

WARREN COUNTY OFFICE OF EMERGENCY SERVICES



Main Office
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Lake George, NY 12845
518-761-6240
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oes@warrencountyny.gov

BRIAN A. LAFLURE
Director
Fire Coordinator

Divisions
EMS Coordinator
Micki Guy
Hazmat/WMD Coordinator
Jamie Schrammel

AMY J. DREXEL A.E.M.
Deputy Director
Emergency Services Coordinator

Public Safety Committee Agenda

September 29, 2014

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

Action Agenda

1. **Request:** Travel approval for Brian LaFlure to attend the Linstar Users' Conference in Hamilton, NY on October 22-24, 2014.

Rationale: To receive system training, professional development and new technology overviews.

2. **Request:** Travel approval for Brian LaFlure and James Schrammel to attend the Hazardous Materials Leadership Forum in Cooperstown, NY on November 14-15, 2014.

Rationale: To increase situational awareness and discuss Hazmat regionalization best practices along with capability assessments and goals for the coming year.

3. **Request:** Travel approval for Brian LaFlure to attend the Regional Fire Administrators Conference at the NYS Fire Academy on November 19-21, 2014.

Rationale: To receive updates on new state laws and regulations. Conference fees, lodging and meals will be provided by New York State Office of Fire Prevention and Control.

Old Business/Pending Items

1. Chairman Geraghty to provide a status report on discussions with OES and DPW pertaining to the proposed shelter for OES vehicles and equipment. (04.28.14)

Topics for Discussion
Update on the Training Center
COMLEX training
Facebook and Twitter account discussion

SCHEDULE "A"
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 Brian LaFlure
(Supervisory Committee) (Employee Name)

to attend the NYS Regional Fire Administrator's Conference
(Name of meeting or organization)

at the NYS Fire Academy in Montour Falls, NY
(Address)

On November 19-21, 2014 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 \$ _____

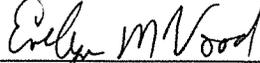
Meal costs - GSA*per diem rate \$ _____

*www.gsa.gov

Date: _____

Department Head Signature

Date: 9/29/14


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 County Administrator 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 Public Safety Committee hereby authorizes Brian LaFlure
(Supervisory Committee) (Employee Name)

to attend the Hazardous Materials Leadership Forum
(Name of meeting or organization)

at Cooperstown, NY
(Address)

On November 14-15, 2014. 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:

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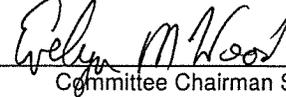
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SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

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- Out-Of State (needs Board resolution)

The Public Safety Committee hereby authorizes James Schrammel
(Supervisory Committee) (Employee Name)

to attend the Hazardous Materials Leadership Forum
(Name of meeting or organization)

at Cooperstown, NY
(Address)

On November 14-15, 2014 Mode of transportation to be used County Vehicle
(Dates) (County Vehicle or Mass Transportation)

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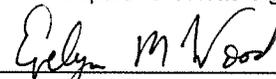
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Date: _____

Department Head Signature

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SCHEDULE "A"
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 Brian LaFlure
(Supervisory Committee) (Employee Name)

to attend Linstar Users' Conference
(Name of meeting or organization)

at Hamilton, NY
(Address)

On October 22-24, 2014. 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.

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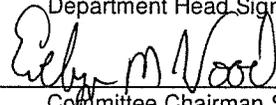
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RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Office of Emergency Services

DATE: September 29, 2014

- (a) Purpose of Request:
Authorizing Facebook and Twitter access for all computer terminals under the Office of Emergency Services.

- (b) Details:

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS