

Sheriff's Committee Agenda 09/25/13

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

Action Agenda

1. Request to send Patrol Officers Ben Geisler and Josh Lopez to NYSP Academy in Albany for Crash Investigations course, and to the NYS Highway Safety Symposium in Liverpool NY.

Topics for Discussion

1. We have replaced 1 correction officers' positions with new hires. Savings of \$11,650.00.
2. We will be getting more revenues for housing inmates from Jefferson County.

Old Business / Pending Items

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 Officer Geisler and Lopez
(committee) (name)

To attend NYS Highway Safety Symposium
(name of meeting or organization)

At Holiday Inn, Liverpool NY
(address)

On October 20-22. Mode of Transportation to be used 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 \$Free GSA Rate \$ _____ *Paid by G.F.P.D.*
 Meal costs – GSA per diem rate \$ _____ *with a Grant.*
(see www.gsa.gov)

Date: 9/25/13 Signature _____
(department head)

Date: 9/25/13 Signature Evelyn M Wood
(Committee Chairman)

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 A Fleet Vehicle

Filing Instructions:

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

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 Officer Geisler and Lopez
(committee) (name)

To attend IPTM Pedestrian and Bicycle
(name of meeting or organization)

At State Police Academy
(address)

On September 9-13. Mode of Transportation to be used 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 \$ _____
 Meal costs – GSA per diem rate \$ _____
(see www.gsa.gov)

Date: 9/25/13 Signature _____
(department head)

Date: 9/25/13 Signature Evelyn M Wood
(Committee Chairman)

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 A Fleet Vehicle

Filing Instructions:

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