

The following are highlights, by department, of the activities of the Executive Branch of Dutchess County Government, for 2013.

Budget

- Restructured the 2014 budget to provide greater transparency and help Legislators and the public better understand the budget, budget process and county government.
- Conducted annual budget training for all departments and assisted departments with the development of 2014 budget requests.
- Worked with the Capital Plan Committee to develop and adopt a tentative 2014-2018 Capital Improvement Plan.
- Hosted Fiscal Accountability & Strategy Team (FAST), along with team members including the Comptroller's Office, Finance, OCIS, Human Resources and Central Services.
- Organized and chaired the newly created Fiscal Cabinet comprised of fiscal managers from all county departments.
- Assisted the County Executive with numerous presentations and special projects.
- Worked with county departments on quarterly reporting, resolution preparation, trend analysis, and forecasting and various other fiscal and programmatic issues.
- Developed analysis on current jail housing out costs as well as costing out various options.
- Attended meetings of the Health & Human Services Cabinet.
- Attended union negotiation planning meetings with County Executive, County Attorney and Human Resources.
- 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.
- Worked with the County Executive's Office and the County Attorney's Office to draft and implement a sales tax agreement with the Cities of Beacon and Poughkeepsie.
- Provided Fiscal Update Presentations to the Legislature and Union Leadership in August.

- Provided a state mandates presentation to the Chamber of Commerce Legislative Action Committee in November.
- Maintained Dutchess County Government Dashboard, available on the County's website dutchessny.gov to provide up-to-date economic, demographic and fiscal data and information to the public.
- Held an extensive recruitment for and hired a new Budget Assistant.

Central and Information Services, Office of (OCIS)

Division of Computer Services

- The new IP-based phone system has been fully implemented, resulting in a 55% reduction (\$300,000) in annual operational costs.
- More than 8.7 million pages were served on the County's website dutchessny.gov in 2013 including 1.95 million pages served for County Clerk Document Search function. Additionally, the GIS ParcelAccess application served more than 6.71 million pages to a broad range of users.
- Efforts continued on the County's website dutchessny.gov eGovernment initiatives. Improvements in 2013 included:
 - New County Clerk Document Search system that allows businesses and the public to search and view images of 1,300,000 filed land and legal documents. More than 850,000 digital pages have been downloaded/printed since the system was implemented in late 2012.
 - DutchessDelivery digital public outreach service has been made available to local municipalities at a much reduced cost as part of the County Executive's Shared Services initiative Four municipalities (Beacon, V/Millbrook, T/Pawling and V/Pawling) have signed up for this service. Millbrook is the first to go on-line.
 - The Budget Office and OCIS implemented the second annual digital Budget Survey, providing residents an opportunity to give feedback about programs and services important to them. 1,173 residents responded to the survey.

- OCIS is working to improve information accessibility on the County Website and has begun redesigning the individual department home pages and related navigation as well as streamlining website content for focus and clarity. The Office for the Aging (OFA) was the first department home page to be redesigned. Other departments will be completed in 2014.
- Work is underway on the Enterprise Content Management (ECM) project. This multi-year initiative will transform Dutchess from a paper based document environment to one of the first county governments to have a true digital document management environment. ECM system will be used county-wide 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. The ECM infrastructure has been constructed and the first project, involving County Contracts, was implemented in December 2013.
- A web-based District Attorney Subpoena Request application was developed to allow Law Enforcement agencies across the County to request these critical investigative instruments and will be implemented in early 2014. This application will manage the back-and-forth workflow between the requesting officer and the Assistant District Attorney responsible for review and approval.
- Work continued on three new major applications to support the County Clerk operations. All three applications are slated for completion in the first half of 2014.
 - Integration work is underway to allow the Dutchess County Clerk to accept e-filings via the New York State Courts E-Filing (NYSCEF) system. E-Filing will enable attorneys to file court documents from the convenience of their office rather than requiring them to come to 22 Market Street to process these documents. The system will also add efficiencies to the County Clerk's operation.
 - Cash Receipts system that will allow acceptance of credit card payments at the public counters and Records Room.
 - Document Management system that replaces an old system that could no longer be supported.
- New Personnel Actions workflow application was implemented. This time savings system is used by departments to submit requests to fill vacancies, new hires, position changes, and Civil Service status changes.

- Conducted a Data Analysis/Procedures Study for the Mass Transit's Loop Bus operation. The primary goals were to identify improvements in fare collections and reconciliation procedures. Along with this, OCIS has been involved in an RFP process for a Mass Transit Demand Response system that may replace the existing Trapeze system. Final decisions and operational changes will be made in 2014.
- Replacement of the outdated Microsoft Office 2003 and Outlook 2003 products with current software versions.
- OCIS successfully managed two significant large network/phone system moves - the Health Department's move to the Poughkeepsie Journal Building and the setup of the new Medical Examiner Building.
- A new DMH Server infrastructure has been built at OCIS; replacing the old servers previously housed at DMH and providing a more secure and stable environment.
- 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.
- The Center for Digital Government and the National Association of Counties (NACo) has recognized Dutchess County Government with the #2 ranking as the most digitally-advanced county government in the United States in the 250,000-499,000 population category in the 2013 Digital Counties Survey. Dutchess has ranked in the nation's top ten for the last decade, one of only six counties in the nation to be ranked for ten consecutive years.

Division of Central Services

- The Central Services division was successfully integrated into the "new" Office of Central and Information Services (OCIS), resulting in \$300,000 annual cost savings and added efficiencies to County operations. Below are a few highlights:
 - Four positions have been eliminated in 2013 and 2014.
 - Central Services has been completely reorganized to best use the talented staff in this division resulting in improved operation.
 - Printing of municipal tax rolls and bills have been transferred from the Computer Services location to the Print Shop. Two large Computer Center printers have been eliminated, resulting in \$23,000 annual cost savings.

- Initiated a comprehensive Shared Services program. As part of this, a series of promotional materials were created. Meetings were held with nearly all municipalities to discuss opportunities to provide cost saving opportunities. This has been successful, already resulting in the following:
 - Expanded municipal use of the County Print Shop services and Storeroom supplies.
 - New Purchasing Bids program whereby links to county contracts and bids are e-mailed to the municipalities as they are updated.
 - Many of the municipalities were eager to participate in the County surplus equipment program. Based on this, new procedures have been implemented whereby Central Services regularly a link with pictures and a description is e-mailed to municipalities for their review.
 - Agreement between the County and the City of Poughkeepsie to trade public works snow plowing and Dutchess Rail Trail maintenance work. This benefits both the City and the County.
 - Cost savings to a number of municipalities that are now using the County's Workers' Compensation Insurance program.
 - Four municipalities have signed up for the County's DutchessDelivery offering.
 - Gathering and discussing requests from municipalities for possible future services.
- Continued participation in Dutchess County Chamber of Commerce events to assist local businesses in understanding how to compete for County goods and services. Sponsored a series of workshops along with the Chamber of Commerce and the Small Business Development Center to assist businesses in navigating the online procurement program the County utilizes to procure goods and services.
- Successfully issued over 100 competitive quotes, bids, and RFP's providing savings to the County including copiers; transit buses; mass casualty trailer; paper cleaning products and miscellaneous supplies; agriculture and farmland protection plan; food services for inmates; office supplies; licensed insurance broker; DOH-DMH operational review analysis; and Dutchess Stadium field replacement

- Worked with Rockland County, Albany County, Orange County, the Town of Colonie and Western Suffolk BOCES on establishing the Empire State Municipal Purchasing Group, a statewide inter-municipal purchasing cooperative which will combine the purchasing power of counties and municipalities to reduce prices. This will expand on the current Hudson Valley Municipal Purchasing Group.
- Analyzed county procurement procedures and transferred the posting of DPW bids and RFP's to Central Services.
- Completed the purchase of 62 new vehicles, 51 of which are replacements for the Sheriff's Department.
- Held auctions of surplus county vehicles and equipment creating revenue for the County.
- Redistributed 134 pieces of surplus equipment to county departments, towns and municipalities following the Health Department relocation.
- Completed expansion of P-Card program for applicable departments. Transitioned to PaymentNet 4 with P-Card vendor.
- Awarded new contract for countywide copier program. Through a cooperative bid with the City of Poughkeepsie, Dutchess Community College and several municipalities, the cost per machine was reduced.

Community and Family Services (DCFS) formerly Social Services

Administrative Services

Accounting

- Maintained accounts for 145 representative payee Adult Protective Services clients and made payments totaling \$1,448,886 on their behalf.
- Maintained approximately 95 percent of reports as PDF files instead of printing and filing paper reports.
- Implemented the paperless processing of LOGOS daily reports exchanged with Finance and Comptroller's Office.

Administration – Support

- Imaged 4,556 records, assigned access and imaged 38 sensitive cases.
- Made over \$8 million in payments to contract vendors.
- Processed 348 requests for training.

Computer Systems Information

- Assisted in facilitating the computer training programs for TANF youth.
- Processed 345 employee change form requests.
- Replaced 56 aging computers.
- Updated 130 existing machines from Windows XP to Windows 7.
- Upgraded the RICOH copiers.
- Consolidated 502 duplicate Client Identification Numbers (CIN).
- Resolved 3,735 IT helpdesk calls from DCFS workers.
- Piloted a statewide initiative to move the Automated Claiming System to Window 7.
- Implemented CART service for captioning meetings in real time.
- Implemented *My Full View*, a client tracking system that will allow workers to track their client's movement through the system, give administration an overview of client traffic, and improve client experience for seeking services.

Fair Hearings and Audits

- 1,077 fair hearings held in 2013.
- The Special Investigations Unit successfully upheld 92% of all Intentional Program Violation Hearing held in 2013 (23 out of 25).
- The County Attorney's Office legal support for Medicaid hearings was successful in 96% of all Medicaid fair hearings held in 2013.

- Temporary Assistance was successful in 90% of all fair hearings held in 2013.
- Medicaid Unit was successful in 94% of all fair hearings held in 2013.
- 20 Daycare Audits were completed for Office of Children & Family Services (OCFS) in 2013. All transactions and funding calculations were properly claimed and processed without any discrepancies.

File Room

- Over the last year, the File Room has evolved to include the Mail Room moving into the unit and the addition of the Supply Room.
- *My Full View*, previously known as Status Tracking, has been completed and now encompasses the File Room with its own location to obtain case number requests. This specialized tab was created to facilitate our specific duties and the quantity of requests for new case numbers, verification of previously assigned numbers and if cases have been imaged. The case numbers and demographics of each person on the case are managed on a master file data base. Through the use of My Full View, workers are given the information requested in a timely manner, so they can process their cases.
- Assigned 6,220 new case numbers
- Managed United Postal and interoffice mail for 355 employees.
- 80,000 pieces of incoming US Mail processed (not including interoffice).
- Prepared and imaged paperwork for the Medicaid (MA), Supplemental Security Income (SSI)/MA, Temporary Assistance, SNAP and HEAP units.
- 836 cases of records sent to retention with each box recorded in the Record Management system.
- 581 records retrieved from retention, then given to requesting worker.
- 12,500 purged case records from the File Room with each file recorded in retention master file.
- Recorded 7118 Voter Registration forms. (Voter registration forms are included in benefit application packages.)

- Spanish translation totaled 1300 hours for agency interviews, visitations, paperwork, field visits, telephone calls and emails.
- Processed 79 Print Shop orders, which may include up to ten different items each. Items include things such as forms, brochures, business cards, bills (more than 6700) on a monthly basis. All print orders are logged and distributed to the appropriate staff.

Reception

- Involved with the startup and training of workers in the new client check-in program; My Full View.
- For the first time, a HEAP screener has been located at the counter in reception, helping to alleviate client wait times, speeding up the process especially in emergencies and screening out unnecessary applications.

Adult & Family Services

- In 2013, the Adult Services Division received 614 Protective Services for Adults (PSA) referrals, and provided ongoing PSA services to 246 adults, 34 of which were guardianship cases. In addition, completed 251 housing intakes for individuals and families in need of emergency housing services.
- A total of \$2,168,106 was spent on emergency housing. Adult Services staff continues to participate in the Dutchess County Housing Consortium and is represented in the newly formed Housing Consortium Coordinated Assessment Planning Committee which seeks to develop a county-wide coordinated assessment system for homeless persons. Staff also attends regular meetings at Hudson River Lodge and Hillcrest Shelter to provide collaborative service options to individuals and families.
- The Adult Services Division administers the Family Type Home Program, a licensed community congregate care program that provides 24 hour adult care in residential settings. Division also conducts inspections for the Foster Family Home Program, a licensed community congregate care program with medical oversight.
- A liaison from our division is a member of the Coalition on Elder Abuse, funded by the Mediation Center of Dutchess County. Adult Services staff presented an overview on elder abuse and participated in a multi-disciplinary panel discussion at the annual World Elder Abuse Day Conference June 13, 2013. The Mediation Center received a 2013 Dutchess County Agency Partnership Grant to fund activities of the Coalition on Elder Abuse.

- The Adult Services Division also provides services to victims of Domestic Violence. We have a Domestic Violence Liaison (DVL) who screens individuals with domestic violence issues. The DVL provides information about resources and assesses whether the victims are able to safely comply with department rules. The DVL networks with domestic violence service providers regularly. Funding is provided for both non-residential and residential domestic violence services under Title XX. Information and referral for these services are available through the Adult Services Division. In 2013, the DVL conducted 191 assessments and 88 reassessments.
- In 2013, Adult Services Staff presented service overviews to the multiple community service providers/groups and was represented at Senior Law Day and at the Coalition on Elder Abuse 6 Training Sessions on Elder Abuse by JASA.
- The Adult Services Division participated in the Office of Aging Senior Picnics, providing information on services and benefits. Co-sponsored and participated with Office of Aging on a picnic for special needs children.

Children's Services

- In 2013, Child Protective Services has investigated 2,893 reports of suspected child abuse or maltreatment. In 2013, 134 children were placed in foster care in Dutchess County for a total of 253 children in foster care.
- Children's Services continues to participate in the Bridges to Health (B2H) program which provides needed services to children up until age 21. Currently serving 28 severely emotionally disabled children, 7 developmentally disabled children, and 4 medically fragile children.
- Adoption staff members completed 13 adoptions in 2013 and completed 8 private adoption home studies.
- Dutchess County received a monetary allocation from OCFS to implement programs to prevent the need for detention in collaboration with the Department of Probation for services to meet the needs of Persons In Need of Supervision (PINS) and Juvenile Delinquent (JD) youth in Dutchess County. In 2013, 86 youth were placed in non-secure detention.
- A Children's Services Case Manager is part of the Youth Treatment Court which provides intensive oversight to Dutchess County youth, who have become involved with Family Court due to substance abuse issues. Presently there are 7 youth participating in YTC and 4 youth graduated in 2013.

- Recruitment efforts continue to locate, train, and certify qualified foster parents for Dutchess County children. Foster Parent and Relative Foster Parent certification training sessions have been completed to train 13 new foster/adoptive parents and 21 new relative foster parents. Presently, Dutchess County has a total of 73 active foster/adoptive homes and 33 relative foster homes certified and opened at this time.
- In 2013, through collaboration with NYS OCFS and the Social Work Consortium, the internship program was expanded and the children's services division trained and supervised four senior class college interns from three local colleges; two from Marist, one from Vassar and one from Dominican College. Two of the interns worked with foster care to address the over-representation of minority children in placement. Two of the interns worked with Child Protective Services to learn to make Child Protective assessments and provide supportive services to help keep Dutchess County children safe. The Child Protective internships are part of a special program that leads to employment in Child Protective Services for the interns upon their graduation. These internships have been rewarding and are a benefit to the students, staff and clients. The two CPS interns graduated in May of 2013 and are presently employed full time in CPS. A new CPS intern started in September of 2013.
- Dutchess County Department of Community and Family Services Coordinates Secure Detention Services on a 24-hour basis. In 2013, 18 children required Secure Detention Services.
- In 2013, Dutchess County DCFS continued implementing family meetings in Child Welfare. Two models have been incorporated into regular practice. The first model is Family Team meetings, which focuses on developing and maintaining positive relationships between birth parents and foster parents. The second model is Family Team Conferencing which focuses on bringing the immediate family, extended family and significant people in the family's life together to discuss what safety/risk factors have been identified by DCFS and how the family may be able to come up with a plan to address these in lieu of placing the children in foster care.

Child Support Enforcement Unit (CSEU)

- Collections from January through December 2013 totaled \$30,787,238.
- Processed 7,061 Family Court petitions from January through December 2013 including 636 Non-Custodial Parent Petitions.
- Presented quarterly at Fathers' Rights Association of New York State, Mid-Hudson Valley Chapter.

- Participated in the Annual Hudson Valley Father's Day Parade, active committee member.
- Hosted Internal Revenue Service (IRS) Audit.
- Hosted Second Annual Regional Child Support Coordinators/Directors Meeting.
- Supervisor serves on the Astor Head Start Policy Council.
- Presented "No Deadbeat Dads Here" at New York Public Welfare Association's 144th Annual Summer Conference.

Integrated Services

Day Care Unit

- In 2013, the Day Care Unit provided services to 558 families and 985 children and continues to operate without a waiting list.
- 20 Day Care Audits were completed for OCFS in 2013. All transactions and funding calculations were properly claimed and processed without any discrepancies.
- Eastern Dutchess Government Center (EDGC) continues to be a generic unit. There are approximately 1,221 combined TA/MA/SNAP opened cases and there have been 269 HEAP applications processed to date at EDGC. EDGC receives an average of 150 Medicaid applications per month.

Special Investigations Unit

- 214 burials were requested. 141 were approved and 73 denied.
- \$235,820 was paid to funeral homes.
- \$306,206 was recovered in claims against estates.
- Medicaid reimbursements totaled \$58,492.
- Amount recovered in lawsuits totaled \$1,045,120.
- Recovered \$59,351 in bonds, mortgages and Medicaid property liens.

- Personal incidentals and other bank accounts totaled \$100,560.
- Income executions accounted for \$15,550.
- 199 SSI repayment recoveries amounted to \$559,167.
- There were 9 Temporary Assistance disqualifications (\$23,611) and 18 SNAP disqualifications (\$21,038). The number of Confession of Judgments equaled 90 totaling \$236,462.
- Cost avoidance by Front End Detection System (FEDS) as follows: Temporary Assistance - \$4,618,920, Medicaid – \$7,269,588, SNAP - \$1,996,356 and Day Care - \$333,000.
- The Special Investigations Unit was successfully upheld in 92% of all Intentional Program Violation Hearing held in 2013 (23 out of 25).

Legal Unit

- County Attorney's office successfully upheld 96% of all Medicaid Fair Hearing proceedings held in Dutchess County (23 out of 24).

Medicaid

- In 2013, 10,138 Medicaid and Family Applications were received for total caseload of 16,681.
- 281 Nursing Home applications were received for total caseload of 854.
- 10,138 Medicaid –SSI applications were received for total caseload of 5,268.
- In 2013, New York Health Options assumed a portion of worker's yearly recertification. The Medicaid division is responsible for processing MA and SSI related cases as well as Long Term Care and Chronic Care applications and Managed Care. The Medicaid Division also assisted New York Health Options by processing 460 cases that NYHO was unable to process.
- Medicaid Unit was successful in 94% of all fair hearings held in 2013.

Temporary Assistance (TA)

- In 2013, Family Assistance caseload decreased by 10% to 647. Safety Net Assistance (SN) caseload decreased from 647 to 587. The number of individuals mandated into substance abuse treatment, therefore deemed unemployable, increased from 118 to 122. An additional 402 individuals in receipt of Temporary Assistance were deemed unemployable due to physical and/or mental health reasons.
- 188 single/childless couple cases reached their maximum time limit of 24 months and 99 families reached the maximum 60-month TANF time limit.
- Diversion payments continued to be used to meet those individual's needs with rent, security, transportation, car insurance, tools, clothing, and licensing fees in order for the individual to obtain or retain employment. Diversion payments decrease the need for ongoing Family Assistance or Safety Net Assistance. Those individuals/families who are no longer eligible for Temporary Assistance due to employment or increased child support payments receive transitional MA/SNAP and/or Day Care benefits.
- Partnered with two local agencies to bring locally designed and delivered workshops to youth who are on Temporary Assistance or in placements.
 - BOCES served ten youth ranging in age from 17-19 years old and most had plans to pursue further education. The program presented the youth with real life scenarios involving budgeting concerns, interviews, cover letters and resumes. The youth had the opportunity to "work" as concert promoters and assume all the responsibilities that would involve coordinating a major event at a concert hall.
 - DCRCOOC served 14 youth ranging from 16-19 years of age. Throughout the course, the youth met with various professionals from local businesses to learn about computer programs, budgeting & banking, social media and successful job searches complete with mock interviews. Mentors from DCRCOOC will follow-up with these youth every 90 days for one year.
- The Temporary Assistance & Intake Units were successfully upheld in 90% of all Fair Hearings held in Dutchess County for 2013. (470 out of 519).

Employment

- The Step-Up Employment Mentoring Program is offered through the Transitional Employment Advancement Program (TEAP) and is a partnership with the Dutchess County Regional Chamber of Commerce. The program provides TANF eligible individuals with employment and life skills workshops, technical training, career counseling, comprehensive job seeking, job placement, and job retention services. Step-Up also makes available funds to local businesses who hire TANF eligible individuals. Thirty-eight TANF eligible individuals were referred and 20 participated in the Step-Up Program in 2013. Nineteen of these individuals became employed. In addition, four Step Up individuals received cars through the Community Solutions for Transportation (CST) program (also known as Wheels for Work) in order for them to obtain and maintain their employment. One participant received driving lessons through CST.
- In the Mentoring/Work Now, three participants received cars through the CST Program for employment. One participant received driving lessons through CST, passed the road test, and received a car.
- At BOCES, 277 individuals completed the TABE intake assessment. 153 were enrolled in the GED program. 177 individuals enrolled in other training programs offered at BOCES: Certified Nurse's Assistant (CAN), Heating, Ventilation & Air Conditioning (HVAC) or phlebotomy.
- 36 TANF recipients participated in Mentoring/Work Now Program; 29 became employed.
- 31 individuals worked with mentors in the Responsible Parent Initiative (RPI).
- Intensive Case Manager (ICM) worked with 23 TANF participants who have multiple barriers that prevent them from becoming self-sufficient. Eight are now actively seeking employment, two became employed and two were deemed medically exempt from employment.
- Youth participated in Youth Employment Services (YES) with academic and vocational training using a non-traditional model for ages 14-20.
- 11 youth participated in the Summer Youth Employment Program (SYEP) offered in partnership with Dutchess County Regional Chamber of Commerce (DCRCOC) applied for and were awarded funding for the Summer Youth Employment Program.
- 54 recipients successfully completed Work Skills Training (WST) and 40 individuals became employed in 2013.

- Temporary File Room Positions – There were four TANF recipients placed in these positions in 2013. One individual is currently in a position and one position will be filled shortly. Two have remained off TANF.

Staff Development

- Scheduled all mandatory and necessary training for new and existing staff; tracked CPS staff to ensure compliance with state training regulations (six hours per year).
- Coordinated the 2012 Annual Report and the 2013 Employee Appreciation Day.
- Participated on the Foster Care/Adoption Review Board.
- Administered the Adelphi MSW Program for three Children Services staff members, the Dutchess Community College Program for up to 30 agency staff, and six staff in the Empire College Bachelor's Program.
- The Leadership Development Program, an in-house program designed for DCFS staff members to advance and enhance leadership skills, hosted 13 sessions attended by 179 people in 2013.

Youth Services

- Youth Services became a division within the new Department of Community and Family Services and moved into 60 Market St.
- The Youth Board awarded NYS OCFS funding to 31 programs for a total of \$329,302.
- 2012-13 Youth Council had 29 members representing eight high schools, both public and private and one home schooled youth.
- Youth Council members completed six community service projects, attended one youth conference, and hosted six guest lecturers on various topics.
- One youth member of the Youth Board participated in the Workforce Investment Board (WIB) Summer Youth Employment proposals committee. He attended meetings, read the grant proposals and made funding recommendations.
- Youth Services Unit is covering the entire county with three staff while on target to meet or exceed their outcomes. A total of 131 TANF eligible youth were seen for counseling in 2013. Of the closed cases, 91.9 percent were successful by reason for closure and 87.9 percent of the closed cases completed at least half of their goals.

- In partnership with DC BOCES, Youth Services held the fifth annual Youth Forum in November on the topic of helping teens cope with stress.
- The Youth Board awarded two second year students with Dutchess Community College scholarships at the 2013 Convocation Ceremony.
- Youth Board membership recruitment resulted in new members.

Emergency Response

- The Dutchess County Emergency Response 911 Communication Center dispatched 125,224 calls in 2013.
- Dutchess County Emergency Response's specialized volunteer teams were active in 2013:
 - HazMat team responded to 14 incidents.
 - The Critical Incident Response Team responded to 9 incidents
 - The Fire Investigations Team investigated 40 events
 - Medical Reserve Corp volunteer membership is 430.
- 9,700 individuals received training at the Dutchess County Emergency Response Center in 2013.
- The Emergency Management Division has led an effort to review/update the Dutchess County Comprehensive Emergency Management Plan. This plan sets the recommended course for Dutchess County agencies to follow in a large scale disaster in minimizing hazards to life and property. This endeavor involves 13 county agencies, the three local hospitals, Salvation Army and the American Red Cross. This project is supported through a Homeland Security Grant.
- The Emergency Management Division was awarded \$225,000 FEMA grant to create a Regional Hazard Mitigation Plan. This effort will involve 20 different municipalities in Dutchess County and will serve as the template for all mitigation projects. Once complete and approved by FEMA the plan will allow these municipalities to apply for federal funding for their projects.
- DC Emergency Response was assigned as the lead agency for special event planning at Dutchess Stadium, including the largest event at the stadium, K-Fest. Staff coordinated numerous county, local agencies, and assured a safe and enjoyable time for all attendees.

- The Department provided an updated and enhanced safety plan for Dutchess Stadium.
- Partnering with OCIS and Public Works the department identified the need for an expansion and upgrade of the 911 Communications Center equipment room. This room has reached its capacity both in space and available electric. A successful grant application has provided the funding to improve this important part of ours and OCIS's operation.
- The Emergency Medical Services (EMS) Division secured Homeland Security funding to provide a series of training session for Fire and EMS response personnel. A nationally recognized educator will provide several sessions on Mass Casualty Incident (MCI) Management. This program will provide critically important training free of charge to local agencies.
- The EMS Division secured Homeland Security funding to purchase two 25 person MCI trailers for deployment throughout the county. These units will be in-service in spring 2014 and provide equipment and resources to the local first responders.
- In collaboration with the Department of Health, significant progress has been made on the Alternate Care Site Plan. A comprehensive training program was conducted with over 100 attendees participating and receiving the latest orientation to the plan.
- A table top exercise with over 30 participants from numerous agencies was conducted for the Alternate Care Site Plan. Strengths and areas of improvement were identified and a clear path of improvement and future efforts were identified.
- Coordination for the implementation of the new Sheriff's Office Simulcast Radio System. This grant funded project has dramatically improved their two way radio communications.
- Using grant funding and partnering with OCIS, latest radio technology and equipment will be installed in the backup 911 communications center. This project will be completed in the first quarter 2014. It will dramatically improve backup site capabilities and make it a fully operational backup center.
- Completion of the Fire Training Centers "burn building" refurbishment. Based on a continued usage again this year, this important program is vital to the Fire Service in Dutchess County.

Finance (including Real Property Tax)

- Finance worked closely with several departments to improve workflow and reporting procedure:
 - Health Department regarding the Early Intervention Program new fiscal agent;
 - Risk Management regarding the new Workers Compensation third party administrator payments and refunds;
 - DCFS to gain an understanding of their claiming and cash receipt posting processes in the reporting of revenues.
- Payroll worked with DPW expanding the Kronos Payroll system to the entire department.
- Two extra payrolls were run for CSEA and confidential employee bonus checks in March and December.
- Weekly ACH audit payments have been implemented for payments to vendors and working with County Comptroller to expand the program within the audit cycle.
- The County is in the final stages of determining the feasibility for the collection of delinquent taxes with credit cards.
- Provided the payment schedule for the new Dutchess County sales tax agreement with the two cities. This provides the municipalities with definitive amounts for their annual budget preparation.
- The financial statements for the year ending December 31, 2012 were completed. The Financial Statements were updated to reflect all GASB Pronouncements and Standards applicable to the 2012 statements.
- New outside auditors were hired - Drescher and Malecki, LLP from Cheektowaga, NY, who helped to update the presentation and procedures for the financials. They were also retained to provide Mental Hygiene's CFR and audit the Dutchess Tobacco Asset Securitization Corporation's financial statements.
- Continued efforts are being made to enforce the 2-year foreclosure period. In 2013, there were approximately 140 parcels at the annual October auction.
- Dutchess County was assigned an Aa2 bond rating with stable outlook in December 2013 by Moody's.
- In December 2013, Dutchess County issued Public Improvement bonds of \$6.2 million.

Real Property Tax

- RPT completed all mandated programs under Article 5-Title 3, Article 15A-Title 1, Article 15C, and sections 503 and 953 of Real Property Tax Law, and completed all local programs and duties assigned by the County Charter.
- In addition to the local assessment rolls posted on line, a legal requirement for local assessing units, RPT posts the last three years' tax rolls (excepting City of Poughkeepsie and Poughkeepsie Schools.) The hits on these web pages has seen a 30% increase over the previous year.
- Administered the software implementation of the newly adopted Exemption for Persons with Disabilities and Limited Incomes, and provided basic training in its administration to local assessors.
- Coordinated an educational program on Real Property Tax Law Article 19 ("Homestead") between NYS ORPTS and the Dutchess County Assessors' Association. This provided mandated continuing education credits to local assessors at no cost to the municipalities or the County.
- Conversion of the digital tax parcels into a more productive format was completed in 2013. This allows parcel updates to be disseminated to other departments more frequently and efficiently.
- Focused review of errant address points was conducted against the addressing database to ensure accuracy.
- Ceased printing assessment and tax rolls for use in the office, opting for public-access workstations. This eliminates roughly 110,000 printed pages per year, and makes finding parcel-specific information easier.
- Negotiated reductions in assessments on a number of parcels where the County is liable for property taxes, saving approximately \$35,000.

History Division

- Produced *Democracy in Dutchess: 300 Years of County Political History* with DC Tourism and the *Poughkeepsie Journal*.
- Coordinated design and installation Dutchess County Government exhibit for the 6th floor of the Dutchess County Office Building.

- Arranged Dutchess Heritage Lecture Series featuring three speakers.
- Organized commemorative activities for the 225th Anniversary of the Ratification of the US Constitution in Poughkeepsie.
- Organized quarterly meetings for all history organizations in the county.
- Applied for and won \$30,000 NY State Archives grant to digitize Ancient Documents.
- Began cataloging project of Ancient Documents collection.
- Represented the county at the Association for Public Historians of New York State Conference in Syracuse in April.
- Worked closely with the Ad Hoc Heritage Days Committee to support heritage tourism throughout Dutchess.
- Lectured at numerous historical societies and other venues on Dutchess County history.
- Participated in the Fishkill Revolutionary War Weekend.
- Worked with OCIS on assimilating county historical records into the ECM system.
- Provided interviews on county history to television and newspaper reporters.
- Provided assistance with County Office Building and Dutchess County Courthouse dedication events.
- Guest Lecturer for Marist Continuing Education program.
- Advised on Upper Landing Park project.
- Contributed various articles about 300th Anniversary.
- Recorded Walkway Over The Hudson Talkway on Dutchess County History.
- Participated in Path Through History regional workgroup

Health

- For the Dutchess County Department of Health (DCDOH), 2013 included relocation, restructuring, transition from a temporary part-time clinic to newly refurbished clinic facilities, and leadership changes, all the while contending with ongoing changes in the way health care is delivered and managed.

Environmental Division

- Conducted over 1300 site visits to public water supplies in Dutchess County.
- Inspected over 3000 food service establishments.
- Handled over 700 formal engineering submittals for the approval of water supply and sewage disposal.
- Met with owners and operators of public water supplies that purchase water from the Poughkeepsie's Water Treatment Facility to discuss challenges that face these systems due to changing federal and state regulations as well as the expansion of their distribution systems.
- Staff attended public meetings in the Towns of East Fishkill and Hyde Park regarding water quality violations at specific Public Water Supplies and the resulting public notification. The purpose of such meetings is help educate and inform the public about specific issues.
- At the direction of DCDOH, a boil water notice was issued in the City of Poughkeepsie during the summer of 2013. As a result, Environmental Services responded to multiple inquiries from the media and elected officials. The Department also activated a call center manned by Public Health Nurses and MRC volunteers to respond to inquiries from the public and Frequently Asked Questions were posted on the Department's website. Response to the incident continues through meetings with, and review of reports submitted by, the City of Poughkeepsie.
- DCDOH participated in a water forum held by the Poughkeepsie Journal. This event gave the public an opportunity to address questions to a water quality panel that included the Dutchess County Department of Health, the U.S. EPA, and a local consultant.
- The Division has been working with the NYSDOH and the NYSDEC to find a viable solution for the treatment of radium at small public water supplies in the Beekman area. Though affordable technology exists for the reduction of radium, the use of that technology does not meet groundwater standards established through the NYSDEC. The two agencies are working together to address this concern.

- 315 spills reported to the NYSDEC were investigated through the Environmental Health Services Division in relation to public water supplies. Division staff assisted the NYSDEC Spill Response Team in the investigation of a fuel oil spill in the Town of LaGrange. Staff conducted surveillance of private and public wells in the area of the spill to monitor water quality and assess impact of the spill. The spill was successfully cleaned up in conformance with NYSDEC standards.
- The Division handled several food-related illness outbreaks of various etiologies; at a Dutchess County college campus in February and March, affecting over 100 persons; at a wedding reception in May; at a children's camp in July and August affecting over 200 individuals; at a children's overnight camp in August affecting 30 campers and staff; and on a Dutchess County college campus in November in which 19 individuals were affected. In all cases control measures were put in place to control the spread of the illness and prevent future illness.
- In August 2013, the Division handled a blue-green algae bloom on a lake in Dover that was killing fish. The bathing beach was closed and staff reached out to homeowners bordering the lake. Warm temperatures over the season allowed the production of the blue-green algae.
- Two cows from a farm in East Fishkill became ill in December 2013 and were tested and determined to have rabies. Another cow from the same farm had similar symptoms but was put down without testing. Apparently several weeks before the animals became ill, something (probably a rabid animal) had caused three separate herds of cows at this farm to stampede and break down fences. The cattle's rabies diagnoses resulted in three persons undergoing post-exposure rabies treatment.

Nursing/ CDC Division

- The sale of Certified Home Healthcare Agency (CHHA) was finalized in July, with revenue going to county. The Department of Health now operates a Licensed Home Care Services Agency for providing health education and counseling to pregnant and parenting families and children. Public health nurses provided home and community-based education programs on health topics such as the importance of childhood immunizations, injury prevention including poison prevention and the prevention of shaken baby syndrome, dental health education, and linkages to medical homes and referrals to services for children with special health care needs.
- In 2013, through the Maternal Child Health Program, Public Health Nurses conducted 1101 home visits; 884 women were screened and offered health guidance, and 225 referrals were made to medical and community-based organizations.

- In October 2013, the Article 28 Immunization and Infectious Disease Screening Clinic was opened in a new location at the Family Partnership Center on North Hamilton Street in the City of Poughkeepsie. The new clinic site enhances quality health care by better connecting residents to the services and referrals they need.
- In the fall of 2013, the Communicable Disease Control Division began participation in the NYSDOH's Communicable Disease Electronic Surveillance System (CDESS) initiative. The Division will be competing for state funds to improve disease investigation timeliness and completeness compliance.
- In December 2013, the Centers for Disease Control and Prevention released their Morbidity and Mortality report addressing 3 recent cases of Lyme Myocarditis. The DCDOH and the NYS Department of Health assisted with the writing of this report and released a Public Health Advisory (12/12/2013) informing Healthcare providers of its release and recommendations. During the summer, a laboratory confirmed case of Powassan Virus infections was identified in a school-aged child, prompting the Department to distribute a Public Health Alert addressing the diagnostic and treatment implications for practitioners. The Department worked collectively across divisions to address community concerns regarding tick-borne disease in the area and develop coordinated posters, Quick Response Codes (QR Codes), and website information to help residents and visitors protect themselves from exposure.

Early Intervention/ Preschool Unit

- In 2013, 697 children aged 0-3 were referred for early intervention evaluation and 340 found to be eligible for services. Early Intervention enrollment at 2013 year's end was 1,151 children (enrollment includes all children referred and all children who received services during the year). Pre-School Special Education services were provided to 1,122 children, and 1,020 children were referred for evaluation; while the final count is not yet complete, at least 90% are expected to be eligible for services.
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- New York State Bureau of Early Intervention (BEI) took over the fiscal management of Early Intervention programs on April 1st, 2013; the purpose of this change was to hold 3rd party insurers accountable for a portion of EI costs. The process continues to evolve and should potentially save the county millions of dollars over the next 10 years.

- Dutchess County Early Intervention staff worked closely with BEI to set up an escrow account for our fiscal responsibility and worked with the Dutchess County Comptroller's office to manage this change and ensure that fluid replenishment payment transactions could occur.
- A committee of Early Intervention staff revised the Respite Services policy for the program and assumed the responsibility of fiscally managing these services for eligible families, saving the program approximately \$3,000 annually.

Injury Prevention

- DCDOH works with partners on a variety of injury prevention initiatives, including the Office for the Aging and the Traffic Safety Board, and offers drowning prevention seminars to summer camps, beach and pool lifeguards. In 2013, DCDOH offered 13 drowning seminars and trained 247 life guards in drowning prevention.
- In 2013, the Department prioritized the growing drug overdose epidemic in our community. The Department worked closely with the Health and Human Services Cabinet to develop a county-wide plan to reduce substance abuse. The Department hosted a training seminar with Terrence O'Leary, Director of the NYS Bureau of Narcotics to review implementation of the I-STOP Law, which requires prescribers and pharmacists to monitor the prescription history of each client as prescriptions are written and filled. Along with news releases informing about the 911 Good Samaritan Law and recognizing the signs of overdose, the Department continues to reach out to other county agencies, concerned county residents, and community partners to prioritize this issue.

Veteran Services

- In 2013, the division of Veterans' Services made more than 14,000 contacts and provided more than 21,000 services to county veterans.
- Outreach efforts were initiated in 2013 to identify Dutchess County veterans of the Vietnam War who may have been exposed to Agent Orange to inform these individuals of benefits available to exposed veterans and their survivors.

- The second “*Illuminate the Walkway*” event was held in conjunction with the Walkway over the Hudson State Historic Park on the Sunday before Memorial Day to remember the men and women who paid the ultimate sacrifice for this country, An estimated 200 people attended.
- The 8th *Dutchess County Veterans Appreciation Day* Event was held Saturday, November 2nd, at the FDR Presidential Library & Home in the Henry A. Wallace Center and included a Medal Awards Ceremony presenting Veterans with their long overdue medals. The event included presentations by Dutchess County Hospice and Mental Health America.

Weights & Measures

- The Weights & Measures Division carries out inspections of commercial scales, gas pumps, home heating fuel delivery meters, package commodities, and scanner and item pricing found in retail establishments. In 2013, the Division:
 - Conducted a total of 1066 establishment inspections throughout Dutchess County
 - Inspected 4,814 weighing and measuring devices used for commercial transactions:
 - 2,693 petroleum meters (gas pumps)
 - 160 vehicle tank meters (home heating delivery vehicles)
 - 1,440 commercial scales
 - 323 gasoline octane samples were taken at gas stations to ensure correct octane.
- The Division also enforces a local law requiring individual item pricing of goods sold in retail food establishments in Dutchess County. 59 establishments were inspected with 29 found to be in violation.
- Eight Precious Metal licenses were issued in 2013, and 30 inspections were made to licensed establishments.
- The “Gas Signage law” went into effect on April 1, 2013, mandating that Dutchess County gas stations using two-tier pricing post the higher price (credit card purchase) in compliance with “Unfair and Deceptive Trade Practice” law requirements. Leading up to the effective date, the division sent out a mass mailing informing all gas stations of the changes. Following the April 1st effective date, unofficial visits were made to all stations to check compliance. Any station not in compliance was officially notified. Such visits are now part of the division’s regular inspection procedure.

Public Access to Defibrillation (PAD) Program

- 32 CPR Training Sessions were conducted, resulting in 122 employees being trained.
- 260 County employees are CPR certified, in addition to those trained at the Sheriff's Office and Emergency Response.
- 3 new PAD sites were added in 2013 at the Medical Examiner's Office, Auto Center, and the Department of Health Clinic at the Family Partnership Center, bringing total County PAD sites to 23.
- 50 AED Drills were conducted in 2013.

Health Planning & Education Division

- Health Planning and Education provides a variety of support internally to Divisions as well as externally to residents, healthcare providers, schools, hospitals, and community-based organizations in the form of education, communications, statistics, and reports.
- In 2013, the Division focused on the Community Health Improvement Plan which through focus groups and surveys identified key areas of public health importance in Dutchess County. Additional reports were published including the Annual Morbidity Report, Veteran's Newsletter, and the Community Health Report Card.
- The Division distributed 41 News Releases, 9 Public Health Alerts/Advisories, and maintained more than 2,000 web pages which received 1.23 million hits in 2013. During 2013, there was a stronger request and viewing of online reports including Statistics and Data, Department Publications, Annual Reports, Publication for Health Care providers, Veterinarian News, Lead Primary Prevention Program, and Flu information.
- Health Planning & Education received 73 requests from the media and community organizations for interviews and presentations.
- A Community Health Assessment was produced through surveys and data analysis by Department's epidemiologist and biostatistician.

- The Division promotes the NACo Prescription Drug Discount Card, which is available at no cost, to residents who need assistance with prescriptions. Additionally, the Division also promotes the NACo Dental Discount Program which provides access to more than 50 dentists, orthodontists, and dental specialty practices with savings from 5 to 50% for dental procedures. In 2013, the County was presented with the President's Award, an annual award is given by NACo and Carrington International Corporation, for its work signing up residents to participate with the Dental Discount program.
- An easy-to-navigate water quality monitoring webpage was launched in 2013 to help residents who want to learn more about their drinking water. The information on the webpage outlines who responsible for specific water supplies and where residents can get additional data and research to be an informed water consumer.

Medical Examiner's Office

- The new facility on Washington Street opened in July 2013 and will become fully operational effective January 2014 pending delivery of a leased Xray machine.
- 873 cases were reported to the medical examiner in 2013 (a 13.38% increase in total workload since 2012) and the number of autopsies increased by 40% due to a sharp increase in violent deaths (the rate of vehicular fatalities, homicides and suicides doubled compared to 2012.)

Emergency Preparedness Efforts

- In April 2013, the Department held a tabletop exercise to test Dutchess County's ability to activate and support an alternate care site in the event the local healthcare resources are overwhelmed. The exercise brought together over 41 participants from 15 local, county and state agencies to participate in a simulated activation of an alternate care site for the care of patients during a public health emergency.
- The department provided New York State and Dutchess County Emergency Response with vital information for Emergency Preparedness in regard to the identification of the number of gas stations that are generator-ready in the event of an emergency.

Human Resources

- Implementation of automated personnel memo and vacancy control request system for all County Departments.
- Increased number of municipal agencies using online system to report personnel actions for record maintenance for payroll certification process.
- Began acceptance of credit card payments for on-line and walk in applications for civil service examinations.
- The County's self-insured Worker's Compensation Program was expanded to three municipalities and plan was marketed to other municipalities for possible 2014 participation.
- Worked with new third party administration for Worker's Compensation, PMA. PMA is streamlining process, improving claims management with an increased emphasis on loss prevention and modified duty programs.
- Transitioned to a new Property, Casualty, and Liability Insurance Broker awarded after a public RFP resulting in decreased costs and enhanced service.

Law

- In conjunction with OCIS, the Department of Law was a pilot for the initiation of the Electronic Content Management (ECM) program which, when fully developed, will ultimately convert paper files to digitized records.
 - Approximately 1,200 contracts have been converted from paper to electronic format. With the growth in scope of the ECM, it is anticipated virtually all files will eventually be digitized.
- In an effort to reduce the number of contracts, ten radio communications contracts involving eight units of government were consolidated into one master contract. The office database is under review to see if other contracts with a sole vendor can be consolidated.
- County contracts were revised to provide for a more comprehensive indemnification clause, a provision prohibiting the use of County funds by agencies for employee severance—early retirement programs and a more strict audit and records retention policy.

- County Attorney James M. Fedorchak and Senior Assistant Victor Civitillo successfully defended the Department of Community and Family Services in a claim made by a nursing home for alleged damages arising out of a denial of coverage for failure to file a timely and complete application for expense reimbursement. On the eve of trial the nursing home asked the court to permanently dismiss its lawsuit.
- Senior Assistant County Attorney Victor A. Civitillo instructed members of the New York Police Juvenile Officers' Association in juvenile delinquency and other laws effecting children for the sixteenth consecutive year.

Mental Hygiene

- Fulfilled statutory role as the Local Governmental Unit.
- Held four public forums as part of preparation for the development of an integrated Local Governmental Plan for 2014.
- Developed 2014 budget, with county share reduced by more than \$500,000 from 2013.
- Developed comprehensive county-wide plan for prevention (i.e. mental health and chemical dependency); reassigned a Supervising Social Worker to function as Prevention Coordinator; formed from diverse segments from the community a Prevention Advisory Committee.
- Developed policy and procedures to comply with the NY SAFE Act and Justice Center mandates.
- There was an increase in admissions and units of service in the ITAP, Partial Hospital and Mobile Crisis Intervention Team (MCIT) programs in 2013 compared to 2012.
- HELPLINE experienced a slight decline in contacts in 2013 with a total of 23,273 contacts. However, 11,460 were for Crisis Intervention services---an increase of 4.9% over 2012.
- The Trauma Team responded to 19 requests for service and provided 26 interventions.
- Developed a working relationship with the National Crisis Text Line, known as CTL, and trained staff in preparation for the implementation of the newly developed *Texting for Teens* program.

- The MCIT has become an integral part of the public mental health and chemical dependency delivery system in Dutchess County. From 4/1 – 12/31/13, there were 6,642 units of service---a 74% increase over the 3,820 units of service provided during the same period in 2012.
- An analysis of the staffing pattern, needs and functions of each of the components of DMH’s Division of Administrative Operations resulted in a reduction of seven FTEs in the 2014 budget---four in the Office of Information Technology (OIT); one in the Billing Unit; one in Budget & Finance; and one clerical.
- All 2012 closeouts of contract agencies were prepared by 10/1, except Mental Health America which was waiting for additional NYS Office of Mental Health data and was closed out on 12/3/13.
- Migrated DMH’s server infrastructure to new servers at the Office of Central & Information Services.
- Participated in CGR study exploring ways the Departments of Health and Mental Hygiene can better integrate services and/or functions.
- Continued participation in Imagine Dutchess and continued membership on Imagine Dutchess’ Steering Committee. The focus in 2013 was to begin to develop an integrated electronic website for physical and behavioral healthcare services for community access.
- Began complete revision of the Department’s Policy & Procedure Manual, reflecting the programmatic and structural changes which have occurred.

Planning & Development

County Planning and Municipal Support

- Completed the last of the pending farmland protection projects under the Partnership for Manageable Growth program, the acquisition of development rights on Fishkill Farms in the Town of East Fishkill, a key farm and agri-tourism enterprise in Southern Dutchess. To date, the County program has protected 2,765 acres of vital farmland on 14 farms, and 476 acres of public parkland throughout Dutchess.
- Initiated development of a new Agricultural and Farmland Protection Plan in collaboration with the Agriculture and Farmland Protection Board and agency partners Cornell Cooperative Extension Dutchess County and the Soil and Water Conservation District.

- Published 10 issues of the eNewsletter, *Plan On It*, on behalf of the DC Planning Federation and distributed to approximately 1,150 subscribers.
- Completed three new Greenway Guides on Building Bicycle Networks, Green Infrastructure, and Recycling and Waste Collection. These and four other Guides were approved by the NYS Greenway Council as part of *Greenway Connections* and are now eligible for adoption by local municipalities.
- Worked with the City of Poughkeepsie and various stakeholders on a Waterfront Redevelopment Strategy, including guiding principles, design concepts, and draft plans for the Waryas Park area, Mt. Carmel, lower Main Street, and a Greenway Trail between Quiet Cove Riverfront Park and Locust Grove.
- Assisted the City of Beacon in the preparation and adoption of a new form-based code for the Central Main Street district and Linkage district between Main Street and the Train Station.
- Worked with the City of Poughkeepsie, Scenic Hudson, Walkway and the Regional Chamber of Commerce to prepare a new Gateway zoning district for the area around the approach to the Walkway Over the Hudson.
- Nominated trails in four County parks as Hudson Valley Greenway Trails.
- Assisted the DC Planning Federation in the presentation of seven Short Course sessions providing training for 488 local board members and elected officials.
- Analyzed the feasibility of a County-administered Solarize program to spur adoption of solar energy production by Dutchess homeowners and promote job creation, energy savings, and environmental benefits.
- As a Census Bureau affiliate, responded to data requests from the public to be used for research, grant requests, comprehensive plan updates and economic and demographic projections.
- Updated many of the Dutchess County Data Book's historic tables to reflect decennial 2000 and 2010 data. Online tools, such as American Factfinder, have taken the place of printed publications.
- Conducted 439 reviews of proposals referred to the Department under NYS General Municipal Law Sections 239 l & m and the State Environmental Quality Review Act.

- Responded to 607 information requests, and provided 1,034 hours of lead planner and community assistance.

Community Development and Housing

- Secured over \$1.4 million for 17 programs which provide housing and support services to the homeless throughout Dutchess County, and funding to assist with future Continuum of Care (CoC) planning efforts through 2012 CoC application.
- Presented “*The Truth About Affordable Housing*” as part of Taconic Berkshire Foundation’s Housing Us Seminar Series – Planning for the Future Development in Northeastern Dutchess County.
- Completed four projects through the Senior Citizen Owner Occupied Property Rehabilitation Program.
- Completed the 2013-2017 Dutchess County and City of Poughkeepsie Consolidated Plan.
- Completed full review and update of Community Development Block Grant (CDBG) policies and procedures and application and standard CDBG and HOME legal agreements.
- Met CDBG timeliness expenditure requirement four months before the year-end deadline.
- Dutchess County Comptroller audit of Community Development Programs completed and revisions made to address recommendations.
- Completed four CDBG municipal projects, six CDBG public service projects and 88 HOME affordable housing units. Notable project: Poughkeepsie Commons (24 units for veterans and 48 for frail elderly).

Community Investment Programs

- The Agency Partner Grant Program was established to fund non-profit agency programs that address indentified community needs. The County funded 17 programs at ten different agencies for the initial 2013-2014 program year. Programs provided services related to assistance for homeless to find appropriate and stable housing, literacy, youth vocational assistance and training, senior transportation, and commercial agriculture support agriculture.

- The Municipal Consolidation and Shared Services Grant Program was established to support municipal projects that consolidate services, produce shared services, evaluate municipal consolidation opportunities, establish the regional delivery of services, and/or offer other efficiency improvements. Fifteen projects were selected for funding which includes the participation of 22 communities. Projects include a cloud based permitting and enforcement system which is a collaborative effort among 12 municipalities; purchase of automated salt spreaders which will reduce the amount of material (salt) used and have environmental benefits; shared assessor services between the Towns of Beekman and Dover; and upgrades to the Tri-Muni Waste Water Treatment system among others.

Transportation Planning

- Approved a new FFY 2014-2018 Transportation Improvement Program (TIP), programming \$69 million in federal transportation funds for State and local highway and transit projects in Dutchess County.
- Completed a Safety Assessment of CR 16 (North Quaker Lane) from Fallkill Road to Forest Drive in the Town of Hyde Park.
- Completed the Dutchess County Bus Service Expansion Feasibility Study, which outlined potential County LOOP expansion options in the City of Poughkeepsie if the City of Poughkeepsie decided to terminate its bus service.
- Completed a Sidewalk Inventory and Improvement Plan for the Hyde Park Town Center.
- In conjunction with Dutchess County OCIS, developed an online TIP database/GIS mapping platform to show information on TIP projects.
- Collected vehicle volume, classification, and speed data at 275 locations on County and local roads as part of the annual traffic count program.

Graphics & Geographic Information Systems

- Successfully launched of the *Healthy Communities Trails Map Series* webpage on the dutchessny.gov, and with the completion of over 50 trail maps, available electronically.
- Re-established the *Water Resources Programs Committee*, comprised of members of DCWWA, Department of Health, Soil & Water Conservation District, Cornell Cooperative Extension Environmental Program, and Planning, to better understand and coordinate member efforts to address water quality and quantity issues in the County.

- Supported Health Department planning for the *Alternate Care Site*, a temporary facility for the care of victims of a large-scale disaster that overwhelms local area hospitals.
- Completed in-field documentation of all sidewalks in the Town of Pine Plains, for the *Pine Plains Sidewalk Study*.
- Participated in the Federal Emergency Management Agency's Region 2 NY/NJ *GIS Regional Incident Steering Committee* and the Hudson River Estuary Program's *Scenic Resource Advisory Committee*; Dutchess County's *GIS Project Workgroup*.
- Prepared Dutchess Rail Trail Kiosk Map showing features along the full length of the trail.
- Completed final work on the Veterans Memorial Mile signs for the Dutchess Rail Trail.
- Re-designed the Public Transit (LOOP) bus schedules.

Economic Development

- Completed economy assessment for the Economic Development Strategy.
- Completed a Comprehensive Business Retention and Expansion Program to incorporate into Dutchess County Economic Development Corporation's (DCEDC) annual contract.
- Created a Main Street Revitalization grant program, which was adopted by the NYS Public Service Commission for inclusion in Central Hudson's Economic Development Program.
- Secured a \$750,000 NYS economic development grant for a water infrastructure project at the Dutchess County Airport.
- Secured a \$25,000 NYS economic development grant for the County Economic Development Strategy.
- Established a Rapid Response Team with the Dutchess Regional Chamber of Commerce (DCRCOC), New York State Department of Labor (NYS DOL), Workforce Investment Board (WIB), the New York State Small Business Development Center (SBDC) and the DCEDC to assist the NYS DOL with unemployment insurance cases and to assist affected workers with needs beyond unemployment insurance.
- Worked with out-of-state developer to purchase the Hudson River Psychiatric Center for redevelopment.

- Submitted an Incubator/Innovation Hot Spot designation application for Dutchess County on behalf of the Region.

Division of Solid Waste

- Dutchess County became the designated Planning Unit for Solid Waste Management, making the County responsible for the creation of a ten-year solid waste management plan and the implementation of the plan.
- Completed the Dutchess County Local Solid Waste Management Plan, *Rethinking Waste*, which was adopted and approved in June. The document outlines the County's solid waste objectives and goals for the period 2012 through 2022.
- For 2012 the recycling rate was 37.4%, exceeding the 27.6% projected rate. If ash used as ADC is included as recycling, as it is in Westchester County, the rate was 48.3%.
- With the Compliance Inspector position filled in early in 2013, 31 occurrences of unlicensed haulers were identified, over 65 recycling compliance inspections were conducted and over 50 solid waste management questions were answered.
- Promotion of single stream recycling and waste audits were conducted at eight County buildings, resulting in cost savings in disposal costs of over \$23,000.
- Staff developed and/or published:
 - *A Dutchess County Recycles* brochure
 - Recycling Complaint form
 - Expanded and updated website
 - eNewsletter about recycling
 - Greenway Guide, *Recycling and Waste Collection* site specifics
- Renewed 14 licenses of the 16 existing licensed haulers and processed two new hauler licenses, for a total of 18 licensed haulers, and a total of \$15,000 in licensing fees collected.
- Answered over 160 information requests, sent 23 letters to haulers operating illegally in the County, and sent 10 letters to haulers advertising they operate in the County but are not licensed.
- Participated in recycling events, including an Earth Day clean-up and recycling event at the County Office Building.

- Met with licensed haulers, various towns, and commercial entities and the DC Fair concerning recycling and organics diversion. The DC Fair initiated organics diversion in the Horticulture building.
- Worked with Cornell Cooperative Extension to promote backyard composting and organics diversion through several presentations, including the DC Fair.

Traffic Safety

- Administered a comprehensive Traffic Safety enforcement grant program with an emphasis on *Unsafe driving behaviors*.
 - 13 Law Enforcement Agencies/Municipalities in Dutchess County participated in the *Selective Traffic Enforcement Program (STEP)*.
 - Provided \$60,000 for 1,204 combined hours of enforcement efforts that resulted in 1,022 speed, 373 aggressive driving, 160 cell phone, and 511 other vehicle and traffic violations.
- The Buckle Up New York (BUNY) *Occupant Restraint Compliance Program* provided funding (\$20,700) to 11 participating Law Enforcement Agencies resulted in a combined 344 hours of enforcement, resulting in 400 seatbelt tickets, and 128 other vehicle and traffic violations.
- The Child Passenger Safety (CPS) \$18,000 grant provided child safety seats and fitting materials to nine fitting stations.
- The Dutchess County CPS Coalition collectively inspected and/or installed 1,221 child safety seats and replaced 365 seats.
- The Dutchess County Traffic Safety Board supported numerous child safety seat check and awareness events throughout the year to educate the public on the proper installation/usage of child passenger car seats.

STOP DWI

- With continued commitment from law enforcement partners, impaired driving arrests figures as well as related fine revenues that drive the program remain strong.
- Current fine revenues total \$363,264 with additional fourth quarter postings to be added.
- For two consecutive years, the Dutchess STOP DWI Program has received funding to participate in a Statewide Crackdown Enforcement grant project, administered by the NYS

STOP DWI Foundation. Funding supports coordinated, multi-agency, high visibility sobriety road checks and saturation patrols.

- For the 2013-2014 grant cycle, Dutchess County STOP-DWI was awarded \$143,390 to administer the County-wide enforcement project during eight (8) identified Impaired Driving Crackdown periods throughout the year enhancing efforts to reduce the number of impaired driving crashes, injuries, and deaths on New York's roads.

Public Transit

- Public Transit services carried over 475,000 passengers in 2013, a 5.5% increase over 2012.
- Bus Stop Amenities - Bus stop shelters and signs have been distributed to several municipalities in the County. Bike racks have been delivered to DC Public Transit and will be distributed to participating municipalities before spring of 2014 for installation.
- Advertising Program – Selected a contractor to manage the transit system advertising programs. External frames for advertising are on the new buses delivered in 2013 and will be on the new buses delivered in 2014. At that time, external advertising will be installed.
- Fuel Relocation/Facility Improvements (DPW) – The fuel relocation project is underway. An engineering company has been hired to design the project, and a construction manager has been hired to manage the project on site.
- Radio/AVL System – The radio / AVL equipment was installed in the buses and was operational in February.
- Bus Schedules - Scheduling was analyzed and adjusted to meet the changing traffic conditions and customer needs. Printed schedules were redesigned to improve readability.

Probation and Community Corrections

- A plan for the implementation of a youth detention risk assessment instrument, the DRAI, was created and subsequently approved by the state. This tool will help to inform decision-making in the Family Court for youth who may be facing detention.
- The department continued to provide the G.R.E.A.T. (Gang Resistance Education and Training) program to youth and their families at Catharine Street Center through a grant from the state of New York.
- A specialized caseload of Youthful Offenders was created to more effectively deal with the special needs of this population.
- Successfully implemented the “new” supervision rule governing probation practice with an emphasis on evidence-based programming and practices. In order to achieve this, extensive in-house training was conducted as well as training provided by the state. This is the first major change to the supervision rule in 30 years.
- Received a technical assistance grant from the Center for Effective Public Policy to implement gender-informed pretrial practices. An information session was held on December 17th at Marist College for stakeholders.
- Worked with community agency, Project MORE, for the successful award of a new Alternative to Incarceration (ATI) grant totaling \$450,000 from the New York State Division of Criminal Justice Services (DCJS). Project MORE will work in partnership with the department to implement a Women’s Reporting Center that will provide evidence based case management and other services for female offenders in Dutchess County.
- Cross training with domestic violence service providers occurred in June and September. This provided valuable information and networking opportunities for all participating agencies.
- Hosted an information presentation for Family Court staff. Numerous service providers were available to talk about their programs.

Public Defender's Office

- Competently and professionally represented 7,303 individuals in the criminal courts of Dutchess and Ulster Counties, as well as the appellate courts. Provided legal assistance to 970 individuals in the Family Court of Dutchess County.
- Dutchess County and Ulster County commenced the conflict swap program in March. In this program, each public defender office handles criminal cases in which the partner county has a legal conflict which prevents representation. The office is currently handling conflicts in the City of Kingston, Town of Ulster and Ulster County Courts.
- Obtained grant support from the New York State Office of Indigent Legal Services (ILS) to expand services to indigent clients in the family court. Representation is being provided in front of two of the three family court judges, as well as the support magistrate. As a result of the advocacy of the family court attorney staff, the number of jail days clients spent in jail for failure to pay child support was reduced by over 1,100 days, translating into a savings of approximately \$110,000 to Dutchess County taxpayers.
- Obtained additional grant support from ILS to provide counsel at arraignment for indigent criminal defendants. This new service commenced on December 30, 2013 and is targeted towards the high volume local courts in the County. Judges in these courts will be able to access attorneys 24 hours a day, seven days a week to provide representation to indigent defendants. In addition to meeting the County's constitutional obligation to provide counsel to an individual facing a loss of liberty, it is believed this will also be able to prevent unnecessary incarceration in the Dutchess County Jail.

Public Works

Business & Finance Division

- Reorganized and consolidated finance operations for all DPW departments under new Director Budget & Finance position.
- Cross trained finance staff for greater efficiency and for backup between departments which is important with the staffing reductions and reassignments.
- Implemented weekly meetings to bring financial and payroll staff together for better communication and exchange of information.
- Physical audit of Auto Service Center (ASC) parts room.

- Complete review and modification of financial operations at Auto Service Center.
- Migrated vehicle maintenance and repair tracking and billing to new financial software.
- Streamlined MLR direct expense tracking with existing financial software.
- Reviewed payroll processes, instituted changes for better efficiency and cross trained staff to provide critical backup.

Airport Division

- Completed Taxiway Delta realignment and improvement project.
- Secured flight school services to provide the training for Dutchess Community College's Aviation Program.
- Planned and conducted successful Open House event in June that was well attended and created positive community awareness for the Airport.
- Focused on setting competitive aviation fuel pricing to maximize revenues.
- Worked with the airport consultant C& S Engineers to prepare and submit to FAA the updated 5-yr. Airport Improvement Plan (AIP).
- Worked with Airport consultant Baldwin Associates on financial and operational assessment of the airport.
- Worked with DCWWA and DC Planning Dept. to develop plans to provide municipal water service to the Airport in order to promote future development and associated revenues.
- Provided regular reports at monthly Airport Advisory Committee meetings.
- Managed consultant design of Taxiway Kilo extension project.
- Managed tenant leases to retain and promote maximum occupancy of lease spaces in the terminal building, outbuildings, hangars, and tie-downs.
- Maintained staff training for ARFF (Aircraft Rescue and Fire Fighting) skills and maintained ARFF equipment.

Buildings Division

- Relocated the Buildings division from the County Office Building to the Highway facility- 626 Dutchess Turnpike
- Building construction completion and occupancy of the Medical Examiner's office.
- Health Department relocated from 387 Main St. to the new POJO building.
- Health Department clinic relocated from 387 Main St. to the Family Partnership building.
- Finalized Health Department generator and associated piping relocation to 230 North Rd. Filled penetrations at 385 Main St, fully cleaned-out the building and turned over to the landlord.
- Relocated the Youth division located at 27 High St. to the Department of Family Services. Offices located at 60 Market St.
- Completed renovation of office space on the 4th floor of the County Office Building for the Public Defender's department.
- Completed D.A.'s reception space with the exception of the reception security doors.
- Finalized the Nelson House Annex demolition as well as re-grading, blacktopping and re-stripping the County pay lot by the Highway Department.
- Worked with OCIS to coordinate the migration of the Casi – Rusco access control system to the standardized AMAG system.
- Finalized elevator repairs noted in the third party elevator inspections by Newmont Elevator Analysts.
- Completed Beacon Center DMV countertop alteration
- Assisted the Office for the Aging in conducting the ten (10) senior citizen yearly picnics.
- Continued single stream building recycling efforts with the Division of Solid Waste Mgmt.
- Developed and forwarded a 2013-2014 Unified Court budget and recapitulation form for reimbursement.

- Code Review and Assistance provided for the re-location of the Irondale Schoolhouse in Millerton.
- Submitted generator grant applications regarding 230 North Road, Sheriff's office, 60 Market St, 22 Market St. and the Farm and Home Center.
- Completed the sale of the Materials Recycling Facility (MRF) located at 51 Fulton St.
- RFP issued for the sale of 27 High St. (proposal rejected as no beneficial monetary offer was made.)
- Roof replacement completed at the Highway multi-bay garage.
- Provided assistance with the dedication of the County Office Building (22 Market St) and the Dutchess County Courthouse (10 Market St).

Capital Projects

- Completed 50 Market St. roof replacement project and rooftop HVAC replacement project.
- Completed the Energy Efficiency Project – chiller replacement at Mental Hygiene.
- Finalized bid documents for the replacement of delaminating glass at E-911.
- Commenced with design of the LOOP FTA Fuel Relocation Project.
- Designed, bid, completed and closed out the Electrical Upgrade Project for the DC Stadium.
- Designed, bid, completed and closed out the Sheriff's Office Safety Improvement Project.
- Designed and bid the 2014 Energy Efficiency Projects: chiller replacement at Board of Elections; make up air unit replacement at Courthouse; roof top unit replacements at Beacon Center.
- Designed and bid the Sheriff's Office Exterior Stair Replacement Project.
- Designed, bid, constructed and closed out the District Attorney's transaction window installation project.
- Bid, completed and closed out the asbestos abatement of structures at Wilcox Park.

- Designed, bid, constructed and closed out the HVAC Repairs Project.
- Designed, bid, constructed and closed out the Bowdoin Park Mapleknoll Lodge Energy Efficiency Project.
- Designed, bid, constructed and closed out the E-911 Security Fencing Project.
- Closed out the E-911 HVAC Improvement Project.

Engineering Division

- Completed Dutchess Rail Trail Phase 4 and 5.
- Completed Bridge Joint Repair contract for 5 bridge locations.
- Designed and managed construction of Culvert N-32 in the Town of North East.
- Participated in NYS Comptroller's Bridge Management Audit. Implemented recommendations from the audit to improve bridge management functions.
- Completed drainage improvement project at CR 32 (Pleasant Ridge Road) in the Town of Beekman.
- Evaluated and scored County highway pavement conditions.
- Designed and managed construction of a new parking lot at the Dutchess Rail Trail's Hopewell Junction trail head. Successful in securing approximately \$100,000 in grant funding to pay for the project.
- Managing consultant design of Bridge PO-17X at Degarmo Road in the Town of Poughkeepsie.
- Designing a federal aid bridge replacement project D-32, Ridge Road over the Coopertown Brook in Dover.
- Managed consultant design and ROW acquisition for a major highway rehabilitation project at CR 21 (Noxon Road) and CR 49 (Titusville Road) in the Town of LaGrange.
- Managed consultant design of a bridge replacement project Bridge PV-15 on CR 72 (North Avenue) in the Town of Pleasant Valley.

- Managed numerous federal aid bridge and highway projects being designed by consultants.
- Processed approximately 200 Highway Work Permits.
- Reviewed approximately 10 subdivision and access projects along county highways.
- Participated in a comprehensive safety review of Beekman Road in the Town of Beekman. Worked with DC Planning Department to perform safety review and develop safety improvement recommendations to be installed. Some of these improvements were installed by DPW HCM forces and contractors.
- Responded to numerous bridge flag notices and worked with NYSDOT close, repair or post flagged bridges throughout the year.

Highway

- Moved work crews to Outpost which cut down on travel time and allowed more time per day on job sites.
- Completed 15 miles of asphalt shim for chip seals and overlays with County forces.
- Replaced or repaired 500 feet of guiderail.
- Replaced 40 road crossing drainage culverts.
- Responded to over 50 drainage complaints.
- Repaired and installed approximately 25 catch basins.
- Removed over 300 dead trees along county highway system.
- Made and installed signage for county highway system and Dutchess Rail Trail, Parks Divisions and other county agencies.
- Assisted other DPW Divisions with work at Dutchess Stadium, Wilcox and Bowdoin Parks, as well as other locations.
- Installed much needed drainage system at Mental Hygiene parking lot.
- Installed two box culverts (CR-105 and CR-16).

- Upgraded drainage pipe on Vassar Rd near Spring Street.
- Plowed and sanded over 300 miles of county highways.
- Completed major inventory upgrade at Auto Center.

Parks

- Increased facilities rentals and admissions revenue by 13.5% from 2012. (\$195,334 in 2013 compared to \$171,677 in 2012.)
- Completed window replacement and ceiling insulation installation at Maple Knoll Lodge at Bowdoin Park that will result in lower energy costs.
- New Water spray feature was completed and opened for use at Bowdoin Park.
- Sledding Hill was opened in December at Bowdoin Park.
- A seasonal ice rink was erected in Bowdoin Park.
- Wilcox Park is now open 7 days a week- year round.
- New full court Basketball court was installed in Wilcox Park.
- Camping season at Wilcox Park extended in response to increased demand.
- Forestry management program has been started at Wilcox Park that will generate a new revenue stream for the county as well as for the long term health of the forest at Wilcox Park.
- Synthetic turf field installation underway at Dutchess Stadium with completion in 2014.
- 200 feet of post & rail fence replaced in the Dutchess Stadium Parking Lot.
- Mens' restroom partitions replaced on main level of Dutchess Stadium.
- Annual K-Fest event was held in June with 8,500 attendees, generating \$10,000 in revenue.
- Electrical upgrade for entire Dutchess Stadium complex underway.
- Quiet Cove Riverfront Park was opened 7 days a week from April to November 3, compared to 5 days/week schedule in 2012.

- The full length of the William R. Steinhaus Dutchess Rail Trail (DRT) was open to public use with the completion of Phase IV and V, connecting users from Hopewell Junction to the Hudson River where the DRT meets the Walkway Over the Hudson.
- Worked with two Adopt-a-Trail groups help with trail cleanup on the Dutchess Rail Trail.

Office for the Aging

- A wide variety of community based services such as case management, home care, senior centers, home delivered meals, legal services, insurance counseling, energy assistance, transportation, caregiver services, senior centers, exercise classes and educational programming was provided to nearly 12,000 individual seniors and caregivers during 2013.
- Increased demand in 2013 for services and for information regarding services. Offices for the Aging intakes in 2013 were up more than 20% over 2012.
- Increased nutrition services capacity with new home delivered meals route started in the Town of Clinton and reopening of the Pawling Senior Friendship Center.
- Effectiveness measures of Office for the Aging programs conducted in 2013 found that services are enabling seniors to remain at home in the community as well as providing support to caregivers.
- Nearly 1400 clients received insurance counseling by trained staff and volunteers to assist in decision making regarding Medicare and other health insurance choices. New volunteers were trained and located in Eastern Dutchess in order to increase accessibility of the service. In addition, three Office for the Aging employees have become Certified Application Counselors via state training in cooperation with the Department of Community and Family Services.
- Nearly 40 “Successful Aging” programs were held across the county attended by over 800 older adults. Other events include a “Senior Seminar Series” in Eastern Dutchess; a “Senior Seminar Day” in Wappinger; monthly “Medicare 101” sessions; and dozens of Nutrition Education presentations throughout the county.
- A wide range of services were offered to informal caregivers of senior citizens and grandparents raising grandchildren including respite, caregiver support groups, workshops, training and counseling. These services are provided via our contracted partners such as the Alzheimer’s Association, Cornell Cooperative Extension and local home care agencies.

- Reconstituted the Council of Agencies Serving the Elderly which is a coalition open to all aging services providers.
- Ten Senior Picnics were held during the summer. An 11th picnic was held jointly with the Department of Community and Family Services for “Kids With Special Needs.”
- Contributions of seniors and longevity were recognized at the Celebration of Aging, attended by 21 centenarians and 4 couples married more than 70 years. The Office for the Aging partnered with the Walkway Over the Hudson and Marist Center for Lifetime Studies to offer educational events on the Walkway, by providing transportation so that seniors with mobility limitations could enjoy the Walkway.
- The Office for the Aging is a participant in the Care Transitions Coalition which is working to promote appropriate transitions from hospitals to the community in order to prevent readmissions.

Water and Waste Water Authority

- Prepared and submitted a successful grant application to the New York State Regional Economic Development Council initiative for the Extension of Water Service to Dutchess County Airport Business Park and Economic Opportunity Corridor, receiving a \$750,000 Empire State Development Grant.
- Successfully managed and operated fourteen water and sewer systems, providing services to over 4,160 customers. With the exception of the Shore Haven Water System, all systems were in compliance with all relevant federal, state and local regulations. All systems closed out 2013 within the adopted system budget parameters.
- As a result of the installation of a chloramination disinfection system for the Shore Haven Water System as an interim means of controlling Disinfection By-Products levels the water system has remained in compliance with Disinfection By-Products drinking water standards throughout 2013.
- Obtained a \$2.4 million zero-interest loan through the NYS Drinking Water State Revolving Fund to finance improvements to the Shore Haven Water System.
- Successfully applied for \$4.4 million in reduced-interest financing from the NYS Clean Water State Revolving Fund program for capital improvements for the Valley Dale and Chelsea Cove sewer systems.

- On behalf of the Town of Hyde Park, Authority submitted applications resulting in the award to the Town of six grants, totaling \$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.
- Assistance was provided to eight municipalities regarding the management of existing water and wastewater systems, and the planning and feasibility evaluation of potential new infrastructure development projects.