

Criminal Justice  
Warren County Assigned Counsel  
AGENDA  
September 20, 2021

Committee Members: LEGGETT, Shepler, Strough, Diamond and Driscoll Diamond - *Chair of the Board shall serve as an Ex-Officio member when needed in accordance with Section C (4) of the Rules of the Board.*

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior committee meeting
- III. Action Agenda/New Business: None
- IV. Referral/Pending Items: None
- V. Information for Discussion/Review: Review of the 2022 Assigned Counsel Budget Request.
- VI. Privilege of the Floor to discuss any additional items to come before the Committee (please allow 15 second delay on live stream meetings)
- VII. Motion to adjourn

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**Attachments:**  
**2022 Assigned Counsel Budget Request**

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2022 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Legal Defense - Indigents  
BUDGET ACCOUNT CODE: A.1170

OBJECT CODES	2020 EXPENDITURES	2021 ADOPTED	2021 AMENDED	2022 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$82,559.80	\$111,087.00	\$111,087.00	\$114,612.00
200's EQUIPMENT	\$4,679.49	\$19,000.00	\$19,000.00	\$9,000.00
400's CONTRACTUAL	\$986,179.87	\$921,273.00	\$921,273.00	\$1,102,293.00
800's EMPLOYEE BENEFITS	\$34,491.60	\$39,474.00	\$39,474.00	\$41,030.00
<b>TOTALS</b>	<b>\$1,107,910.76</b>	<b>\$1,090,834.00</b>	<b>\$1,090,834.00</b>	<b>\$1,266,935.00</b>

2020 REVENUES	2021 ADOPTED REVENUES	2021 AMENDED REVENUES	2022 DEPARTMENT REQUESTS
\$199,936.34	\$179,529.00	\$179,529.00	\$267,236.00

SIGNED: *J. Fountain*  
DEPARTMENT HEAD  
TITLE: *Admin*  
DATE: *8/30/21*

Account	Account Description	2020 Actual Amount	2021 Adopted Budget	2021 Amended Budget	2021 Actual Amount	2022 Departmental Request
<b>Fund A - General</b>						
<b>REVENUE</b>						
Department 1170 - Legal Defense - Indigents						
State Aid						
3045	Office of Indigent Legal Services Distribution	199,936.34	179,529.00	179,529.00	(23,792.64)	267,236.00
	<i>State Aid Totals</i>	<u>\$199,936.34</u>	<u>\$179,529.00</u>	<u>\$179,529.00</u>	<u>(\$23,792.64)</u>	<u>\$267,236.00</u>
	Department 1170 - Legal Defense - Indigents Totals	<u>\$199,936.34</u>	<u>\$179,529.00</u>	<u>\$179,529.00</u>	<u>(\$23,792.64)</u>	<u>\$267,236.00</u>
	<b>REVENUE TOTALS</b>	<u>\$199,936.34</u>	<u>\$179,529.00</u>	<u>\$179,529.00</u>	<u>(\$23,792.64)</u>	<u>\$267,236.00</u>
<b>EXPENSE</b>						
Department 1170 - Legal Defense - Indigents						
Personal Services						
110	Salaries - Regular	64,271.26	63,782.00	63,782.00	39,494.98	63,782.00
130	Salaries - Part Time	18,288.54	47,305.00	47,305.00	10,560.59	50,830.00
	<i>Personal Services Totals</i>	<u>\$82,559.80</u>	<u>\$111,087.00</u>	<u>\$111,087.00</u>	<u>\$50,055.57</u>	<u>\$114,612.00</u>
<i>Equipment</i>						
210	Furniture/Furnishings	1,294.88	.00	1,340.76	975.38	.00
220	Office Equipment	3,384.61	19,000.00	17,659.24	609.31	9,000.00
	<i>Equipment Totals</i>	<u>\$4,679.49</u>	<u>\$19,000.00</u>	<u>\$19,000.00</u>	<u>\$1,584.69</u>	<u>\$9,000.00</u>
<i>Contractual Expense</i>						
410	Supplies	1,610.28	900.00	1,369.76	1,242.83	1,500.00
423	Telephone	419.94	1,556.00	1,556.00	811.63	1,556.00
424	Postage	123.50	75.00	275.00	145.54	275.00
426	Subscriptions	39.85	380.00	380.00	44.85	3,500.00
427	Memberships & Dues	.00	5,686.00	5,686.00	500.00	9,029.00
428	Data Processing & Internet Fees	108.00	264.00	264.00	132.00	8,768.00
437	Consulting Fees	.00	13,860.00	13,860.00	.00	17,000.00
440	Legal/Transcript Fees	593,112.50	700,000.00	699,330.24	261,051.53	725,000.00
444	Travel/Education/Conference	.00	4,164.00	4,164.00	.00	9,164.00
470	Contract	390,765.80	194,388.00	194,388.00	118,726.07	326,501.00

Account	Account Description	2020 Actual Amount	2021 Adopted Budget	2021 Amended Budget	2021 Actual Amount	2022 Departmental Request
<b>Fund A - General</b>						
<b>EXPENSE</b>						
Department <b>1170 - Legal Defense - Indigents</b>						
<i>Contractual Expense</i>						
<i>Contractual Expense Totals</i>		\$986,179.87	\$921,273.00	\$921,273.00	\$382,654.45	\$1,102,293.00
<i>Comments</i>						
<i>Account</i>	<i>Level</i>	<i>Comment</i>				
437	Departmental Request	These monies are from the Hurrell Harring Settlement and will pay for Investigators, Social Workers and Interpreters.				
440	Departmental Request	This number is significantly higher than 2020 for the most obvious of reasons. The Courts and most of the County were shut down. The increase reflects the deluge of cases moving forward that were held in abeyance due to the pandemic.				
470	Departmental Request	1. HH Year 3 covers the Supervising Attorney Contract for \$48,000, Rural Law Center for \$30,000, Second Chair for \$5,000, Mentoring \$5,000 and runs until funds are expended. 2. Dist. #10 covers LAS \$15,000 until funds are expended. 3. Dist. #11 covers Rural Law Center \$28,455 and LAS \$19,646 until funds are expended. 4. The County covers Rural Law Center \$30,000 and LAS \$145,400 per year each on two year contracts.				
<i>Employee Benefits</i>						
810	Retirement	9,105.37	13,111.00	13,111.00	6,745.72	14,510.00
830	Social Security	4,846.34	6,887.00	6,887.00	2,933.69	7,105.00
831	Medicare Contribution	1,133.40	1,611.00	1,611.00	686.09	1,662.00
860	Hospitalization	15,329.34	15,329.00	15,329.00	10,023.03	15,064.00
865	Dental Insurance	248.32	288.00	288.00	188.36	288.00
<i>Employee Benefits Totals</i>		\$30,662.77	\$37,226.00	\$37,226.00	\$20,576.89	\$38,629.00
<i>Other Benefits</i>						
840	Workmen's Compensation	317.45	268.00	268.00	267.09	381.00
861	Retirees Hospitalization	3,511.38	1,980.00	1,980.00	495.09	2,020.00
<i>Other Benefits Totals</i>		\$3,828.83	\$2,248.00	\$2,248.00	\$762.18	\$2,401.00
Department <b>1170 - Legal Defense - Indigents Totals</b>		\$1,107,910.76	\$1,090,834.00	\$1,090,834.00	\$455,633.78	\$1,266,935.00
<b>EXPENSE TOTALS</b>		\$1,107,910.76	\$1,090,834.00	\$1,090,834.00	\$455,633.78	\$1,266,935.00

# Budget Worksheet Report

Budget Year 2022

Account	Account Description	2020 Actual Amount	2021 Adopted Budget	2021 Amended Budget	2021 Actual Amount	2022 Departmental Request
Fund	<b>A - General Totals</b>					
	REVENUE TOTALS	\$199,936.34	\$179,529.00	\$179,529.00	(\$23,792.64)	\$267,236.00
	EXPENSE TOTALS	\$1,107,910.76	\$1,090,834.00	\$1,090,834.00	\$455,633.78	\$1,266,935.00
Fund	<b>A - General Totals</b>	(\$907,974.42)	(\$911,305.00)	(\$911,305.00)	(\$479,426.42)	(\$999,699.00)
	Net Grand Totals					
	REVENUE GRAND TOTALS	\$199,936.34	\$179,529.00	\$179,529.00	(\$23,792.64)	\$267,236.00
	EXPENSE GRAND TOTALS	\$1,107,910.76	\$1,090,834.00	\$1,090,834.00	\$455,633.78	\$1,266,935.00
	Net Grand Totals	(\$907,974.42)	(\$911,305.00)	(\$911,305.00)	(\$479,426.42)	(\$999,699.00)

2022 Salary Schedule (Position Budgeting)  
Legal Defense - Indigents

Empl. #	Name	Position	Annual Earnings	Empl. Type	Benefit Group	Hire Date
	Jan1 Grade & Rate	Ann. Grade & Rate				
6992	Corcoran, Natasha	Clerk (Part-time)	\$14,868.00	Less than Half	Less P/T12/21/12	2/3/2020
	02-00 / \$14.30	N/A / \$14.30				
7222	DeLarm, Martha	Account Clerk - PT	\$15,894.00	Less than Half	Less P/T12/21/12	1/22/2016
	04-00 / \$15.28	N/A / \$15.28				
10758	LaFountain, Joy	Assigned Counsel Administrator	\$63,782.00	Full Time	Out of UnitFT	5/12/2004
	N/A / \$30.66	N/A / \$30.66				
13481	Maxwell, Meghan	Grant Manager - PT	\$5,200.00	Less than Half	Less P/T12/21/12	9/23/2020
	N/A / \$20.00	N/A / \$20.00				
		Clerk #2 - PT	\$14,868.00			
	02-00 / \$14.30	N/A / \$14.30				
		<b>5</b>	<b>\$114,612.00</b>			

2022 Assessments	Administrative	Administrative	Administrative	Claims	Year 2022 Total Assessment	Year 2021 Total Assessment Paid	Year 2021 Total Assessment Actual
	Payroll Base	VAW	VFF	Allocation			
	Participant:						
	Towns/Village/City:						
Glens Falls	\$ 49,112.95	\$ -	\$ -	\$ 142,755.20	\$ 191,868	\$ 169,854.92	\$ 199,829.31
Bolton	\$ 8,556.50	\$ -	\$ -	\$ 27,702.02	\$ 36,259	\$ 29,940.35	\$ 35,223.95
Chester	\$ 7,128.63	\$ -	\$ -	\$ 12,175.23	\$ 19,304	\$ 14,283.87	\$ 16,804.55
Hague	\$ 3,554.01	\$ -	\$ -	\$ 2,268.27	\$ 5,822	\$ 5,116.48	\$ 6,019.38
Horicon	\$ 4,849.36	\$ -	\$ -	\$ 12,434.14	\$ 17,283	\$ 12,084.27	\$ 14,216.79
Johnsburg	\$ 5,517.92	\$ -	\$ -	\$ 37,289.60	\$ 42,808	\$ 32,464.86	\$ 38,193.95
Lake George	\$ 9,837.63	\$ -	\$ -	\$ 23,167.49	\$ 33,005	\$ 26,194.88	\$ 30,817.51
Luzerne	\$ 5,359.93	\$ -	\$ -	\$ 8,484.78	\$ 13,845	\$ 17,064.83	\$ 20,076.27
Stony Creek	\$ 2,477.08	\$ -	\$ -	\$ -	\$ 2,477	\$ 2,495.17	\$ 2,935.49
Thurman	\$ 1,824.35	\$ -	\$ -	\$ 9,803.98	\$ 11,628	\$ 10,346.53	\$ 12,172.39
Warrensburg	\$ 6,174.63	\$ -	\$ -	\$ 10,200.78	\$ 16,375	\$ 14,626.89	\$ 17,208.10
Village of Lake George	\$ 7,216.30	\$ -	\$ -	\$ 24,643.01	\$ 31,859	\$ 27,523.02	\$ 32,380.02
Other than Towns:							
SUNY Adirondack	\$ 85,619.92	\$ -	\$ -	\$ 26,260.16	\$ 111,880	\$ 86,554.77	\$ 101,829.14
Crandall Library	\$ 9,518.01	\$ -	\$ -	\$ 4,134.57	\$ 13,753	\$ 9,044.29	\$ 10,640.34
LG/LC Regional Planning	\$ 1,896.02	\$ -	\$ -	\$ 824.19	\$ 2,720	\$ 1,644.08	\$ 1,934.21
County Departments:							
WC Administrator	\$ 1,423.79	\$ -	\$ -	\$ -	\$ 1,424	\$ 887.00	\$ 1,043.53
WC Attorney	\$ 1,858.54	\$ -	\$ -	\$ -	\$ 1,859	\$ 1,329.67	\$ 1,564.32
WC Auditor	\$ 512.52	\$ -	\$ -	\$ -	\$ 513	\$ 362.21	\$ 426.13
WC Bd of Elections	\$ 1,452.86	\$ -	\$ -	\$ 4,243.78	\$ 5,697	\$ 4,914.21	\$ 5,781.43
WC Bldg Codes	\$ 1,576.43	\$ -	\$ -	\$ 1,965.22	\$ 3,542	\$ 3,346.82	\$ 3,937.44
WC Civil Service	\$ 832.05	\$ -	\$ -	\$ -	\$ 832	\$ 639.98	\$ 752.92
WC Clerk	\$ 3,894.40	\$ -	\$ -	\$ 282.09	\$ 4,176	\$ 3,411.51	\$ 4,013.54
WC Data Processing	\$ 3,063.75	\$ -	\$ -	\$ -	\$ 3,064	\$ 2,268.07	\$ 2,668.32
WC District Attorney	\$ 6,128.51	\$ -	\$ -	\$ 61.30	\$ 6,190	\$ 4,409.84	\$ 5,188.04
WC DPW	\$ 19,019.36	\$ -	\$ -	\$ 74,676.55	\$ 93,696	\$ 77,208.50	\$ 90,833.52
WC DPW - Airport	\$ 663.39	\$ -	\$ -	\$ 52.32	\$ 716	\$ 711.31	\$ 836.84
WC DPW - Bldg & Grounds	\$ 2,991.16	\$ -	\$ -	\$ 6,520.51	\$ 9,512	\$ 6,360.27	\$ 7,482.67
WC DPW - Up Yonda	\$ 620.33	\$ -	\$ -	\$ 896.12	\$ 1,516	\$ 1,246.52	\$ 1,466.49
WC E&T	\$ 1,565.89	\$ -	\$ -	\$ 6,357.84	\$ 7,924	\$ 6,343.30	\$ 7,462.71
WC Health Services	\$ 11,985.58	\$ -	\$ -	\$ 18,661.07	\$ 30,647	\$ 20,899.40	\$ 24,587.53
WC Historian	\$ 79.32	\$ -	\$ -	\$ -	\$ 79	\$ 50.18	\$ 59.04
WC Human Resources	\$ 656.98	\$ -	\$ -	\$ -	\$ 657	\$ 552.97	\$ 650.55
WC Legal Def	\$ 380.99	\$ -	\$ -	\$ -	\$ 381	\$ 267.09	\$ 314.23
WC Mail Room	\$ 190.91	\$ -	\$ -	\$ -	\$ 191	\$ 153.72	\$ 180.85
WC Mental Health	\$ 1,723.57	\$ -	\$ -	\$ -	\$ 1,724	\$ 1,332.56	\$ 1,567.72
WC OES	\$ 1,381.83	\$ -	\$ -	\$ 7,579.82	\$ 8,962	\$ 3,186.69	\$ 3,749.05
WC OFA	\$ 4,433.06	\$ -	\$ -	\$ 20,602.65	\$ 25,036	\$ 17,773.94	\$ 20,910.52
WC Planning	\$ 1,793.05	\$ -	\$ -	\$ -	\$ 1,793	\$ 1,363.50	\$ 1,604.12
WC Probation	\$ 5,040.78	\$ -	\$ -	\$ 3.74	\$ 5,045	\$ 3,876.25	\$ 4,560.29
WC Public Defender	\$ 4,332.78	\$ -	\$ -	\$ 849.48	\$ 5,182	\$ 3,588.86	\$ 4,222.19
WC Purchasing	\$ 859.14	\$ -	\$ -	\$ -	\$ 859	\$ 648.97	\$ 763.50
WC Real Property	\$ 1,195.32	\$ -	\$ -	\$ -	\$ 1,195	\$ 896.63	\$ 1,054.86
WC Residential Hall	\$ 4,505.09	\$ -	\$ -	\$ 14,749.02	\$ 19,254	\$ 14,763.47	\$ 17,368.79
WC Self-Insurance	\$ 881.68	\$ -	\$ -	\$ 663.85	\$ 1,546	\$ 1,101.29	\$ 1,295.63
WC Sheriff's Dept	\$ 40,347.09	\$ -	\$ -	\$ 50,042.79	\$ 90,390	\$ 71,498.66	\$ 84,116.07
WC Sheriff's Dept - Jail	\$ 26,748.75	\$ -	\$ -	\$ 94,216.51	\$ 120,965	\$ 89,019.82	\$ 104,729.20
WC Social Services	\$ 27,153.70	\$ -	\$ -	\$ 3,178.55	\$ 30,332	\$ 30,519.22	\$ 35,904.97
WC Soil & Water	\$ 1,564.21	\$ -	\$ -	\$ -	\$ 1,564	\$ 1,214.41	\$ 1,428.72
WC Supervisors	\$ 3,443.48	\$ -	\$ -	\$ 199.58	\$ 3,643	\$ 2,798.93	\$ 3,292.86
WC Tourism	\$ 1,906.60	\$ -	\$ -	\$ 122.21	\$ 2,029	\$ 1,593.73	\$ 1,874.98
WC Traffic Safety	\$ 52.06	\$ -	\$ -	\$ -	\$ 52	\$ 81.73	\$ 96.15
WC Treasurer	\$ 3,403.62	\$ -	\$ -	\$ -	\$ 3,404	\$ 2,778.30	\$ 3,268.58
WC Veterans	\$ 481.40	\$ -	\$ -	\$ 5,051.63	\$ 5,533	\$ 6,106.93	\$ 7,184.63
WC WIC	\$ 1,289.23	\$ -	\$ -	\$ 216.70	\$ 1,506	\$ 1,376.54	\$ 1,619.46
WC Wts and Meas	\$ 414.62	\$ -	\$ -	\$ -	\$ 415	\$ 246.45	\$ 289.94
Westmount	\$ -	\$ -	\$ -	\$ 36,560.73	\$ 36,561	\$ 34,671.68	\$ 40,790.21
Volunteers:							
Bakers Mills FD	\$ -	\$ -	\$ 629.46	\$ -	\$ 629	\$ 300.80	\$ 353.89
Bolton ER	\$ 1,366.16	\$ 3,274.25	\$ -	\$ 278.14	\$ 4,919	\$ 3,811.43	\$ 4,484.03
Bolton FD	\$ 95.41	\$ -	\$ 6,327.75	\$ -	\$ 6,423	\$ 3,200.62	\$ 3,765.43
Chester FD	\$ -	\$ -	\$ 3,776.77	\$ 2,056.63	\$ 5,833	\$ 4,708.55	\$ 5,539.47
Garnet Lake FD	\$ -	\$ -	\$ 331.30	\$ 358.21	\$ 690	\$ 208.25	\$ 245.00
Hague ER	\$ -	\$ 895.78	\$ -	\$ 109.11	\$ 1,005	\$ 1,095.31	\$ 1,288.59
Hague FD	\$ -	\$ -	\$ 4,936.31	\$ 191.13	\$ 5,127	\$ 4,217.98	\$ 4,962.33
Horicon FD	\$ -	\$ -	\$ 3,014.79	\$ 7,039.75	\$ 10,055	\$ 7,990.45	\$ 9,400.53
Johnsburg ER	\$ 1,701.15	\$ 6,424.94	\$ -	\$ 11,419.76	\$ 19,546	\$ 13,752.88	\$ 16,179.86
Johnsburg FD	\$ -	\$ -	\$ 1,093.28	\$ -	\$ 1,093	\$ 1,018.11	\$ 1,197.77
Lake George ER	\$ 1,526.51	\$ 7,794.36	\$ -	\$ -	\$ 9,321	\$ 7,156.26	\$ 8,419.13

LaFountain, Joy

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**From:** Hosford, Rob  
**Sent:** Thursday, July 01, 2021 12:10 PM  
**To:** LaFountain, Joy  
**Subject:** 2021 Internet Billing

We're almost ready to do Internet Billing for the year. According to our records you have 2 employee(s) in your department with Internet Access. The current rate is \$66 per user per year so in this case it would be \$132.

The Account Code that will be used is A1170 428  
Please let me know if this information is correct.  
This billing will occur via journal entry so nothing further is required from you.

The anticipated rate for Internet Billing next year will be \$67 per user per year. Use this for 2022 budgeting. Let me know if you have any questions.  
Thank you.