

Reso

Health

Other Business

#96

2026 SEP -8 PM 3:24

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk

From: Alexandra Gordon, Acting Commissioner of Finance

Re: Budgetary Transfer - 26T247

Date: September 8, 2026

At the request of the Commissioner of Social Services, the following budgetary transfer is required.

Increase Estimated Appropriations:

10120000 51091	SS PROGRAM ADMN OVHD PAY DIFFEREN	4,068.01
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Decrease Estimated Appropriations:

10120000 51000 (130)	SS PROGRAM ADMN OVHD PAY DIFFEREN	4,068.01
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Fiscal Technician Vacant

Personnel Services

Fiscal Impact - 2026 - \$ 0

Fiscal Impact - 2027 - \$ 0

This budgetary transfer is to request an approval for an extension on a pay differential directly for the Director of Eligibility. Please see attached correspondence. Please forward appropriate committee.

Approved:

Kevin M. Byrne
County Executive

26T247

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

August 18, 2026

TO: Alexandra Gordon, Acting Commissioner of Finance

FROM: *KW* Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau

SUBJECT: DSS 2026 Budgetary Amendment

The Department of Social Services is seeking approval for an extension on a pay differential directly related to the **Director of Eligibility** role during its vacancy through approximately 9/30/2026. This request will continue to compensate the current Coordinator of Temporary Assistance for their efforts in management and execution of tasks and responsibilities to that of the Director of Eligibility during the recruitment and hiring process.

An adjustment is requested at an annual rate of the 2026 Adopted Budget for position #601020110 for compensation of this PuMa title (\$7.1086 / hour). To support the increase, funds are being utilized from a vacant Fiscal Technician position within the Administrative unit.

Increase Appropriations:

10120000	SS PROGRAM ADMN OVHD	
51091	PAY DIFFERENTIAL	\$4,068.01

Decrease Appropriations:

10120000	SS PROGRAM ADMN OVHD	
51000 (130)	PERSONNEL SERVICES	\$4,068.01
	Fiscal Impact (26)	-0-
	Fiscal Impact (27)	-0-

Thank you for your time and consideration of this request.

[Signature]
cc. Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau
Nicolle McGuire, Deputy Commissioner of Social Services and Youth Bureau
Adriene Iasoni, Acting Personnel Officer



**PUTNAM COUNTY EXECUTIVE
KEVIN M. BYRNE**

To: Diane Trabulsy
Clerk of the Legislature

CC: Daniel G. Birmingham, Chair
Putnam County Legislature

Alexandra Gordon
Acting Commissioner of Finance

Sara Servadio
Commissioner Department of Social Services and Mental Health

FROM: Kevin M. Byrne
County Executive

DATE: September 9, 2026

RE: Letter of Necessity – Budgetary Amendment

Encl: Memorandum from Acting Commissioner of Finance

2026 SEP -9 PM 3:05
LEGISLATURE
PUTNAM COUNTY
CARMELO, NY

Please accept this Letter of Necessity for the Legislature to consider for approval funding as indicated in the enclosed memorandum from Acting Commissioner of Finance for the upcoming Health Committee meeting being held on September 9, 2026

More specifically, Acting Commissioner of Finance is requesting a Budgetary Amendment as the Department of Social Services is seeking an extension on a pay differential directly related to the Director of Eligibility role during its vacancy through approximately 9/30/2026. This request will continue to compensate the current Coordinator of Temporary Assistance for their efforts in management and execution of tasks and responsibilities to that of the Director of Eligibility during the recruitment and hiring process.

Both, the Commissioner of DSS/MH and the Acting Commissioner of Finance will be available at the Committee meeting to answer any questions that may arise associated with this request.

Thank you for your prompt attention to this matter.

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

August 18, 2026

TO: Alexandra Gordon, Acting Commissioner of Finance

FROM: *KW* Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau

SUBJECT: DSS 2026 Budgetary Amendment

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Increase Appropriations:

10120000	SS PROGRAM ADMN OVHD	
51091	PAY DIFFERENTIAL	\$4,068.01

Decrease Appropriations:

10120000	SS PROGRAM ADMN OVHD	
51000 (130)	PERSONNEL SERVICES	\$4,068.01

Fiscal Impact (26) -0-
Fiscal Impact (27) -0-

Thank you for your time and consideration of this request.

[Signature]
cc. Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau
Nicolle McGuire, Deputy Commissioner of Social Services and Youth Bureau
Adriene Iasoni, Acting Personnel Officer

ALEXANDRA GORDON
ACTING COMMISSIONER OF FINANCE



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

To: Kevin M. Byrne, Putnam County Executive

From: Alexandra Gordon, Acting Commissioner of Finance

Date: September 9th, 2026.

Re: Letter of Necessity- Director of Eligibility Pay Differential Extension

I am requesting this Budgetary Amendment be put on the Agenda for Health Meeting on September 9th, 2026. The Department of Social Services is seeking approval for an extension on a pay differential directly related to the Director of Eligibility role during its vacancy through approximately 9/30/2026. This request will continue to compensate the current Coordinator of Temporary Assistance for their efforts in management and execution of tasks and responsibilities to that of the Director of Eligibility during the recruitment and hiring process.

Due to budget meetings, I inadvertently missed the email from the Department of Social Services with the attached budgetary. I apologize for any inconvenience.

Sincerely,

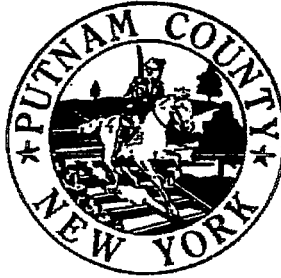
Alexandra Gordon

Acting Commissioner

THE PUTNAM COUNTY LEGISLATURE

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Daniel G. Birmingham *Chairman*
William Gouldman *Deputy Chair*
Diane Trabulsy *Clerk*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Laura E. Russo	Dist. 4
Jake D'Angelo	Dist. 5
Thomas Regan Jr.	Dist. 6
Daniel G. Birmingham	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

MEMORANDUM

DATE: September 9, 2026

TO: Nancy Montgomery
Chairwoman, Health, Social, Educational & Environmental Committee

FROM: Daniel G. Birmingham
Chairman, Putnam County Legislature 

RE: Letter of Necessity for Budgetary Transfer 26T247 – Dept. of Social Services – Pay Differential – Director of Eligibility

Please be advised that I have approved the attached Letter of Necessity from the County Executive dated September 9, 2026 with respect to the matter below.

Pursuant to Section III. Committees of the Legislature (C)(2)(a) of the Legislative Manual, I am referring the attached Budgetary Transfer 26T247 from the Department of Social Services for the extension of a Pay Differential for the Director of Eligibility to this evening's Health, Social, Educational & Environmental Committee meeting.

Please accept this matter under Other Business at tonight's Health Committee Meeting. Thank you for your attention to this matter.

Attachment