

Veterans' Service Officer
Administrative Director

Inspector Weights &
Measures

Veteran Services
Contact Officer

VETERANS' SERVICES DEPARTMENT

DEPARTMENT DESCRIPTION

The Department of Veterans Services is a one stop center for veterans and their dependents. This program is mandated by Massachusetts General Laws, Chapter 115. The major components of the program are as follows:

- 1) Veterans Benefits
 - * Needy and worthy veterans and their dependents may receive financial assistance
- 2) Veterans Services
 - * Assistance is provided in helping veterans and their dependents in applying for assistance with the VA; Social Security; the Commonwealth; etc.
- 3) Burial Agent
 - * Help to bury indigent veterans
- 4) Graves Registration Officer
 - * Ensure that the graves of veterans are decorated with a US flag during the Memorial Day season
- 5) Conduct public events and ceremonies

We interface with appropriate city agencies on behalf of the veterans and their families.

ACCOMPLISHMENTS

1. Conducted the Veterans Day observance and ceremony.
2. Started office hours at the Senior Center.
3. Veterans Expo on April 22, 2010 at the American Legion Post #440 to bring various service providers together so that veterans can access them in one setting.
4. Partnered with the Newton Free Library to develop a lecture/seminar series on veterans and the issues that concern them. The first seminar is May 27, 2010 and is about issues that concern veterans of Iraq and Afghanistan

GOALS AND OBJECTIVES

1. Provide assistance to eligible veterans and their dependents in compliance with state laws and regulations.
 - a. Attend classes and training sessions to stay current with state law and regulations
 - b. Post regulations in office for veterans to see

- c. Complete application within 10 working days
 - d. Explain process to applicants
 - e. Given the difficult circumstances these applicants are usually facing ensure that staff is sympathetic to their plight
2. Expedite application process for veterans benefits
 - a. Utilize Veterans Services Management Information System (VSMIS) to provide faster turnaround time
 3. Develop interdepartmental partnerships to better serve veterans and their families.
 - a. Hold office hours at the Senior Center
 - b. Work with Newton Free Library to develop workshops and lecture series regarding veterans issues
 4. Create a climate of care and concern for our veterans.
 - a. Participate in public events
 - b. Develop veterans squares
 - c. Develop veterans honor rolls and memorials
 - d. Develop a local cable TV program about and for veterans

DEPARTMENT:

503 - VETERAN SERVICES DEPT

CITY OF NEWTON BUDGET DEPARTMENT SUMMARY

OBJECT SUMMARY	ACTUAL 2008	ACTUAL 2009	2010			RECOMMENDED 2011	APPROPRIATION CHANGE	
			ORIGINAL	ADJUSTMENTS	TOTAL		2010 To 2011	
51 - PERSONAL SERVICES	139,609	142,906	140,658	-13,000	127,658	140,658	13,000	10%
52 - EXPENSES	40,284	58,663	47,275	30,000	77,275	47,275	-30,000	-39%
SUB-TOTALS:	179,893	201,569	187,933	17,000	204,933	187,933	-17,000	-8%
57 - FRINGE BENEFITS	19,256	19,411	21,347	-3,128	18,219	23,129	4,910	27%
SUB-TOTALS:	19,256	19,411	21,347	-3,128	18,219	23,129	4,910	27%
DEPARTMENT TOTALS:	199,149	220,980	209,280	13,872	223,152	211,062	-12,090	-5%

FUNCTIONAL ELEMENT SUMMARY	ACTUAL 2008	ACTUAL 2009	2010			RECOMMENDED 2011	APPROPRIATION CHANGE	
			ORIGINAL	ADJUSTMENTS	TOTAL		2010 To 2011	
0150301 VETERAN SERVICES	199,149	220,980	209,280	13,872	223,152	211,062	-12,090	-5%
DEPARTMENT TOTALS:	199,149	220,980	209,280	13,872	223,152	211,062	-12,090	-5%

VETERAN SERVICES	ACTUAL 2008	ACTUAL 2009	2010			RECOMMENDED 2011	APPROPRIATION CHANGE	
			ORIGINAL	ADJUSTMENTS	TOTAL		2010 To 2011	
51 - PERSONAL SERVICES	139,609	142,906	140,658	-13,000	127,658	140,658	13,000	10%
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Element Totals:	199,149	220,980	209,280	13,872	223,152	211,062	-12,090	-5%

DEPARTMENT:

503 - VETERAN SERVICES DEPT

CITY OF NEWTON BUDGET
PERSONAL SERVICES SUMMARY

ACCOUNT	POSITION TITLE	RANGE	2010 BUDGET		2011 RECOMMENDED	
			FTE	SALARY	FTE	SALARY
511001	Vetrn Agt/Ad Dir Lic	H10	1	82,104	1	82,104
	Vet Srvs Contact Off	S07	1	53,473	1	53,473
Account Totals:			2	135,576	2	135,576
Report Totals:			2	135,576	2	135,576

DEPARTMENT:
503 - VETERAN SERVICES DEPT

**CITY OF NEWTON BUDGET
CLASSIFICATION DETAIL**

ACCOUNT	DESCRIPTION	EXPENDED FY2008	EXPENDED FY2009	CURRENT YEAR 2010				RECOMMENDED	APPROPRIATION CHANGE BETWEEN FY2010 AND FY2011		
				APPROPRIATION	ADDITIONAL APPROPRIATION	TOTAL APPROPRIATION	YTD EXPENSES				
503 - VETERAN SERVICES DEPT											
0150301 - VETERAN SERVICES											
PERSONAL SERVICES											
511001	FULL TIME SALARIES	134,574	137,511	135,576	-13,000	122,576	92,327	135,576	13,000	11%	
514001	LONGEVITY	1,775	1,971	1,300	0	1,300	1,300	1,300	0	0%	
514399	OTHER SPECIAL COMP	2,760	2,924	3,282	0	3,282	2,553	3,282	0	0%	
515102	CLEANING ALLOWANCE	500	500	500	0	500	500	500	0	0%	
PERSONAL SERVICES TOTALS:		139,609	142,906	140,658	-13,000	127,658	96,680	140,658	13,000	10%	
EXPENSES											
5210	ELECTRICITY	0	0	0	0	0	0	0	0	0%	
5230	WATER & SEWER SERVICES	112	0	0	100	100	47	0	-100	-100%	
52401	OFFICE EQUIPMENT R-M	663	718	734	50	784	734	734	-50	-6%	
53401	TELEPHONE	157	156	400	0	400	103	400	0	0%	
5341	POSTAGE	164	255	256	0	256	139	256	0	0%	
5342	PRINTING	106	107	200	0	200	130	200	0	0%	
5420	OFFICE SUPPLIES	266	274	310	600	910	844	310	-600	-66%	
5594	FLAGS & BUNTINGS	3,428	3,321	3,500	0	3,500	2,418	3,500	0	0%	
5709	VETERAN BENEFITS	24,529	43,363	30,000	30,000	60,000	42,900	30,000	-30,000	-50%	
5710	VEHICLE USE REIMBURSEMENT	280	171	700	-300	400	0	700	300	75%	
5711	IN-STATE CONFERENCES	323	42	900	-470	430	0	900	470	109%	
5730	DUES & SUBSCRIPTIONS	55	55	75	20	95	85	75	-20	-21%	
5782	PARADES & EVENTS	10,200	10,200	10,200	0	10,200	0	10,200	0	0%	
EXPENSES TOTALS:		40,284	58,663	47,275	30,000	77,275	47,400	47,275	-30,000	-39%	
FRINGE BENEFITS											
57DENTAL	DENTAL INSURANCE	555	500	296	0	296	314	515	219	74%	
57HLTH	HEALTH INSURANCE	17,452	17,649	19,803	-3,170	16,633	12,238	21,309	4,676	28%	
57LIFE	BASIC LIFE INSURANCE	113	109	57	42	99	71	114	15	15%	
57MEDA	MEDICARE PAYROLL TAX	1,136	1,153	1,191	0	1,191	623	1,191	0	0%	
FRINGE BENEFITS TOTALS:		19,256	19,411	21,347	-3,128	18,219	13,246	23,129	4,910	27%	

ACCOUNT	DESCRIPTION	EXPENDED FY2008	EXPENDED FY2009	CURRENT YEAR 2010				RECOMMENDED	APPROPRIATION CHANGE BETWEEN FY2010 AND FY2011	
				APPROPRIATION	ADDITIONAL APPROPRIATION	TOTAL APPROPRIATION	YTD EXPENSES			
FUNCTIONAL ELEMENT TOTALS:		199,149	220,980	209,280	13,872	223,152	157,326	211,062	-12,090	-5%
VETERAN SERVICES DEPT TOTALS:		199,149	220,980	209,280	13,872	223,152	157,326	211,062	-12,090	-5%