

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC SAFETY

DATE: JANUARY 31, 2011

COMMITTEE MEMBERS PRESENT:

SUPERVISORS VANNESS
BENTLEY
GIRARD
THOMAS
CONOVER
MCCOY
MONROE

OTHERS PRESENT:

BUD YORK, SHERIFF
BRIAN LAFLURE, DIRECTOR, OFFICE OF EMERGENCY SERVICES
AMY MANNEY, DEPUTY DIRECTOR, OFFICE OF EMERGENCY SERVICES
DANIEL G. STEC, CHAIRMAN
JOAN SADY, CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISORS KENNY
TAYLOR
WOOD
GLORIA FORD, WARREN COUNTY RESIDENT
DON LEHMAN, *THE POST STAR*
JOANNE COLLINS, LEGISLATIVE OFFICE SPECIALIST

Mr. VanNess called the meeting of the Public Safety Committee to order at 9:30 a.m.

Motion was made by Mr. Conover, seconded by Mr. Thomas and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Bud York, Sheriff, who distributed copies of the agenda to the Committee members; a copy of the agenda is on file with the minutes.

Sheriff York presented a request to host the Colt Defense LLC Armorer's Course to be held February 1 through 3, 2011, at the Warren County Sheriff's Office, for a total cost of \$450.

Sheriff York further requested authorization for Patrol Officer James Fidd to attend the Colt Armorer's Course to be held at the Warren County Sheriff's Office as outlined above.

Motion was made by Mr. Conover, seconded by Mr. McCoy and carried unanimously to approve both requests pertaining to the Colt Defense Armorer's Course as outlined above and the necessary resolution was authorized for the February 18, 2011 Board meeting. *Copies of the request to Host Meeting or Convention, and the Authorization to Attend Meeting or Conference are on file with the minutes.*

Sheriff York requested a medical leave of absence extension for Officer James Eggleston for an additional 90 days. It was the consensus of the Committee to approve the request for an extension of medical leave as outlined.

Sheriff York requested ratification of the actions of the Sheriff in applying for a Project Lifesaver grant, for the period commencing January 4, 2011 and terminating January 4, 2012, for a total amount not to exceed \$4,000, which had been awarded. He stated that other Sheriff's Departments offered the services, and he invited Gloria Ford, Warren County resident and

advocate for Project Lifesaver, to address the Committee. Ms. Ford explained that the program offered services to families of Alzheimer's Disease, Autism, Downs Syndrome and other conditions that would place an individual at risk due to wandering. She said individuals at risk would wear a bracelet/transmitter which enabled tracking following 911 notification. She stated that she was still learning more about the details of the international program currently used by 1,100 agencies throughout 45 States. She apprised that program statistics reported that 95% of cases involving missing individuals were located within 30 minutes.

Sheriff York said he was approached by Ms. Ford last summer, who had a qualifying recipient in her family, and had inquired about the program. Although familiar with the program, he said, the Sheriff's Office had neither the time nor the staff to administer the program and Ms. Ford generously volunteered her time to serve as administrator for the Lifesaver Program. He commended Ms. Ford for her research and grant writing efforts.

Motion was made by Mr. Thomas, seconded by Mr. McCoy and carried unanimously to ratify the actions of the Sheriff in applying for a Project Lifesaver Grant in the amount of \$4,000, and the necessary resolution was authorized for the February 18, 2011 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Sheriff York thanked Ms. Ford again for her dedication to the project.

Continuing with action items, Sheriff York presented a request to amend the 2011 County Budget to increase estimated revenues and appropriations in the amount of \$2,491, received from 3C Race Productions for the 2011 Half Marathon event to take place in Lake George. The funds, he said, were awarded for overtime in the Sheriff's Department.

Motion was made by Mr. McCoy, seconded by Mr. Thomas and carried unanimously to approve the request to amend the 2011 County Budget in the amount of \$2,491 as outlined above and to refer same to the Finance Committee. *A copy of the request to Amend County Budget is on file with the minutes.*

Sheriff York informed that grant funds had been received for Buckle Up New York (BUNY), Child Passenger Safety, Selective Traffic Enforcement Program (STEP), Highway Safety, DNA Burglary Initiative, and Law Enforcement Terrorism Prevention Program (LETPP), and these funds were already reflected in the 2011 budget.

Addressing Personnel, Sheriff York presented a request to fill the vacant position of Correction Officer #11, base salary of \$33,534, Employee No. 10714, due to resignation. He noted a savings of \$8,912 in the 2011 salary code for a new hire.

Motion was made by Mr. Monroe, seconded by Mr. Girard and carried unanimously to approve the request to fill the vacant position of Correction Officer as outlined above and to refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Regarding the reorganization of a civilian staff position in the Sheriff's Office, Sheriff York stated that he met with Paul Dusek, County Attorney/Administrator, to discuss changing the position from Data Entry Keyboard Operator to Senior Clerk which would result in a base salary increase from \$30,191 to \$34,648 which included longevity. Although the salary had increased, he said, a total savings of \$12,399 in the salary code was realized due to the fact that the part-time Sr. Account Clerk position would no longer be required.

Motion was made by Mr. McCoy and seconded by Mr. Thomas to initiate discussion on the reclassification.

Mr. VanNess apprised of a meeting held with himself, Mr. Dusek and Mr. Geraghty, and he noted the person carrying out the duties was out of classification for the part-time position duties. He added that moving and reclassifying the staff resulted in cost savings. Mr. Conover commended Sheriff York for the reorganization and declared the changes to be exemplary. The reorganization, he said, essentially changed the responsibilities of a full-time position, which eliminated the need for additional staff.

Mr. VanNess called the question and the motion was carried unanimously to approve the request to reclassify the position of Data Entry Keyboard Operator to Senior Clerk as outlined above and to refer same to the Personnel Committee. *A copy of the request to Reclassify Position is on file with the minutes.*

This concluded the Sheriff & Communications portion of the Public Safety Committee meeting and privilege of the floor was extended to Brian LaFlure, Director of the Office of Emergency Services (OES).

Commencing the agenda review, Mr. LaFlure presented requests to extend the contracts with the Lake George and Horicon Fire Departments, for Scuba Rescue Team services, for the period commencing January 1, 2011 and terminating December 31, 2011, in the amount of \$6,305 for each Fire Department, for a total amount not to exceed \$12,610.

Motion was made by Mr. Conover and seconded by Mr. McCoy to renew the contracts with the Lake George and Horicon Fire Departments as presented.

Regarding the marine rescue scenario, Mr. LaFlure stated it was a work-in-progress and noted that the Lake George Fire Department had reached out with regard to the manpower issue. Mr. LaFlure reported that the number of divers available to respond to calls had tripled and three to four fire departments had come forward to work with the Sheriff's Department Scuba Team. It had evolved, he declared, into an improved system availing excellent services with significantly improved response time and a more qualified staff.

Mr. VanNess called the question and the motion was carried unanimously to approve the request to extend the contracts with the Lake George and Horicon Fire Department as outlined above and the necessary resolutions were authorized for the February 18, 2011 Board meeting. *A copy of the resolution request forms are on file with the minutes.*

Mr. Monroe asked to what extent the State Police were involved in rescue and recovery Mr. LaFlure stated that their role was limited to recovery. Although the Sheriff's Team worked with Saratoga and Washington Counties, he noted, the State Police were not involved and handled recovery work only. He added that the State Police could not mobilize with the same speed as the Warren County Marine Rescue Team.

Next, Mr. LaFlure presented a request to amend the 2011 County Budget to increase estimated revenues and appropriations in the amount of \$131,972 to reflect the receipt of 2009 Homeland Security grant funds.

Motion was made by Mr. Bentley, seconded by Mr. Conover and carried unanimously to approve the request to amend the 2011 County Budget as outlined above and to refer same to the Finance Committee. *A copy of the request to Amend County Budget is on file with the minutes.*

Mr. LaFlure requested permission for himself and Amy Manney, Deputy Director of the Office of Emergency Services, to attend the New York State Emergency Management Association (NYSEMA) conference to be held in Syracuse, NY from February 8 to 10, 2011.

Motion was made by Mr. Conover, seconded by Mr. McCoy and carried unanimously to approve the request for travel as outlined above. *A copy of the Authorization to Attend Meeting or Conference is on file with the minutes.*

Mr. LaFlure requested approval of the revised Comprehensive Emergency Management Plan.

Motion was made by Mr. Bentley, seconded by Mr. McCoy and carried unanimously to approve the revised Comprehensive Emergency Management Plan and the necessary resolution was authorized for the February 18, 2011 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. LaFlure presented a request to fill the vacant position of part-time Account Clerk, base salary of \$11,628, due to termination. He stated that he would like to increase the position to full-time.

Motion was made by Mr. Bentley and seconded by Mr. Girard to approve the request to fill the vacant part-time position of Account Clerk in the OES.

Mr. Conover stated he would support the existing part-time vacancy and opined that the request for full-time staff required further discussion. On behalf of the efforts of the OES, Mr. Conover pointed out that Warren County had recently received over \$50,000 as a result of storm damage in March 2010; several municipalities had received grant funds; and compensation for bridge damages were anticipated. He underscored the efforts of the OES as evidenced by the many dividends flowing into the Department. Mr. Girard asked why the Personnel request was not submitted earlier for the 2011 budget and Mr. LaFlure stated that the Board could not accept Personnel changes at that time. Mr. VanNess apprised that the

Emergency Management Plan included many State mandated programs which could not be accomplished with one part-time Office staff and one full-time OES Coordinator. Mr. VanNess asked the specific cost to increase the Office staff to full-time and Mr. LaFlure stated that the current number of hours would be increased from 19 to 38 or 40 hours. He acknowledged the Boards position in terms of hiring and he asked if accomplishments and goals of the OES could be evaluated. The concern, Mr. LaFlure explained, was during the periods that he and Mrs. Manney were required to be on the road, Office coverage was not consistent. Mr. VanNess added that the Towns had been instructed to notify the OES in the event of an emergency and staff presence could not be ensured. Mr. Geraghty acknowledged the pertinence of the request and urged a meeting with the Chairman of this Committee, as well as the Personnel and Finance Committee Chairs, to craft a proper structuring of the Department. He further stated that in light of the positive results reflected by the work of the OES, which included extensive Federal and State agency correspondences, the OES deserved recognition. He reiterated that a comprehensive review of the Department must be completed. Mr. Monroe stated the strategy of shared staff could be implemented until a solution was reached.

Mr. VanNess called the question and the motion was carried unanimously to approve the request to fill the part-time position of Account Clerk and to refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Mr. LaFlure added that bookkeeping duties and responsibilities relative to grant funding were extensive. Mr. Thomas asked if the Homeland Security Grant funds could be used for staffing and Mr. LaFlure stated they could not. He expounded that the funds were intended for training which did not include payroll expenses. He noted that it might be possible to use the funds for overtime, back-fill, or the supervision of special projects; however, he stated, it was not available for regular salaries. He said that the funds received from the Local Emergency Management Plan Grant (LEMPG) could be used for salaries, but had been expended for equipment, such as cell phones and a copy machine.

The final action item presented by Mr. LaFlure was a request to renew the contract with the Glens Falls Fire Department (GFFD) for Cause and Origin team services, for the period from January 1, 2011 through December 31, 2011.

Motion was made by Mr. Bentley, seconded by Mr. McCoy and carried unanimously to approve the request to renew the contract with the GFFD as outlined above and the necessary resolution was authorized for the February 18, 2011 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Pertaining to pending items, Mr. LaFlure informed that consideration to charge fees for fire investigations was not worthy of pursuit due to the fact that a Freedom of Information Law (FOIL) request could be submitted for the information. He noted that the issue of the Hazard Mitigation Coordinator would remain pending. Mr. Thomas suggested that all Personnel issues be addressed in one meeting to include Office staff needs, the Hazard Mitigation Coordinator position, as well as consideration of the Soil & Water Conservation District staff for such duties. With regard to the Hazard Mitigation Plan, Mr. LaFlure informed that the Federal Emergency Management Agency (FEMA) was currently reviewing version two of the Plan.

In concluding, Mr. LaFlure said that the Emergency Services Training Center project was currently on hold due to funding issues. He apprised that work was being done on the communications vehicle in the Department of Public Works (DPW) shop located in Warrensburg. He noted that a list of agency updates was included with the agenda.

As there was no further business to come before the Public Safety Committee on motion made by Mr. Conover and seconded by Mr. McCoy, Mr. VanNess adjourned the meeting at 9:50 a.m.

Respectfully Submitted,

Joanne Collins, Legislative Office Specialist