

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: CRIMINAL JUSTICE

DATE: MAY 24, 2021

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: LEGGETT
SHEPLER
STROUGH
DIAMOND
DRISCOLL

OTHERS PRESENT:

REPRESENTING THE DISTRICT ATTORNEYS OFFICE:
JASON CARUSONE, DISTRICT ATTORNEY
PAULETTE McDONALD, CONFIDENTIAL ASSISTANT
MARCY FLORES, PUBLIC DEFENDER
RACHEL E. SEEBER, CHAIRWOMAN OF THE BOARD
RYAN E. MOORE, COUNTY ADMINISTRATOR
ROBERT TERWILLIGER, ACTING COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BRAYMER
FRASIER
GERAGHTY
HOGAN
MAGOWAN
SMITH
WILD
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
JAMES LAFARR, SHERIFF
WAYNE LAMOTHE, COUNTY PLANNER
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the May 24, 2021 meeting of the Criminal Justice Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:
<https://warrencountyny.gov/mma>

Note: As per Governor Cuomo's Executive Order 202.1: "Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed". All of the Committee members were physically present aside from Supervisor Strough who participated remotely.

Mr. Leggett called the meeting of the Criminal Justice Committee to order at 9:04 a.m

Motion was made by Ms. Shepler, seconded by Mr. Diamond and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Public Defender and District Attorney agendas were distributed to those in attendance and those participating virtually accessed the agenda via the Warren County website; *copies of the agendas are on file with the meeting minutes.*

Privilege of the floor was extended to Marcy Flores, *Public Defender*, who commenced the agenda review with a request to authorize a new contract with the NYS (*New York State*) Office of Indigent Legal Services for Distribution C110052 (#11), to provide grant funding in the amount of \$320,436 for the Warren County Public Defenders Office

and the Assigned Counsel program for Indigent Legal Services over a term commencing January 1, 2021 and terminating December 31, 2023.

Motion was made by Ms. Shepler, seconded by Mr. Diamond and carried unanimously to approve the request as presented and the necessary resolution was authorized for the June 16th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Ms. Flores presented a request to fill the vacant position of Coordinating Assistant Public Defender, *Grade 4, Base Annual Salary \$94,475*, which she said she had been unable to fill since it was originally approved in October of 2020. Mr. Leggett inquired if there was any interest in the position and Ms. Flores replied she had stopped advertising the position as a result of the pandemic

Motion was made by Mr. Diamond, seconded by Ms. Shepler and carried unanimously to approve the request as outlined above and then refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Next, Ms. Flores introduced a request to authorize a new contract with Queensbury Taxi to provide transportation to clients for necessary court appearances, court mandated appointments, etc. to commence upon execution by both parties and terminate upon exhaustion of the grant funding. She informed there was currently \$1,500 in funding available for this contract.

Motion was made by Ms. Shepler, seconded by Mr. Diamond and carried unanimously to approve the request as presented and the necessary resolution was authorized for the June 16th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Continuing, Ms. Flores presented a request to authorize a contract with 333 Glen Street Associates, LLC in an amount not to exceed \$12,000 per year to lease additional office space at 333 Glen Street, Suite 102 utilizing grant funding provided by the Office of Indigent Legal Services, for the term to commence upon execution by both parties and terminate one year from the date of execution.

Motion was made by Ms. Shepler, seconded by Mr. Driscoll and carried unanimously to approve the request as presented and the necessary resolution was authorized for the June 16th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Concluding, Ms. Flores outlined the training completed by the individuals in her Office, as listed on the agenda.

There being no further Public Defender business to discuss, privilege of the floor was extended to Jason Carusone, *District Attorney*, who commenced the agenda review with the following requests:

- 1) To delete the position of Senior Crime Victim Specialist, *Grade 17, Annual Base Salary \$55,494* and create and fill the position of Crime Victim Specialist position, *Grade 14, Annual Base Salary \$40,954*, effective June 21, 2021.

Motion was made by Mr. Diamond, seconded by Mr. Driscoll and carried unanimously to approve the request as presented and refer same to the Personnel, Administration & Higher Education Committee. *Copies of the resolution request and the Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

- 2) To fill the vacant position of Legal Clerk #2, *Grade 5, Annual Salary \$30,520*, due to promotion.

Motion was made by Mr. Diamond, seconded by Ms. Shepler and carried unanimously to approve the request as outlined above and to refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Moving along, Mr. Carusone skipped ahead to review Action Items 6-8 as follows.

- 6) To fill the vacant position of 6th Assistant District Attorney, *Annual Salary \$66,563*, due to resignation.
- 7) To fill the vacant position of 7th Assistant District Attorney, *Annual Salary \$66,563*, due to promotion.
- 8) To fill the vacant position of 8th Assistant District Attorney, *Annual Salary \$66,563*, due to promotion.

Mr. Driscoll asked if the positions would remain competitive in order to attract qualified individuals and Mr. Carusone replied staff had left for better financial opportunities, and while he had started looking into the salaries, he had to analyze them further before he could present facts on them.

Motion was made by Mr. Driscoll, seconded by Mr. Diamond and carried unanimously to approve the requests as outlined above refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *Copies of the Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

Returning to Action Items 4 & 5, Mr. Carusone presented the following requests.

- 4) To authorize the submission of a grant application to the New York State Division of Criminal Justice Services for the Aid to Prosecution Grant in the amount of \$38,172, effective April 1, 2021 and terminating March 31, 2022.

Motion was made by Mr. Driscoll, seconded by Mr. Diamond and carried unanimously to approve the request as presented and the necessary resolution was authorized for the June 16th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

- 5) To amend Resolution No. 96 of 2020 to remove the \$5,000 cap and add an annual not to exceed amount of \$20,000.

Motion was made by Mr. Driscoll, seconded by Mr. Strough and carried unanimously to approve the request as presented and the necessary resolution was authorized for the June 16th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Regarding the Discussion Items portion of the agenda review, Mr. Carusone explained they had filled the vacant position of Legal Clerk #1 on an emergency basis.

Mr. Leggett asked if there were any public comments and Don Lehman, *Director of Public Relations*, replied in the negative.

As there was no further business to come before the Criminal Justice Committee, on motion made by Mr. Diamond and seconded by Ms. Shepler and carried unanimously, Mr. Leggett adjourned the meeting at 9:55 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist