



County of Albany

Harold L. Joyce
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Building
112 State Street - Albany,
NY 12207

Legislation Text

File #: TMP-5749, **Version:** 1

REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):

Amending the 2024 Department of Health Budget to Add Medical Clerk Typist Position

Date: July 31, 2024
Department: Health
Attending Meeting: Maribeth Miller
Submitted By: Maribeth Miller
Title: Interim Commissioner of Health
Phone: (518) 447-4695

Purpose of Request: Budget Amendment 2024 Budget

CONTRACT TERMS/CONDITIONS:

Party Names and Addresses:
Enter text.

Term: (Start/end date or duration)
Amount/Raise Schedule/Fee: \$10,556

BUDGET INFORMATION:

Is there a Fiscal Impact: Yes No
 Anticipated in Budget: Yes No
 Spreadsheet attached: Yes No

Source of Funding - (Percentages)

Federal: County: 100%
State: Local:

County Budget Accounts:

Revenue Account and Line:
Revenue Amount:
Appropriation Account and Line: See attached
Appropriation Amount:

ADDITIONAL INFORMATION:

Mandated Program/Service: Yes No
If Mandated, Cite Authority:
Request for Bids / Proposals:

Competitive Bidding Exempt: Yes No

of Response(s):

of MWBE:

of Veteran Business:

Bond Resolution No.:

Apprenticeship Program Yes No

Previous requests for Identical or Similar Action:

Resolution/Law Number and Date: Resolution 23-566 - December 4, 2023

DESCRIPTION OF REQUEST: (state briefly why legislative action is requested)

The Albany County Department of Health (ACDOH) requests authorization to create a new Medical Clerk Typist position to replace its current Receptionist position and to amend its 2024 Budget. This positional change will enhance ACDOH's ability to perform its functions more effectively and efficiently. The requested amendment reflects three months' salary for the remainder of 2024.