

Criminal Justice &
Public Safety Committee
Warren County Office of Emergency Services
AGENDA
September 26, 2016

Committee Members: WOOD, Dickinson, Girard, Frasier, Brock, Seeber, Simpson, Vanselow,
Montesi, Braymer, MacDonald

- 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 and James Schrammel to attend the Hazardous Materials Leadership Forum in Oriskany, NY on October 21-22, 2016. **Rationale:** To increase situational awareness and discuss hazmat regionalization best practices along with capability assessments and goals for the coming year. Conference fees and lodging will be provided by NYS Office of Fire Prevention and Control.
 2. **Request:** Travel approval for Brian LaFlure to attend the Regional Fire Administrators Conference at the NYS Fire Academy on November 16-18, 2016. **Rationale:** To receive updates on new state laws and regulations. Conference fees and lodging will be provided by NYS Office of Fire Prevention and Control.
 3. **Request:** Travel approval for Brian LaFlure to attend the NYS Traffic Incident Management Symposium (TIMS) in Oriskany, NY on October 28-29, 2016. **Rationale:** The symposium is hosted by the NYS Division of Homeland Security and Emergency Services and will provide demonstrations and exercises relative to traffic incident management. The conference fee of \$20 and overnight lodging at the per diem rate of \$89.00 would be paid for out of the existing OES budget.
- IV. Referral/Pending Items
 - 1) Brian LaFlure to report back to the Committee regarding additional information on a Consortium for EMS services, training and staffing. (06.01.16)
- V. Information for Discussion/Review
 - 1) Budget review
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

Attachments

- #1 Authorization to Attend Meeting or Convention**
- #2 Authorization to Attend Meeting or Convention**
- #3 Authorization to Attend Meeting or Convention**
- #4 OES Budget Summary**

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 and James Schrammel
(Supervisory Committee) (Employee Name)

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

at Oriskany, NY
(Address)

On October 21-22, 2016. 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 \$ Pd. for by NYS GSA* Rate \$ _____

Meal costs - GSA*per diem rate \$ _____

*www.gsa.gov

Date: _____

Department Head Signature

Date: _____

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 Regional Fire Administrators Conference
(Name of meeting or organization)

at Montour Falls, NY
(Address)

On November 16-18, 2016. 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 \$ Pd. for by NYS GSA* Rate \$ _____

Meal costs - GSA*per diem rate \$ _____

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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 the NYS Traffic Incident Management Symposium
(Name of meeting or organization)

at Oriskany, NY
(Address)

On October 28-29, 2016. 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 \$ 89.00

Meal costs - GSA*per diem rate \$ _____

*www.gsa.gov

Date: _____

Department Head Signature

Date: _____

Committee Chairman Signature

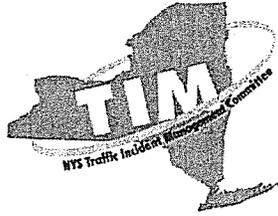
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New York State TIM Symposium

Your Safety Matters

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REGISTER TODAY!

To register for the Symposium, please complete the below form.

For group registrations, please contact Alyssa Kessler at 315.422.9400.

2016 TIM Symposium Attendee Registration

TIM Symposium 2016
Saturday, October 29, 2016
7:30am - 5:00 pm
NYS Preparedness Training Center

Name *	<input type="text"/>	
	First	Last
Company/Agency *	<input type="text"/>	
Email *	<input type="text"/>	
Phone *	<input type="text"/> - <input type="text"/> - <input type="text"/>	
	###	### ###
Address *	<input type="text"/>	
	Street Address	
	<input type="text"/>	
	Address Line 2	
	<input type="text"/>	<input type="text"/>
	City	State / Province / Region
	<input type="text"/>	<input type="text"/>
	Postal / Zip Code	Country / Region
Ticket Type *	<input type="checkbox"/> Full Conference Pass - \$20 (Includes breakfast and lunch)	
Geographic Region	<input type="radio"/> Western New York <input type="radio"/> Central New York <input type="radio"/> Capital District <input type="radio"/> Southern Tier <input type="radio"/> Other	
<p>Please let us know of any special needs you may have (ie: dietary restrictions, handicapped parking/accessibility, hearing impaired, etc.).</p>		

Visit
5900 Airport Rd
Oriskany, NY 13424

Call
T: 315.422.9400

Contact
alyssa@theeventscompany.com

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2017 OES Budget Summary

Highlights of Major Changes

We are requesting a grant administrator to help with the multiple annual NYS Department of Homeland Security and Emergency Services (DHSES) grants. This will be a part-time position of 25 hours a week at \$25 an hour paid under the Civil Defense code (A.3640).

Additional monies were added under Insurance (.418) and repair/maintenance of equipment (.422) under Fire (A.3410), Civil Defense (A.3640) and EMS (A.4022). This is for insuring and the lettering of the 3 new trailers.

Equipment

Replacement cell phones totaling \$600 split under Fire (A.3410), Civil Defense (A.3640) and EMS (A.4022).

Marine Rescue Team and Tech Rescue Team equipment \$12,000 under Fire (A.3410)

Replacement radios under Fire (A.3410) for \$4,000

RACES (amateur radio operators) equipment under Civil Defense (A.3640) for \$700

Communications Vehicle equipment under Civil Defense (A.3640) for \$3,500

Landline phones for Civil Defense/EOC (A.3640) for \$150

Misc. equipment for Civil Defense (A.3640) and Fire Training Center (A.3642) for \$500 each

A smoke machine at the Fire Training Center (A.3642) for \$1,000

Automotive equipment for EMS vehicles under EMS (A.4022) for \$1,500

Contracts

Under Fire (A.3410) we have \$13,000 budgeted for fire investigations.

Also under Fire (A.3410) we need to keep \$25,000 (regardless if it is used) in the budget for HAZMAT as per the Glens Falls Fire Department contract.

\$6,200 is budgeted under Civil Defense (A.3640) for the USGS Schroon River Gauge

\$40,000 is budgeted for the second half of the County Continuity of Operations Plan

Grants

The following grants have no local match: A.3645 4100 (FY16 Hazmat)

A.3645 4019 (FY16 LEMPG) is a 50/50 grant. The grant and the 50% local match go toward the Emergency Services Coordinator's salary and fringe benefits. The local match is under Civil Defense (A.3640)