

CRIMINAL JUSTICE COMMITTEE MEETING  
PROBATION AGENDA  
November 22, 2021

COMMITTEE MEMBERS: Supervisors Leggett, Shepler, Strough, Diamond and Driscoll - *Chair of the Board shall serve as an Ex-Officio member when needed in accordance with the Section C(4) of the Rules of the Board*

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Action Agenda/New Business Items:
  1. Request: To enter into a contract with Warren Hamilton Counties Action Committee for Economic Opportunity, Inc. for an Alternative Sentencing Program in the amount of \$70,000 for the term 1/1/22-12/31/22.  
Rationale: The Alternative Sentencing Program (Community Service) is a viable sentencing option to courts in Warren County.
- IV. Discussion Items:
- V. Referrals/Pending Items:
  - 1) Supervisor Leggett appointed Supervisors Shepler and Driscoll to assist the Probation Director with reviewing the two responses received for the Alternative Sentencing RFP (Request for Proposal) and present their findings at the next Committee meeting. (10.18.21)
- VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)
- VII. Motion to adjourn

# RESOLUTION REQUEST FORM NO. 3

## Request for New Contract

DEPARTMENT NAME: Probation

DATE: 11/22/2021

- (a) Is this a Result of a Bid or Request for Proposal?  
**Yes, Bid No: WC55-21**
- (b) Purpose of Contract:  
**To contract with Warren Hamilton Counties Action Committee for Economic Opportunity, Inc. for an Alternative Sentencing Program.**
- (c) Name of Contractor:  
**Warren Hamilton Counties Action Committee for Economic Opportunities, Inc.**
- (d) Address of Contractor: **190 Maple Street, Glens Falls, NY 12801**
- (e) Contractor's Contact Person and Telephone Number:  
**Lynn Achershoeck (518)793-0636**
- (f) Has or will the Contract be provided, if so, please attach:  
**Will be provided**
- (g) Commencement Date of Contract:  
**1/1/2022**
- (h) Termination Date of Contract:  
**12/31/2022**
- (i) Payment Provisions: i) lump sum amount  
ii) hourly rate amount  
iii) total amount not to exceed **\$70,000**  
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)  
**Quarterly**
- (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.3140.470 Probation - Contract \$70,000**

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