

**Public Safety Committee
Sheriff's Committee Agenda
April 23, 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 Resolution for a new contract with Justice Benefits Inc. OJP makes payments to states and units of local government that incur certain types of costs due to incarceration of undocumented criminal aliens.
 - B. Request Resolution to Amend County Budget for Queensbury Schools SRO (\$36,645.39), carryover from 2018 into 2019.
 - C. Request Resolution to Amend County Budget for North Warren Schools SRO (\$18,606.47), carryover from 2018 into 2019.
 - D. Request Resolution to Amend County Budget for Lake George Schools SRO (\$18,167.30), carryover from 2018 into 2019.
 - E. Request Resolution to Amend County Budget for Bolton School SRO (\$19,032.03), carryover from 2018 into 2019.
- IV. Referral / Pending Items
- V. Topics for Discussion
 - A. Currently have (6) Correction Officer vacancies and (1) Correction Sergeant vacancy.
- VI. Motion to adjourn

Attachments:

- #1. Resolution Request Form # 3, New Contract (Justice Benefits Inc.)
- #2. Resolution Request Form #7, Amend County Budget (Queensbury SRO)
- #3. Resolution Request Form #7, Amend County Budget (North Warren SRO)
- #4. Resolution Request Form #7, Amend County Budget (Lake George SRO)
- #5. Resolution Request Form #7, Amend County Budget (Bolton SRO)

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Sheriff's Office

DATE: 04-23-2019

- (a) Is this a Result of a Bid or Request for Proposal? **Yes**
- (b) Purpose of Contract: **Revenue Enhancement Services for the Warren County Correctional Facility.**
- (c) Name of Contractor: **Justice Benefits Inc.**
- (d) Address of Contractor: **1711 E. Betline Road, Coppell, TX 75019**
- (e) Contractor's Contact Person and Telephone Number: **Robin Liu, (972)406-3700**
- (f) Has or will the Contract be provided, if so, please attach: **County Attorney has Contract**
- (g) Commencement Date of Contract: **Upon Signature**
- (h) Termination Date of Contract: **April 23, 2022**
- (i) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed **No Cost for this service, generates revenue**
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, 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

WARREN COUNTY BID TABULATION SHEET

| | |
|---|--|
| BID NO.: WC 3-19 ITEM(S): RFP FOR REVENUE ENHANCEMENT SERVICES FOR THE WARREN COUNTY SHERIFF'S OFFICE DATE: MARCH 26, 2019 TIME: 3:00 P.M. | <p align="center">NAME & ADDRESS OF BIDDER</p> Justice Benefits, Inc. Attn: Robin Liu 1711 E. Betline Road Coppell, TX 75019 Ph: 972-406-3700 Fx: 972-406-3790 |
| DESCRIPTION OF ITEM | <p align="center">BID PRICE</p> |
| | |
| Percentage of Revenue: | SCAAP Revenue 20% |
| | |
| Additional Fees: | N/a |
| | |
| BID AWARDED TO: | |
| TERM: April 24, 2019 through April 23, 2022 | RESOLUTION NO.: xx of 2019 |
| √ JULIE A. BUTLER, PURCHASING AGENT | |

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: Sheriff

DATE: April 17, 2019

(a) **Purpose of Amendment:** Amend the County Budget to increase revenue to reflect carryover of monies from the 2018 calendar year into the 2019 Calendar year for the Bolton School District School Resource Officer Program.

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

| | |
|---|-------------|
| A.3120.1003 130 SRO Bolton Salaries Part-Time | \$17,679.44 |
| A.3120.1003 830 SRO Bolton Social Security | \$1,096.32 |
| A.3120.1003 831 SRO Bolton Warren Medicare Contribution | \$256.27 |

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

| | |
|--|-------------|
| A.3120.1003 2260 School Resource Officers Bolton | \$19,032.03 |
|--|-------------|

*Please note all amount must be in whole dollars – no cents.

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: Sheriff

DATE: April 17, 2019

- (a) **Purpose of Amendment:** Amend the County Budget to increase revenue to reflect carryover of monies from the 2018 calendar year into the 2019 Calendar year for the Lake George School District School Resource Officer Program.
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- | | |
|---|-------------|
| A.3120.1004 130 SRO Lake George Salaries Part-Time | \$16,876.17 |
| A.3120.1004 830 SRO Lake George Social Security | \$1,046.51 |
| A.3120.1004 831 SRO Lake George Medicare Contribution | \$244.62 |
- (c) **Revenue Code (with title), and Amount:**
- | | |
|---|-------------|
| A.3120.1002 2260 School Resource Officers Lake George | \$18,167.30 |
|---|-------------|

*Please note all amount must be in whole dollars – no cents.

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: Sheriff

DATE: April 17, 2019

- (a) **Purpose of Amendment:** Amend the County Budget to increase revenue to reflect carryover of monies from the 2018 calendar year into the 2019 Calendar year for the Queensbury School District School Resource Officer Program.
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- | | |
|--|-------------|
| A.3120.1002 130 SRO Queensbury Salaries Part-Time | \$34,041.25 |
| A.3120.1002 830 SRO Queensbury Social Security | \$493.43 |
| A.3120.1002 831 SRO Queensbury Medicare Contribution | \$2,110.91 |
- (c) **Revenue Code (with title), and Amount:**
- | | |
|--|-------------|
| A.3120.1002 2260 School Resource Officers Queensbury | \$36,645.39 |
|--|-------------|

*Please note all amount must be in whole dollars – no cents.

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: Sheriff

DATE: April 17, 2019

(a) **Purpose of Amendment:** Amend the County Budget to increase revenue to reflect carryover of monies from the 2018 calendar year into the 2019 Calendar year for the North Warren School District School Resource Officer Program.

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

| | |
|--|-------------|
| A.3120.1003 130 SRO North Warren Salaries Part-Time | \$17,284.14 |
| A.3120.1003 830 SRO North Warren Social Security | \$1,071.79 |
| A.3120.1003 831 SRO North Warren Medicare Contribution | \$250.54 |

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

| | |
|--|-------------|
| A.3120.1003 2260 School Resource Officers North Warren | \$18,606.47 |
|--|-------------|

*Please note all amount must be in whole dollars – no cents.

Expense Budget Performance Report

Fiscal Year to Date 12/31/18
 Include Rollup Account and Rollup to Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/Rec'd | Prior Year Total |
|---|-----------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|--------------|------------------|
| Fund A - General | | | | | | | | | | |
| Department 3120 - School Resource Officers | | | | | | | | | | |
| Sub Department 1002 - Queensbury School District | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| 130 | Salaries - Part Time | .00 | 55,736.00 | 55,736.00 | 5,900.95 | .00 | 21,694.95 | 34,041.05 | 39 | .00 |
| 830 | Social Security | .00 | 3,456.00 | 3,456.00 | 365.86 | .00 | 1,345.09 | 2,110.91 | 39 | .00 |
| 831 | Medicare Contribution | .00 | 808.00 | 808.00 | 85.56 | .00 | 314.57 | 493.43 | 39 | .00 |
| EXPENSE TOTALS | | \$0.00 | \$60,000.00 | \$60,000.00 | \$6,352.37 | \$0.00 | \$23,354.61 | \$36,645.39 | 39% | \$0.00 |
| Sub Department 1002 - Queensbury School District Totals | | \$0.00 | (\$60,000.00) | (\$60,000.00) | (\$6,352.37) | \$0.00 | (\$23,354.61) | (\$36,645.39) | 39% | \$0.00 |
| Sub Department 1003 - North Warren School District | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| 130 | Salaries - Part Time | .00 | 27,868.00 | 27,868.00 | 2,659.54 | .00 | 10,583.86 | 17,284.14 | 38 | .00 |
| 830 | Social Security | .00 | 1,728.00 | 1,728.00 | 164.90 | .00 | 656.21 | 1,071.79 | 38 | .00 |
| 831 | Medicare Contribution | .00 | 404.00 | 404.00 | 38.56 | .00 | 153.46 | 250.54 | 38 | .00 |
| EXPENSE TOTALS | | \$0.00 | \$30,000.00 | \$30,000.00 | \$2,863.00 | \$0.00 | \$11,393.53 | \$18,606.47 | 38% | \$0.00 |
| Sub Department 1003 - North Warren School District Totals | | \$0.00 | (\$30,000.00) | (\$30,000.00) | (\$2,863.00) | \$0.00 | (\$11,393.53) | (\$18,606.47) | 38% | \$0.00 |
| Sub Department 1004 - Lake George School District | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| 130 | Salaries - Part Time | .00 | 27,868.00 | 27,868.00 | 2,873.33 | .00 | 10,991.83 | 16,876.17 | 39 | .00 |
| 830 | Social Security | .00 | 1,728.00 | 1,728.00 | 178.14 | .00 | 681.49 | 1,046.51 | 39 | .00 |
| 831 | Medicare Contribution | .00 | 404.00 | 404.00 | 41.66 | .00 | 159.38 | 244.62 | 39 | .00 |
| EXPENSE TOTALS | | \$0.00 | \$30,000.00 | \$30,000.00 | \$3,093.13 | \$0.00 | \$11,832.70 | \$18,167.30 | 39% | \$0.00 |
| Sub Department 1004 - Lake George School District Totals | | \$0.00 | (\$30,000.00) | (\$30,000.00) | (\$3,093.13) | \$0.00 | (\$11,832.70) | (\$18,167.30) | 39% | \$0.00 |
| Sub Department 1005 - Bolton School District | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| 130 | Salaries - Part Time | .00 | 27,868.00 | 27,868.00 | 3,195.74 | .00 | 10,188.56 | 17,679.44 | 37 | .00 |
| 830 | Social Security | .00 | 1,728.00 | 1,728.00 | 198.14 | .00 | 631.68 | 1,096.32 | 37 | .00 |
| 831 | Medicare Contribution | .00 | 404.00 | 404.00 | 46.34 | .00 | 147.73 | 256.27 | 37 | .00 |
| EXPENSE TOTALS | | \$0.00 | \$30,000.00 | \$30,000.00 | \$3,440.22 | \$0.00 | \$10,967.97 | \$19,032.03 | 37% | \$0.00 |
| Sub Department 1005 - Bolton School District Totals | | \$0.00 | (\$30,000.00) | (\$30,000.00) | (\$3,440.22) | \$0.00 | (\$10,967.97) | (\$19,032.03) | 37% | \$0.00 |
| Department 3120 - School Resource Officers Totals | | | | | | | | | | |
| Fund A - General Totals | | \$0.00 | \$150,000.00 | \$150,000.00 | \$15,748.72 | \$0.00 | \$57,548.81 | \$92,451.19 | 38% | \$0.00 |
| Grand Totals | | | | | | | | | | |
| Fund A - General Totals | | \$0.00 | \$150,000.00 | \$150,000.00 | \$15,748.72 | \$0.00 | \$57,548.81 | \$92,451.19 | 38% | \$0.00 |

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: Sheriff

DATE: 04-23-2019

(a) **Purpose of Amendment:** Amend the County Budget to increase revenue to reflect monies to be received from 2018 Public Safety Answering Points Grant .

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

| | | |
|-----------------|--------------------------------------|--------------|
| A.3020.4040 250 | Sheriff's 911 Technical Equipment | \$30,000.00 |
| A.3020.4040 260 | Sheriff's 911 Center Other Equipment | \$139,025.00 |

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

| | | |
|------------------|----------------------|--------------|
| A.3020.4040 4380 | 2018-2019 PSAP Grant | \$169,025.00 |
|------------------|----------------------|--------------|

*Please note all amount must be in whole dollars – no cents.



Homeland Security
and Emergency Services

ANDREW M. CUOMO
Governor

ROGER L. PARRINO, SR.
Commissioner

August 22, 2018

The Honorable Ronald F. Conover
Chair, Warren County Board of Supervisors
Municipal Center
1340 State Route 9
Lake George, NY 12845

Dear Mr. Conover:

I am pleased to announce that Warren County has been awarded \$169,025 under the New York State 2018-19 Public Safety Answering Points Operations Grant Program (2018-19 PSAP Grant). This program, administered by my agency, allows for State support to counties for eligible public safety call-taking and dispatching expenses. Your participation in this program is another example of the successful partnerships we have been developing for public safety and emergency preparedness across the State.

The performance period for the 2018-19 PSAP grant will be 12 months, beginning calendar year 2019 (January 1, 2019– December 31, 2019). Expenses that you wish to claim must occur within that period. In order to provide these funds to you as quickly as possible, we will need to gather budget information within 30 calendar days of the date of this letter that reflects the award amount. Our Grants Program Administration staff will work with your designated PSAP point of contact, to provide additional administrative guidance and to develop a grant contract.

On behalf of Governor Andrew Cuomo, the Division of Homeland Security and Emergency Services remains committed to providing outstanding support in the administration of "*your public safety first!*" responder initiatives. Please feel free to contact me if you have any questions, at 518-242-5000, or my Office of Interoperable and Emergency Communications (OIEC) Director, Michael A. Sprague, at 518-322-4911.

Thank you for your cooperation in this public safety endeavor.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Parrino".

Roger L. Parrino, Sr.
Commissioner

cc: Mr. C. Shawn Lamouree, Undersheriff, Warren County Sheriff's Office