

# Criminal Justice & Public Safety Committee Sheriff Agenda

October 22, 2019

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

- I. Committee meeting called to order by the Chairman
- II. Motion to approve minutes from prior committee meeting
- III. Action Agenda
  - A. Request Resolution to Appropriate Funds (*budget deficit*)
  - B. Request Resolution for New Contract (*FirstLight - fiber service*)
  - C. Request Resolution to Fill Vacancy (*Communications Officer*)
- IV. Referral/Pending Items
  - A. Status of request to replace camera switch for Corrections and LiveScan software in Chester substation (*consider purchase following PBA settlement*)
- V. Topics for Discussion
  - A. State Aid Claims (*Claims Submission Update - Treasurer's Report*)
- VI. Motion to adjourn

**Attachments:**

1. Resolution Request Form #20, Miscellaneous
2. Resolution Request Form #3, Request for New Contract
3. Resolution Request Form #12, Notice of Intent to Fill Vacant Position

# ***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:** Sheriff

**DATE:** October 22, 2019

(a) Purpose of Request: **Appropriation of funds from the General Fund Balance.**

(b) Details: **Appropriate \$62,330.50 to A.3110 455 Law Enforcement Safety Equipment. Appropriation due to 2018 purchase orders not carried over.**

(c) Previous Resolution Number: **N/A**

(d) Where are Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:

**General Fund Unappropriated Surplus \$62,330.50**

\* as listed in budget and LOGOS

# ***RESOLUTION REQUEST FORM NO. 3***

## ***Request for New Contract***

**DEPARTMENT NAME:** Sheriff

**DATE:** October 22, 2019

- (a) Is this a Result of a Bid or Request for Proposal? **No**
- (b) Purpose of Contract: **providing fiber service**
- (c) Name of Contractor: **FirstLight**
- (d) Address of Contractor: **41 State Street, Floor 10, Albany NY 12207**
- (e) Contractor's Contact Person and Telephone Number: **Rob Daggett (518) 598-0900**
- (f) Has or will the Contract be provided, if so, please attach: **No**
- (g) Commencement Date of Contract: **Upon execution**
- (h) Termination Date of Contract: **36 months after execution**
- (i) Payment Provisions:
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed **\$25,200**
  - 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:**

**A.3110 470 General Sheriff's Law Enforcement - Contract \$ 25,200**

\* as listed in budget and LOGOS

# RESOLUTION REQUEST FORM NO. 12

Schedule "A"

## NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

### DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Sheriff Payroll Dept. No: 30.09  
Title of Position: Communications Officer #11 Base Salary of Position: \$47,287 (1st yr) Grade: \_\_\_\_\_  
Filling at Step # (If Known): \_\_\_\_\_ \$41,740.24  
Budget code and title: A.3110 110 Union  Non-Union   
This position is vacated due to:  Retirement  Resignation  Termination  Promotion  Other  
Employee No./Last Name: 8394/Roberts Date of Vacancy: 10/26/2019  
Is this position mandated?  Yes  No Is the position reimbursable?  Yes  No  
Source of reimbursement:  Federal \_\_\_\_\_ %  State \_\_\_\_\_ %  Other \_\_\_\_\_ %

### CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list  Competitive-no list (*hiring would be provisional*)  Non-Competitive  Other \_\_\_\_\_  
Actual Impact to Budget Report will be provided monthly by Human Resources Director.  
Candidate's qualifications must be approved by Personnel Officer prior to hiring. PO 10/16/19  
Human Resources Director has approved this form when initialed. D 10/16/19

### COUNTY ADMINISTRATOR COMPLETES THIS SECTION

The Administrator has no objection to the filling of the vacancy.  
 The Administrator objects to the filling of the vacancy.  
Administrator Signature [Signature] Date 10/16/19

### BUDGET OFFICER COMPLETES THIS SECTION

The Budget Officer has no objection to the filling of the vacancy.  
 The Budget Officer objects to the filling of the vacancy.  
Budget Officer Signature [Signature] Date 10/18/19

### SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Criminal Justice & Public Safety  
 The committee has no objection to the filling of the vacancy.  
 The committee objects to the filling of the vacancy.  
 In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.  
 In the case of an emergency, Committee Chair objects to the filling of the vacancy.  
Ranking Committee Member Signature [Signature] Date 10/22/19