

**Criminal Justice Committee  
District Attorney Agenda  
January 31, 2011**

1. Alive at 25
2. Amend budget to receive deferred prosecution funds.
3. Transfer funds within 100 codes.
4. CVB authorizations.

## ***RESOLUTION REQUEST FORM NO. 4***

### ***Request for Extending, Rescinding or Amending Existing Contract***

**DEPARTMENT NAME:** District Attorney

**DATE:** 1-28-11

- (a) Purpose of Contract Change: To renew contract with Robert Lanthrop for the "Alive at 25" Program.
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: 213 of 2009
- (c) Name of Contractor: Robert Lanthrop.
- (d) Address of Contractor: 2 Flower Court, Malta, New York 12020.
- (e) Contractor's Contact Person and Telephone Number: Robert Lanthrop
- (f) Commencement Date of Extension: 1-1-2011
- (g) Termination Date of Extension: 12-21-2011
- (h) Payment Provisions:
  - i) lump sum amount No cost to County
  - ii) hourly rate amount
  - iii) total amount not to exceed
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: NO COST TO COUNTY

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

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

# **RESOLUTION REQUEST FORM NO. 7**

## ***Request to Amend County Budget\****

***\*If this is the result of a grant award, also complete and submit Form No. 5 or 6***

**DEPARTMENT NAME: District Attorney**

**DATE: 1-31-11**

- (a) Purpose of Amendment: To increase both sides of the 2011 budget to accept \$14,438.00 for the purpose of FUNDING a Temporary Investigator position.
  
- (b) Appropriation Code, Object Code, Full Title and Amount: A. 4220 130 Part Time Investigator Salary \$13,333.00 A. 4220 830 FICA \$895.00 A. 4220 831 Medicare \$210.00.

**Sample: A.1010 470 Legislative Board – Contract**

- (c) Revenue Code (with title), and Amount: A. 4220 2627 Deferred Prosecution Funds \$14,438.00.

**Sample: A. 6417.2654 Tourism Occupancy – Minor Sales – Tourism**

**\*Please note all amount must be in whole dollars – no cents.**

# RESOLUTION REQUEST FORM NO. 10

## Request for Transfer of Funds

**TO:** JOAN SADY, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

**FROM:** District Attorney  
Name of Department

**SIGNED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A. 1165 130	DA Salary Part Time	A. 1165 110	DA Salary Full Time	\$5,150.00

Sample: A.4018.0020 110 Preventive Program -- Family Health -- Salaries -- Regular \$xxx.xx

Please state reason for transfers requested:

\*Please note: All amounts must be in whole dollars -- no cents.

### CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

Please state reason for transfer request: Part time salary coming out of wrong account code.

Please file original request with Clerk of the Board and retain copy for your records.

SCHEDULE "A"  
**AUTHORIZATION TO ATTEND MEETING OR CONVENTION**

**Check one:**

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

The Gen. Justice Comm. hereby authorizes Joy Savoie  
(Supervisory Committee) (Employee Name)

to attend Domestic Violence Danger Assessment and Risk Management Training  
(Name of meeting or organization)

at Omni Parker House Hotel 100 School Street Boston Ma  
(Address)

on 1-25-11 Mode of transportation to be used personal vehicle  
(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.

*no cost covered by OCA grant*

**For Overnight Travel**

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

\*www.gsa.gov

Date: 1-25-11

Rate Hoyle  
Department Head Signature

Date: 1-31-11

Regew B...  
Committee Chairman Signature

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

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Please check to request a fleet vehicle.

**REQUEST FOR USE OF FLEET VEHICLE**

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**Filing Instructions:**

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.
5. Copy to Commissioner of Administrative and Fiscal Services if credit card will be used.



**EMERGE, announces:  
Domestic Violence Danger Assessment  
and Risk Management:  
A Two-Day Training Conference**

**February 17 –18, 2011, Omni Parker House Hotel  
Boston, MA.**

**Teaching Objectives:** This training conference is intended for members of domestic violence teams who are recipients of Community Defined Solutions to Violence Against Women (CDS, formerly Arrest), including police officers, dispatchers, victim advocates, probation officers, prosecutors, batterer intervention program staff, and child welfare workers. The teaching objectives are to give participants up-to-date information and perspective about risk markers for domestic homicides and serious assaults, and to help identify more comprehensive and safe practices for assessing danger, protecting victims, and monitoring batterers.

**Faculty and Guest Speakers:** The faculty includes David Adams of Emerge, Connie Sponsler of the Battered Women's Justice Project, Lt. Jon Tiplady of the Danvers Police Department, Rebecca Dreke of the Stalking Resource Center, Nancy Halverson of Hennepin County Community Corrections, Courtney Cahill of the Plymouth County District Attorney's Office, and Kelly Dunne of the Greater Newburyport High Risk Response Team. There will be a wide range of experienced Guest Speakers representing model practices for danger assessment and victim-safety planning established by police, prosecutors, judges, probation, batterer intervention programs, and child welfare.

**Workshop Curriculum, Day 1**

- 8:15 Registration and continental breakfast
- 8:45 Welcome and introductions
  - Overview of research findings about domestic violence homicides and killer types
  - Guidelines for working with victims to assess danger plan for safety
  - Police strategies for assessing dangerous suspects
  - Stalking, Cyber stalking and Uses of Other Technologies
- 4:30 End of training day

**Workshop Curriculum, Day 2**

- 8:00 Continental breakfast
- 8:30 Beginning of training day
  - Greater Newburyport High Risk Response Team
  - Using the DVSI and the SARA
  - Recognizing Trauma
  - Safety First: A Model Risk Management Program for Dangerous Offenders
  - Demonstration role play and discussion: Interviewing a batterer to assess danger
- 4:30 End of training day

Each participant will receive a training packet of danger assessment tools and guidelines as well as an interactive training DVD entitled, Domestic Violence Danger Assessment and Safety Planning, produced by Emerge with funding from the U.S. Department of Justice.

If you have questions about workshop content, call or e-mail David Adams at EMERGE:  
(617) 547-9879 or dadams9@aol.com

This training conference is limited to 60 participants, so register early!

The registration cut-off date is **Friday, January 14, 2011**, or whenever registration slots are filled.

Your registration will be automatically confirmed via a confirmation email and will include hotel reservation information. Confirmation email comes from [noreply@bwjp.org](mailto:noreply@bwjp.org). Check your junk mail!!

Cancellations and name changes must be made in writing. Remember; do not make travel arrangements until your registration is confirmed.

**\*REGISTER AT: <http://conferences.bwjp.org/Conferences.aspx>**

**THIS TRAINING IS FOR CDS (FORMERLY ARREST), RECIPIENTS ONLY!**

**\*You must use your OVV-issued grant number to register for this training.**

Warren County  
Request to Host Meeting or Conference

Name of Department: DA's office - Victim Assistance Programs  
Name of Meeting/Conference: \_\_\_\_\_

Mandated Reporter Training

Date: 3-1-11

Location: Warren City Sheriff's Dept - Training Center

Purpose: train anyone who works w/ children on mandated reporting

Contact Person: (If other than Department Head) MANION AFFINITO

Phone No.: 761-6475

Number of People attending: approx. 75 to 100 people (max)

\_\_\_ County Employees

\_\_\_ State Employees

\_\_\_ Volunteers

\_\_\_ Others (specify) \_\_\_\_\_

} unknown @ this time

Cost to County (please include amounts):

Room rental Ø

Food/beverage \$300.00

Supplies Ø

Other (specify) Ø

Total Cost: \$300.00

Dept Head Approval:

Kate [Signature]

Signature

1/25/11  
Date:

Committee Chairman Approval:

[Signature]

Signature

1-31-11  
Date