

WARREN COUNTY OFFICE OF EMERGENCY SERVICES



Main Office
1340 State Route 9
Lake George, NY 12845
518-761-6240
Fax: 518-761-6402
oes@co.warren.ny.us

BRIAN A. LAFLURE
Director
Fire Coordinator

AMY J. MANNEY
Deputy Director

Divisions
EMS Coordinator
Gary Scidmore
Hazmat/WMD Coordinator
Jamie Schrammel

Public Safety Committee Agenda

November 24, 2010

1. Committee meeting called to order by Chairman.
2. Motion to approve minutes of prior committee meeting.

Action Agenda

1. **Request:** Resolution request for a grant application for the FFY 10 SHSP grant in the amount of \$127,599

Rationale: There is no local share requirement. \$113,349 is allocated to the Homeland Security Program through OES; the remaining \$14,250 is for the local health department program. We are working in conjunction with WC Public Health to ensure their needs are met.

2. **Request:** Resolution request to participate in a five county regionalization HAZMAT Homeland Security Grant.

Rationale: Essex County is the lead on this grant; hence they will be handling the fiscal responsibilities. They will be asking for \$125,000 to purchase interoperability communication equipment for the HAZMAT Teams.

3. **Request:** Request to transfer Inventory Item 6840, a water deluge gun, to the North River Fire Department

Rationale: The County has not used or needed this water deluge gun in years; whereas the North River Fire Department could use this piece of equipment.

4. **Request:** Resolution request for Director LaFlure to have the authority to issue a contract up to \$20,000, similar to DPW and WCSO.

Rationale: Due to the fast paced nature of emergency services it would be wise to have the ability to expedite services.

5. **Request:** Request for Director LaFlure to attend the Regional Fire Administrators meeting in Montour Falls, December 1 – 3, 2010.

Rationale: To get updates from the state on fire and HAZMAT related initiatives.

6. **Request:** Request for Amy Manney to attend the Instructor Training Certification presented by FEMA's Center for Domestic Preparedness in Anniston, AL, January 22 – 30, 2011, pending approval from NYS OHS & CDP. CDP pays for the course, travel, food and lodging.

Rationale: Training is one of the most important components of emergency services and OES has been facilitating, conducting and organizing a huge portion of the training for the emergency services community in Warren County. This training will bring Amy's presentation and knowledge to the next level.

7. **Request:** Resolution request reappoint the EMS Advisory Board till April 30, 2011 *see list*

Rationale: We would like to have both the Fire & EMS Advisory Boards to have the same expiration dates.

Old Business/Pending Items

1. Fire Investigations fees
2. Permanent appointment of Hazard Mitigation Coordinator
3. Hazard Mitigation contract extension – waiting on FEMA

Topics for Discussion

1. Sub-grantor of sheltering mitigation grant update
2. Agency Updates *handout*
3. Tri-County CART Plan
4. Article of indicted EMO *handout*

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Office of Emergency Services

DATE: March 19, 2010

- (a) Purpose of Grant: Support local emergency interoperability & terrorism preparedness
- (b) Name of Grantor: FFY10 SHSP NYS Homeland Security Office
- (c) Address of Contractor: 1220 Washington Ave, Building 7A, Suite 610, Albany, NY 12242
- (d) Grantor's Contact Person and Telephone Number: Sue Bub, 518 485-0148
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? no done electronically
- (f) Effective Date of Grant:
- (g) Termination Date of Grant:
- (h) Total Dollar Amount Involved (not to exceed): \$127,599
- (i) Deadline to Submit Grant Application and/or Grant Agreement: 12/31/10
- (j) Is a Budget amendment required? later If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? No If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? No If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount: No

Sample: A.1010 470 Legislative Board – Contract \$xx.xx

Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Office of Emergency Services

DATE: March 19, 2010

- (a) Purpose of Grant: Regional HAZMAT interoperability communication equipment
- (b) Name of Grantor: NYS Homeland Security Office
- (c) Address of Contractor: 1220 Washington Ave, Building 7A, Suite 610, Albany, NY 12242
- (d) Grantor's Contact Person and Telephone Number: Sue Bub, 518 485-0148
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach?
- (f) Effective Date of Grant: 8/1/10
- (g) Termination Date of Grant: 7/31/13
- (h) Total Dollar Amount Involved (not to exceed): \$125,000
- (i) Deadline to Submit Grant Application and/or Grant Agreement: 12/15/10
- (j) Is a Budget amendment required? no If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? No If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? No If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount: No

Sample: A.1010 470 Legislative Board – Contract \$xx.xx

Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 18

Request to Transfer or Sell County Equipment

DEPARTMENT NAME: Office of Emergency Services

DATE: December 17, 2010

- (a) Purchaser's Name: North River Fire Department

- (b) Purchaser's Address: PO Box 64, North River, NY 12856

- (c) **Description, Serial Number and/or County Inventory Number** of Item being sold:
Water deluge gun (I# 6840)

- (d) Amount: \$0

- (e) Value of County Equipment being transferred or sold: \$1,414

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Office of Emergency Services

DATE: December 17, 2010

- (a) Purpose of Request: Giving the Director of OES the authority to issues a contract up to \$20,000, similar to DPW & WCSO

- (b) Details:

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Public Safety Committee hereby authorizes Brian LaFlure

(Supervisory Committee) (Employee Name)

to attend NYS Regional Fire Administrators meeting

(Name of meeting or organization)

at Montour Falls

(Address)

on 12/1 - 12/3/10 Mode of transportation to be used _____

(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.
(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ _____ GSA* Rate \$ _____
- Meal costs - GSA*per diem rate \$ _____

*www.gsa.gov

Date: 11/24/10



Department Head Signature

Date: 11/24/10



Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

- REQUEST FOR USE OF FLEET VEHICLE**

Filing Instructions:

RESOLUTION REQUEST FORM NO. 15

Requesting Approval for Out-of-State Travel*

****If the conference announcement or details are available in writing, please attach.***

DEPARTMENT NAME: Office of Emergency Services

DATE: December 17, 2010

- (a) Dates of Travel: January 22 - 30, 2011
- (b) Purpose (include complete name of any conference, school, etc.): Instructor Training Certification given by FEMA's Center for Domestic Preparedness
- (c) City/Town & State: Anniston, AL
- (d) Employee(s) Traveling (include title(s): Amy Manney, Deputy Director
- (e) Is County paying the costs or is another Agency? FEMA
- (f) Mode of Transportation to be Use: Mass Transportation
(County Vehicle or Mass Transportation)

Please note: If County vehicle use is requested, upon resolution approval, please provide Fleet Manager Frank Morehouse with vehicle request form properly completed.

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Public Safety Committee hereby authorizes Amy Manney
(Supervisory Committee) (Employee Name)

to attend Instructor Training Certification of FEMA's Center of Domestic Preparedness
(Name of meeting or organization)

at Allison, AL
(Address)

on 1/22-1/30/11 Mode of transportation to be used mass trans
(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

- Room rate \$ _____ GSA* Rate \$ _____
- Meal costs - GSA*per diem rate \$ _____

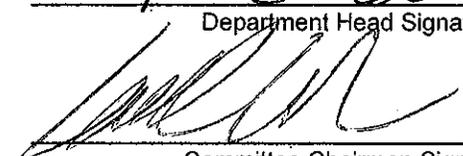
*www.gsa.gov

Date: 11/24/10



Department Head Signature

Date: 11/24/10



Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

REQUEST FOR USE OF FLEET VEHICLE

Filing Instructions:

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.



FEMA

Center for Domestic Preparedness

Easter Region Coordinator, Tom Tidwell

tidwellt@cdpemail.dhs.gov 1-866-213-9553

The threats faced by the nation's emergency responders are diverse, deadly, and complex. There is growing concern that chemical, biological, explosive, radiological, or other hazardous materials will become terrorists' weapons of choice.

The Center for Domestic Preparedness (CDP) opened its doors in June 1998, as a training center for the nation's emergency responders. The CDP's mission is to train emergency response providers from state, local, and tribal governments, as well as the Federal government, foreign governments, and private entities, as available. The scope of training includes preparedness, protection, and response.

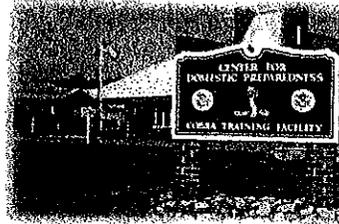


CDP training for state, local, and tribal responders is fully funded by the U.S. Department of Homeland Security. International, Federal, and private sector responders may participate in CDP training on a space available, fee-for-service basis.

Training partnerships at the Federal and state levels enable the CDP staff to take advantage of shared knowledge, to ensure the nation's responders receive the most up-to-date training.

The CDP's interdisciplinary resident and non-resident training courses promote greater understanding among these diverse responder disciplines: Emergency Management, Emergency Medical Services, Fire Service, Governmental Administrative, Hazardous Materials, Healthcare, Law Enforcement, Public Health, Public Safety Communications, and Public Works.

At the Chemical, Ordnance, Biological and Radiological Training Facility (COBRATF), the



CDP offers the only program in the nation featuring civilian training exercises in a toxic chemical agent environment. The advanced hands-on training enables

responders to effectively respond to real-world incidents involving chemical, biological, explosive, radiological, or other hazardous materials. Responders serve as the nation's first line of defense and deserve the highest-quality training available.

On March 31, 2007, the Noble Training Facility (NTF) was integrated into the CDP training center. In 1999, the former Noble Army Hospital was converted into a

training site for health and medical education in disasters, to include both acts of terrorism and manmade



disasters. The NTF is the only hospital facility in the United States dedicated to training hospital and healthcare professionals in disaster preparedness and response. The facility includes classrooms, break-out rooms, exercise/simulation areas, a resource center, computer lab, and two prototype mass casualty decontamination training lanes.

Responders from all 50 states, the District of Columbia, and the U.S. territories have trained at the CDP.

FEMA's mission is to support our citizens and first responders to ensure that as a nation we work together to build, sustain, and improve our capability to prepare for, protect against, respond to, recover from, and mitigate all hazards.

Learn more about the Center for Domestic Preparedness
1.866.213.9553 or <http://cdp.dhs.gov>



- [CDP Home](#)
- [Course Schedules](#)
- [Training by Program Letter](#)
- F

Program F

Program F is the Instructor Training Certification course (PER-266).

Course Description

The Instructor Training Certification Course is a 40-hour course that provides the responder with an overview of instruction on adult learning, task analysis, risk and hazard analysis, learning objectives and lesson plans, communication skills, instructional delivery and multimedia, testing and evaluations, and the After Action Review (ARR). The course is conducted in two phases: 11 hours of Fundamental Principles (FP) and 29 hours of Applied Principles (AP) training session. The didactic sections of the training are supported by a series of practical exercises that require the responder to perform tasks associated with that lesson.

Registration Process

Last Reviewed: May 20, 2010



FEMA

Center for Domestic Preparedness, 61 Responder Dr., Anniston, AL 36205
1-866-213-9553 [E-mail Student Services](#)

Center for Domestic Preparedness

Training Course Application

(Please complete all fields and mail or fax to State Coordinator)

(FOR CDP USE ONLY)

Name as shown on valid ID: _____

Male
 Female

Date of Birth: _____ Student ID Number: _____

(MM/DD/YYYY) (* See Note Below)

Mailing Address: _____

Organization/Work Address: _____

Street Address: _____

City, State, ZIP: _____

Home Phone: _____

Cell Phone: _____

Home E-mail: _____

Profession: _____

Supervisor's Name: _____

Airport of Departure: _____

Org. Name: _____

Street Address: _____

City, State, ZIP: _____

Work Phone and ext: _____

Fax Number: _____

Work E-mail: _____

Position/Title: _____

Years of Experience: _____

Or, if driving, check here

Area of Jurisdiction: City Township

County Metro District State

Federal National Port Tribal Territory

Other (please specify): _____

Discipline: Fire Service EMS Emergency Management HAZMAT Public Health

Law Enforcement Public Works Governmental Administrative Healthcare (Non-EMS)

Public Safety Communications

Other (please specify): _____

Select dates by numerical week number and class(es) by selecting a Program Letter. Please indicate three choices by listing the desired week of training and program letter found on the training calendar (<http://cdp.dhs.gov/schedules/>):

Choice #1	Choice #2	Choice #3

Week Number

Program Letter

Use one application per training course requested.

Any questions should be referred to your Regional Training Coordinator:

East Region: 866-213-9546
 Central Region: 866-213-9547
 West Region: 866-213-9548
 Islands/Federal: 866-291-0697
 Help Line: 866-213-9553

***NOTE:** In accordance with TSA regulations the name on your flight itinerary must exactly match the valid passport or government issued photo identification you will use to board an airplane. To obtain a CDP Student Identification (SID) Number, go to <https://cdp.dhs.gov/ems> and create your unique nine (9) digit SID or retrieve your SID if you have previously attended a CDP course. This SID will be used for all future registration(s) for CDP courses.

RESOLUTION REQUEST FORM NO. 1

Request to Appoint or Reappoint Member of Committee, Board or Agency*

****If more than one person is being appointed, please attach additional sheets***

DEPARTMENT NAME: Office of Emergency Services

DATE: December 17, 2010

- (a) Name of Appointee: Warren County EMS Advisory Board (see attached)
- (b) Is this a Reappointment? yes If so, please provide the Resolution No. which authorized the last appointment of this individual 351 of 10
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title (see attached)
- (e) Address of Appointee: (see attached)
- (f) Title of Appointment: EMS Advisory Board Member
- (g) Effective Date of Appointment: January 1, 2011
- (h) Termination Date of Appointment: April 30, 2011
- (i) Name of Person Being Replaced (if applicable): none
- (j) Reason for Replacement:

LAST NAME	FIRST NAME	AGENCY	ADDRESS	CITY	STATE	ZIP CODE	EMAIL	PHONE
Auer	Patricia	Dir of Public Health	1340 State Route 9	Lake George	NY	12845	auerp@co.warren.ny.us	761-6571
Catalfamo	Eric	Empire	36 Lacross Street	Hudson Falls	NY	12839	ecatalfamo@empireambulance.com	488-1635
Owen	John	North Queensbury	202 Lake Parkway	Lake George	NY	12845	johnhowen@roadrunner.com	656-9934
Cross	Jimmy	West Glens Falls	83 Farr Lane	Queensbury	NY	12804	icross@westglensfallssems.org	793-7134
Emerson	Steve	Warrensburg	6 Mill Ave	Warrensbrug	NY	12885	tek910@nycap.rr.com	232-0817
French	Peter	Bolton	P.O. Box 1099	Bolton Landing	NY	12814	frenchp@boltonfirerescue.org	644-2721
Quellett	Cory	Johnsburg	P.O. Box 94	Weavertown	NY	12886	coryjems@gmail.com	683-1232
Hawley	Chris	Lake George	P.O. Box 185	Lake George	NY	12845	jgemscaptain@nycap.rr.com	668-5557
Stone	Scott	Luzerne-Hadley	95 First Ave	Hadley	NY	12835	tek811@hotmail.com	605-0445
La Grasse	Peter	Stony Creek	P.O. Box 123	Stony Creek	NY	12878	tsc_supvr@hotmail.com	696-2332
LaFlure	Brian	Director OES	1340 State Route 9	Lake George	NY	12845	laflureb@co.warren.ny.us	761-6240
Wildermuth	Doug	Bay Ridge	3 Thistlewood Drive	Queensbury	NY	12804	medic101@adelphia.net	361-0218
Mc Kinney	George	Thurman	270 River Street	Warrensbrug	NY	12885	rescue911g@hotmail.com	747-0655
Swinton	Renee	Hague	P.O 765	Hague	NY	12836	swintonrenee@yahoo.com	543-8035
La Pierre	William	North Warren	548 White Schoolhouse	Pottersville	NY	12817		494-7517
Schrammel	Jamie	Assistant Chief GFF	134 Ridge Street	Glens Falls	NY	12801	jschrammel@nycap.rr.com	260-0472
Scidmore	Gary	EMS Coordinator	6970 State Route 8	Brant Lake	NY	12815	Scids@hotmail.com	232-4292
Stebbins	Laura	Dir of Emergency Pre	57 Olan Road	South Glens Fal	NY	12803	LStebbins@Glensfalls Hosp.org	926-3122
Norton	Chris	EMS Coordinator 2	Country Club	Queensbury	NY	12804	cnorton@queensburyschool.org	

OES Activities

September 27 – November 23, 2010

Exercises and Training

9/28 DOH Strategic National Stockpile training

9/28, 9/29, 10/12, 10/17 Training, pre-work, tabletop and full-scale exercise regarding an active shooter

10/1 Four lenses training

10/14 Usage of Poison Control Center

10/25 Stanton nursing Home Drill

11/4 Held NIMS 700 class in office

11/17 Held ICS 100 class in office

11/18 Five County HAZMAT tabletop drill

Incidents

10/11 Fire Gage St, Luzerne

10/13 Hudson Falls fire

10/10 Bolton structure fire

Activities

- Fulfilled quarterly report for Hazard Mitigation grant
- Moving forward with CASE grant with Saratoga and Washington Counties; discussing developing a regional CART with these counties to improve response and acquiring additional grants.
- Received ownership of donated RV, to be repurposed as a communication vehicle. Getting quotes on necessary upgrades or repairs. Sent to DPW for overhaul.
- Reviewed various dam EAPs ; Tour of Gore Mt., Boralex, Edgecomb Pond dams
- Annual update of Westmount Nursing Facility Disaster Plan and Evacuation Plan
- Working on a massive website overhaul

Additional Meetings/Committees

- Fire Advisory Board - bi-monthly
- EMS Advisory Board
- Emergency Responders Preparedness – quarterly
- Local Emergency Preparedness Commission – quarterly (Amy is Chair/Secretary)
- Region III Emergency Managers – monthly (Amy is Vice-Chair)
- Chiefs & Officers Warren County – bi-monthly
- HAZMAT, 5 County Regional Meeting
- Glens Falls Hospital tabletops – monthly
- NYS Fire Service Council – Brian
- Municipal Center Emergency Plan development meetings
- County Risk Management Committee meetings
- 2011 Budget meetings
- Training Center Meetings

- Various local board meetings as requested – Brian
- Fallen Firefighters Memorial – Brian
- Regional Interoperability Meetings (including NYSEG)
- 10/21 NWS pre-winter meeting
- 11/9 – 11/10 DHSES workshop



Grand jury indicts former Lincoln County emergency management director

Diane Turbyfill
2010-11-16 23:57:54

A Lincoln County grand jury indicted former Lincoln County Emergency Management Director Susan Spake on Monday.

Spake, who worked for the county from 1999 to 2009, faces two counts of felony forgery and two counts of uttering for falsifying documents, also a felony, according to indictments.

Spake is accused of changing the quantities of items purchased and altering what kinds of items were purchased on invoices on Dec. 23, 2008, and Feb. 4, 2009.

Spake's actions weren't for personal financial gain, said Assistant District Attorney Gwynn Radeker.

"She did not benefit one dime financially from what she did," he said.

According to Radeker, the crux of the case is misuse of grant money. Spake used funds from a state grant to pay for equipment that did not fall in line with the mandatory requirements, said Radeker. She altered documents to try to fix the situation on paper, Radeker said.

The county had to rework its budget or face the possibility of paying back more than \$40,000 of grant money, said Radeker.

Essentially, equipment that had not been budgeted had to be purchased to avoid consequence, Radeker said.

County Manager George Wood did not wish to comment on the case.

Radeker will seek \$6,000 restitution from Spake for the expense incurred during the investigation.

Spake had no comment Tuesday. She referred all questions to her attorney, Todd Pomeroy, who did not immediately return calls by *The Gazette*.

Spake's ties with the county were cut in June 2009. Her position was eliminated by a restructuring, Wood said in a previous interview.

The emergency management director job was slashed and combined with an approved assistant county manager position that has since been filled by Martha Lide.

Radeker did not know if the county knew about the alleged forgery and uttering prior to Spake's dismissal.

The next step in the process will be a plea offer, said Radeker. He has not yet come up with a proposal, but once it's complete Spake will have the option to take the deal or go to trial.

You can reach Diane Turbyfill at 704-869-1817.

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