

CRIMINAL JUSTICE & PUBLIC SAFETY COMMITTEE
PUBLIC DEFENDER
AGENDA
February 27, 2018

Committee Members: Supervisors Leggett, Geraghty, Simpson, Wild, Magowan, Diamond, Sokol, Hogan, Braymer, Dirscoll, VACANT

I. Committee meeting called to order by Chairman

II. Motion to approve the minutes of the prior meeting

III. Action Agenda/New Business Items:

1. To Sign and Ratify the Existing Contract with LexisNexis and permission to Negotiate a New Contract by 9/30/2018 with LexisNexis
2. Resolution Request to Ratify a Grant Application and Grant Agreement for Distribution #8
3. Resolution Request To Ratify the Existing Contract extension with Indigent Legal Services ILS Distribution #5 contract C000752 signed by Chairman Conover on 2-22-18

IV. Referrals/Pending Items:

The request for a resolution in support of Warren County Permanent Centralized Arraignment Plan to be submitted to the New York State Office of Court Administration was tabled pending further information regarding the additional costs associated with the Glens Falls Police Department having to transport individuals for after hour arraignments to the County and how it would impact the overall budget for the City of Glens Falls which was table on the last CJC meeting.

V. Discussion Items:

None

VI. Privilege of the floor to discuss any additional item to come before the Committee

VII. Motion to adjourn

Attachments:

Form 20 – Miscellaneous – Request to Ratify and Negotiate LexisNexis Subscription Plan, Current unsigned contract & Current Bill

Form 5 – Request to Ratify a Grant Application and Grant Agreement / Distribution #8 & Proposed Grant application submitted 2-1-18

Form 20 – Miscellaneous – Request to Ratify ILS contract C000752/ Distribution #5 & Signed contract C000752/Distribution #5 signed 2-22-18

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: Public Defender

DATE: 02/16/2018

- (a) Purpose of Request: **Request to Ratify the Existing Contract with LexisNexis and Negotiate a New Contract by 9/30/2018**
- (b) Details: **Current Lexis Nexis Subscription Plan needs signature and is set to expire 9/30/2018**
- (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**



US FEDERAL TAX ID 52-1471842
 CANADIAN GST REGISTRATION NUMBER 123397457RT
 DUN AND BRADSTREET NUMBER 87-767-2683
 LexisNexis, a Division of RELX Inc.

INVOICE TO:

Customer Number: 100001H7U
 Attn: MARCY FLORES
 NEW YORK- WARREN COUNTY-PUBLIC DEFENDER
 1340 STATE ROUTE 9
 LAKE GEORGE NY 12845-3434
 UNITED STATES

For inquiries contact your account representative. For the name and number of your representative call 800-543-6862.

Invoice Period	Invoice Date	Invoice Number	Account Number	Payment Due	Amount Due in USD
01-JAN-2018 to 31-JAN-2018	31-JAN-2018	3091327946	42522YS2D	10 Days from Receipt of Invoice	\$298.00

Summary Current Period Charges	
Current Period Charges	\$298.00
Current Period Charges - Taxes	\$0.00
Total Current Period Charges	\$298.00

Account Summary	
Previous Balance	\$298.00
Payments/Prepayments	\$(298.00)
Prior Period Credits	\$0.00
Prior Period Credits - Taxes	\$0.00
Adjustments	\$0.00
Total Current Period Charges	\$298.00
Total Amount Due	\$298.00

✂ Detach and return this portion with payment



Account Number: 42522YS2D
 Amount Due USD: \$298.00
 Invoice Number: 3091327946
 Invoice Date: 31-JAN-2018

Amount Enclosed: XXXXXXXXXX

Attn: MARCY FLORES
 NEW YORK- WARREN COUNTY-PUBLIC DEFENDER
 1340 STATE ROUTE 9
 LAKE GEORGE NY 12845-3434
 UNITED STATES

Remit Payment to:
 RELX Inc. DBA LexisNexis
 P.O. Box 9584
 New York NY 10087-4584



00A000009584042522YS2D82018013130913279460000000298005

Invoice Period	Invoice Date	Invoice Number	Account Number	Payment Due	Amount Due in USD
01-JAN-2018 to 31-JAN-2018	31-JAN-2018	3091327946	42522YS2D	10 Days from Receipt of Invoice	\$298.00

Subscription Invoice Details

LexisNexis Subscription Content Feature (01-JAN-2018 - 31-JAN-2018)	\$298.00
LexisNexis Subscription Subtotal	\$298.00

Transactional Invoice Details

LexisNexis Transactional Charges	\$0.00
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Subtotal	\$298.00
Tax	\$0.00
Total USD	\$298.00

- For details regarding your invoice, please [click here](#) to access the LexisNexis Account Center using your Lexis Advance ID and password. From LexisNexis Account Center you can Pay Open Invoices, Check Account Balance & Payment History, View Usage Data and Manage other aspects of your Account.
- To pay via Wire Transfer please contact Customer Support
- This invoice may include amounts owed for products provided by other LexisNexis group companies. LexisNexis group acts as an agent of those other companies for billing and collecting purposes only.
- LexisNexis is always reviewing the tax determination of its products and services and any necessary tax changes will be effective as soon as possible. Thank You.
- As part of the Japanese 2015 Tax Reform, if your business has locations in Japan those locations will need to account for the Japanese Consumption Tax under the reverse charge mechanism for any digital supplies.
- Amounts which have not been paid within 30 days after the invoice due date will thereafter, until paid, be subject to a late payment charge at a rate equal to 15.00% per annum (or, if less, the maximum rate permitted under applicable law).
- To support upcoming Lexis Advance enhancements, two additional columns will be introduced into the PowerInvoice billing data reports in February 2018.
- If you have automated programs that leverage the PowerInvoice billing data reports, changes may or may not be required. Please work with your IT department accordingly. Your account team can provide a sample billing data report upon request.



SLG
**SUBSCRIPTION PLAN AMENDMENT
 FOR STATE/LOCAL GOVERNMENT**

"Subscriber" : WARREN COUNTY PUBLIC DEFENDER	"LN" : LexisNexis, a division of Reed Elsevier Inc.
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This Subscription Plan Amendment ("Amendment") amends and supplements the terms of the Subscription Agreement either previously entered into or executed simultaneously herewith between LN and Subscriber (the "Agreement"). This Amendment shall also serve as Subscriber's acceptance of the General Terms & Conditions for Use of the Online Services effective September 1, 2010 set forth at www.lexisnexis.com/terms/general.

1. TERM

The term of this Amendment will begin (a) on the date Subscriber's billing account (a "Billgroup") is activated ("Activation") if Subscriber is a new LN customer, or (b) subject to Section 7, on the first day of the calendar month immediately following the execution of this Amendment and delivery of it to LN if Subscriber is an existing LN customer, and will continue until the last day of the final Commitment Period referenced in Section 5.1 (the "Term").

2. AUTHORIZED USERS

This Amendment relates only to the Subscriber's Billgroups and locations (the "Participating Billgroups") set forth below and the Authorized Users under the Participating Billgroups. "Authorized User" shall have the meaning set forth in the Agreement.

PARTICIPATING BILLGROUP #	LOCATION (CITY AND STATE)
157PMJ	Lake George, NY

3. CERTIFICATION

3.1 Subscriber certifies that the number of government professionals in Subscriber's organization is as set forth below. A "Government Professional User" is defined as an attorney, judge, librarian, researcher, investigator or analyst who is employed by the Subscriber.

Number of Government Professional Users:	
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3.2 A "Support Staff User" is defined as a person who supports the Government Professional User, including, but not limited to: paralegals, interns, legal secretaries or other administrative support members. Up to 3 ID's will be issued to support staff for each Government Professional User accounted for above. Support Staff Users will receive access at no additional charge.

3.3 Each LN ID must be issued for individual use by the Government Professional User or Support Staff User.

3.4 If Subscriber, at the time of signing this Amendment has 11 or more Government Professional Users, then Subscriber is required to notify LN if the number of Government Professional Users falls below 11. Subscriber shall, within 30 days of the staffing change, notify LN in writing.

3.5 Subscriber acknowledges that the pricing and menus provided to Subscriber in this Amendment depend in part on the number of Government Professional Users in Subscriber's organization. Subscriber certifies that as of the date Subscriber signs this Amendment there are the number of Government Professional Users in Subscriber's organization (the "Reference Number") as Subscriber has specified above.

- (i) At LN's request from time to time, Subscriber will certify in writing the then-current Reference Number.
- (ii) If there is a change in the Reference Number during the Term, LN may, in its sole discretion on at least 30 days prior written notice to Subscriber, increase or decrease the Monthly Commitment by an amount that does not exceed, on a percentage basis, the change in the Reference Number.

4. MONTHLY SUBSCRIPTION CHARGE

During the Term, the Monthly Subscription Charge in Section 3 of the then-current applicable price schedule (the "Price Schedule") will be waived.

5. PREFERRED PRICING MATERIALS AND CHARGES

5.1 In consideration of Subscriber's payment to LN of the monthly commitment amounts specified below (the "Monthly Commitment"), the Participating Billgroups will be provided access to and use of certain Materials, products, services and features, identified below by source/menu number (the "Preferred Pricing Materials"). If Subscriber is an existing LN customer and this is a revision to Subscriber's Preferred Pricing Materials and Monthly Commitment, fees will be prorated for the month in which the change becomes effective if the change occurs other than on the first day of the month. At no additional charge, the Participating Billgroups may do offline printing, online printing and saving to disk of Preferred Pricing Materials.

	PREFERRED PRICING MATERIALS	SOURCE/MENU NUMBER	SHEPARDS
(a)	New York Enhanced	CDENNY	State
(b)	Prosecutor/Public Defender Basic	ZZYXRF	
(c)			
(d)			
(e)			
(f)			
(g)			
(h)			
(i)			
(j)			
(k)			
(l)			
(m)			
(n)			
(o)			
<input type="checkbox"/> See attached Rider No. 1 for additional Preferred Pricing Materials			

	COMMITMENT PERIOD(S)			MONTHLY COMMITMENT
Beginning	10/01/2015	to	09/30/2016	\$ 280.00
Beginning	10/01/2016	to	09/30/2017	\$ 289.00
Beginning	10/01/2017	to	09/30/2018	\$ 298.00
Beginning		to		\$
Beginning		to		\$
Beginning		to		\$
Beginning		to		\$

5.2 During the Term, the Monthly Commitment will be billed in lieu of the Information Charges specified in Section 1 of the Price Schedule for all access to and use of the Preferred Pricing Materials, except as otherwise provided in Section 5.3 and Section 6 (if elected) below.

5.3 The following Materials accessible from, but not included as part of the Preferred Pricing Materials, will be subject to monthly billing at the then-current standard undiscounted rates in accordance with the Price Schedule: (a) selected Images (those that include a charge in the Price Schedule); (b) Dun & Bradstreet Reports; and (c) Risk Solutions.

6. ADDITIONAL CHARGES

The Participating Billgroups may have access to and use of the LN services and features not accessed through the Preferred Pricing Materials ("Alternate Pricing Materials"). If Subscriber so elects by initialing below, or by notifying LN at a later date, Subscriber will have access through the Alternate Pricing Materials at then-current undiscounted rates in accordance with the Price Schedule in addition to the Monthly Commitment.

Subscriber elects access to the Alternate Pricing Materials

(initial)

7. CLOSED OFFER

The offer of LN contained herein is valid until September 20, 2015. In order to implement this Amendment by the first day of a calendar month, LN must receive this signed Amendment by the 20th day of the preceding month.

8. CONFIDENTIAL INFORMATION

Subject to any state open records or freedom of information statutes, this Amendment contains confidential pricing information of LN. Subscriber understands that disclosure of the pricing information contained herein could cause competitive harm to LN, and will receive and maintain this Amendment in trust and confidence and take reasonable precautions against such disclosure to any third person. This Section 8 will survive the termination or expiration of this Amendment.

9. SUPPORT AND TRAINING

During the Term, Subscriber, with the support of LN, agrees to encourage the effective use of the LN Online Services through:

- (a) Mandatory basic training in the use of the Online Services by LN for all Authorized Users;
- (b) Meaningful participation in additional ongoing programs presented by LN to update and train Authorized Users;
- (c) Authorize the periodic distribution of memos or other communications by LN and/or Subscriber to Authorized Users; and
- (d) The periodic review with LN of Subscriber's Authorized User's use of materials and training under this Amendment.

10. MISCELLANEOUS

10.1 During the Term, use by and charges to the Participating Billgroups will not be eligible for other discounts or aggregation with the use of or charges for other billgroups.

10.2 UPON TERMINATION OR EXPIRATION OF THIS AMENDMENT, CONTINUED USE OF THE ONLINE SERVICES BY SUBSCRIBER IS GOVERNED BY THE AGREEMENT AND WILL BE BILLED IN ACCORDANCE WITH THE PRICE SCHEDULE.

10.3 All capitalized terms not defined herein will have the meanings ascribed to them in the Agreement, including the Price Schedule.

10.4 Except as expressly modified by this Amendment, all other terms and conditions of the Agreement will remain in full force and effect and unaffected by this Amendment. In the event of a conflict or inconsistencies between the Agreement and this Amendment, this Amendment will control.

AGREED TO AND ACCEPTED BY:

WARREN COUNTY PUBLIC DEFENDER

LexisNexis, a division of Reed Elsevier Inc.

SUBSCRIBER

BY: _____

BY: _____

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

THIS AMENDMENT DOES NOT BIND EITHER PARTY UNTIL IT HAS BEEN ACCEPTED BY BOTH PARTIES. SUBSCRIBER MAY ACCEPT THIS AMENDMENT BY SIGNING ABOVE. LN MAY ACCEPT THIS AMENDMENT BY PERFORMING ACCORDING TO THIS AMENDMENT OR BY SIGNING ABOVE.

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: Public Defenders Office

DATE: 2/12/2018

- (a) Purpose of Request: **Request to Ratify a contract extension of contract #C000752 date of the extension of contract to 12/31/2018.**
- (b) Details: **Original contract was received after it expired and another contract extention was signed for contract #C000752 to 12/31/2018.**
- (c) Previous Resolution Number: **474 of 2017**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **n/a**

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

*** as listed in budget and LOGOS**

STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

<p>STATE AGENCY (Name & Address):</p> <p>NYS Office of Indigent Legal Services A. E. Smith Building, 11th Floor 80 South Swan Street Albany, NY 12210</p>	<p>BUSINESS UNIT/DEPT. ID: OLS01 1350200</p> <p>CONTRACT NUMBER: C000752</p> <p>CONTRACT TYPE:</p> <p><input checked="" type="checkbox"/> Multi-Year Agreement <input type="checkbox"/> Simplified Renewal Agreement <input type="checkbox"/> Fixed Term Agreement</p>
<p>CONTRACTOR SFS PAYEE NAME:</p> <p>Warren, County of</p>	<p>TRANSACTION TYPE:</p> <p><input type="checkbox"/> New <input type="checkbox"/> Renewal <input checked="" type="checkbox"/> Amendment</p>
<p>CONTRACTOR DOS INCORPORATED NAME:</p>	<p>PROJECT NAME:</p> <p>Distribution #5</p>
<p>CONTRACTOR IDENTIFICATION NUMBERS:</p> <p>NYS Vendor ID Number: 1000002438 Federal Tax ID Number: 14-6002576 DUNS Number (if applicable):</p>	<p>AGENCY IDENTIFIER:</p> <p>CFDA NUMBER (Federally funded grants only):</p>
<p>CONTRACTOR PRIMARY MAILING ADDRESS:</p> <p>Warren County Board of Supervisors Municipal Center 1340 State Route 9 Lake George, NY 12845-9803</p> <p>CONTRACTOR PAYMENT ADDRESS:</p> <p><input checked="" type="checkbox"/> Check if same as primary mailing address</p> <p>CONTRACTOR MAILING ADDRESS:</p> <p><input checked="" type="checkbox"/> Check if same as primary mailing address</p>	<p>CONTRACTOR STATUS:</p> <p><input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Municipality, Code: 520100000000 <input type="checkbox"/> Tribal Nation <input type="checkbox"/> Individual <input type="checkbox"/> Not-for-Profit</p> <p>Charities Registration Number:</p> <p>Exemption Status/Code:</p> <p><input type="checkbox"/> Sectarian Entity</p>

STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

CURRENT CONTRACT TERM:

From: January 1, 2015
To: December 31, 2017

CURRENT CONTRACT PERIOD:

AMENDED TERM:

From: January 1, 2015 To: December 31, 2018

AMENDED PERIOD:

From: January 1, 2018 To: December 31, 2018

CONTRACT FUNDING AMOUNT

(Multi-year – enter total projected amount of the contract; Fixed Term/Simplified Renewal – enter current period amount):

CURRENT: \$320,436.00

AMENDED:

FUNDING SOURCE(S):

- State
- Federal
- Other

FOR MULTI-YEAR AGREEMENTS ONLY – CONTRACT PERIOD AND FUNDING AMOUNT:
 (Out years represent projected funding amounts)

#	CURRENT PERIOD	CURRENT AMOUNT	AMENDED PERIOD	AMENDED AMOUNT
1				
2				
3				
4				
5				

ATTACHMENTS PART OF THIS AGREEMENT:

- Attachment A:
 - A-1 Program-Specific Terms and Conditions
 - A-2 Federally Funded Grants and Requirement Mandated by Federal Laws
- Attachment B:
 - B-1 Expenditure Based Budget
 - B-2 Performance Based Budget
 - B-3 Capital Budget
 - B-4-Net Deficit Budget
 - B-1(A) Expenditure Based Budget (Amendment)
 - B-2(A) Performance Based Budget (Amendment)
 - B-3(A) Capital Budget (Amendment)
 - B-4(A) Net Deficit Budget (Amendment)
- Attachment C: Work Plan
- Attachment D: Payment and Reporting Schedule
- Other:

IN WITNESS THEREOF, the parties hereto have executed or approved this Master Contract on the dates below their signatures.

CONTRACTOR:

Warren County

By: 

Ronald F. Conover

Printed Name
Chairman of the Board of
Supervisors

Title:

Date: 2/22/2018

STATE AGENCY:

NYS Office of Indigent Legal Services

By:

William J. Leahy

Printed Name

Title: Director-Office of Indigent Legal Services

Date:

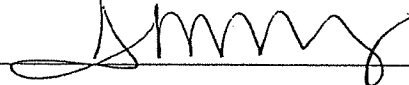
STATE OF NEW YORK

Approved as to Form:

County of Warren


Warren County Attorney

On the 22 day of February, 2018, before me personally appeared Ronald F. Conover, to me known, who being by me duly sworn, did depose and say that he/she resides at Warren County, that he/she is the Board Chairman of the County of Warren, the contractor described herein which executed the foregoing instrument; and that he/she signed his/her name thereto as authorized by the contractor named on the face page of this Master Contract.

(Notary) 

ILANA M. MORGAN
NOTARY PUBLIC
Certified in Warren County, New York
Reg. No. 01MO5011594
My Commission Expires: 5/15/19

ATTORNEY GENERAL'S SIGNATURE

STATE COMPTROLLER'S SIGNATURE

(N/A)

Printed Name

Printed Name

Title:

Title:

Date:

Date:

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: Public Defenders Office

DATE: 2/12/2018

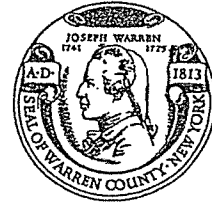
- (a) Purpose of Request: **Request to Ratify a proposed grant application and grant agreement for Distribution #8.**
- (b) Details: **New grant application and grant agreement from Indigent Legal Services submitted on 2-1-18 for the public defender's office, assigned counsel office and Legal Aid Society of Northeastern NY.**
- (c) Previous Resolution Number: **none**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **n/a**

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

*** as listed in budget and LOGOS**

Warren County Board of Supervisors

WARREN COUNTY MUNICIPAL CENTER
1340 STATE ROUTE 9
LAKE GEORGE, NEW YORK 12845-9803



Telephone 518-761-6535
Fax 518-761-7652

Ronald F. Conover, Chairman

Amanda Allen, Clerk of the Board

February 1, 2018

Joseph Wierschem, ILS Counsel
Jennifer Colvin, Manager of Grant Solicitation and Distribution
Office of Indigent Legal Services
A.E. Smith Office Building, 11th Floor
80 South Swan Street
Albany, New York 12210

Dear Mr. Wierschem and Ms. Colvin,

We are pleased to submit the attached grant proposal to the Office of Indigent Legal Services. Warren County is seeking funding to reduce attorney caseloads and improve the quality of representation provided by our Public Defender's Office, Assigned Counsel Office and Family Court conflict defender agency.

We are confident that additional funding for the 2018 Distribution of Three-Year State Quality Improvement Funds will improve the quality of representation in Warren County.

Thank you for your time and consideration. If you have any questions or need more information, please contact me at (518) 761-6535. I can also be reached at supervisor@town.bolton.ny.us.

Sincerely,

Ronald F. Conover,
Chairman

DISTRIBUTION #8
PROPOSAL BY WARREN COUNTY PUBLIC DEFENDER'S
OFFICE

Goal: To improve the quality of services provided under Article 18-b of the County Law and to continue funding from Distribution #5 to the Warren County Public Defender's Office.

Public Defender's Office

Task #1

Provide continuing funding of retention salary increase and fringe benefits for the Public Defender, 1st, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th Assistant Public Defenders, the confidential secretary to the public defender and the confidential secretary to the 1st assistant public defender.

Performance Measures:

Greater ability to retain skilled employees and alignment between job responsibilities and compensation.

Maintain a competitive work environment with ability to attract and retain qualified staff.

Program Location:

Office of the Warren County Public Defender's Office, Warren County, NY.

Task #2

Provide funding for two percent salary increase and fringe benefits for 6th and 8th assistant public defenders and for the confidential secretary to the 1st assistant public defender which are all grant funded positions.

Performance Measures:

Greater ability to retain skilled employees and alignment between job responsibilities and compensation in grant funded positions.

Maintain a competitive work environment with ability to attract and retain qualified staff in grant funded positions.

Program Location:

Office of the Warren County Public Defender's Office, Warren County, NY.

Task #3

Provide continuing funding for after-hours arraignment stipends at a rate of \$57.22 per hour plus 7.65% fringe benefits (Social Security and Medicare) for the Public and Assistant Public Defenders.

Performance Measures:

Permit indigent clients in custody to have a Public Defender or an Assistant Public Defender to represent them at arraignment.

Improves the quality of representation provided to indigent clients due to the increased amount of time each attorney has to prepare, investigate and research cases.

Program Location:

Office of the Warren County Public Defender's Office, Warren County, NY.

Task #4

Provide Continuing Legal education (CLE) training and travel for the Public Defender and Assistant Public Defenders in subject areas related to the provision of indigent legal services under Article 18-B of the County Law.

Performance Measures:

Number of attorneys who attend CLE and training courses in subject areas related to the provision of Article 18-B services.

Program Location:

Various, as determined by location of training.

Task #5

Provide funding for incidental and operations expenses associated with indigent defense services (e.g., internet fees, computer/technology purchases and upgrades, office equipment, etc.).

Performance Measures:

Better utilization of new technologies and existing resources to more efficiently manage increasing caseload.

Increase number of cases handled per attorney and/or a quicker turnaround time in the handling of various aspects of representation.

Program Location:

Office of the Warren County Public Defender's Office, Warren County, NY.

Task #6

Provide additional funding for a part time social worker for salary and fringe benefits for a grant funded position.

Performance Measures:

Greater ability to retain a skilled employee and alignment between job responsibilities and compensation in a grant funded position.

Maintain a competitive work environment with ability to attract and retain qualified staff in a grant funded positions.

Program Location:

Office of the Warren County Public Defender's Office, Warren County, NY.

OILS Distribution #8
3 years TBD

Warren County Public Defender
Potential Budget

	<u>Year One</u>	<u>Year Two</u>	<u>Year Three</u>
<u>Personnel</u>			
<u>Public Defender</u>			
	<u>YEAR 1</u>	<u>YEAR 2/ 1.75%</u>	<u>YEAR 3/ 2%</u>
Retention Salary Increase - Public Defender	1,500.00	1750	2,000.00
Retention Salary Increase - 1st Assistant PD	1,050.00	1250	1,500.00
Retention Salary Increase - 2nd Assistant PD	950.00	1150	1,300.00
Retention Salary Increase - 3rd Assistant PD	850.00	1000	1,200.00
Retention Salary Increase - 4th Assistant PD	850.00	1000	1,200.00
Retention Salary Increase - 5th Assistant PD	800.00	950	1,100.00
Retention Salary Increase - 6th Assistant PD	750.00	850	980.00
Retention Salary Increase - 7th Assistant PD	800.00	950	1,100.00
Retention Salary Increase - 8th Assistant PD	650.00	775	900.00
Retention Salary Increase - Confidential Secretary (1)	650.00	775	900.00
Retention Salary Increase - Confidential Secretary (2)	550.00	650	750.00
2% Salary Increase for 6th APD	980.00	1,000.00	1,020.00
2% Salary Increase for 8th APD	900.00	920.00	940.00
2% Salary Increase for Conf Sec 2	745.00	760.00	780.00
Salary Total	<u>\$12,025</u>	<u>\$13,780</u>	<u>\$15,670</u>
Fringe - Public Defender	\$114.75	\$133.88	\$153.00
Fringe - 1st Assistant PD	\$80.33	\$95.63	\$114.75
Fringe - 2nd Assistant PD	\$72.68	\$87.98	\$99.45
Fringe - 3rd Assistant PD	\$65.03	\$76.50	\$91.80
Fringe - 4th Assistant PD	\$65.03	\$76.50	\$91.80
Fringe - 5th Assistant PD	\$61.20	\$72.68	\$84.15
Fringe - 6th Assistant PD	\$57.38	\$65.03	\$74.97
Fringe - 7th Assistant PD	\$61.20	\$72.68	\$84.15
Fringe - 8th Assistant PD	\$49.73	\$59.29	\$68.85
Fringe - Confidential Secretary (1)	\$49.73	\$59.29	\$68.85
Fringe - Confidential Secretary (2)	\$42.08	\$49.73	\$57.38
2% Salary Increase for 6th APD	\$74.97	\$76.50	\$78.03
2% Salary Increase for 8th APD	\$68.85	\$70.38	\$71.91
2% Salary Increase for Conf Sec 2	\$56.99	\$58.14	\$59.67
Fringe Total	<u>\$920</u>	<u>\$1,054</u>	<u>\$1,199</u>
Retention Salary Subtotal	<u>\$12,945</u>	<u>\$14,834</u>	<u>\$16,869</u>
After-Hour Arraignment Stipends	\$17,385	\$17,385	\$17,385
Fringe	\$1,330	\$1,330	\$1,330
After-Hour Arraignment Subtotal	<u>\$18,715</u>	<u>\$18,715</u>	<u>\$18,715</u>
Part Time Social Worker (10 hrs/ week @ \$18.75/ hr)	\$9,750.00	\$9,750.00	\$9,750.00
Fringe	\$726.00	\$726.00	\$726.00
Part Time Social Worker Subtotal	<u>\$10,476.00</u>	<u>\$10,476.00</u>	<u>\$10,476.00</u>
Total Personnel	<u>\$42,136</u>	<u>\$44,025</u>	<u>\$46,060</u>
<u>OTPS</u>			
Training and Continuing Legal Education	\$4,128	\$2,549	\$3,217
Phone & Internet Fees	\$3,000	\$3,000	\$3,000
Computer and Office Equipment	\$4,000	\$0.00	\$0
OTPS Total	<u>\$11,128</u>	<u>\$5,549</u>	<u>\$6,217</u>
Public Defender Contract Total	<u>\$53,264</u>	<u>\$49,574</u>	<u>\$52,277</u>

**OFFICE OF INDIGENT LEGAL SERVICES
THREE-YEAR DISTRIBUTION
COUNTY OF WARREN – ASSIGNED COUNSEL
WORK PLAN**

1/1/2018 – 12/31/2018

Goal: To improve the quality of services provided under Article 18-B of the County Law.

Task #1

- To provide funding to the Legal Aid Society of Northeastern NY to maintain current case manager/paralegal support for the Conflict Family Court Defender.

Performance Measures:

- Number of individuals who received case management support as a result of the creation of this position.
- Impact on outcome of Family Court cases where case management services were received.

Program Location:

- Legal Aid Society of Northeastern New York, 40 New Street, Saratoga Springs, NY 12866

Task #2

- To provide additional computer monitors to speed application processing, information accessibility and improve voucher processing time for the office.

Performance Measures:

- Improved compliance with State and County filings.
- Improved office efficiency.

Program Location:

- Warren County Assigned Counsel Office, 1340 State Route 9, Lake George, NY 12845.

Task #3

- To provide a less than part time grant person to track, update, review, process and submit state compliant vouchers for all grants applicable to this office.

Performance Measures:

- Improve processing and compliance with state filings and improve the recordkeeping aspect of the multiple grants associated with this office.

Program Location:

- Warren County Assigned Counsel Office, 1340 State Route 9, Lake George, NY 12845.

OILS Distribution #8
 January 1, 2018-December 31, 2020
 2/1/2018
 Warren County
 Assigned Counsel Budget

	<u>Year One</u>	<u>Year Two</u>	<u>Year Three</u>
<u>Personnel</u>			
Assigned Counsel Office			
Grant Administrator (Part Time)	\$8,320	\$8,487	\$8,657
Fringe	\$637	\$650	\$663
Salary Subtotal	\$8,320	\$8,487	\$8,657
Fringe Subtotal	\$637	\$650	\$663
Personnel Subtotal	\$8,957	\$9,137	\$9,320
<u>Equipment</u>			
Computer Monitors	\$400		
Equipment Subtotal	\$400	\$0	\$0
<u>Contractual</u>			
Assigned Counsel			
Contract with Rural Law Center for Appeals LASNY	\$25,404	\$28,455	\$25,134
Contractual (See Schedule A for Budget detail) Contract with Legal Aid Society of NE,NY	\$18,787	\$19,646	\$20,081
Contractual Subtotal	\$44,191	\$48,101	\$45,215
Total	\$53,548	\$57,238	\$54,535

SCHEDULE A
OILS Budget Form
Distribution # 8

County	Warren
Budget Contact Person's Name	Shamim Huq
Phone	518-689-6315
E-mail address	shuq@lasnny.org

Line Item	Year 1	Year 2	Year 3
Personal Service:			
Position (specify)			
Salary:			
Paralegal 0.42/0.42/0.42 FTE	\$ 14,451	\$ 15,112	\$ 15,447
Fringe Benefits:			
30%	\$ 4,336	\$ 4,534	\$ 4,634
Personal Service Subtotal	\$ 18,787	\$ 19,646	\$ 20,081
Contractual Services: (Expert)			
Contractual Subtotal	\$ -	\$ -	\$ -
Equipment (specify)			
Equipment Subtotal	\$ -	\$ -	\$ -
Other Than Personal Service (OTPS)			
OTPS Subtotal	\$ -	\$ -	\$ -
Miscellaneous			
Miscellaneous Subtotal	\$ -	\$ -	\$ -
TOTAL	\$ 18,787	\$ 19,646	\$ 20,081
TOTAL THREE-YEAR BUDGET			\$ 58,514