

Public Safety Committee
Sheriff's Committee Agenda
March 18, 2019

Committee Members: Leggett, Geraghty, Simpson, Wild, Magowan, Sokol, Hogan, Braymer, Driscoll and Merlino

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior committee meeting
- III. Action Agenda
 - A. Request permission for PO Stillman and PO Backus to attend PSI-PCI Visual Cylinder Inspector and Eddy Current Technician training, March 7-10, 2019, Danvers MA.
- IV. Referral / Pending Items
- V. Topics for Discussion
 - A. Currently have (4) Correction Officer vacancies and (1) Correction Sergeant vacancy.
- VI. Motion to adjourn

Attachments:

RESOLUTION REQUEST FORM NO. 15

Requesting Approval for Out-of-State Travel*

****If the conference announcement or details are available in writing, please attach.***

DEPARTMENT NAME: Sheriff's Office

DATE: 03-04-2019

- (a) Dates of Travel: March 7-10, 2019

- (b) Purpose (include complete name of any conference, school, etc.): PSI-PCI Visual Cylinder Inspector and Eddy Current Technician

- (c) City/Town & State: Danvers, MA

- (d) Employee(s) Traveling (include title(s): Patrol Officers Stillman and Backus.

- (e) Is County paying the costs or is another Agency? Sheriff's Office

- (f) Mode of Transportation to be Use: Sheriff's vehicle
(County Vehicle or Mass Transportation)

Please note: If County vehicle use is requested, upon resolution approval, please provide Fleet Manager Frank Morehouse with vehicle request form properly completed.

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (Must be approved by Department Head, County Administrator & Committee Chair)
 Out-of-State (Requires Board resolution)

The Criminal Justice Public Safety hereby authorizes Patrol Officers S.Stillman & W. Backus
(Supervisory Committee) (Employee Name)

to attend PSI-PCI Visual Cylinder Inspector & Eddy Current Technician
(Name of meeting or organization)

at 50 Ferncroft Road, Danvers, MA 01923 on March 7-10, 2019
(Address) (Dates)

Meeting/Convention Cost: \$1170.00 Mode of transportation to be used: Sheriff's 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. Total Cost of Travel \$ 2058.59
(travel and meeting/convention cost)

For Overnight Travel

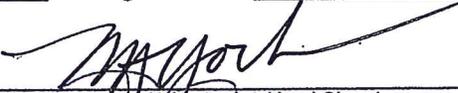
Funding in Budget? Y N

Room rate \$ 137.00 GSA* Rate \$ 107.00

Meal costs - GSA* per diem rate \$ 61.00 Budget Code: A.3110 444 Travel/Education

* www.gsa.gov

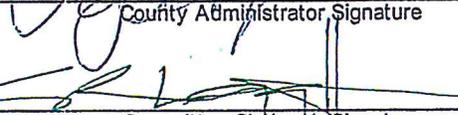
Date: 3/4/19


 Department Head Signature

Date: 3/4/19


 County Administrator 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 Buildings & Grounds 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 Clerk of the Board if credit card will be used.
6. Copy of executed form needs to be included in next agenda for reporting to oversight Committee.

Miller, Kristy

From: Smith, Jennifer
Sent: Monday, March 04, 2019 9:49 AM
To: Miller, Kristy
Subject: RE: Authorization to Attend Meeting
Attachments: doc20190304095516.pdf

I wish they would just have me fill these out :)

Classes: \$1050.00 (2@175 & 2@350)

Entrance to Class: \$120.00 + 2.50 fee = \$122.50

Hotel: \$411.00 + taxes = \$459.09

GSA: \$213.50 each = \$427.00 (2 days @ 45.75 and 2 days at \$61.00 Total should be \$2058.59 and the dates should be March 7th - 10th since they check in the night before class.

I weeded out the pages that meant nothing to you & added the hotel information and GSA sheet.

Jennifer L. Smith
Confidential Assistant to Sheriff York
Warren County Sheriff's Office
1400 State Route 9
Lake George NY 12845
(518)743-2518
(518) 743-2519 (fax)

-----Original Message-----

From: Miller, Kristy [<mailto:millerk@warrencountyny.gov>]
Sent: Monday, March 04, 2019 9:04 AM
To: Smith, Jennifer L. <Jennifer.Smith2@WarrenCountySheriffNY.us>
Subject: FW: Authorization to Attend Meeting

Good Morning Jen!

The County Administrator would like a break-down of how you came up with the \$2,008 in the attached Authorization to Attend Meeting, as it's not very clear in the back-up provided.

Thank you.

Kristy M. Miller
Confidential Secretary to the County Administrator Warren County Administrator's Office
1340 State Route 9
Lake George, New York 12845
(518) 761-6539
Fax: (518) 761-7652
millerk@warrencountyny.gov

-----Original Message-----



U.S. General Services Administration

FY 2019 Per Diem Rates for ZIP 01923

Meals & Incidentals (M&I) Breakdown

Primary Destination	County	M&I Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Andover	Essex	\$61	\$14	\$16	\$26	\$5	\$45.75

4575	4575
4575	6100
6100	4575
6100	6100
21350	21350
@	

50 Ferncroft Road, Danvers, Massachusetts, 01923, USA
+1-978-777-2500



Reservation Confirmation # 87448603

Hotel

DoubleTree by Hilton Hotel Boston North Shore
50 Ferncroft Road
Danvers, Massachusetts 01923
USA
Phone: +1-978-777-2500

[Maps and directions](#), [Local guide](#)

Room and Plan Selection

DETAILS	(USD)
2 DOUBLE BEDS 	
Boston Sea Rovers	
Price:	\$411.00
Taxes:	\$48.09
Total for stay:	\$459.09

Stay Information

Arrival:	Thursday, 07 Mar 2019
Departure:	Sunday, 10 Mar 2019
	1 room for 3 nights
	2 adults

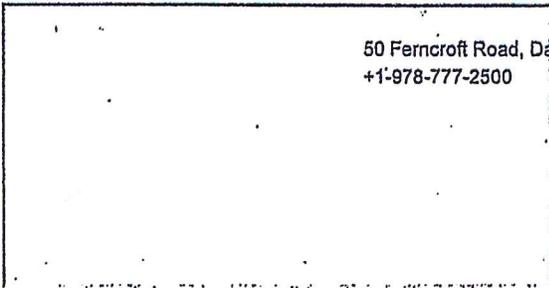
Early check-in cannot be guaranteed. Contact the hotel to inquire about early check-in or late check-out. Hotel check-in time is 4:00 pm and check-out is at 11:00 am.

Guest Information

Guest name:	Shaun Stillman
Additional Guests:	
Address type:	Work
Address:	On file
Email:	On file
Phone:	On file

Payment Information

Card type:	MasterCard
Card number:	XXXXXXXXXX
Expiration:	XXXX/XX



50 Ferncroft Road, Danvers, Massachusetts, 01923, USA
+1-978-777-2500



Shaun Stillman, you're eligible for an upgrade!

Premium rooms can be offered at check-in for as little as \$18 extra per night!

Upgrade

Hotel

DoubleTree by Hilton Hotel Boston North Shore
50 Ferncroft Road
Danvers, Massachusetts 01923
USA
Phone: +1-978-777-2500

[Maps and directions](#), [Local guide](#)

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Card number:	*****
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Driving directions

To our hotel: From Boston and Points South

1. I-93 N to Exit 37A – Rt 128 N / I-95 N – Peabody / New Hampshire (if on I-95 N, continue to step 2)
2. Follow Rt 128 N / I-95 N to the split (Exit 45) – Stay on I-95 N (Right Lane) – towards New Hampshire – Do not take exit 45 (Left Hand Exit)
3. Continue on I – 95 N towards New Hampshire to exit 50, US-1 N - Topsfield
4. Take exit 50 to US-1 N - Topsfield
5. Immediately merge to left hand lane and follow signs for US-1. South - Danvers
6. Merge right onto US-1 South – Danvers, immediately get in right hand lane
7. Make your first right onto Ferncroft Road, hotel will be on the left about ½ mile down the street

From New Hampshire and Points North

1. Take I-95 South towards Peabody / Burlington to exit 50, US-1 S towards Danvers
2. Make your first right onto Ferncroft Road, Hotel will be on the left about ½ mile down the street

From the Mass Pike / Points West

1. Take I-90 E to Exit 15 – Rt 128 N / I-95 N - Peabody / New Hampshire
2. Follow Rt 128 N / I-95 N to the split (Exit 45) – Stay on I-95 N (Right Lane) towards New Hampshire – Do not take exit 45 (Left Hand Exit)
3. Continue on I – 95 N towards New Hampshire to exit 50, US-1 N - Topsfield
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From Boston Logan International Airport: 1. Take Rt. 1 N just past the exit for Rt. 95 N 2. Take the next left off of Rt. 1 N toward Rt. 1 S, Danvers 3. Merge right onto Rt. 1 S 4. Make your first right onto Ferncroft Rd. and follow the signs to the hotel

Rules & Restrictions

Taxes

- 5.70 % per room per night
- 6.00 % per room per night

Guarantee Policy

There is a Credit Card required for this reservation.

If you use a debit/credit card to check in, a hold may be placed on your card account for the full anticipated amount to be owed to the hotel, including estimated incidentals, through your date of check-out and such hold may not be released for 72 hours from the date of check-out or longer at the discretion of your card issuer.

Cancellation Policy

Free cancellation before 11:59pm local hotel time on 05 Mar 2019.

At check in, the front desk will verify your check-out date. Rates quoted are based on check-in date and length of stay. Should you choose to depart early, price is subject to change.

We reserve the right to cancel or modify reservations where it appears that a customer has engaged in fraudulent or inappropriate activity or under other circumstances where it appears that the reservations contain or resulted from a mistake or error.

Totals listed here are estimated based on current taxes and exchange rates (if applicable) and do not include additional fees/charges that may be incurred during your stay.

Optional services for an additional charge

- Parking charges: Self parking - Complimentary, Complimentary.
- All guests get free standard Wi-Fi in-room and in the lobby.
- Pets allowed, \$100.00 Non-refundable fee, 75 lbs maximum

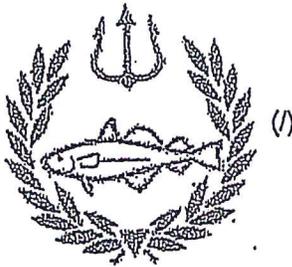
Booking Terms & Conditions

Workshops - Boston Sea Rovers TH FR SAT

Room # 137 NIGHT

TX # 60 - by Feb 8

CLASS # 325



BOSTON SEA ROVERS March 8th — 10th, 2019

Workshops

Get the most of your weekend with the Boston Sea Rovers. The films on Saturday night will blow you away, the daytime speakers are world class, and the exhibit hall covers all aspects of diving. But don't forget about the workshops.

The workshops are an important component of the clinic; after all the Boston Sea Rovers are dedicated to increasing awareness and appreciation of the marine environment. The workshops provide a unique opportunity for direct interaction with teachers eager to share their expertise.

Photo editing techniques, hands-on regulator service, an introduction to rebreather diving, visual tank inspection, and much more at your fingertips. Just take a short break from the rest of the clinic and attend a great workshop. And start next dive season with a great new set of skills.

Want to host a workshop? Click Here. (<https://www.bostonsearovers.com/submit-workshop/>)

2019 workshops include:

- Eddy Current Technician

Step 2 of 3 - Payment Information

Billing Address:

Pasquale Girard
Warren County Sheriff Office
1400 State Route 9
Lake George, NY 12845
United States

Your billing address is shown to the left. The billing address should match the address on your credit card statement. You can change the billing address by clicking the *Change Address* button.

Your Total

Sub-Total: \$1,050.00
Free Shipping: \$0.00
Total: \$1,050.00

Payment Method

We accept:    

Please select a payment method for this order.

Credit Card

Credit Card Owner:
Credit Card Number:
Credit Card Expiry Date:
CVV Number: [What's this?](#)

Purchase Order

Account name:
Account number:
Purchase Order Num:

Special Instructions or Order Comments

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PO needed
- Rocky getting
clutch to travel.

[help (7)]

Your Shopping Cart Contents

This is the contents of your shopping cart. You may check out now, continue shopping, or logout and come back later. The contents of your shopping cart will be saved for seven days.

Total Items: 4 Weight: 0lbs Amount: \$1,050.00

Qty.	Item Name	Unit	Total
2	 PROFESSIONAL SCUBA INSPECTORS Danvers, MA - March 8, 2019	\$350.00	\$700.00
2	 PROFESSIONAL SCUBA INSPECTORS Danvers, MA - March 9, 2019	\$175.00	\$350.00
Sub-Total:			\$1,050.00

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ECT

Product 1/4

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Danvers, MA - March 9, 2019
\$175.00
Danvers, MA

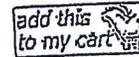
This ECT class is being taught in Danvers, MA on March 9, 2019 by Mark A. Gresham. This course is a part of the Boston Sea Rovers session/conference.

Cylinder manufacturers have come together in agreement that aluminum alloy 6061 cylinders have no need to be eddy current tested. We realize that some still use and need to test 6351 alloy aluminum cylinders and need the federally required certification or 3 year recurrent training. (Pre-requisite: Current PSI-PCI Inspector)

- 12 Units In Stock

Quantity In Cart: 2

Add to Cart:



This product was added to our catalog on Wednesday 12 December, 2018.

Customers who bought this product also purchased...



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VCI

Product 17/46

[prev](#) [listing](#) [next](#)



Danvers, MA - March 8, 2019
\$350.00
Danvers, MA

This VCI class is being taught in Danvers, MA on March 8, 2019 by Mark A. Gresham. This course is a part of the Boston Sea Rovers session/conference.

The PSI-PCI Visual Cylinder Inspection is the course you need to be compliant with the federal regulations regarding hazmat handling, fill station operations and inspection requirements. The course covers steel, aluminum and composite cylinders including makeup, manufacturing, and inspection. We include basic information on topics such as hydro-qualifying, valves, oxygen and eddy current testing. You will have a full, well rounded knowledge of cylinders upon completion as well as a worldwide recognized Certificate of Training from the only company that whose program is formally endorsed, utilized and referred to by the cylinder manufacturers; and recognized by rule-making entities USDOT and Compressed Gas Association. PSI-PCI is your Cylinder Safety Solution. Join the team of PSI-PCI professionals at BSR.

- 30 Units In Stock

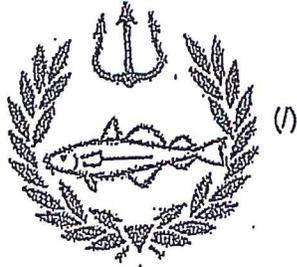
Quantity In Cart: 2

Add to Cart:

[add this to my cart](#)

This product was added to our catalog on Wednesday 12 December, 2018.

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BOSTON SEA ROVERS
March 8th — 10th, 2019

Checkout

Have a coupon? [Click here to enter your code](#)

Billing details

First name *
(required)

Last name *
(required)

Company name (optional)

Country * (required)

Street address * (required)

Ship to a different address?

Order notes (optional)

Notes about your order, e.g. special notes for delivery.

Checkout - Boston Sea Rovers

Apartment, suite, unit etc. (optional)

Town / City * (required)

State * (required)

ZIP * (required)

Phone * (required)

Email address * (required)

Your order

Product	Total
Full Show Combo x 2	\$120.00
Subtotal	\$120.00
Shipping	<input checked="" type="radio"/> Flat rate: \$2.50 <input type="radio"/> Local pickup: \$0.00
Total	\$122.50

Credit Card   

Pay securely using your credit card.