

**CRIMINAL JUSTICE MEETING
PROBATION AGENDA
4/30/2013**

- I. Committee Meeting called to Order by Chairman
- II. Motion to approve minutes prior to Committee Meetings
- III. Action Agenda
- **Request** – Resolution Request to transfer \$100 from Supplies (A.3140.410) to Office Equipment (A.3140.220)

Rational – Funds are needed to pay for a calculator (\$40)

 - **Request** – Authorization for Probation Officer Martha DeLarm to attend NYS Police Sex Offender Seminar at NYSP Academy in Albany, NY from 5/6/13 to 5/10/13.

Rational – This training opportunity is valuable for Probation Officer DeLarm whom supervises the majority of sex offenders in our department who are sentenced to probation. This training is no cost to County.

 - **Request**: Authorization for Director of Probation Robert Iusi, Jr., to attend 2013 NYS COPA Summer Conference and training Seminar in Lake Placid, NY from 6/24 to 6/26/13

Rational: Excellent opportunity for Director to attend conference that focuses on training, state wide probation issues including funding and the opportunity to interact with Deputy Secretary for Public Safety Liz Glacier and State Director of Probation Robert Maccarone. Cost of conference is included in annual dues.
- IV. OLD BUSINESS
- NONE
- V. TOPICS TO BE REPORTED ON/DISCUSSIONS/UPDATE
- Detention Risk Assessment Instrument (DRAI)
 - Involvement with Regional Youth Justice Team Request for Proposal – Capital Region
 - Request for Executive Session

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

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

The Criminal Justice hereby authorizes Robert F. Iusi, Jr.
(Supervisory Committee) (Employee Name)

to attend NYS Council of Probation Administrators Summer Conference and Training Seminar
(Name of meeting or organization)

at Lake Placid Crown Plaza, Conference Center
(Address)

on 6/24-6/26/13 . Mode of transportation to be used County 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)

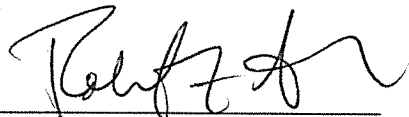
- Notice of meeting or convention including cost.

For Overnight Travel

Room rate \$ _____ GSA * Rate \$ ** No cost. Conference
included in annual dues.

Meal costs - GSA * per diem rate \$ _____
* www.gsa.gov

Date: 4/30/13


Department Head Signature

Date: 4-30-13


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.
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.

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

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

The Criminal Justice hereby authorizes Martha DeLarm
(Supervisory Committee) (Employee Name)

to attend NYS Police Sex Offender Seminar
(Name of meeting or organization)

at the NYS Police Academy, 1220 Washington Avenue, Albany, NY 12226
(Address)

on 5/6/13-5/10/13. Mode of transportation to be used County 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.

For Overnight Travel

- Room rate \$ N/A GSA* Rate \$ N/A
 - Meal costs - GSA*per diem rate \$ _____
- * www.gsa.gov

Date: 4/30/13



Department Head Signature

Date: 4-30-13



Committee Chairman Signature

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DeLarm, Martha

From: NYSPSVU <events@regonline.com>
Sent: Tuesday, February 26, 2013 4:03 PM
To: DeLarm, Martha
Subject: 2013 NYSP Sex Offense Seminar

If you are having trouble viewing this email, try [viewing it in a browser](#).

2013 New York State Police Sex Offense Seminar

The New York State Police Academy will host the annual "NYSP Sex Offense Seminar" during the week of May 6-10, 2013, for law enforcement, social service agencies, prosecutors, and victim advocates at work in New York State. This Seminar is intended to assist field level personnel in the successful investigation of sex offenses, particularly those committed against children. This extensive training is provided at no cost to attendees.

Topics to be presented include: understanding sex offenders, forensic interviewing, victimology, the medical evaluation of child victims, the use of forensic sciences, internet crimes against children, crime scene investigations, and legal perspectives.

Visit our web site www.troopers.ny.gov for full details and on-line registration. Seating is limited and reservation requests will be processed in the order they are received. Registration can only be done on-line. [Click Here to go directly to on line registration for this Event](#)

The last day to register is Monday, April 29, 2013.

A block of rooms is available for seminar attendees at the Hilton Garden Inn, 1389 Washington Ave., Albany, at the government rate of \$104.00 per night. Make your reservation by April 22, 2013.

Please forward to any one who might like to attend.

Questions may be directed to Investigator Daniel D. Craven (518) 464-7134, Investigator Mary Beth Horn (518) 464-7138, or Senior Investigator Gary B. Kelly (518) 464-7133. We can be contacted by e-mail at NYSPSVU@troopers.ny.gov.

 This email communication was sent by:
New York State Police
1220 Washington Ave.
Forensic Inv. Ctr., Bldg 30
Albany, NY 12226

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Forensic Inv. Ctr., Bldg 30
Albany, NY 12226

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RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

DEPARTMENT NAME: Probation Department

SIGNED: 

DATE: 4/30/13

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.3140.410	Supplies	A.3140.220	Office Equipment	\$100.00

Please state reason for transfers requested: Funds are needed to pay for calculator.

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: