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| LOCAL COMMISSIONERS MEMORANDUM |
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Transmittal No: 93 LCM-38

Date: April 13, 1993

Division: Services and
Community
Development

TO: Local District Commissioners

SUBJECT: Working Toward Independence: Model Worksite Agreement
Between New York State Department of Social Services and Other
State Agencies

ATTACHMENTS: None

This is to inform you that the Model Worksite Agreement pertaining to Working Toward Independence (WTI) is in the process of being executed with the following State agencies:

Aging, Office for the
Agriculture and Markets, Department of
Alcoholic Beverage Control, Division of
Correctional Services, Department of
Dormitory Authority, New York State
Education Department
Employee Relations, Governor's Office of
Energy Office, New York State
Energy and Research Development Authority
Equalization and Assessment, State Board of
Facilities Development Corporation
General Services, Office of
Health, Department of
Housing and Community Renewal, Division of
Labor, Department of
Mental Health, Office of
Mental Retardation and Developmental Disabilities, Office of
Military and Naval Affairs, Division of
Motor Vehicles, Department of
Parks, Recreation and Historic Preservation, New York State Office of
Parole, Division of
Quality of Care for the Mentally Disabled, Commission on

State Comptroller, Office of the
State Employment Relations Board
State University of New York
Taxation and Finance, Department of
Transportation, Department of
Workers Compensation Board
Youth, Division for

The forthcoming execution of the Model Worksite Agreement means that the local social services districts (LDSS) will not need to execute a local worksite agreement with the participating State agencies to operate the Working Toward Independence (WTI) initiative at their worksites.

Per 92 INF-56, the LDSS will still need to convey to the agencies the local worksite and the operational procedures needed to allow the district to administer the program, i.e., referral of clients, supervision of participants, attendance and timekeeping, changes in the client's assigned hours of work, absenteeism, termination, etc.

We will notify the Employment Coordinator in each district as State agencies complete the Model Worksite Agreement. If you have any questions regarding this notice or wish to have a signed copy of the agreement with any of the State agencies listed above, please contact Jim Cook at 1-800-342-4100 extension 4-9320 or (518) 474-9320.

Frank Puig
Deputy Commissioner
SERVICES & COMMUNITY
DEVELOPMENT