

Public Safety Committee  
Warren County Office of Emergency Services  
AGENDA  
August 31, 2015

Committee Members: WOOD, Girard, Taylor, Frasier, Brock, Seeber, Simpson

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior committee meeting
- III. Action Agenda/New Business
  1. **Request:** Travel approval for Brian LaFlure to attend the Statewide Interoperable Consortium Conference in Oriskany on September 9-10, 2015.  
**Rationale:** Approval needed to amend conference dates as previously approved at the July committee meeting.
  2. **Request:** Resolution request to amend both sides of the 2015 budget in the amount of \$48,000.  
**Rationale:** Request needed to accommodate the FY15 State Homeland Security Grant Program award and commence the purchasing process.
  3. **Request:** Resolution request for the transfer of funds from A.1990 469 Contingent Account – Other Payments/Contributions to A.3640 470 Civil Defense – Contract in the amount of \$4,200.  
**Rationale:** Transfer requested for Clark Patterson Lee to provide a conceptual design and cost estimate for the proposed storage building to house OES vehicles and equipment.
  4. **Request:** Resolution request to apply for the FY15 Hazardous Materials Emergency Preparedness Planning Grant for the Local Emergency Planning Committee in an amount not to exceed \$70,000.  
**Rationale:** The purpose of this grant is to conduct hazardous materials planning activities. Warren County will act as the fiduciary agent for the participating counties of the Adirondack Regional Hazmat Consortium.
- IV. Referral/Pending Items
  1. Referral to the County Facilities Committee requesting consideration of a proposed facility to house Office of Emergency Services vehicles and equipment as previously discussed. (06.29.15)
- V. Information for Discussion/Review
  1. Hazard Mitigation update
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

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**Attachments**

- #1 Authorization to Attend Meeting or Convention**
- #2 Request to Amend County Budget**
- #3 Request for Transfer of Funds**
- #4 Request to Apply for a Grant Application and Grant Agreement**

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 (Supervisory Committee) hereby authorizes Brian LaFlure (Employee Name)

to attend the Statewide Interoperable Consortium Conference (Name of meeting or organization)

at Oriskany, NY (Address)

On September 9-10, 2015 (Dates). Mode of transportation to be used County Vehicle (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 \$ Pd. for by NYS GSA\* Rate \$ \_\_\_\_\_

- Meal costs - GSA\*per diem rate \$ \_\_\_\_\_  
\*[www.gsa.gov](http://www.gsa.gov)

Date: 8/31/15

Date: 8/31/15

  
\_\_\_\_\_  
Department Head Signature  
  
\_\_\_\_\_  
Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

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Please check to request a fleet vehicle.

- REQUEST FOR USE OF FLEET VEHICLE**

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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.

# RESOLUTION REQUEST FORM NO. 7

## Request to Amend County Budget\*

*\*If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Office of Emergency Services

DATE: August 31, 2015

(a) Purpose of Amendment: **Increase both sides of the 2015 budget to accommodate the FY15 State Homeland Security Grant Program award.**

(b) Appropriation Code, Object Code, Full Title and Amount:

A.3645.4014 230 – FY15 State Homeland Security Program – Automotive Equipment	\$30,000
A.3645.4014 250 – FY15 State Homeland Security Program – Technical Equipment	\$10,000
A.3645.4014 260 – FY15 State Homeland Security Program – Other Equipment	\$ 7,475
A.3645.4014 410 – FY15 State Homeland Security Program – Supplies	\$ 525

(c) Revenue Code (with title), and Amount:

A.3645.4014 4380 – FY15 State Homeland Security Program – State Homeland Security Program	\$48,000
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**RESOLUTION REQUEST FORM NO. 10**

***Request for Transfer of Funds***

**TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

**DEPARTMENT NAME:** Office of Emergency Services

**SIGNED:**

**DATE:** August 31, 2015

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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**Please state reason for transfers requested:**

**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	A.3640 470	Civil Defense - Contract	\$4.200

**Please state reason for transfer request:** Transfer requested for Clark Patterson Lee to provide conceptual design and cost estimate for proposed storage building to house OES vehicles and equipment.

**Please file original request with Clerk of the Board and retain copy for your records.**

## ***RESOLUTION REQUEST FORM NO. 5***

### ***Request to Apply for a Grant Application and Grant Agreement***

**DEPARTMENT NAME:** Office of Emergency Services

**DATE:** August 31, 2015

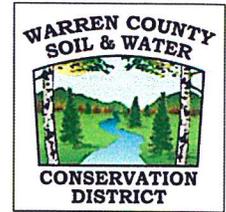
- (a) Purpose of Grant:  
**FY 2015 Hazardous Materials Emergency Preparedness Planning grant for the Local Emergency Planning Committee.**
- (b) Name of Grantor:  
**NYS Division of Homeland Security and Emergency Services**
- (c) Address of Contractor: **1220 Washington Avenue  
State Campus, Building 7A  
Albany, NY 12242**
- (d) Grantor's Contact Person and Telephone Number:  
**Shelley Wahrlich, Director of Grants Program Administration 518-402-2123**
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach?
- (f) Effective Date of Grant: **10/1/15**
- (g) Termination Date of Grant: **9/30/16**
- (h) Total Dollar Amount Involved (not to exceed): **\$70,000**
- (i) Deadline to Submit Grant Application and/or Grant Agreement:  
**October 5, 2015**
- (j) Is a Budget amendment required? **No** If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? **No** If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? **Yes** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title\* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

\*as listed in budget and LOGOS



## A FEMA Mitigation Strategy Workshop for the Warren County Hazard Mitigation Plan



**When: September 22, 2015**  
**Time : 1:00 PM—3:00 PM**

**Where: WC Sherriff's Training Facility**  
**(off Exit 20 at 1400 State Route 9)**

Warren County continues the development of its **Multi-Jurisdictional, Multi-Hazard Mitigation Plan** intended to identify community policies, actions, and tools for implementation over the long term that will result in a reduction of risk and potential for future losses as a result of natural and technological hazards.

As part of the process for developing the Warren County Hazard Mitigation Plan, FEMA representative, Paul Hoole, will be conducting this workshop designed to take the mystery out of mitigation planning. The focus will be on moving from our assessment of risks to the identification of mitigation actions. Mitigation actions are the heart of the Hazard Mitigation Plan.

To expedite completion of the Hazard Mitigation Plan, it is **a requirement that representatives from each municipality** in the County attend this FEMA Mitigation Strategy Workshop.

Mr. Hoole will introduce a common sense approach, along with an easy way to document the thinking behind the mitigation plan, **a FEMA planning requirement**. There will also be ample opportunity to ask questions and engage in discussion, so we urge you to take advantage of this opportunity.

\*\*\*\*To register please contact the Warren County Office of Emergency Services at 518.761.6240 by September 17th.

Please contact Jim Lieberum at the Warren County SWCD (518.623.3119) or Amy Hirsch at the Warren County OES (518.761.6240) if you have any questions or would like more information.