

Sheriff's Committee Agenda 12/01/11

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

Action Agenda

1. Request to fill vacant Systems Maintenance Coordinator position starting January 1, 2012.
2. Request to fill vacant Correction Sergeant Position due to retirement of employee # 8381, Sgt. #3.
3. Request to fill vacant Correction officer due to promotion.
4. Request for new contract with Dr. Kana to provide dental services for inmates
5. Request for new contract for Corrections commissary vendor to be determined by Bid Award (WC65-11)
6. Request for new contract with Hudson Headwaters for inmate health services.
7. Resolution request : **To allow the Sheriff to fill positions that become vacant in the uniform correctional staff (i.e. Correction Officers, Correction Sergeants, Correction Lieutenants & Correction Captain) from time to time without the need of separate committee and full board approval each time, provided that the staffing level not exceed the the State mandates. This resolution would allow the Sheriff to replace staff with a minimal lapse in coverage, which would reduce overtime expenses for minimum staffing levels. All appointments shall be in accordance with NYS Civil Service Law and shall be reported to the Public Safety Committee.**

Topics for Discussion

Old Business / Pending Items

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Sheriff- Correction Division

DATE: 09-20-2011

A. Is this a Result of a Bid or Request for Proposal? No

B. Purpose of Contract: Provide dental services for inmates incarcerated at the Warren County Correctional Facility.

C. Name of Contractor: Daniel Kana, DDS

D. Address of Contractor: 42 Darby Lane
Bedford, New Hampshire 03110

E. Contractor's Contact Person and Telephone Number: Daniel Kana, DDS (603) 493-6998

F. Has or will the Contract be provided, if so, please attach: Prepared by County Attorney's Office

G. Commencement Date of Contract: ²⁰¹² 01/01/~~2013~~

H. Termination Date of Contract: ²⁰¹² 12/31/~~2013~~

I. Payment Provisions:

- i) lump sum amount \$34,200
- 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. Quarterly

J. Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount:

A.3150 470 – Sheriff - Correction Division - Contracts

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Sheriff- Correction Division

DATE: 11-28-2011

A. Is this a Result of a Bid or Request for Proposal? Yes

B. Purpose of Contract: Provide commissary services to the inmates at the Warren County Correctional Facility.

C. Name of Contractor: To be determined by Bid awarded through Warren County Purchasing. (WC65-11)

D. Address of Contractor: TBD

E. Contractor's Contact Person and Telephone Number: TBD

F. Has or will the Contract be provided, if so, please attach: Prepared or approved by the County Attorney's Office.

G. Commencement Date of Contract: 01/01/2012

H. Termination Date of Contract: 12/31/2016

I. Payment Provisions:

i) lump sum amount N/A - Revenue

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.

J. Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount:

***as listed in budget and LOGOS**

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Sheriff- Correction Division

DATE: 11-2830-2011

A. Is this a Result of a Bid or Request for Proposal? No - Except

B. Purpose of Contract: Provided medical services to the inmates at the Warren County Correctional Facility

C. Name of Contractor: Hudson Headwaters Health Network

**D. Address of Contractor: 9 Carey Road
Queensbury, NY 12804**

E. Contractor's Contact Person and Telephone Number: Christopher Tournier 518-761-0300

F. Has or will the Contract be provided, if so, please attach: Prepared by the County Attorney's Office

G. Commencement Date of Contract: 01/01/2012

H. Termination Date of Contract: 12/31/2013

I. Payment Provisions: 2012 - \$492,000 / 2013 -Mutually Agreed upon Price

i) lump sum amount

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. **Quarterly**)

J. Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount:

A.3150 470 – Sheriff - Correction Division – Contracts

*as listed in budget and LOGOS