit prepares temporary assistance and food stamp cases for presentation at administrative disqualification hearings. Front End Detection System (FEDS) workers perform investigation of certain applicants prior to case opening.

A resource unit is located in this Division. Resource tasks include filing and collecting on liens, mortgages and assignments of proceed. The resource unit oversees collection of repayments of overpayments and collection of retroactive SSI benefits. Burials are handled by this unit including obtaining repayments from life insurance policies, burial funds, or personal assets.

Accounting

This Division audits all authorizations for benefits and sends out benefit checks, payments and vouchers to recipients, landlords, utility companies, fuel dealers, foster parents, day care centers and children's institutions. This unit records all third party health insurance to reduce Medicaid payments and handles all claims for Federal and State reimbursement. Accounting will also coordinate Medicaid transportation services with our new 24 hour call center provider.

Division of Youth Services

The Division provides program planning, contract management, program monitoring and evaluation, integration and coordination of youth services and opportunities for youth leadership in Dutchess County. The Youth Services Division partners with the Department of Probation & Community Corrections, along with several other county departments and community organizations, as the Integrated County Planning (ICP) Workgroup to develop a comprehensive and consistent master plan called the Child & Family Services Plan. This Plan is submitted to the NYS Office of Children & Family Services per their requirements. The Youth Services Division continues to provide technical assistance to municipalities, nonprofit agencies and other youth services providers. The Division promotes the nationally recognized Search Institute's Developmental Assets curriculum to institutionalize youth development principles with the County.

The Director of Youth Services is responsible for the administration of NYS Office of Children & Family Services (OCFS) funding as defined in state regulations concerning Youth Development/Delinquency Prevention, Special Delinquency Prevention Programs and Runaway Homeless Act funds. In 2011, the OCFS Programs served 21,457 youth in 31 programs with 94% of the programs achieving 100% of their projected outcomes. This Division also has specific statutory obligations for the County's planning and monitoring of the runaway and homeless youth

programs. For 2012, OCFS cut its pass-through grant funding in various funding streams 18% to 27% from 2011 levels.

The youth and adult members of the Dutchess County Youth Board act as advisors to the Division Director, Commissioner and the County Executive. The members set the funding priorities based on the on-going needs assessment activities, monitor funded programs and recommend to the County Executive, the OCFS allocations to fulfill the outcomes and goals of the Child and Family Services Plan.

The Youth Services Division, through its Youth Services Unit, will continue to provide counseling services targeting pre-diversion and low risk PINS/JD youth as well as services to youth and families referred through this department, schools, Office of Probation, and other community based organizations. Workshops on specific areas are provided to targeted groups.

The Youth Council, coordinated by the division, is a high school leadership program for youth incorporating community service projects, presentations on selected topics and leadership skills training.

Department of Community & Family Services



Mission Statement

To meet the needs of the County's dependent population, as provided by social services law, in a courteous, fair and efficient manner with the aim of restoring each beneficiary to maximum independence. To ensure that children and youth are raised with economic resources to meet their basic needs. To improve families' functioning so they can provide a safe, stable, and nurturing environment for children. To ensure that adults in the community are protected from harm.

Children's Services

Goal: Strengthen family support and ensure that children who are removed from their birth families will be ensured stability, continuity and an environment that supports all aspects of their development.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
# of Children in Care (per month)	240	220	225	5	2.3%
# of Abuse Investigations (per year)	3,047	3,150	3,200	50	1.6%

Child Support Enforcement

Goal: Children and youth will receive adequate financial support from absent parents.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
\$ Amount Child Support Collected (Millions)	\$31.7	\$32.5	\$33.0	\$0.5	1.5%

Adult Services

Goal: Utilize multi-disciplinary community resources to improve assessments and to develop service plans which reduce risk and protect adults.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Adult Protective Intakes (per year)	729	600	650	50	8.3%
Open Cases (avg/month)	305	295	300	5	1.7%

Temporary Assistance for Needy Families

Goal: Provide timely financial assistance to eligible individuals and ensure that they are provided with access to services that ensure skills or functioning so that they may achieve self sufficiency.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Applications Processed	9,370	9,370	9,370	-	0.0%
Average Monthly Caseload	1,650	1,650	1,650	-	0.0%

Medicaid

Goal: Provide timely assistance to medically indigent individuals to ensure that they receive access to services.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Applications Processed	10,031	11,000	12,000	1,000	9.1%
Average Monthly Caseload	19,977	21,200	23,000	1,800	8.5%

Department of Community & Family Services

Food Stamps

Goal: Provide timely assistance to eligible individuals and ensure they receive services that improve the conditions in which they live.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Average Monthly \$ Amount of Food Stamps Issued	\$3,188,904	\$3,300,000	\$3,600,000	\$300,000	9.1%
# Food Stamp Applications	8,319	8,500	9,000	500	5.9%
Average Monthly Caseload	10,666	11,600	12,400	800	6.9%

Special Investigations

Goal: Ensure that assistance payments are made only on behalf of eligible recipients and that erroneous payments are recovered promptly.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
\$ Amount of Fraud Discovered	\$234,663	\$280,000	\$325,000	\$45,000	16.1%
\$ Amount of Recoveries Received	\$1,307,883	\$1,400,000	\$1,500,000	\$100,000	7.1%

Division of Youth Services

Goal: Assist communities and agencies to carry out their responsibilities to provide

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Fiscal Claims	177	177	177	-	0.0%
Municipalities and Private Agency Grants	31	34	33	(1)	-2.9%

Goal: Improve positive decision-making skills, increase social competencies, and ensure a

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Short-Term Youth Counseling	175	165	170	5	0.0%

Goal: Provide prevention/intervention services to at risk youth in order to divert them from

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Referrals for Low Risk YASI (PINS)	17	16	20	4	25.0%
Referrals for Low Risk YASI (JD)	35	32	40	8	25.0%
Runaway / Diverted Youth Served	1,262	1,175	1,175	-	0.0%

KEY BUDGETARY ISSUES:

- The costs for State Training Schools are yet to be billed. The current rate is only an estimate.
- Foster Care payments have shown a large spike.
- Continued increase in case loads.
- OCFS funding was further reduced in 2012 across all funding programs for the Division of Youth Services with many programs having to realign staff and program operations in order to meet client needs. It is not known what the funding level may be in the coming year.

2012 Accomplishments

- BA degree program for employees with Empire College and Marist College, 75% state funded with no cost to the county.
- IPRO conducted compliance audits of Medicaid vendors.
- Complete State takeover of Medicaid transportation.
- Have secured three intern positions completely funded by the State.
- The Youth Council had 33 members representing nine high schools.
- Youth Council completed four community service projects, conducted one leadership training on diversity, tolerance and anti bullying, and hosted eight guest lecturers on various topics.
- Trained and engaged two Youth Council members in the Workforce Investment Board (WIB) Summer Youth Employment proposals committee, reading the grant proposals and making funding recommendations.
- Youth Services Unit is covering the entire county with three staff while on target to meet or exceed their outcomes.
- In partnership with DC BOCES, Youth Services held the 4th annual Youth Forum in October on the topic of teen substance abuse, alcohol use/abuse, and prescription drugs.
- Youth Board awarded two DCC second year students with scholarships at the 2012 Convocation Ceremony.
- Youth Board membership recruitment resulted in new members to fill some of the vacancies.
- Surveyed the Runaway and Homeless Youth (RHY) school liaisons on training needs and coordinated a "Runaway and Homeless Youth Information Session."

2013 Initiatives

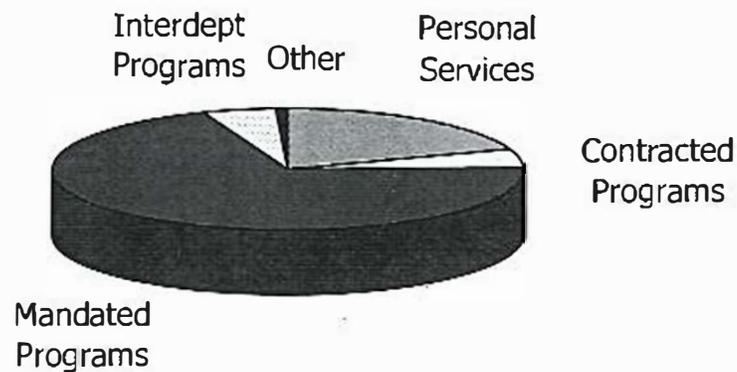
- With the proposed dissolution of the Department of Services for Aging, Veterans and Youth (SAVY), the Youth Services Division will be merged under the Department of Community and Family Services.
- Enhanced Workplace Violence Prevention training for all staff.
- Training for Runaway & Homeless School Liaisons.
- Youth Forum to be conducted on a topic of need and interest to youth.

Community & Family Services Fiscal Summary

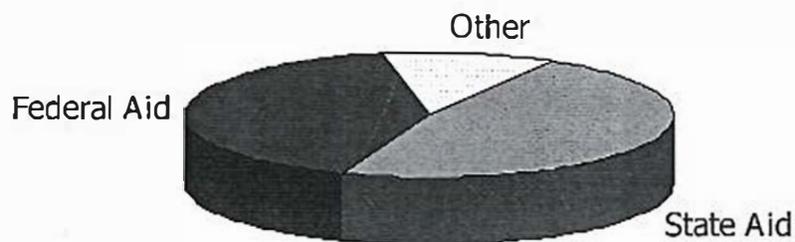
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 143,302,901	\$ 144,643,672	1%
Revenues	\$ 63,055,800	\$ 63,652,081	1%
County Cost	\$ 80,247,101	\$ 80,991,591	1%

2013 Tentative Appropriations



2013 Estimated Revenue



Department of Community and Family Services

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	18,423,560	19,086,624	18,966,613	18,509,447	(457,166)	-2.41%
Employee Benefits	8,362,561	9,186,702	9,186,702	9,486,448	299,746	3.26%
Personal Services	26,786,120	28,273,326	28,153,315	27,995,895	(157,420)	-0.56%
Employee Travel, Train & Educ	213,831	265,518	265,647	275,638	9,991	3.76%
Equipment (Non-Depreciable)	0	22,000	42,000	0	(42,000)	-100.00%
Equipment (Depreciable)	0	0	0	9,500	9,500	
Equipment	0	22,000	42,000	9,500	(32,500)	-77.38%
Communication	14,056	14,056	14,056	14,056	-	0.00%
Supplies	174,933	234,855	241,855	236,400	(5,455)	-2.26%
Utilities	144,097	173,461	166,461	163,852	(2,609)	-1.57%
Interdepartmental Programs	4,928,622	5,328,424	5,387,091	5,324,852	(62,239)	-1.16%
Interdepartmental Services	1,791,203	1,911,532	1,911,532	1,895,244	(16,288)	-0.85%
Interdepartmental Prog & Srv	6,719,825	7,239,956	7,298,623	7,220,096	(78,527)	-1.08%
Insurance	233,297	228,500	228,500	234,500	6,000	2.63%
Contracted Services	6,481,931	7,376,765	7,559,082	7,406,123	(152,959)	-2.02%
Mandated Programs	96,065,580	99,082,920	99,249,749	100,993,762	1,744,013	1.76%
Operations	41,093	83,598	83,613	93,850	10,237	12.24%
Total	136,874,763	142,994,955	143,302,901	144,643,672	1,340,771	0.94%
OTPS	110,088,643	114,721,629	115,149,586	116,647,777	1,498,191	1.30%
Departmental Income	5,350,561	7,147,233	7,147,233	7,193,417	46,184	0.65%
Use of Money and Property	2,231	3,500	3,500	2,300	(1,200)	-34.29%
Sale of Property & Compensation	23,427	14,500	14,500	17,500	3,000	20.69%
Misc. Local Sources	3,180,060	18,250	18,250	19,000	750	4.11%
State Aid	35,690,062	24,893,815	25,081,761	30,188,741	5,106,980	20.36%
Federal Aid	33,129,368	30,670,556	30,790,556	26,231,123	(4,559,433)	-14.81%
Total	77,375,708	62,747,854	63,055,800	63,652,081	596,281	0.95%
Net to County Cost	59,499,056	80,247,101	80,247,101	80,991,591	744,490	0.93%

Department of Community & Family Services

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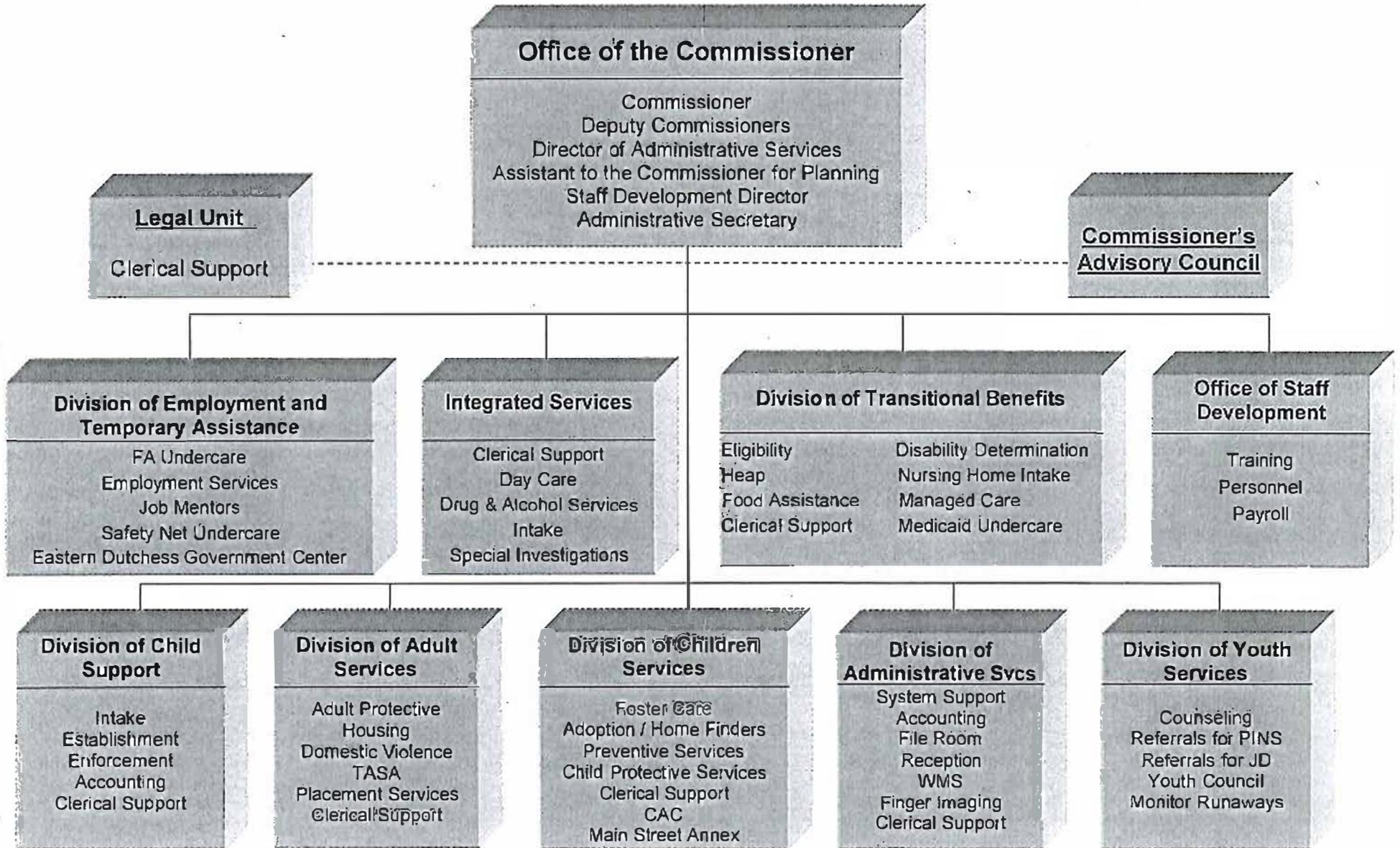


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Community & Family Services</i>		
Commissioner of Community & Family Services	MJ	1
Deputy Commissioner of Comm & Family Svcs	MH	2
Director Administrative Services	MG	1
Director of Services	MG	1
Research Analyst	ME	1
Staff Development Director	ME	1
Confidential Administrative Assistant	CI	1
Microcomputer Systems Administrator	19	1
Assistant to Commissioner P/P&E	18	1
Director of Services	18	1
Microcomp / Network Support Specialist	17	2
Case Supervisor II	17	1
Social Welfare Manager II	17	4
Assistant Social Welfare Manager II	16	2
Accounting Supervisor II	16	2
Supervisor of Special Investigations	16	1
Case Supervisor	16	14
Social Welfare Manager I	15	16
Accounting Supervisor I	14	1
Administrative Services Coordinator	14	1
Case Manager II	14	29
Case Manager II (CPS)	14	40
Case Manager II (CPS) INTERN	14	1
Microcomputer Word Proc Supp Asst	14	1
WMS Program Assistant	14	1
Building Maintenance Mechanic III	13	1
Resource Consultant	13	1
Social Welfare Specialist	13	18
Case Manager I	12	21
Computer Operator	12	1
Principal Accounting Clerk	12	1
Principal Program Assistant	12	5
Legal Secretary	11	2
Social Welfare Worker II	11	64
Supervising Office Assistant - EA	11	1
Social Welfare Worker I	10	17
Senior Program Assistant	10	1
Supervising Office Assistant	10	5
Accounting Clerk	9	21
Program Assistant	8	12
Senior Office Assistant	8	7

Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Community & Family Services (continued)</i>		
Case Manager Aide	7	8
Clerk-EA	6	1
Clerk (Spanish Spk)-E	6	1
Office Assistant	6	21
Office Assistant 55	6	4
Receptionist	6	4
Receptionist (Spanish Spk)	6	1
Clerk-EA	5	1
Clerk	4	<u>8</u>
Total:		354
<i>DCFS - Youth Admin</i>		
Director Youth Services	17	1
Principal Program Assistant	12	<u>1</u>
Total:		2
<i>DCFS - Youth Services Unit</i>		
Senior Youth Worker	14	1
Youth Worker	12	<u>2</u>
Total:		3
Department Total:		359

Department of History

Functions

The Dutchess County Historian serves as a resource for the general public on ethnic, religious, genealogical and other related historical information, and is also responsible for collecting and preserving documents, maps, photographs and other materials relating to the history of Dutchess County. Other responsibilities of the County Historian include writing grant proposals and providing assistance to county and municipal historical societies.

Department of History



Mission Statement

To research and discover the great history of Dutchess County, and pass that knowledge on to the next generation by preserving the artifacts of our history. We help all municipalities in the County to discover and preserve their history.

KEY BUDGETARY ISSUES:

2012 Accomplishments

County Clerk – History Division – The County Executive, in his State of the County Address, announced his intent to move forward with the appointment of a County Historian to work with the municipal historians within the county and share the county's rich history with our residents and visitors. The County Historian position had been vacant since 2008.

A six person committee that included representatives of the County Executive, County Clerk, County Legislature Chairman, Human Resources Commissioner, Dutchess County Tourism Director, and the Dutchess County Historical Society Executive Director conducted an extensive search, forwarded a recommendation to the County Executive and a new County Historian was appointed on October 10, 2012.

The County Executive directed the Historian to work under the leadership of Dutchess County Clerk Brad Kendall. In May, the Dutchess County Legislature approved the Executive's proposal to transfer the functions of records management from the Division of Central Services to the Office of the County Clerk effective July 1st. This is a logical realignment as the Dutchess County Clerk provides the archivist function for county government and the functions of records management are closely related. County Clerk Kendall has been very active in the preservation of records, painting and prints and other historic artifacts. The collaboration between the County Clerk and the County Historian will enable the work of both to be maximized. Additionally, County Clerk Kendall was instrumental in bringing the Historian position to a full time capacity, as the County Historian had previously been a part-time position. Through the elimination of a vacant registry clerk position, Clerk Kendall was able to provide the necessary funding for a full-time position with no impact on the county budget.

2013 Initiatives

County Clerk – History Division -- In 2013, Dutchess County will commemorate its 300th anniversary of democracy, when in 1713 the British Crown determined that the County's population had grown large enough that they could select leaders of their own. On October 23, 1713 for the first time ever Dutchess County residents voted to elect a supervisor, treasurer, assessor and tax collector.

This past April the County Legislature voted to celebrate this milestone of democracy with a large-scale celebration to be held in 2013. A similar celebration was held in 1983, to commemorate the 300th anniversary of the 1683 decision to create 12 counties, in the Province of New York. This legislative initiative was made possible thanks to the prime sponsor Legislator Michael Kelsey, and

the efforts of Dutchess County Tourism Director Mary Kay Vrba, the Dutchess County Historical Society and local historians across our county. The County Historian will serve as an important resource for this historic celebration.

Working with County Clerk Kendall, the Historian will continue the preservation of the County's records, paintings and prints, and other historic artifacts, and expand the public places where we display our history. This initiative has already begun on the 6th Floor of the County Office Building.

Further, the County Historian will network with local historians and historical institutions so that the county can assist and collaborate on projects related to County history.

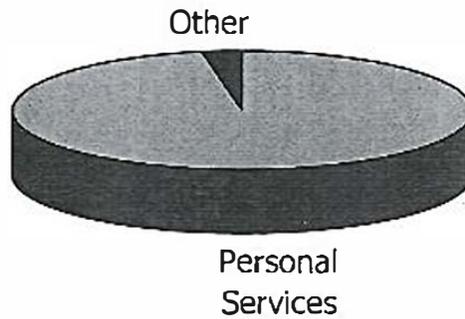
The County Historian will also assess the condition of County documents and artifacts prior to developing a plan to preserve and promote these items using grant dollars secured by this department.

Department of History Fiscal Summary

Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 63,084	\$ 74,732	18%
Revenues	\$ -	\$ -	
County Cost	\$ 63,084	\$ 74,732	18%

2013 Tentative Appropriations



Department of History

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	0	25,000	48,383	53,869	5,486	11.34%
Employee Benefits	0	0	13,601	18,762	5,161	37.95%
Personal Services	0	25,000	61,984	72,631	10,647	17.18%
Employee Travel, Train & Educ	0	200	200	700	500	250.00%
Supplies	0	400	225	650	425	188.89%
Interdepartmental Services	0	500	675	751	76	11.26%
Interdepartmental Prog & Srv	0	500	675	751	76	11.26%
Total	0	26,100	63,084	74,732	11,648	18.46%
OTPS	0	1,100	1,100	2,101	1,001	91.00%
Total	0	0	0	0	-	
Net to County Cost	-	26,100	63,084	74,732	11,648	18.46%

Department of History Organizational Structure

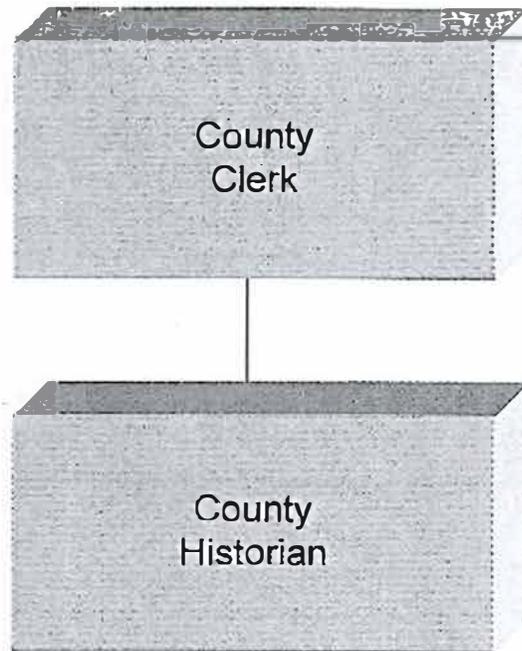


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>History:</i> Historian	MC	$\frac{1}{1}$
Total:		1

Public Works- Parks

Functions

The Parks Division, within the Department of Public Works, enhances the quality of life for county residents by operating six active facilities:

- Bowdoin Park, a 301 acre park in the southwest part of the County.
- Wilcox Park, which contains over 600 acres in the north central part of the County.
- Quiet Cove Riverfront Park in the Town of Poughkeepsie, 27 acres featuring a newly revamped 2 acre riverfront parcel with restrooms, a non-motorized boat launching site and renovated Navy Barracks house with a waterfront deck featuring stunning views of the majestic Hudson River, Mid-Hudson and Walkway over the Hudson bridges.
- Harlem Valley Rail Trail, currently a 10.5 mile paved trail in the northeast part of the County starting at the Metro North train station in Amenia and traveling north to the Village of Millerton.
- Dutchess Rail Trail has two segments now open, an 8 mile uninterrupted stretch starting at the Hopewell Depot and continuing up to Old Manchester Road in the Town of Poughkeepsie and a 2.4 mile run from Morgan Lake to Overocker Road in the Town of Poughkeepsie. The final two stages will connect the two open sections by crossing Route 55 and the connection to the Walkway over the Hudson will be completed in 2013.
- Dutchess Stadium built in 1994, the home of the Hudson Valley Renegades as well as many other community events.

A wide variety of activities are conducted at these facilities including swimming, boating, picnicking, hiking, biking, skating, camping, miniature golf, pavilions, playgrounds, and ball fields. Additional programs/activities include educational programs, the operation of nature trails, an education center, special events and special seasonal programs including the Haunted Mansion, Spirit Festival and many others.

Some capital improvements in the parks have been made with recent expansions to enhance accessibility and increase enjoyment of the facilities.

- The newest pavilion at Bowdoin Park has been completed. It is one of the largest Pavilions in the parks' system and features a kitchen, restrooms and outdoor seating for 85, has breathtaking views of the park and Hudson River. A new playground is open at Bowdoin Park and a replacement water spray area will soon be completed.
- Wilcox Park patrons are enjoying two new playground sets; one at the campground area and one near Pavilion B. A new 4-bay swing set has been constructed on the beach. A basketball court and a sand volleyball court are in the works and will be ready for the 2013 season.
- The improvements that have been implemented for Quiet Cove Riverfront Park include public restrooms, a new waterfront deck, expanded parking and a large sitting room. Quiet Cove opened to the public in October of 2005 on a limited operating schedule and will be open seasonally, and has seen increased usage as the public discovers this beautiful site on the Hudson.

- The Harlem Valley Rail Trail was opened in 1996 when the 4.5 mile trail segmented from Amenia to Coleman Station Road was constructed and opened to the general public. The second 3.5 mile section, from Coleman Station Road to Millerton, was opened in 2000. The third 2.5 mile section of the trail, from Amenia to the Wassaic Train Station was completed and opened to the public in 2005. A \$3.4 million dollar federal grant was obtained to facilitate construction of the final section of the trail from Millerton north to Columbia County to connect with the existing trail in the Copake Falls Area of the Taconic State Park.
- The Dutchess Rail Trail has given the majority of Dutchess County's population access to a significant recreational amenity within minutes of their homes. This Rail Trail runs through the very heart of Dutchess County. When the entire trail is completed, funded primarily with federal funds, will span from Hopewell Junction Depot in the Town of East Fishkill to the Walkway over the Hudson in the City of Poughkeepsie. The rail trail follows the path of the Central Dutchess Utility Corridor Waterline, which was constructed by the County. This extraordinary undertaking has involved the conversion of nearly 12 miles of the abandoned Maybrook Rail Line of the Penn Central Railroad to a paved bikeway/walkway with appropriate access in the City of Poughkeepsie and the Towns of Poughkeepsie, LaGrange, Wappinger, and East Fishkill. Currently, the trail runs from the old Hopewell Depot for an uninterrupted 8 miles to Old Manchester Road in the Town of Poughkeepsie and then from Overocker Road up to the Morgan Lake trailhead in the City of Poughkeepsie.

Dutchess Stadium will continue to be home of the Hudson Valley Renegades with the current 10 year agreement that extends to 2016. Funding for renovations to the playing field are in place and hopefully will be explored this fall.

Public Works - Parks



Mission Statement

The Dutchess County DPW Parks Division enhances the quality of life for county residents by providing opportunities for active and passive recreation in the natural scenic beauty of our facilities.

Goal: Keep parks maintained and increase visitation and use.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Wilcox Visitors	18,000	20,000	22,000	2,000	10.0%
Wilcox Revenue	\$54,991	\$66,000	\$71,000	\$5,000	7.6%
Bowdoin Visitors	86,500	86,000	88,000	2,000	2.3%
Bowdoin Revenues	\$102,088	\$109,000	\$113,550	\$4,550	4.2%

Goal: Increase miles of rail trail parks.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Harlem Valley Rail Trail Length (miles)	10.5	10.5	10.5	-	0.0%
Dutchess Rail Trail Length	10.4	10.4	12	2	15.4%

KEY BUDGETARY ISSUES:

2012 Accomplishments

In 2012, County Parks continues its significant system-wide availability of the recreational opportunities offered to its residents.

In March and April, the Bowdoin Park Naturalist assisted by Parks maintenance staff held Maple Syrup presentations to demonstrate how maple syrup is made using modern and Native American methods. The event attracted many local school groups. An open house which was free to the public was held in March and attracted several hundred people.

The newest Pavilion in the Parks' system located at the top of the hill overlooking the Band Shell in Bowdoin Park, with breathtaking views of the Hudson River, was fully completed by Parks staff with a major assist from DPW-Buildings staff, and has been fully rented during 2012. This pavilion has a kitchen, inside room, restrooms and outdoor seating for 85 guests.

Our extensive trail network in Bowdoin Park has expanded and our ball fields, existing pavilions, Maple Knoll Lodge and Cabins, and the Community Center all saw increased usage. Mapleknoll Lodge is rented practically every weekend of the year. The Pavilions at Bowdoin Park are fully rented for weekends from May to Columbus Day Weekend. The Park Naturalist is running a very successful summer day camp at the park that is completely full again for the 2012 season.

Bowdoin will also host the Dutchess County SPCA event in October, "Paws in the Park," a pet walk and display featuring hundreds of pets and their owners who annually enjoy a day in our park in October.

This fall, the series of High School cross-country meets held on the acclaimed Bowdoin Park cross-country course will culminate in the annual State Cross-Country Federation Championship on November 17th. This year on November 24th, the Bowdoin Park course will again host one of only nine regional meets that will qualify teams for Nike's National Cross-Country Team Championship to be held in Seattle this December. This is quite an honor and it has become an annual event at the park.

Wilcox Park users were offered a modified season again this year, with the park being kept open seven days a week from Memorial Day through Labor Day. To keep the park open and continue to have swimming facilities fully staffed, a nominal admission to the park for County residents was instituted in 2010. In addition, the swimming lake is closed two days a week.

Quiet Cove Riverfront Park enjoyed its second full season of operation with added public restrooms, a new waterfront Deck and additional parking. Scenic viewpoint sitting areas and a beautiful small pond were developed on the trails as destination points for visitors. The Park is open from April through October seasonally.

The open 10.5 miles of the Harlem Valley Rail Trail again saw heavy usage in 2012. The design of the project to construct the final 8.25 mile segment, which will complete the portion of the trail in Dutchess County and link up with existing 3.5 mile trail segment in the Copake Falls Area of the Taconic State Park, continues to evolve. This year, extensive environmental studies needed to construct the next phase of the trail through the significant wetlands located in the northern panhandle area of the Town of North East were conducted and are still under review by the DEC.

We continue to see heavy use of the Dutchess Rail Trail, which now starts at the Old Hopewell Depot and runs for 8 miles to Old Manchester Road in the Town of Poughkeepsie. Then an additional 2.4 miles runs from Overocker Road in the Town of Poughkeepsie to Morgan Lake in the City of Poughkeepsie. Rave reviews by all who have used it continue to pour in from local residents and visitors who have been enticed to visit the newest recreation attraction located in our backyard.

In 2007, County Parks took major steps toward incorporating Dutchess Stadium into our parks system. Parks staff has tried to handle the upkeep of the stadium landscaping and regular maintenance and with a major assist from our Building and Highway Divisions. We have handled planned and unplanned maintenance of the Stadium Facility, as called for in the County's operating agreement with the Hudson Valley Renegades. Major concerts are always a big ticket in the Hudson Valley. The annual K-Fest held on June 3rd was a complete sellout. The Hudson Valley Renegades are having another successful season and expressed their thanks for the support of Dutchess County residents.

2013 Initiatives

Renovations of the facilities at Quiet Cove Riverfront Park have continued to make this park a popular destination in summer of 2012. We plan to continue to develop the property and make improvements within this gem of a park over the next few years to realize the full potential of this site. The next project at Quiet Cove is Shoreline restoration which is currently being designed and should be completed by the opening of the park in the spring of 2013.

At Bowdoin Park, the new pavilion 5, which sits atop the hill overlooking the Hudson River is finished and fully rented in 2012. Some landscaping and minor finishing touches around the building will be completed before the spring of 2013.

Money from the current Parks Bond has resulted in a new playground facility and 4 bay swing set at Bowdoin Park, 2 new playground sets at Wilcox Park, a Basketball court and sand Volleyball court at Wilcox Park, 4 replacement roofs and a new Water Feature at Bowdoin Park that replaced the aging Spray Turtle pad. Replacement windows and ceiling insulation are being added to the Maple Knoll Lodge to increase comfort levels for residents who use this facility as well as save on energy costs by making the this very popular building more energy efficient. Repairing/replacing the decks outside the Community Center Auditorium as well as the two decks outside the Maple Knoll Lodge are in the works to be completed before the spring season in 2013. Replacement of the first floor in the Bowdoin Park Administration building will take place over the winter turning that space into a workshop for the Maintenance staff. The Ellesdie Chapel needs to be repaired, scraped, primed and re-painted to give it a facelift for the 2013 season. Several other buildings in the Parks' inventory are overdue for minor repairs, painting/staining and they will all be addressed in 2013.

The planned expansion of the Harlem Valley Rail Trail is on hold pending review from Department of Environmental Conservation (DEC) of the design of the new segment. A variety of innovative techniques are being considered to deal with the extensive wetlands as well as the nesting area of Bog Turtles found along this segment.

The next section of the Dutchess Rail trail (Phase 4) will connect the two open segments and is planned to be completed for spring of 2013. The connecting section to the Walkway Over the Hudson (Phase 5) is expected to be completed in 2013 also, as well creating an uninterrupted span from Hopewell Depot to New Paltz.

Working with the Poughkeepsie Chamber of Commerce and the Community Foundation, County Parks has continued its campaign to work with individuals, corporations and organizations to fund and install a variety of desired amenities on the Dutchess Rail Trail. To this end The Dutchess Rail Trail Advisory Council has been formed and will help coordinate this effort. To date, 50 benches have been donated by residents, local businesses and organizations.

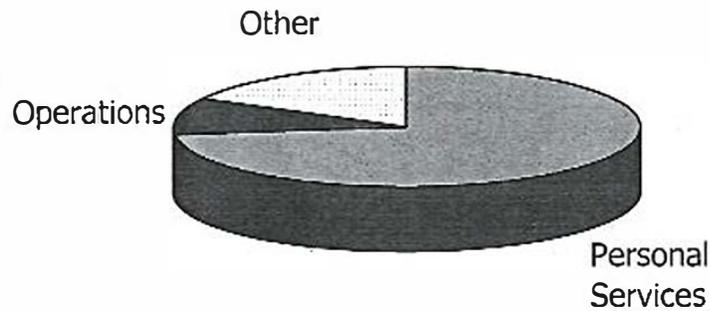
Ongoing maintenance and repair needs will continue to be addressed at the Dutchess Stadium in 2013.

Public Works- Parks Fiscal Summary

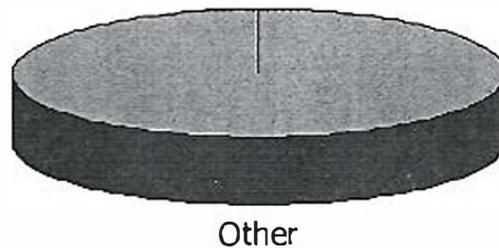
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 1,764,272	\$ 1,802,316	2%
Revenues	\$ 469,460	\$ 479,680	2%
County Cost	\$ 1,294,812	\$ 1,322,636	2%

2013 Tentative Appropriations



2013 Estimated Revenue



Public Works- Parks

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	814,311	882,501	882,501	885,835	3,334	0.38%
Employee Benefits	354,869	368,487	373,096	434,821	61,725	16.54%
Personal Services	1,169,179	1,250,988	1,255,597	1,320,656	65,059	5.18%
Employee Travel, Train & Educ	1,189	1,866	1,866	700	(1,166)	-62.49%
Equipment (Non-Depreciable)	10,232	0	0	0	-	
Equipment (Depreciable)	0	10,000	9,000	0	(9,000)	-100.00%
Equipment	10,232	10,000	9,000	0	(9,000)	-100.00%
Communication	8,686	9,439	9,439	9,439	-	0.00%
Supplies	103,384	118,752	114,524	107,826	(6,698)	-5.85%
Utilities	48,543	47,720	45,720	44,760	(960)	-2.10%
Interdepartmental Services	9,030	11,634	11,634	10,805	(829)	-7.13%
Interdepartmental Prog & Srv	9,030	11,634	11,634	10,805	(829)	-7.13%
Contracted Services	1,630	0	0	0	-	
Operations	156,151	175,264	182,492	174,130	(8,362)	-4.58%
Debt Service	134,000	134,000	134,000	134,000	-	0.00%
Total	1,642,024	1,759,663	1,764,272	1,802,316	38,044	2.16%
OTPS	472,845	508,675	508,675	481,660	(27,015)	-5.31%
Departmental Income	157,080	175,975	175,975	186,050	10,075	5.73%
Use of Money and Property	247,058	247,985	247,985	248,530	545	0.22%
Sale of Property & Compensation	10,000	10,000	10,000	10,000	-	0.00%
Misc. Local Sources	29,791	35,500	35,500	35,100	(400)	-1.13%
Total	443,929	469,460	469,460	479,680	10,220	2.18%
Net to County Cost	1,198,095	1,290,203	1,294,812	1,322,636	27,824	2.15%

Public Works- Parks Organizational Structure



Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
DPW Parks:		
Parks Director	MF	1
Park Manager	14	2
Senior Park Maintenance Mechanic	12	2
Park Naturalist	11	1
Park Maintenance Mechanic	11	6
Secretary	10	1
Waterfront Director- Hourly	10-8	0.5
Life Guard	6-8	3
Office Assistant	6	1
Park Attendant	6	1
Total:		18.5

Planning & Development

Functions

The Department of Planning and Development is responsible for comprehensive County-wide planning, Greenway program implementation, Open Space preservation, review of local zoning referrals, planning assistance to local governments, economic development coordination and planning, community development, housing and prevention of homelessness, comprehensive transportation planning and capital program, public information, citizen participation and comprehensive mapping and geographic information systems (GIS) data.

New responsibilities in 2012 include oversight of the Division of Solid Waste Management and the addition of a Deputy Commissioner for Strategic Planning and Economic Development.

County planning includes the collection, analysis, evaluation and dissemination of data, preparation of plans and development of implementation programs pertaining to open space and farmland protection, affordable housing, long-range economic development, environmental reviews, historic preservation, land-use management, water resource management and assistance to local communities in land-use planning, skills training and plan implementation.

The Department provides technical assistance to municipalities in the County on a range of issues, including downtown revitalization, water resource management, and Greenway implementation. Also the Department assists the Department of Health with "healthy communities" bicycle/pedestrian activities.

The Department helps maintain and enhance the County's quality of life and economic climate through problem identification, examination of alternatives to these problems and selection of the most beneficial courses of action.

Significant projects and programs include:

- Implementation of *Greenway Connections* in cooperation with Hudson River Valley Greenway Council;
- Coordination of the County's Partnership for Manageable Growth Open Space and Farmland Protection Matching Grant Program to protect farmland and significant open space areas;
- Administration of the Federal Community Development Block Grant program and related housing programs;
- Management of the Poughkeepsie-Dutchess County Transportation Council activities, including comprehensive transportation planning and capital program;
- Administration of the County's Agricultural District Program, working closely with, the Agriculture and Farmland Protection Board, Division of Real Property Tax, Cornell Cooperative Extension, and the Soil and Water Conservation District;
- Creation and management of GIS-based maps and databases;
- Coordination of Census and other significant socio-economic data.

The Department also provides administrative oversight and support to the Dutchess County Public Transportation System, the Traffic Safety and STOP-DWI programs, the Criminal Justice Council, Solid Waste Management and several community agencies, which provide a wide range of programs for the County's residents, businesses, and visitors.

Planning & Development



Mission Statement

The Department of Planning and Development helps to maintain and enhance the County's quality of life. The Department is responsible for countywide planning, coordination of economic development activities, planning assistance to local governments, comprehensive mapping and geographic information systems (GIS) data, and Solid Waste Management.

Goal: Administer the Federal Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Shelter Plus Care (S+C). Also provide general technical assistance to municipalities on community development and housing issues.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
CDBG Projects	18	16	16	-	0.0%
Housing Units Assisted	128	86	41	(45)	-52.3%

Goal: Review local development proposals (239 Reviews) as mandated by state law; provide lead planner assistance to communities and prepare comprehensive county-wide planning.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Community Assistance Hours	3,185	3,000	3,000	-	0.0%
Greenway Guides	-	2	2	-	0.0%
Information Requests	632	600	600	-	0.0%
Referrals Processed	447	470	420	(50)	-10.6%

Goal: Preservation of farmland and significant open space through the Partnership for Manageable Growth matching grant program.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Acres Saved	-	29	743	714	2462.1%
Number of Projects	-	1	4	3	300.0%
Amount Spent	\$0	\$150,000	\$1,273,151	\$1,123,151	748.8%
Amount Leveraged	\$0	\$1,315,000	\$6,187,993	\$4,872,993	370.6%

Goal: To provide education and information to members and the public regarding regional, urban, rural, and local land use planning so that sound planning and zoning will lead to the orderly growth and development of our communities.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Training Sessions Held	8	8	8	-	0.0%
# People Attending Sessions	491	600	600	-	0.0%
# DCPF Newsletter Issues	9	10	10	-	0.0%

Goal: Creation and management of GIS-based maps and databases; assist localities, county departments, and the public in mapping and GIS analysis

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
GIS Information Requests	111	100	120	20	20.0%

Planning & Development

Goal: Support comprehensive county-wide transportation planning program through the Poughkeepsie Dutchess County Transportation Council (PDCTC).

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Program Support (Hours)	1,241	1,500	1,600	100	6.7%
Data Management (Hours)	1,032	1,000	1,200	200	20.0%
Long-Range Planning (Hours)	3,808	2,700	2,900	200	7.4%
Short-Range Planning (Hours)	2,130	2,100	2,200	100	4.8%
Traffic Counts (#)	246	300	300	-	0.0%

KEY BUDGETARY ISSUES:

- Maximized revenue to offset administrative services supplied by the Planning Department (from \$5,000 to \$20,000) for oversight of the Public Transportation system.
- The cost of the CDBG/HOME program has increased in the past few years, due primarily to the cost of salaries and benefits. The costs to provide the program are exceeding the annual administrative funds available through the Federal programs.
- Revenue from the City of Poughkeepsie (\$153,000) is included in the budget to administer its Community Development Programs.
- The budget separates the Division of Solid Waste Management as a sub unit of the Department of Planning and Development.
- The Net Service Fee for the RRA is estimated at \$2 million for 2013.

2012 Accomplishments

County Planning

- As a Census Bureau affiliate, the Department handles data requests from the public. An estimated 600 requests for data will be fulfilled this year. Many 2012 inquiries focused on results of the 2010 Census and American Community Survey data.
- Updated demographic information for the County to incorporate data updated on a yearly basis by the American Community Survey (ACS) 5-year estimates.
- The Dutchess County Planning Board continued its oversight of pending Partnership for Manageable Growth acquisitions and monitored department planning initiatives.
- The County anticipates closing on the conservation easement at Locust Grove before the end of 2012. The anticipated 2012 closings on conservation easements at Sunset Ridge Farm (Town of North East), Bos Haven Farm (Town of Union Vale), and Fishkill Farms (Town of East Fishkill) have been delayed due to the limited availability of state funds.
- The Department worked with the Agriculture and Farmland Protection Board, Real Property Tax, Soil and Water Conservation District, and Cornell Cooperative Extension Dutchess County to complete the Agricultural District Resource Project, creating a database derived from the Agricultural District Recertification Review process in order to make information about the status of farming and farmland available to each municipality.

Municipal Planning Support

- Worked with the City and Town of Poughkeepsie, Metro-North, Walkway Over the Hudson, Scenic Hudson, Dyson Foundation, Community Foundation of DC, and other interested stakeholders on an integrated Waterfront Redevelopment Strategy and Rezoning project for the waterfront between Quiet Cove Riverfront Park and the Rural Cemetery, focusing primarily on transit-oriented development around the Railroad Station.
- Worked with Beacon Main Street Linkage Committee and consultant on revised zoning text and design standards for central Main Street and a new district connecting Main Street to the Train Station.
- Worked with the Town of Red Hook and the Village of Tivoli to revise zoning district standards and to implement the Centers and Greenspaces principles and model zoning law.
- Assisted the Town of North East Zoning Review Committee on a new overlay district for the historic hamlet of Irondale.
- Helped to facilitate the Walkway as Gateway Overlay Zoning project for both ends of the Walkway Over the Hudson in cooperation with Scenic Hudson, Walkway, City of Poughkeepsie, DC Regional Chamber of Commerce, and the Dyson Foundation.
- Drafted two additional Greenway Guides on Planning for Bicycles and Connected Street Networks for future adoption by Greenway Compact communities.
- The Dutchess County Planning Federation (DCPF) held four short courses in the first half of the year and a second series of programs for municipal officials was scheduled for the second half. Spring courses were attended by approximately 300 people.
- Produced an eNewsletter, "Plan on It," that reaches out to all Dutchess County communities to discuss and provide information on a wide variety of planning-related topics and issues, ten times a year.
- Provided technical advice to Dutchess County communities on matters of planning and zoning through the GML 239 referral process and meetings with developers and local boards. Prepared alternative site plan layouts to illustrate Greenway principles where appropriate.

Community Development and Housing

- Completed the 2013-2017 Community Development & Housing Consolidated Plan. Public meetings were held to introduce the Consolidated Plan process and present the proposed priorities. Submission of the final Plan to HUD is expected in late Fall.
- Submitted to the U.S. Department of Housing and Urban Development (HUD) the documents for the 2013-2015 CDBG and HOME Requalification for the program's next 3-year cycle. All 29 potential participating municipalities opted to join the program for the 2013-2015 Program Year cycle.
- Completed construction on Poughkeepsie Commons, a 72-unit affordable rental development for veterans and frail elderly in the City of Poughkeepsie to which the County and City committed HOME Investment Partnership Program funds.
- Completed construction on Boulevard Knolls, a 9-unit mixed income development, in the City of Poughkeepsie. The County and City committed HOME Investment Partnership Program funds for four affordable units.
- Developed implementation plan for Analysis of Impediments to Fair Housing Choice.
- Participated in HUD required annual Point-in-Time Homeless Count including updating all survey forms, and conducting outreach and training for housing and service provider based counts.
- Community Development municipal infrastructure and human service program services projects were implemented in various communities and agencies throughout Dutchess County. Technical assistance was provided including: orientation, pre-construction conferences, field inspections and annual monitoring (to ensure labor compliance, requests for

payments and financial and programmatic goals are being met). Submitted all required HUD reports including the 2011 Consolidated Annual Performance and Evaluation Report (CAPER) and the 2012 Consolidated Plan/Action Plan.

- Release of 2013 CDBG and HOME program year guidelines and application materials, and review of applications.
- Coordinated submission of 2012 NOFA for Shelter Plus Care and Supportive Housing Program funds.
- Conducted training for all Shelter Plus Care (S+C) grantees to review recent revisions to HUD requirements and upcoming changes due to the implementation of the HEARTH Act (the new implementing law for the S+C Program).

Transportation Planning - Support Work of the Poughkeepsie Dutchess County Transportation Council (PDCTC):

- Completed a Safety Assessment project that examined high-crash locations on two County road facilities: CR 9 (Beekman Rd) corridor in Beekman and the CR 16 (Quaker Ln)/CR 41 (Crum Elbow Rd) intersection in Hyde Park.
- Completed a Sidewalk Inventory and Improvement Plan for the Hyde Park Town Center.
- Completed a Dutchess County Bus Service Expansion Study.
- Completed the 2012 Public Works pavement monitoring program.
- Completed amendments to the FFY 2011-2015 Transportation Improvement Program, adjusting the costs and/or schedules for projects.
- Organized a Bicycle-Pedestrian Advisory Committee to assist with the development of a new Bicycle-Pedestrian Plan.

Geographic Information Systems

- Held four public presentations on department initiatives: Dutchess County Regional Trails Conference (Healthy Communities Trail Mapping), Consortium of Rhinebeck History (Historical Resources Survey), Hudson River Estuary Program Breakfast presentation (Stream Catchment Areas and water quality), and Cary Institute of Ecosystem Studies (Centers and Greenspaces Principles / Biodiversity Blocks).
- Developed a tool which will allow staff at Department of Health, Planning and Development, and Water & Wastewater to verify location and extent of public water and sewer systems
- Initiated the Healthy Communities Trail Map Series, a resource for the public to learn about walking/hiking opportunities at over 70 trail systems throughout the County.
- Supplied information and project design concepts to NYS Department of Health for a Tick-borne Disease study the Centers for Disease Control was conducting in Dutchess County.
- Participated in the countywide GIS Workgroup.

Economic Development

- Established an Economic Cabinet (EC) to identify efficiencies and improve service to local governments and businesses.
- Established a new industry initiative in conjunction with HVEDC--the Food and Beverage Industry Cluster.
- Kicked off a waterfront redevelopment strategy with the City and Town of Poughkeepsie.
- Established a Main Street (City of Poughkeepsie) Business Improvement District work group.
- Established a small business counselor, funded by the federal government, to connect businesses with government contracting opportunities and announced a series of three seminars on doing business with government.

Division of Solid Waste

- Completed the initial draft of the Dutchess County Local Solid Waste Management Plan. It is anticipated that the Plan will be approved and adopted by the end of 2012.
- Updated the Solid Waste License application, including updates to the insurance requirements.
- Completed a draft Annual Municipal Solid Waste Report form to track solid waste generation rates and recycling rates.
- Worked with Dutchess County Resource Recovery Agency in preparation of the expiration in 2014 of the Service Agreement with the operator of the Resource Recovery Facility.

2013 Initiatives

County Planning

- New Competitive Grant Program for Agency Partners - funding for current agencies will be continued through the first quarter. There is nine months of funding for a new competitive grant program running April 1, 2013 through March 31, 2014 which will focus on economic and cultural benefit, health and human service prevention and intervention, and environmental sustainability and services.
- New Competitive Grant Program for Municipalities – funding will be granted to municipalities to incentivize inter-governmental shared services, consolidation, and the elimination of duplicative services.
- Census data will continue to be updated on a yearly basis, as the roll out of the American Community Survey (ACS) five-year estimate data continues. There will be a need to educate the public on the ACS program and to provide timely information on the website.
- The Dutchess County Planning Board will continue its oversight of pending Partnership for Manageable Growth acquisitions and provide advice on various department planning initiatives.
- The Department will provide support for development of the Dutchess County Agriculture and Farmland Protection Plan update required by NYS Department of Agriculture and Markets if NYSDAM funds are awarded.
- Facilitate the adoption of a series of new Greenway Guides by Greenway Compact communities to promote Centers and Greenspaces community planning, and to update the Centers and Greenspaces website to include GIS information and model case study projects.
- The Department anticipates closing at least three of its four pending Partnership for Manageable Growth (PMG) projects: Sunset Ridge, Bos Haven, and Fishkill Farms.
- Shared Services Grant Program

Municipal Planning Support

- The Department will continue to review development proposals and the potential impacts in its mandated GML 239 I & m review process.
- As municipalities plan and implement updates to local zoning codes, the Department will promote the use of the model subdivision regulations which require consideration of the natural, historic and cultural environment before a sketch plan or site plan is considered.
- At the request of municipalities or in response to site plan proposals the Department will prepare alternative plans that represent Greenway principles.
- Work with City and Town of Poughkeepsie, Metro-North, and other partners to complete a Waterfront Redevelopment Strategy and Rezoning project for the waterfront area between Quiet Cove Riverfront Park and the Rural Cemetery, focusing primarily on transit-oriented development around the Railroad Station.

- Work with the City of Beacon to implement its Main Street and Linkage zoning districts, connecting Main Street with the Train Station and riverfront.
- The DCPF will provide two series of Short Courses and Programs for municipal officials with the intention of inviting officials from the mid-Hudson Valley to participate. A focus area will be to work with the NYS Department of Environmental Conservation and Department of State to provide training in utilization of revised SEQR forms for local officials.
- The DC Planning Federation will continue to produce an eNewsletter, "Plan on It," that reaches out to all Dutchess County communities to discuss and provide information on a wide variety of planning-related topics and issues.
- The Department will continue to maintain and update its website.

Community Development and Housing

- Community Development municipal infrastructure and human service program services projects will be implemented in various communities and agencies throughout Dutchess County. Technical assistance will be provided including: orientation, pre-construction conferences, field inspections and annual monitoring (to ensure labor compliance, requests for payments and financial and programmatic goals are being met). Submitted all required HUD reports including the 2013-2017 Consolidated Plan, 2012 Consolidated Annual Performance and Evaluation Report (CAPER) and the 2013 Consolidated Plan/Action Plan, which will incorporate updated HUD low-to-moderate income data into the municipal eligibility qualification process.
- Monitor new HUD regulations related to the HEARTH Act and impact on the existing Shelter Plus Care Program (and related Supportive Housing Program and Continuum of Care). Work with Continuum of Care, Dutchess Housing Consortium and existing agencies to prepare for adjustments including possible continuation of a homeless prevention program.
- Implement Year 2 activities from Analysis of Impediments Implementation Plan.
- Continue Dutchess County Planning Federation Housing Series, with at least one training focused on increasing acceptance of affordable housing and reducing impediments to housing choice.
- Administer the City of Poughkeepsie CDBG program.

Transportation Planning

- Complete the 2014-2018 Transportation Improvement Program (TIP)
- Complete a new County-wide Bicycle-Pedestrian Plan to prioritize non-motorized transportation needs.
- Complete an update to the Coordinated Public Transit Human Services Transportation Plan that will identify the transportation priorities for special needs populations.
- Complete the Travel Demand Model Update
- Complete the 2013 traffic count program
- Complete the 2013 Public Works pavement monitoring program
- Update the PDCTC Operating Procedures to reflect population-based changes to voting membership and to update TIP amendment procedures.

Geographic Information Systems

- Support Planning Department initiatives with GIS analysis and mapping in collaborative efforts to disseminate information about the County's agriculture industry.
- Support Planning Department efforts to disseminate information about Greenway guides and the Centers and Greenspaces Plan to the public.
- Support department efforts to guide municipal planning efforts with a wide variety of land use and natural resource mapping.

- Publish a series of maps describing all the healthy walking opportunities on the trail systems throughout the County.
- Support Planning and other department's initiatives, specifically the Office of the County Executive and the Department of Health.

Economic Development

- Implement an expedited permitting process for County permits in the Departments of Health, Public Works – Engineering, and Planning and Development.
- Implement a permit share/track system with OCIS.
- Implement economic development strategies into local municipal comprehensive plans.
- Continue to promote the Business Improvement District program.
- Continue to consolidate and coordinate economic development and small business services.

Division of Solid Waste

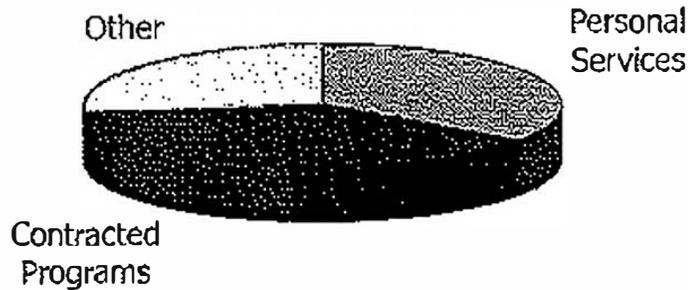
- Complete the license renewal process for the eighteen current licensed haulers.
- Collect municipal solid waste data from all licensed haulers.
- Increase Dutchess County's recycling rate through increased education and publicity.
- Increase the enforcement of the County's recycling laws and hauler licensing requirement.
- Initiate a program aimed at public space recycling.

Planning & Development Fiscal Summary

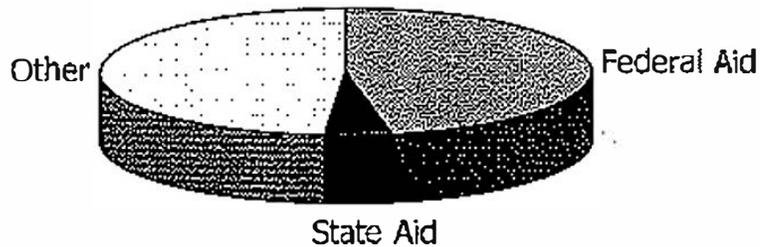
Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 7,807,819	\$ 7,023,716	-10%
Revenues	\$ 1,111,079	\$ 1,142,007	3%
County Cost	\$ 6,696,740	\$ 5,881,709	-12%

2013 Tentative Appropriations



2013 Estimated Revenue



Planning & Development

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Salaries and Wages	1,478,828	1,644,402	1,644,402	1,701,710	57,308	3.49%
Employee Benefits	607,564	734,227	734,227	748,380	14,153	1.93%
Personal Services	2,086,392	2,378,629	2,378,629	2,450,090	71,461	3.00%
Employee Travel, Train & Educ	7,977	33,070	34,070	16,520	(17,550)	-51.51%
Equipment (Non-Depreciable)	0	3,000	3,000	3,100	100	3.33%
Equipment	0	3,000	3,000	3,100	100	3.33%
Communications	0	50	50	50	-	0.00%
Supplies	6,157	13,100	12,100	8,040	(4,060)	-33.55%
Interdepartmental Services	(161,443)	(160,751)	(160,751)	(192,044)	(31,293)	19.47%
Interdepartmental Prog & Srv	(161,443)	(160,751)	(160,751)	(192,044)	(31,293)	19.47%
Contracted Services	1,467,702	1,528,581	1,528,581	2,724,700	1,196,119	78.25%
Operations	11,167	4,012,140	4,012,140	2,013,260	(1,998,880)	-49.82%
Total	3,417,953	7,807,819	7,807,819	7,023,716	(784,103)	-10.04%
OTPS	1,331,561	5,429,190	5,429,190	4,573,626	(855,564)	-15.76%
Departmental Income	1,275	5,000	5,000	16,750	11,750	235.00%
Intergovernmental Charges	482,787	523,044	523,044	538,000	14,956	2.86%
Sale of Property & Compensation	714	0	0	0	-	
Misc. Local Sources	5,951	0	0	0	-	
State Aid	143,609	0	0	50,000	50,000	
Federal Aid	608,376	583,035	583,035	537,257	(45,778)	-7.85%
Total	1,242,712	1,111,079	1,111,079	1,142,007	30,928	2.78%
Net County Cost	2,175,241	6,696,740	6,696,740	5,881,709	(815,031)	-12.17%

Planning & Development Organizational Structure

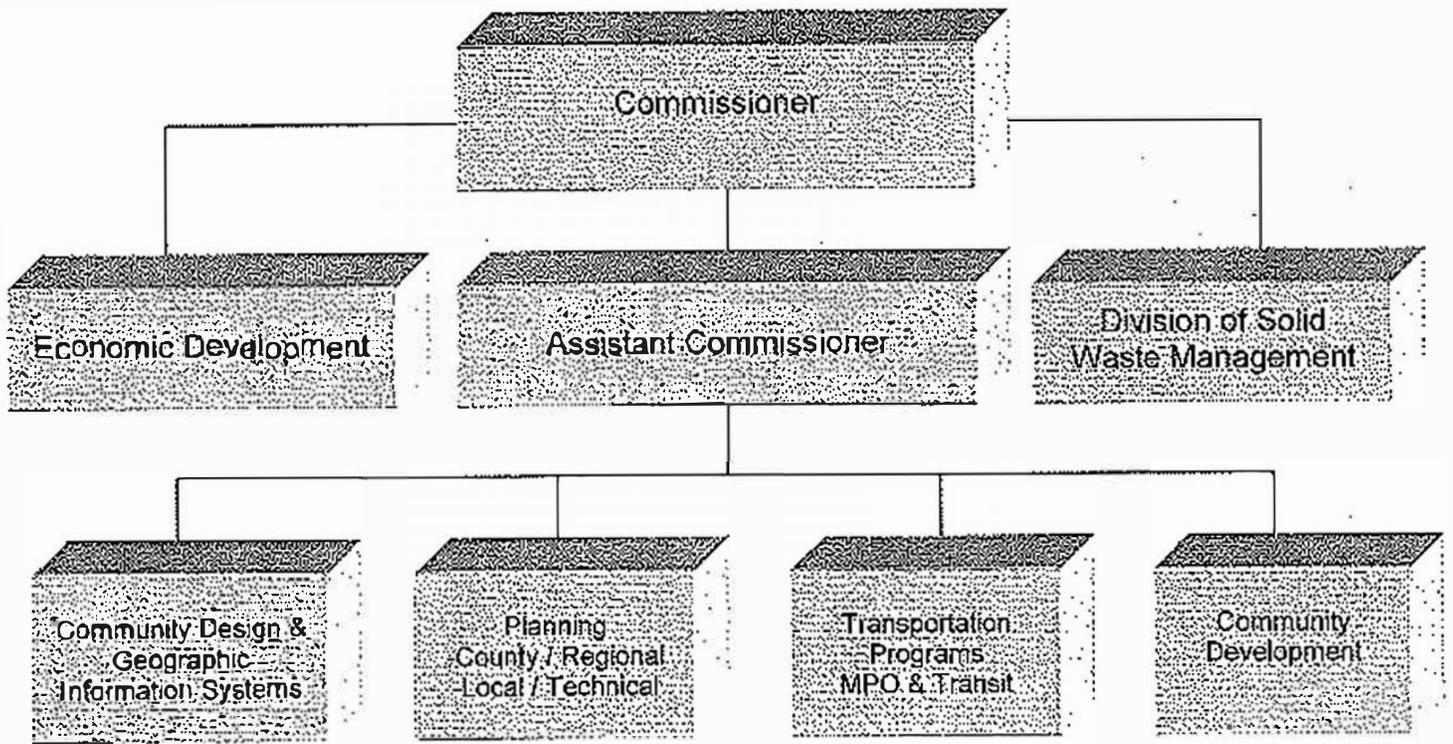


Table of Organization

<u>Position Title</u>	<u>Pay Grade</u>	<u># of Positions</u>
<i>Planning & Development:</i>		
Commissioner Planning & Development	MI	1
Deputy Commissioner Strategic & Economic	MH	1
Asst Commissioner Planning & Development	MfG	1
Confidential Administrative Assistant	CI	1
Development & Design Coordinator	19	1
Transportation Program Administrator	19	1
Community Development Administrator	18	1
Senior GIS Project Coordinator	17	1
Senior Planner	17	4
Graphic Designer	16	1
Planner	15	1
Stop-DWI Traffic Safety Administrator	15	1
Rehab Specialist	14	1
GIS Technician	12	1
Principal Program Assistant	12	2
Senior Program Assistant	10	1
Accounting Clerk	9	1
Program Assistant	8	<u>1</u>
Total:		22
<i>Planning & Development: Div of Solid Waste</i>		
Director of Solid Waste	MG	1
Solid Waste Compliance Inspector	14	1
Senior Program Assistant	10	<u>1</u>
Total:		3
Department Total:		25

Division of Water Resources

Functions

The goal of the Division of Water Resources is to promote sound water resource management and the availability of economical, sustainable water supply and wastewater treatment services throughout the County. The provision of water and wastewater services has been recognized as a critical element in implementing the County Master Plan and in creating opportunities for economic development. In response to this recognition, the Dutchess County Water and Wastewater Authority was formed by the County and State Legislatures in 1992. Since 1995, in cooperation with the County and local municipalities, the Authority has assumed ownership of fourteen water and sewer systems. As the Authority has grown and matured, the relationship between the Authority and the Division of Water Resources has evolved and the division of responsibilities clarified.

The Authority's core function has become the operation and management of utility systems, and management of new infrastructure projects, both financed by system operational revenues and capital project financing.

The Division of Water Resources functions include; regional and community water and wastewater planning, preliminary evaluation and development of potential Authority water and wastewater projects; efforts to "sell" County reserved capacity in the Central Dutchess Water Transmission Line; representation of Dutchess County in local, regional and statewide forums related to water and wastewater management, and water resource protection. These functions are carried out through a combination of staff resources and funding to acquire necessary legal and technical consulting assistance. In addition, the Division of Water Resources continues to act as a bridge between the Authority and the County, providing a conduit for both policy coordination and funding assistance.

Regional and Community Water and Wastewater Planning – Specific objectives include providing technical and financial assistance to community efforts to plan for future water and wastewater system service areas and to evaluate the financial feasibility of specific infrastructure development projects.

County Representation in Local, Regional and Statewide Forums – Specific objectives include insuring that Dutchess County's interests are represented in local, regional and statewide forums relating to water and wastewater issues, and bringing back to the County information on innovative and successful programs being carried out in other areas.

Preliminary Project Evaluation and Development – Specific objectives include insuring that potential new Authority water and wastewater infrastructure projects are closely coordinated and aligned with County-wide economic development, land-use planning and environmental projection goals and objectives, and providing funding support for preliminary project development phases that occur prior to capital project dollars or customer revenues being available for project implementation.

Authority Operations – To provide affordable, sustainable water and wastewater services, within service areas that promote County economic development and land-use goals, through the ownership and operation of water and wastewater systems.

Division of Water Resources

Mission Statement

The goal of the Division of Water Resources is to promote sound water resource management and the availability of economical, sustainable water supply and wastewater treatment services throughout the County.

Goal: To provide technical and financial assistance to community efforts to plan for future water and wastewater system service areas and to evaluate the financial feasibility of specific infrastructure development projects.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Communities assisted	7	5	4	(1)	-20.0%
Community assistance contracts administered	1	1	-	(1)	-100.0%

Goal: To evaluate potential new water/ wastewater infrastructure projects for consistency with County goals, and provide preliminary project development support.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Contracts administered	4	10	10	-	0.0%
Projects evaluated	14	20	17	(3)	-15.0%
Projects to be implemented by Authority	1	3	6	3	100.0%
Projects terminated	5	1	2	1	100.0%
Projects ongoing	8	16	9	(7)	-43.8%

Goal: To sell surplus County "reserved" capacity in the Central Dutchess Water Transmission Line.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Projects evaluated	1	4	3	(1)	-25.0%
Potential capacity required (gallons/day)	50,000	187,500	195,000	7,500	4.0%
Water sale contracts executed	1	1	1	-	0.0%

Goal: To provide affordable, sustainable water and wastewater services through the Authority's ownership and operation of water and wastewater systems.

Indicators:	2011 Actual	2012 Estimate	2013 Plan	Change	% Change
Systems Owned	13	14	18	4	28.6%
Customer accounts served	4,115	4,165	4,550	385	9.2%
Annual operating revenues	\$4,919,000	\$5,162,000	\$5,317,000	\$155,000	3.0%
Value of capital projects managed	\$4,099,325	\$6,476,000	\$6,100,000	-\$376,000	-5.8%

KEY BUDGETARY ISSUES:

Revenue Estimates

In 2011, the Authority began repayment of the "County Advance," through County Water District benefit assessment revenues, as provided by the Service Agreement between the County of Dutchess for and on behalf of the Dutchess County Water District and the Dutchess County Water and Wastewater Authority (10th Restatement February 1, 2009.) The 2013 Repayment is estimated at \$35,000. This amount will be finalized in December when the Final Assessment Roll is completed.

County Service Fee Payment

The Water and Wastewater Authority does not have taxing power. The County levies taxes on properties within certain County water and sewer districts on behalf of the Authority. These amounts are paid by the County to the Authority as Service Fees, pursuant to several County-Authority Service Agreements. The amounts levied by the County are not revenues of the County. There is no net impact on the County's operating budget. The Service Fees are used by the Authority to pay debt service on Authority bonds issued to finance the purchase, construction and/or improvement of water and sewer infrastructure for the benefit of properties within the County districts. The amount of the 2013 levy is expected to be approximately \$2.8 million.

2012 Accomplishments

- Successfully managed and operated thirteen water and sewer systems, providing services to over 4,115 customers. With the exception of the Shore Haven Water System, all systems were in compliance with all relevant federal, state and local regulations. All are on track to close out 2012 within the adopted system budget parameters.
- Acquired the Fairways Water System from the Red Hook Fairways Homeowner's Association, Inc, in order to provide service to approximately 48 customers in the Town of Red Hook, NY.
- Lifted the "Do Not Drink the Water" Order for the Shore Haven Water System. As a result of the new Well No. 3 put into service by the Authority and now being used as the primary water source, water quality in the system has improved significantly, and the Disinfection By-Products (DBP) levels sample results have fallen to within the allowable limits.
- Designed, obtained approvals for, and constructed a chloramination disinfection system for the Shore Haven Water System as an interim means of controlling Disinfection By-Products levels until permanent treatment facilities are constructed.
- Completed construction, testing and start up for Birch Hill Water Treatment System Improvements in the Town of Beekman, and placed new treatment systems into operation in March.
- Completed easement acquisition activities for the connection of a water line between the Dalton Farms Water System and the Beekman Elementary School to assist in resolving water quality issues identified by the DC Department of Health.
- Executed a Memorandum of Understanding with the Preserves at Lakes Kill (Red Hook) and anticipate executing a similar agreement by year's end with Ober Creek (Wappinger) to provide for Authority ownership and operation of community septic systems providing advanced wastewater treatment, in support of conservation subdivisions designed to preserve significant open space.
- Continued to work with the Town of Amenia towards the creation of the Amenia Hamlet Sewer System for the business core of the Hamlet. Received an eligibility determination for a 0% interest Hardship Financing through the NYS EFC Clean Water State Revolving Loan Fund. Completed with the Town and its consulting engineer a new Sewer Feasibility Study utilizing potential alternative collection and treatment technologies for the Amenia Hamlet.
- Continued to work with the Town of Beekman and the private developers towards the provision of central water supply and sewer systems within the proposed Beekman Town Center. On behalf of, and funded by, two prospective developers, completed a joint engineering study of sewer capacity of the Dalton Farms Wastewater System, identifying necessary system upgrades to support new connections.

- Entered into discussions with the Dutchess County Airport and property owners in the Maloney Road area regarding the creation of a water service area, to be served by an interconnection with the Authority's Central Dutchess Water Line.
- Entered into discussions with the developer of the Homesteads at Hopewell Workforce Housing Project in East Fishkill to provide water service to the project from the Authority's Central Dutchess Water Transmission Line.
- Prepared and submitted, on behalf of the Town of Hyde Park, six grant applications, requesting a total of \$175,500, from the NYS Department of State's Local Government Efficiency Grant Program to evaluate the potential dissolution of eight Town water and sewer districts, with the intent of transferring ownership of the water and sewer systems to the Authority.
- Maintained full compliance with the requirements of the Public Authority Accountability Act.

2013 Initiatives

- Management and operation of Authority water and sewer systems will be maintained.
- Construction of water quality treatment improvements to the Shore Haven Water System will be completed. Engineering work will commence for improvements to the Shore Haven water distribution system.
- Efforts will continue to sell available County capacity in the Central Dutchess Water Transmission Line; prospective purchasers include the proposed Work Force Housing Apartments in the Town of East Fishkill, a consortium of property owners in the Maloney Road area including Southeast Containers and the Dutchess County Airport, and increase water sales to the Hopewell Glen residential subdivision in the Town of East Fishkill.
- Construction and transfer of ownership of the Ober Creek (Wappinger) and Preserves at Lakes Kill (Red Hook) Community Septic Systems could be completed in 2013.
- Assistance will be provided to the Town of Hyde Park to administer NYS Local Government Efficiency Grants and to complete the grant funded evaluation of Town water and sewer systems. Depending on the decision of the Town, dissolution of Town districts and transfer of system ownership to the Authority could proceed in 2013.
- Depending on the status of the Silo Ridge project and availability of Federal or State funding assistance, district creation and engineering design may commence for the Amenia Hamlet Central Sewer System.
- Work will continue in cooperation with the Town of Beekman and private developers to provide water and sewer services to new developments in a manner consistent with the long-term Town Center infrastructure plans.
- Work will continue with the Village of Red Hook to develop an affordable central sewer system for properties in the Village's commercial core.

Division of Water Resources Fiscal Summary

Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 87,375	\$ 87,375	0%
Revenues	\$ 47,650	\$ 126,341	165%
County Cost	\$ 39,725	\$ (38,966)	-198%

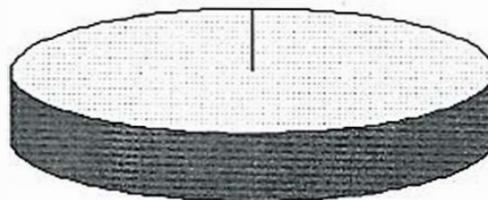
2013 Tentative Appropriations

Operations



Contracted
Services

2013 Estimated Revenue



Other

Division of Water Resources

Budget Summary

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Contracted Services	75,000	75,000	75,000	75,000	-	0.00%
Operations	12,375	12,375	12,375	12,375	-	0.00%
Total	87,375	87,375	87,375	87,375	-	0.00%
OTPS	87,375	87,375	87,375	87,375	-	0.00%
Use of Money and Property	25,000	10,000	10,000	10,000	-	0.00%
Sale of Property & Compensation	0	0	0	0	-	
Misc. Local Sources	120,712	37,650	37,650	116,341	78,691	209.01%
Total	145,712	47,650	47,650	126,341	78,691	165.14%
Net to County Cost	(58,337)	39,725	39,725	(38,966)	(78,691)	-198.09%

Natural Resources

Functions

The area entitled "Natural Resources" in the Community Services section of the budget represents the Dutchess County Soil and Water Conservation District.

Natural Resources Fiscal Summary

Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 235,000	\$ 235,000	0%
Revenues	\$ -	\$ -	
County Cost	\$ 235,000	\$ 235,000	0%

2013 Tentative Appropriations



Contracted
Programs

Natural Resource *Budget Summary*

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Contracted Services	200,000	235,000	235,000	235,000	-	0.00%
Total	200,000	235,000	235,000	235,000	-	0.00%
OTPS	200,000	235,000	235,000	235,000	-	0.00%
Net County Cost	200,000	235,000	235,000	235,000	-	0.00%

Debt Service

Functions

Major capital improvement projects such as the construction/reconstruction of buildings, road construction, etc., must be financed through the issuance of bonds. These obligations are paid over a period of time, which varies according to the Local Finance Law. Payments are made for principal and interest cost incurred.

The County also finances capital project costs through the issuance of one-year notes. These are Bond Anticipation Notes, which can be renewed, annually, for up to a period of five years or converted to bonds or retired in their entirety. Dutchess County, with a Aa1 rating from Moody's Investors Services, is still higher than 83% of Moody's rated New York Counties with only two Counties in a higher rating category.

As of January 1, 1990, Municipal Governments became subject to SEC regulations requiring full disclosure for debt issues of \$1 million or more. This requires preliminary official statements prior to bids being received and updated statements at closing date of issue. This requirement has resulted in increased issuance costs to the County.

This section does not include debt service for Enterprise Funds, Public Safety Communication Systems or Community College, which are budgeted in those respective areas.

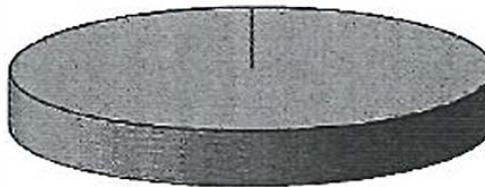
Debt Service Fiscal Summary

Budget Summary

	2012 Modified	2013 Tentative	% Change
Appropriations	\$ 15,271,331	\$ 15,813,842	4%
Revenues	\$ 550,000	\$ 50,000	-91%
County Cost	\$ 14,721,331	\$ 15,763,842	7%

2013 Tentative Appropriations

Debt Service



2013 Estimated Revenue

Other



Debt Service *Budget Summary*

Classification	2011 Actual	2012 Adopted	2012 Modified	2013 Tentative	\$ Change	% Change
Debt Service	14,705,555	15,271,331	15,271,331	15,813,842	542,511	3.55%
Total	14,705,555	15,271,331	15,271,331	15,813,842	542,511	3.55%
OTPS	14,705,555	15,271,331	15,271,331	15,813,842	542,511	3.55%
Intergovernmental Charges	500,000	500,000	500,000	0	(500,000)	-100.00%
Use of Money and Property	63,908	50,000	50,000	50,000	-	0.00%
Misc. Local Sources	936,972	0	0	0	-	
Interfund Transfers	1,940,717	0	0	0	-	
Total	3,441,598	550,000	550,000	50,000	(500,000)	-90.91%
Net County Cost	11,263,957	14,721,331	14,721,331	15,763,842	1,042,511	7.08%

KEY BUDGETARY ISSUES:

The Commissioner of Finance is currently working with the County's financial advisors on an \$11.2 million bond issue to be completed this year. The bond proceeds will be used to fund Capital Projects previously authorized by the Legislature. The principal and interest for this borrowing is included in the 2013 proposed budget.

In 2012 the County budget included a capital debt service charge to Dutchess Community College of \$500,000. The 2013 budget does not include this payment from the College to the County as it can be used instead for capital improvements to the College Campus.

NEW POSITIONS RECOMMENDED IN THE 2013 BUDGET

DEPT	TITLE	# OF POSITIONS / FTE	GROSS SALARY	NET COUNTY COST	COMMENTS
PUBLIC DEFENDER A.1170	SR ASST PUBLIC DEFENDER Grade MG	1.00	73,919	0	This request would add a Senior Assistant Public Defender for the shared services partnership with Ulster County for conflict representation. This is offset by assigned counsel savings.
PUBLIC DEFENDER A.1170.04	SR ASST PUBLIC DEFENDER Grade MG	1.00	37,384	0	This request would add a Sr. Assistant Public Defender with a July 1st start date for the Family Court Unit. This will save money on state mandated assigned counsel costs for Family Court and enable the County to draw down grant funding while maintaining quality representation.
PUBLIC DEFENDER A.1170.04	ASST PUBLIC DEFENDER Grade ME	1.00	30,247	0	This request would add a Public Defender with a July 1st start date for the Family Court Unit. This will save money on state mandated assigned counsel costs for Family Court and enable the County to draw down grant funding while maintaining quality representation.
PUBLIC DEFENDER A.1170.04	LEGAL SECRETARY Grade 11	1.00	19,227	0	This request would add a Legal Secretary with a July 1st start date for the Family Court Unit. This will save money on state mandated assigned counsel costs for Family Court and enable the County to draw down grant funding while maintaining quality representation.
NEW POSITIONS TOTAL:		4.00	\$160,777	\$0	

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NEW POSITIONS RECOMMENDED IN THE 2013 BUDGET

POSITION RESTRUCTURING IN THE 2013 BUDGET

DEPT	TITLE	CHANGE IN FTE	GROSS SALARY*	NET TO COUNTY IMPACT	COMMENTS
COUNTY CLERK - HISTORY A.7510	HISTORIAN Grade MC	0.50	53,869	28,869	This request would reclass the Historian position from .5 FTE to 1 FTE. This cost and FTE increase is more than offset by the deletion of a Full Time Registry Clerk position offered for deletion by the County Clerk.
DPW - AUTO CENTER A.1640	AUTO SERVICE CENTER SUPERVISOR Grade 15	0.00	66,297	(4,878)	This request would reclass the Fleet Administrator Grade MD to a Auto Service Center Supervisor Grade 15 as part of the DPW reorganization moving the Auto Center from Central Services to realign under DPW.
COUNTY EXECUTIVE A.1230	COMMUNICATIONS DIRECTOR Grade MF	0.00	73,988	8,569	This request would reclass a Research Analyst Grade ME to Communications Director Grade MF and move the position from the Budget Office to the County Executive Office in order to bring greater transparency and accessibility to Dutchess County government, and to more appropriately reflect the duties and responsibilities of the position.
DISTRICT ATTORNEY STOP/DWI A.1165.07	SENIOR ASSISTANT DISTRICT ATTORNEY Grade MG	0.00	73,918	14,111	This request would reclass an Assistant District Attorney Grade ME to a Senior Assistant District Attorney Grade MG. The incumbent has performed the lower level work in a fully satisfactory manner for more than three years. It takes approximately three years of training and experience to be able to effectively handle felony prosecutions, and this experience, coupled with new additional duties, justifies this reclassification.
DPW - BUILDINGS A.1620	BUILDING MAINTENANCE COORDINATOR Grade 17	0.00	70,071	1,150	This request would reclass a Head Building Maintenance Mechanic Grade 15 to a Building Maintenance Coordinator Grade 17. This reorganization allows for one Supervisor to oversee both the HVAC & Bldg. Maint. staff which will promote a more efficient, more cohesive work environment while reducing costs through the elimination of a Building Maintenance Mechanic III position.
DPW - ENGINEERING D.5020	SENIOR ENGINEERING AIDE Grade 12	0.00	42,904	2,395	This request would reclass an Engineering Aide Grade 10 to a Senior Engineering Aide Grade 12. The current title and job classification has been found to limit the usefulness of the position toward accomplishing the Divisions' mission, particularly the extensive construction inspection assignments which form a large portion of the capital workload.

POSITION RESTRUCTURING IN THE 2013 BUDGET

DEPT	TITLE	CHANGE IN FTE	GROSS SALARY*	NETTO COUNTY IMPACT	COMMENTS
DPW - ENGINEERING D.5020	JUNIOR CIVIL ENGINEER Grade 15	0.00	53,426	9,452	This request would reclass a Senior Engineering Aide Grade 12 to a Junior Civil Engineer Grade 15. The current title and job classification has been found to limit the usefulness of the position toward accomplishing the Divisions mission, particularly the extensive construction inspection assignments which form a large portion of the capital workload.
DPW - HIGHWAY D.5010	DEPUTY COMMISSIONER OF PUBLIC WORKS Grade MH	0.00	103,000	29,011	This request would reclass the Assist Director Highway Construction Maintenance Grade MF to Deputy Commissioner of Public Works Grade MH as part of the DPW reorganization. The cost of this reclass is offset by the elimination of the Assistant Directory of Engineering.
DEPARTMENT OF COMMUNITY AND FAMILY SERVICES A.6010	COMMISSIONER OF COMMUNITY AND FAMILY SERVICES Grade MJ	0.00	132,837	0	This request would reclass the position title only to reflect the change in the department name from Commissioner of Social Services to Commissioner of Community and Family Services. There is no change in grade or salary.
DEPARTMENT OF COMMUNITY AND FAMILY SERVICES A.6010	DEPUTY COMMISSIONER OF COMMUNITY AND FAMILY SERVICES Grade MH	0.00	100,940	0	This request would reclass the position title only to reflect the change in the department name from Deputy Commissioner of Social Services to Deputy Commissioner of Community and Family Services. There is no change to grade or salary.
DEPARTMENT OF COMMUNITY AND FAMILY SERVICES A.6010	DEPUTY COMMISSIONER OF COMMUNITY AND FAMILY SERVICES Grade MH	0.00	99,147	0	This request would reclass the position title only to reflect the change in the department name from Deputy Commissioner of Social Services to Deputy Commissioner of Community and Family Services. There is no change to grade or salary.
DEPARTMENT OF COMMUNITY AND FAMILY SERVICES A.6010	DIRECTOR OF ADMINISTRATIVE SERVICES Grade MH	0.00	90,446	0	This request would reclass the title of the position to reflect the change in department name from Director of Administrative Services - Social Services to Director of Administrative Services. There is no change to grade or salary.
HEALTH A.4010.29	SUPERVISING PUBLIC HEALTH ENGINEER Grade 20	0.00	99,253	3,236	This request would reclass a Senior Public Health Engineer Grade 19 to a Supervising Public Health Engineer Grade 20. A greater level of management and supervisory duties are required in this division. This reclass will provide for better distribution and assignment of and management responsibilities.
HEALTH A.4010.27	PUBLIC HLTH ED COORD - HR Grade 15	(0.25)	29,793	(15,126)	This request would reclass a Full Time Public Health Education Coordinator Grade 15 to an hourly .75 FTE position.

POSITION RESTRUCTURING IN THE 2013 BUDGET

DEPT	TITLE	CHANGE IN FTE	GROSS SALARY*	NET TO COUNTY IMPACT	COMMENTS
HUMAN RESOURCES A.1430	HUMAN RESOURCES ASST Grade CE	0.00	40,940	2,469	This request would reclass a Program Assistant Grade 8 to Human Resources Assistant Grade CE. This grade change is due to a reorganization effort necessary as the result of the elimination of positions. The title change reflects the change in the department name.
HUMAN RESOURCES A.1430	SENIOR HUMAN RESOURCES ASST Grade CH	0.00	68,612	(15,490)	This request would reclass a Senior Personnel Assistant EA Grade CI to Senior Human Resources Assistant Grade CH due to the position having been earmarked at the higher level to drop down to the lower level upon vacancy. The title change reflects the change in department name only.
HUMAN RESOURCES A.1430	SENIOR HUMAN RESOURCES ASST Grade CH	0.00	52,037	0	This request would reclass a Senior Personnel Assistant to Senior Human Resources Assistant, this is a title change only to reflect the change in the department name. There is no change in grade or salary.
HUMAN RESOURCES A.1430	HUMAN RESOURCES ASSOCIATE Grade MD	0.00	138,910	0	This request would reclass two Personnel Technicians Grade MD to Human Resources Associates with no change in grade or salary. The title change reflects the change in department name only.
HUMAN RESOURCES A.1430	HUMAN RESOURCES ASSISTANT Grade CE	0.00	226,828	0	This request would reclass five Personnel Assistants Grade CE to Human Resources Assistants with no change in grade or salary. The title change reflects the change in department name only.
HUMAN RESOURCES A.1430	SENIOR HUMAN RESOURCES ASSOCIATE Grade ME	0.00	256,708	2	This request would reclass three Senior Personnel Technicians Grade ME to Senior Human Resources Associates with no change in grade or salary. The title change reflects the change in department name only.
MENTAL HYGIENE A.4320.43	COMMUNITY MENTAL HEALTH AIDE Grade 12	0.00	54,211	15,755	This request would reclass an Accounting Clerk Grade 9 position to a Community Mental Health Aide Grade 12 due to the requirement of the Behavioral Health Organization (BHO) model to have a Clinical Case Monitor. The position will act as an interface between patients, clinicians, the billing department staff and insurance companies while responding to requirements of the BHO.
OFFICE OF CENTRAL AND INFORMATION SERVICES A.1680	DEPUTY COMMISSIONER OF OFFICE OF CENTRAL AND INFORMATION SERVICES Grade MH	0.00	122,104	4,967	This request would reclass a Computer Operations Manager Grade MG to Deputy Commissioner of Office of Central & Information Services Grade MH. This request is part of the proposed plan to merge OCIS and Central Services.

POSITION RESTRUCTURING IN THE 2013 BUDGET

DEPT	TITLE	CHANGE IN FTE	GROSS SALARY*	NET TO COUNTY IMPACT	COMMENTS
OFFICE OF CENTRAL AND INFORMATION SERVICES A.1680	INFRASTRUCTURE MANAGER Grade MG	0.00	113,291	0	This request would reclass a Senior Systems Programmer to Infrastructure Manager Grade MG. This request is part of the proposed plan to merge OCIS and Central Services. There is no change in grade or salary. There is no change in salary or grade.
OFFICE OF CENTRAL AND INFORMATION SERVICES A.1680	SENIOR NETWORK ADMINISTRATOR Grade 20	0.00	84,500	908	This request would reclass a Systems Network Administrator Grade 19 to a Senior Network Administrator Grade 20. This request is part of the proposed plan to merge OCIS and Central Services and reflects the additional duties and responsibilities assigned to the positions.
OFFICE OF CENTRAL AND INFORMATION SERVICES A.1680	APPLICATIONS MANAGER Grade MG	0.00	93,553	45,015	This request would reclass a User Services Liaison Grade 14 to Applications Manager Grade MG. This request is part of the proposed plan to merge OCIS and Central Services and reflects the required level of responsibilities and duties assigned to this position.
OFFICE OF CENTRAL AND INFORMATION SERVICES A.1680	COMMISSIONER OF CENTRAL AND INFORMATION SERVICES Grade MI	0.00	137,074		This request would reclass the Commissioner of Computer Information Systems to Commissioner of Central and Information Systems. This request is part of the proposed plan to merge OCIS and Central Services. There is no change to grade or salary.
OFFICE OF CENTRAL AND INFORMATION SERVICES A.1680	GIS COUNTY COORDINATOR Grade MG	0.00	94,325	4,492	This request would reclass the GIS Project Leader Grade MF to a GIS County Coordinator Grade MG. This request is part of the proposed plan to merge OCIS and Central Services and reflects the additional duties and responsibilities assigned to the positions.
PLANNING A.8020.81	DIRECTOR/SOLID WASTE MANAGEMENT Grade MG	0.00	85,001	7,991	This request would reclass a Solid Waste Coordinator Grade 17 to a Director of Solid Waste Management Grade MG. This reclass is required to oversee the implementation of the Solid Waste Management Plan (SWMP) for which Dutchess County requires the management of various solid waste projects and enforcement of the county's regulations regarding recycling, waste management, and hauler licensing.
REAL PROPERTY TAX A.1355	RPIS SPECIALIST TRAINEE Grade 14	0.00	49,165	5,678	This request would reclass an RPIS Technician Grade 12 to a RPIS Specialist Trainee Grade 14, which better reflects the current duties and responsibilities assigned and required of this position.

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POSITION RESTRUCTURING IN THE 2013 BUDGET

DEPT	TITLE	CHANGE IN FTE	GROSS SALARY*	NET TO COUNTY IMPACT	COMMENTS
SHERIFF A.3110.25	DEPUTY SHERIFF Grade SN	0.00	189,330	0	This request would reclass three positions in the title of Deputy Sheriff SRO (School Resource Officer) to Deputy Sheriff without the SRO designation as these positions no longer function as SROs. There is no change to grade or salary.
SHERIFF A.3110.25	DEPUTY SHERIFF Grade SN	0.00	118,849	0	This request would reclass two positions in the title of Deputy Sheriff ATV to Deputy Sheriff without the ATV designation as this position is no longer functioning as such. There is no change to grade or salary.
LEGISLATURE A.1040	LEGISLATIVE ATTORNEY PT Grade MH	0.00	45,682	8,832	This request would reallocate the Legislative Attorney PT position from MF to MH to better reflect the responsibilities and duties of the current position.
DEPT OF SVCS FOR AGING VETERANS AND YOUTH A.6772.50	DIRECTOR AGING SERVICES Grade MG	0.00	90,641	(785)	This request would reallocate the Director of Aging Services from Grade MF to Grade MG to better reflect the responsibilities and duties of the current position.
TOTAL FTE CHANGE RESTRUCTURING		0.25	\$3,151,650	\$156,623	

* Shown for reference purposes only, true county impact is reflected in the net to county impact column.

POSITIONS DELETED IN THE 2013 BUDGET

DEPT	TITLE	# POSITIONS / FTE	Gross Salary	Net to County Savings	COMMENTS
DEPARTMENT OF MENTAL HYGIENE RESTRUCTURING					
MENTAL HYGIENE A.4310	ACCOUNTING CLERK Grade 9	(1.00)	(41,312)	(41,312)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	CLINICAL DIVISION CHIEF Grade MH	(1.00)	(82,098)	(82,098)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40 & A.4320.47	CLINICAL DIVISION CHIEF Grade MH	(1.00)	(108,998)	(108,998)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	CLINICAL UNIT ADMINISTRATOR Grade 21	(1.00)	(78,954)	(78,954)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.45	CLINICAL UNIT ADMINISTRATOR Grade 21	(1.00)	(94,467)	(94,467)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	COMM MENTAL HLTH CNSLR-EA Grade 16	(1.00)	(68,568)	(68,568)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	COMM MNTL HEALTH NURSE Grade 14	(1.00)	(58,437)	(58,437)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	COMM MNTL HEALTH NURSE Grade 14	(1.00)	(58,670)	(58,670)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	NURSE PRACTITIONER Grade 21	(1.00)	(93,799)	(93,799)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4250	OCC THERAPIST Grade 16	(1.00)	(71,959)	(71,959)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	OFFICE ASSIST - PART TIME Grade 6	(0.50)	(20,722)	(20,722)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.44	OFFICE ASSISTANT- HR Grade 16	(0.52)	(17,420)	(17,420)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4250	OFFICE ASSISTANT Grade 6	(1.00)	(34,004)	(34,004)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	OFFICE ASSISTANT Grade 6	(1.00)	(37,973)	(37,973)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	OFFICE ASSISTANT Grade 6	(1.00)	(39,722)	(39,722)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4250	PROGRAM ASSISTANT Grade 6	(1.00)	(36,576)	(36,576)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	PROGRAM ASSISTANT Grade 8	(1.00)	(38,222)	(38,222)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	PSYCHIATRIST - PART TIME Grade 27	(0.50)	(64,584)	(64,584)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	PSYCHIATRIST 1 - HR Grade 27	(0.15)	(23,121)	(23,121)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	PSYCHIATRIST I Grade 27	(1.00)	(152,290)	(152,290)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	PSYCHIATRIST I Grade 27	(1.00)	(152,457)	(152,457)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.43	PSYCHIATRIST I Grade 27	(1.00)	(152,290)	(152,290)	DMH clinic closure and department restructuring.

POSITIONS DELETED IN THE 2013 BUDGET

DEPT	TITLE	# POSITIONS / FTE	Gross Salary	Net to County Savings	COMMENTS
MENTAL HYGIENE A.4320.48	SOCIAL WORKER I Grade 15	(1.00)	(60,916)	(60,916)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	SOCIAL WORKER III Grade 17	(1.00)	(61,932)	(61,932)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	SOCIAL WORKER III Grade 17	(1.00)	(61,932)	(61,932)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	SOCIAL WORKER III Grade 17	(1.00)	(61,932)	(61,932)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.40	SOCIAL WORKER III Grade 17	(1.00)	(73,095)	(73,095)	DMH clinic closure and department restructuring.
MENTAL HYGIENE A.4320.43	SOCIAL WORKER III Grade 17	(1.00)	(79,080)	(79,080)	DMH clinic closure and department restructuring.
TOTAL DEPARTMENT OF MENTAL HYGIENE:		(25.67)	(1,925,530)	(1,925,530)	
DPW CONSOLIDATION RESTRUCTURING					
DPW - AUTO CENTER A.1640	AUTO MECHANIC SUPERVISOR Grade 15	(1.00)	(71,235)	(71,235)	DPW & Central Services consolidation and restructuring.
DPW - AUTO CENTER A.1640	AUTOMOTIVE MECH HELPER Grade 9	(1.00)	(41,402)	(41,402)	DPW & Central Services consolidation and restructuring.
DPW - AUTO CENTER A.1640	SERVICE CENTER ATTENDANT Grade 10	(1.00)	(45,613)	(45,613)	DPW & Central Services consolidation and restructuring.
DPW AIRPORT EA.5610	LINE SERVICE ATTENDANT Grade 9	(1.00)	(38,494)	(38,494)	DPW department restructuring.
DPW BUILDINGS A.1620	BUILDING MAINT MECHANIC III Grade13	(1.00)	(44,900)	(44,900)	DPW department restructuring.
DPW BUILDINGS A.1620	HVAC TECHNICIAN Grade 14	(1.00)	(62,283)	(62,283)	DPW department restructuring.
DPW ENGINEERING D.5020	RIGHT OF WAY ENGINEER Grade 17	(1.00)	(61,932)	(61,932)	DPW consolidation and restructuring.
DPW ENGINNERING D.5020	ASSIST DIR ENGINEERING Grade MF	(1.00)	(87,903)	(87,903)	DPW consolidation and restructuring.
DPW HIGHWAY D.5110	CONSTRUCTION EQUIP OP I Grade 11	(1.00)	(38,016)	(38,016)	DPW consolidation and restructuring.
DPW HIGHWAY D.5110	LABORER Grade 8	(1.00)	(38,481)	(38,481)	DPW consolidation and restructuring.
DPW HIGHWAY D.5110	LABORER Grade 8	(1.00)	(32,374)	(32,374)	DPW consolidation and restructuring.
DPW HIGHWAY D.5110	LABORER Grade 8	(1.00)	(34,752)	(34,752)	DPW consolidation and restructuring.
DPW HIGHWAY D.5110	MOTOR EQUIP OPERATOR Grade 10	(1.00)	(35,803)	(35,803)	DPW consolidation and restructuring.
DPW HIGHWAY E.5130	EQUIPMENT MECH SUPERV I Grade 14	(1.00)	(62,776)	(62,776)	DPW consolidation and restructuring.

POSITIONS DELETED IN THE 2013 BUDGET

DEPT	TITLE	# POSITIONS / FTE	Gross Salary	Net to County Savings	COMMENTS
DPW HIGHWAY E.5132	COMMUNICATIONS CLK EA Grade 10	(1.00)	(35,803)	(35,803)	DPW consolidation and restructuring.
DPW HIGHWAY E.5132	COMMUNICATIONS CLK PT EA Grade 10	(0.50)	(17,902)	(17,902)	DPW consolidation and restructuring.
TOTAL DEPARTMENT OF PUBLIC WORKS:		(15.50)	(749,669)	(749,669)	
OTHER DELETED POSITIONS					
COUNTY CLERK A.1410.14	REGISTRY CLERK Grade 8	(1.00)	(32,375)	(32,375)	Delete vacant position to offset the increase in Historian from a Part Time to a Full Time position.
EMERGENCY RESPONSE A.3020	PUB SFTY DISPATCHER 1 HR Grade 13	(0.99)	(44,892)	(44,892)	
EMERGENCY RESPONSE A.3410	OFFICE ASSISTANT Grade 6	(1.00)	(36,222)	(36,222)	
HEALTH A.4010.31	PUBLIC HEALTH ADVISOR Grade 15	(1.00)	(65,077)	(41,649)	
JAIL A.3150	INSTRUCTOR PT Grade NL	(0.50)	(21,898)	(21,898)	
OFFICE FOR THE AGING A.6772.50	COMMISSIONER OF SVCS AGING VETERANS & YOUTH Grade MI	(1.00)	(91,426)	(91,426)	
FINANCE - REAL PROPERTY TAX A.1355	PROGRAM AST Grade 8	(1.00)	(32,375)	(32,375)	
SHERIFF A.3110.25	DEPUTY SHERIFF Grade SN	(1.00)	(50,425)	(50,425)	
SHERIFF A.3110.25	DEPUTY SHERIFF Grade SN	(1.00)	(50,425)	(50,425)	
SHERIFF A.3110.25	DEPUTY SHERIFF Grade SN	(1.00)	(50,425)	(50,425)	
TOTAL OTHER POSITIONS:		(9.49)	(475,540)	(452,112)	
TOTAL DELETIONS		(50.66)	(3,150,739)	(3,127,311)	

POSITIONS DELETED IN THE 2013 BUDGET

POSITIONS DELETED IN THE 2013 BUDGET

DEPT	TITLE	# POSITIONS / FTE	Gross Salary	Net to County Savings	COMMENTS
WORKFORCE ADJUSTMENT INCENTIVE - POSITIONS DELETED TO ACHIEVE SAVINGS					
OCIS - CS ADMIN A.1610.01	ASST DIR CENTRAL SERVICES Grade ME	(1.00)	(83,258)	(83,258)	Workforce Adjustment Incentive and Central Services Reorganization
OCIS - CS ADMIN A.1610.02	PROGRAM ASSISTANT Grade 8	(1.00)	(32,375)	(32,375)	Workforce Adjustment Incentive and Central Services Reorganization
COMPTRROLLER A.1315	AUDITOR Grade 16	(1.00)	(74,188)	(74,188)	Workforce Adjustment Incentive
COMPTRROLLER A.1315	PRINCIPAL ACCOUNT CLERK Grade 12	(1.00)	(40,834)	(40,834)	Workforce Adjustment Incentive
COUNTY CLERK A.1410.14	SUPERVISING REGISTRY CLK Grade 13	(1.00)	(59,732)	(59,732)	Workforce Adjustment Incentive
DPW - HIGHWAY - ADMIN D.5010	PRINCIPAL ACCOUNTING CLK Grade 12	(1.00)	(52,951)	(52,951)	Workforce Adjustment Incentive and Department of Public Works Reorganization
DPW - HIGHWAY D.5110	MAINTENANCE SUPT Grade 16	(1.00)	(75,425)	(75,425)	Workforce Adjustment Incentive and Department of Public Works Reorganization
DPW - HIGHWAY D.5110	ROAD MAINTAINER Grade 9	(1.00)	(41,402)	(41,402)	Workforce Adjustment Incentive and Department of Public Works Reorganization
DPW - HIGHWAY D.5110	ROAD MAINTAINER Grade 9	(1.00)	(45,573)	(45,573)	Workforce Adjustment Incentive and Department of Public Works Reorganization
FINANCE - REAL PROPERTY TAX A.1355	PROGRAM ASSISTANT Grade 8	(1.00)	(40,385)	(40,385)	Workforce Adjustment Incentive
HEALTH EIP/PSE A.4059.01	PRINCIPAL ACCOUNTING CLK Grade 12	(1.00)	(52,142)	(52,142)	Workforce Adjustment Incentive
HEALTH EIP/PSE A.4059.01	SUPV PUB HEALTH NURSE Grade 17	(1.00)	(61,932)	(61,932)	Workforce Adjustment Incentive
HEALTH - PLANNING AND ED A.4010.27	BIostatistician Grade 16	(1.00)	(57,686)	(36,919)	Workforce Adjustment Incentive
HEALTH - ENVIRONMENTAL A.4010.29	ASSOC PUB HLTH SANTRN Grade 19	(1.00)	(93,073)	(59,567)	Workforce Adjustment Incentive
HEALTH - ENVIRONMENTAL A.4010.29	RADIOLOGICAL SPECIALIST Grade 19	(1.00)	(93,572)	(59,886)	Workforce Adjustment Incentive
HEALTH - ENVIRONMENTAL A.4010.29	SENIOR OFFICE ASSISTANT Grade 8	(1.00)	(32,375)	(20,720)	Workforce Adjustment Incentive
HEALTH - NURSING A.4010.30	CASE MANAGER AIDE Grade 7	(1.00)	(30,950)	(19,808)	Workforce Adjustment Incentive
HEALTH - NURSING A.4010.30	PUBLIC HEALTH NURSE Grade 15	(1.00)	(53,427)	(34,193)	Workforce Adjustment Incentive
HEALTH - PLANNING AND ED A.4010.27	DIR PUBLIC HLTH PLAN & ED Grade 19	(1.00)	(91,127)	(58,321)	Workforce Adjustment Incentive
HEALTH ADMINISTRATION A.4010.01	PRINCIPAL ACCOUNTING CLK Grade 12	(1.00)	(50,940)	(32,602)	Workforce Adjustment Incentive
HUMAN RESOURCES A.1430	SR PERSONNEL ASST (EA) Grade CI	(1.00)	(64,717)	(64,717)	Workforce Adjustment Incentive

POSITIONS DELETED IN THE 2013 BUDGET

DEPT	TITLE	# POSITIONS / FTE	Gross Salary	Net to County Savings	COMMENTS
HUMAN RESOURCES A.1910.64	ADMINISTRATIVE ASSISTANT Grade 12	(1.00)	(54,377)	(54,377)	Workforce Adjustment Incentive
MENTAL HYGIENE A.4320.43	OFFICE ASSISTANT (EA) Grade 6	(1.00)	(45,402)	(45,402)	Workforce Adjustment Incentive
MENTAL HYGIENE A.4310	QUAL IMPROV COORD Grade 17	(1.00)	(80,902)	(80,902)	Workforce Adjustment Incentive
MENTAL HYGIENE A.4320.40	CLINICAL UNIT ADMR Grade 21	(1.00)	(99,939)	(99,939)	Workforce Adjustment Incentive and Mental Hygiene clinic closure and restructuring
MENTAL HYGIENE A.4320.40	CLINICAL UNIT ADMR Grade 21	(1.00)	(91,756)	(91,756)	Workforce Adjustment Incentive and Mental Hygiene clinic closure and restructuring
MENTAL HYGIENE A.4320.40	COMM MENTAL HLTH COUNS Grade 16	(1.00)	(73,655)	(73,655)	Workforce Adjustment Incentive and Mental Hygiene clinic closure and restructuring
MENTAL HYGIENE A.4320.43	SENIOR OFF ASSISTANT (EA) Grade 9	(1.00)	(44,402)	(44,402)	Workforce Adjustment Incentive and Mental Hygiene clinic closure and restructuring
MENTAL HYGIENE A.4320.43	SOCIAL WORKER III Grade 17	(1.00)	(75,438)	(75,438)	Workforce Adjustment Incentive and Mental Hygiene clinic closure and restructuring
MENTAL HYGIENE A.4320.44	EMERG INPATIENT SVCS SPEC Grade 17	(1.00)	(82,723)	(82,723)	Workforce Adjustment Incentive
MENTAL HYGIENE A.4320.45	SOCIAL WORKER III Grade 17	(1.00)	(79,080)	(79,080)	Workforce Adjustment Incentive
OFFICE OF CENTRAL AND INFORMATION SERVICES A.1680	PROGRAMMER ANALYST Grade 17	(1.00)	(80,902)	(80,902)	Workforce Adjustment Incentive
PLANNING AND DEVELOPMENT A.8020	HOUSING COORDINATOR Grade 17	(1.00)	(79,443)	(52,900)	Workforce Adjustment Incentive
PROBATION A.3140	DEPUTY DIRECTOR Grade MG	(1.00)	(73,919)	(73,919)	Workforce Adjustment Incentive
PROBATION A.3140	OFFICE ASSISTANT (EA) Grade 7	(1.00)	(41,152)	(41,152)	Workforce Adjustment Incentive
PROBATION A.3140	OFFICE ASSISTANT (EA) Grade 7	(1.00)	(41,342)	(41,342)	Workforce Adjustment Incentive
PROBATION A.3140	OFFICE ASSISTANT Grade 6	(1.00)	(33,826)	(33,826)	Workforce Adjustment Incentive
PROBATION A.3140	PRINCIPAL ACCOUNTING CLK Grade 12	(1.00)	(54,377)	(54,377)	Workforce Adjustment Incentive
PROBATION A.3140	PROBATION OFFICER I - HR Grade 15	(0.75)	(34,984)	(34,984)	Workforce Adjustment Incentive
SHERIFF A.3110.25	PROGRAM ASSISTANT (SH) Grade NH	(1.00)	(43,387)	(43,387)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	CASE MANAGER I Grade 12	(1.00)	(44,299)	(17,720)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	CASE MANAGER I Grade 12	(1.00)	(43,614)	(17,446)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	CASE MANAGER II (CPS) Grade 14	(1.00)	(62,775)	(23,855)	Workforce Adjustment Incentive

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POSITIONS DELETED IN THE 2013 BUDGET

DEPT	TITLE	# POSITIONS / FTE	Gross Salary	Net to County Savings	COMMENTS
DEPT COMM & FAMILY SRVCS A.6010	CASE MANAGER II Grade 14	(1.00)	(63,976)	(25,590)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	CLERK (EA) Grade 5	(1.00)	(36,692)	(14,677)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	CLERK Grade 6	(1.00)	(27,695)	(11,078)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	CLERK Grade 4	(1.00)	(36,179)	(14,472)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	OFFICE ASSISTANT Grade 6	(1.00)	(35,756)	(14,302)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	OFFICE ASSISTANT Grade 6	(1.00)	(39,722)	(15,889)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	OFFICE ASSISTANT Grade 6	(1.00)	(36,843)	(14,737)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	OFFICE ASSISTANT Grade 6	(1.00)	(30,659)	(12,268)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	PRINCIPAL PROG ASST (EA) Grade CH	(1.00)	(62,215)	(24,886)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	PROGRAM ASSISTANT (EA) Grade 9	(1.00)	(45,402)	(18,161)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	SOC WELFARE SPECIALIST Grade 13	(1.00)	(59,767)	(23,907)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	SOC WELFARE WORKER I Grade 10	(1.00)	(35,803)	(14,321)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	SOC WELFARE WORKER I Grade 10	(1.00)	(35,803)	(14,321)	Workforce Adjustment Incentive
DEPT COMM & FAMILY SRVCS A.6010	SOC WELFARE WORKER II Grade 11	(1.00)	(49,494)	(19,798)	Workforce Adjustment Incentive
TOTAL WORKFORCE ADJUSTMENT INCENTIVE POSITIONS:		(56.75)	(3,185,774)	(2,528,819)	
TOTAL DELETED POSITIONS:		(107.41)	(6,336,513)	(5,656,130)	
TOTAL RESTRUCTURED POSITIONS:		0.25	3,151,650	156,623	
TOTAL NEW POSITIONS:		4.00	179,016	0	
TOTAL COUNTY CHANGE:		(103.16)	(3,005,847)	(5,499,507)	

DUTCHESS COUNTY DEPUTY SHERIFFS' POLICE BENEVOLENT ASSOCIATION

2013 Annual Salary Schedule

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	INCREMENT
SN	50,425	51,818	53,381	55,109	57,010	59,080	61,321	63,735	65,328	66,961	1,837
SO	59,456	60,648	61,859	63,096	64,357	65,646	66,960	68,297	70,006	71,755	1,367
SP	63,715	64,988	66,288	67,615	68,966	70,347	71,753	73,188	75,017	76,893	1,464
SQ	68,278	69,643	71,036	72,457	73,906	75,384	76,892	78,430	80,391	82,401	1,569
SR	73,166	74,631	76,122	77,646	79,199	80,782	82,397	84,046	86,147	88,301	1,682
SS	78,409	79,976	81,576	83,206	84,871	86,569	88,301	90,066	92,318	94,625	1,802

The Interest Arbitration Award between the Dutchess County Deputy Sheriff's Police Benevolent Association and Dutchess County and the Dutchess County Sheriff increases the salary schedule by 5.6% over the two year term commencing on January 1, 2009 and ending on December 31, 2010.

DUTCHESS COUNTY SHERIFFS' EMPLOYEES ASSOCIATION/DCSEA

**Civilian Series
2013 Annual Salary Schedule**

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	INCREMENT
NA	25,915	26,562	27,226	27,907	28,605	29,320	30,052	30,803	698
NB	27,031	27,708	28,400	29,111	29,838	30,584	31,348	32,132	729
NC	28,153	28,858	29,580	30,319	31,078	31,853	32,650	33,467	759
ND	29,230	29,962	30,711	31,478	32,266	33,071	33,898	34,745	788
NE	30,369	31,129	31,907	32,705	33,523	34,361	35,220	36,099	819
NF	31,471	32,257	33,064	33,891	34,738	35,606	36,496	37,408	848
NG	32,799	33,618	34,460	35,321	36,203	37,109	38,037	38,988	884
NH	34,329	35,188	36,067	36,968	37,892	38,841	39,811	40,806	925
NI	36,124	37,028	37,953	38,902	39,875	40,870	41,893	42,940	974
NJ	38,090	39,043	40,020	41,021	42,046	43,097	44,174	45,278	1,027
NK	40,533	41,546	42,585	43,650	44,741	45,858	47,006	48,179	1,092
NL	43,621	44,711	45,830	46,976	48,149	49,354	50,587	51,850	1,176
NM	48,058	49,261	50,493	51,755	53,048	54,373	55,734	57,125	1,295
NN	52,700	54,018	55,368	56,753	58,170	59,626	61,116	62,643	1,420
NO	57,357	58,793	60,262	61,768	63,312	64,896	66,519	68,180	1,546
NP	62,012	63,562	65,151	66,779	68,449	70,161	71,914	73,711	1,671
NQ	66,644	68,309	70,017	71,767	73,561	75,402	77,286	79,216	1,796
NR	71,305	73,087	74,915	76,788	78,708	80,674	82,692	84,758	1,922
NS	75,951	77,850	79,796	81,792	83,835	85,932	88,080	90,280	2,047
NT	80,611	82,626	84,692	86,808	88,980	91,204	93,483	95,819	2,172

Note: DCSEA contract expired 12/31/10

DUTCHESS COUNTY SHERIFFS' EMPLOYEES ASSOCIATION/DCSEA

**Correctional Series
2013 Annual Salary Schedule**

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	INCREMENT
JL	43,222	44,303	45,411	46,546	47,709	48,902	50,125	51,378	52,919	1,212
JM	47,589	48,779	49,999	51,248	52,529	53,844	55,189	56,568	58,265	1,334
JO	56,800	58,219	59,675	61,167	62,696	64,264	65,870	67,515	69,541	1,593
JP	61,426	62,962	64,536	66,149	67,803	69,498	71,236	73,015	75,206	1,722

Note: DCSEA contract expired 12/31/10

**CIVIL SERVICE EMPLOYEES ASSOCIATION
2013 Annual Salary Schedule**

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	INCREMENT
1	24,660	25,276	25,911	26,558	27,220	27,901	28,599	29,314	665
2	25,675	26,316	26,974	27,648	28,339	29,047	29,773	30,517	692
3	26,691	27,357	28,041	28,742	29,461	30,197	30,951	31,726	719
4	27,695	28,387	29,097	29,825	30,570	31,336	32,117	32,922	747
5	28,737	29,455	30,192	30,945	31,721	32,513	33,324	34,157	774
6	29,737	30,481	31,244	32,024	32,825	33,645	34,487	35,347	801
7	30,950	31,724	32,519	33,332	34,162	35,019	35,893	36,791	834
8	32,374	33,181	34,011	34,863	35,733	36,627	37,544	38,480	872
9	33,989	34,839	35,711	36,604	37,517	38,456	39,419	40,402	916
10	35,803	36,699	37,615	38,557	39,521	40,509	41,523	42,559	965
11	38,016	38,967	39,941	40,940	41,961	43,012	44,087	45,188	1,025
12	40,834	41,856	42,904	43,974	45,074	46,202	47,355	48,538	1,101
13	44,899	46,022	47,172	48,352	49,562	50,802	52,070	53,369	1,210
14	49,164	50,393	51,653	52,942	54,266	55,623	57,014	58,437	1,325
15	53,426	54,762	56,130	57,533	58,975	60,446	61,958	63,505	1,440
16	57,686	59,127	60,606	62,120	63,674	65,264	66,895	68,567	1,554
17	61,932	63,481	65,068	66,694	68,363	70,071	71,823	73,617	1,669
18	66,186	67,840	69,536	71,274	73,056	74,884	76,755	78,672	1,784
19	70,429	72,192	73,996	75,846	77,743	79,684	81,676	83,717	1,898
20	74,682	76,549	78,464	80,426	82,437	84,499	86,607	88,772	2,013
21	78,953	80,927	82,951	85,024	87,148	89,330	91,563	93,850	2,128
27	146,102	146,986	147,870	148,754	149,639	150,522	151,407	152,290	884
28	152,293	153,176	154,061	154,945	155,829	156,713	157,598	158,481	884
93	32,684	33,501	34,340	35,197	36,078	36,979	37,903	38,849	881
94	35,245	36,125	37,028	37,954	38,902	39,873	40,871	41,893	950
95	38,722	39,688	40,680	41,698	42,739	43,809	44,905	46,027	1,044
96	51,175	52,453	53,766	55,109	56,487	57,899	59,347	60,829	1,379
97	60,928	62,450	64,013	65,610	67,255	68,935	70,659	72,424	1,642
98	36,860	37,783	38,728	39,694	40,687	41,705	42,745	43,814	993
99	46,538	47,701	48,895	50,115	51,369	52,650	53,970	55,319	1,254

Note: CSEA contract expired 12/31/09

2013 Management / Confidential Salary Schedule

		First Quartile		Second Quartile		Third Quartile		Fourth Quartile	
		Min	Max	Min	Max	Min	Max	Min	Max
Management	MA	39,037	43,467	43,467	47,899	47,899	52,329	52,329	56,759
	MB	43,342	48,244	48,244	53,145	53,145	58,046	58,046	62,946
	MC	48,383	53,867	53,867	59,349	59,349	64,832	64,832	70,314
	MD	53,870	59,981	59,981	66,091	66,091	72,203	72,203	78,313
	ME	59,805	66,590	66,590	73,375	73,375	80,161	80,161	86,947
	MF	66,441	73,988	73,988	81,537	81,537	89,083	89,083	96,632
	MG	73,918	82,280	82,280	90,641	90,641	99,003	99,003	107,366
	MH	82,097	91,362	91,362	100,626	100,626	109,891	109,891	119,155
	MI	91,425	101,725	101,725	112,026	112,026	122,328	122,328	132,629
	MJ	101,591	112,983	112,983	124,374	124,374	135,764	135,764	147,154
Confidential	CA	28,459	31,688	31,688	34,918	34,918	38,147	38,147	41,377
	CB	30,039	33,449	33,449	36,859	36,859	40,267	40,267	43,676
	CC	31,621	35,209	35,209	38,798	38,798	42,386	42,386	45,975
	CD	33,378	37,166	37,166	40,953	40,953	44,742	44,742	48,529
	CE	35,134	39,121	39,121	43,108	43,108	47,096	47,096	51,083
	CF	37,085	41,294	41,294	45,503	45,503	49,713	49,713	53,922
	CG	39,037	43,467	43,467	47,899	47,899	52,329	52,329	56,759
	CH	41,191	45,856	45,856	50,522	50,522	55,188	55,188	59,854
	CI	43,342	48,244	48,244	53,145	53,145	58,046	58,046	62,946
	CJ	45,866	51,057	51,057	56,249	56,249	61,439	61,439	66,630
	CK	48,383	53,867	53,867	59,349	59,349	64,832	64,832	70,314
	CL	51,128	56,924	56,924	62,722	62,722	68,518	68,518	74,315
	CM	53,870	59,981	59,981	66,091	66,091	72,203	72,203	78,313
	CN	56,838	63,285	63,285	69,733	69,733	76,180	76,180	82,628
	CO	59,805	66,590	66,590	73,375	73,375	80,161	80,161	86,947
	CP	63,123	70,290	70,290	77,457	77,457	84,622	84,622	91,790

ELECTED OFFICIALS ANNUAL SALARY SCHEDULE

	2009	2010	2011	2012	2013
County Executive	139,869	139,869	139,869	139,869	139,869
County Sheriff	125,664	125,664	125,664	125,664	125,664
County Clerk	106,023	106,023	106,023	106,023	106,023
County Comptroller	99,937	99,937	99,937	99,937	99,937
Chairman of the Legislature	32,960	32,960	32,960	32,960	32,960
Majority/Minority Leader	23,690	23,690	23,690	23,690	23,690
Majority/Minority Whip	19,570	19,570	19,570	19,570	19,570
Legislators	15,450	15,450	15,450	15,450	15,450

*Elected Officials salaries were set by Resolution #203139 for the period 2004-2007, no local law has been passed since, therefore, we assume the same through 2013.
 The Comptroller's salary for 2006-2009 was set by Resolution #205178, no local law has been passed since, therefore we assume the same through 2013.
 The Legislature position salaries for 2006-2007 were set by Resolution #205178, no local law has been passed since, therefore, we assume same through 2013.*