

<b>Office of Administrative Hearings (OAH) Procedures Transmittal</b>		<b>Transmittal Number:</b>	02-03
<b>Distribution:</b>		<b>Date:</b>	January 23, 2002
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ALB OAH Staff <input checked="" type="checkbox"/>	UPS ALJs <input type="checkbox"/>	Upstate LDSS <input type="checkbox"/>	<b>Subject:</b>  New NYC Income Support Center 84 (Seniorworks)
	SUP ALJs <input type="checkbox"/>		
NYC OAH Staff <input checked="" type="checkbox"/>	NYC ALJs <input checked="" type="checkbox"/>	NYC Agencies <input checked="" type="checkbox"/>	
	SUP ALJs <input checked="" type="checkbox"/>	(HRA Only)	

The New York City Human Resources Administration has established a new Income Support Center, ISC 84, Seniorworks Center, located at 12 West 14<sup>th</sup> Street, 2<sup>nd</sup> Floor, New York, New York 10011. This center services clients over the age of 59. One of the goals of Seniorworks is assisting clients, as necessary, to reach the 40 quarters of employment required for attaining Social Security benefits. For incoming hearing requests pursuant to notices issued by ISC 84, Communications Intake staff can enter N084 in the agency field effective January 20, 2002, which will result in the hearing being scheduled at 14 Boerum Place.

The center is colocated at the same address as Center 13. Electronic notices (OAH 457s, 1891s, modifications, etc.) will be generated via the Print Distribution System (PDS) to the existing print queue in operation at Center 13. Center 13 agency representatives will act as representatives at hearings scheduled against Center 84. It is, therefore, important that calendars for Centers 13 and 84 not occur at the same time, and it will be the responsibility of the Supervisor of the Scheduling Unit to ensure that calendars are scheduled accordingly. It is not necessary for Communications Intake staff to include Center 13 on these requests. Coding is as follows:

Agency: N084  
Category: SNA or FA  
Subcategory: None  
Action: REDU, DENY, DISC, or INAD  
Issue Code: Any

Use of N084 in the Agency field will result in notification to:

Ms. Maude Battiste, Director  
Seniorworks Center  
12 West 14<sup>th</sup> Street, 2<sup>nd</sup> Floor  
New York, New York 10011

An updated NYC Income Support/Job Centers listing will be available on the intranet, shortly. Please make pen and ink changes to your paper copies in the interim. If there are any questions with respect to this transmittal, you may contact your supervisor or Sue Fiehl at (518) 473-4779 or via email [90J029@dfa.state.ny.us](mailto:90J029@dfa.state.ny.us).



Mark Lacivita, Director of Administration  
Office of Administrative Hearings