

Public Safety Committee
Warren County Office of Emergency Services
AGENDA
February 22, 2021

Committee Members: DIAMOND, Magowan, Braymer, Frasier and Shepler

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior committee meeting
- III. Action Agenda/New Business
 1. **Request:** Resolution request to delete the position of County Fire Coordinator-Temp, annual salary \$45.6093/hour effective March 22, 2021.
Rationale: Resolution needed to amend the OES table of organization.
- IV. Information for Discussion/Review
 1. Discuss OES table of organization
- V. Referrals and Pending Items
- VI. Privilege of the Floor and Public Comment (please allow for 15 second delay on live stream meetings)
- VII. Motion to adjourn

Attachments

#1 Miscellaneous

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: Office of Emergency Services

DATE: February 22, 2021

- (a) Purpose of Request: To delete the position of County Fire Coordinator - Temp, annual salary \$45.6093/hr effective March 22, 2021.

- (b) Details: Request needed to amend the OES table of organization to delete this temporary position

- (c) Previous Resolution Number: Position created by Resolution 70 of 2020

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

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

PUBLIC SAFETY COMMITTEE
SHERIFF AGENDA
FEBRUARY 22, 2021

COMMITTEE MEMBERS: Supervisors Diamond, Magowan, Braymer, Frasier and Shepler

- 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 complete a detailed overview and discussion relating to Warren County's plan to reform and reinvent policing.
Rationale: Plan must be approved for public release following the February Public Safety Committee meeting and adopted by Board at the March 2021 Board of Supervisors meeting.
 2. Request: To amend the County budget to transfer funds remaining in the fiscal year 2020 budget under the FY18 - State Law Enforcement Terrorism Prevention Program grant into the fiscal year 2021 budget.
Rationale: The FY18 - SLETPP grant has \$10,826.40 remaining in the fiscal year 2020 budget. To utilize the funds they must be transferred to the fiscal year 2021 budget.
 3. Request: To amend the County budget to transfer funds remaining in the fiscal year 2020 budget under the FY19 - State Law Enforcement Terrorism Prevention Program grant into the fiscal year 2021 budget.
Rationale: The FY19 - SLETPP grant has \$19,994.00 remaining in the fiscal year 2020 budget. To utilize the funds they must be transferred to the fiscal year 2021 budget.
 4. Request: To amend the County budget to transfer funds remaining in the fiscal year 2020 budget under the State Homeland Security Program grant into the fiscal year 2021 budget.
Rationale: The FY20 State Homeland Security grant has \$19,093.00 remaining in the fiscal year 2020 budget. To utilize the funds they must be transferred to the fiscal year 2021 budget.
 5. Request: To enter into an agreement with Verizon (MCI Communications Services LLC d/b/a Verizon Business Services) to complete an Ethernet E-Line fiber optic connection at the Hague radio tower site and provide fiber optic data/radio communications services.
Rationale: The Warren County Sheriff's Office Hague radio tower currently utilizes a copper T-1 lines for radio communications for a monthly of approximately \$1,200. Fiber optic Ethernet service will allow for clearer communications with a savings of approximately \$300 per month.
 6. Request: To fill Communications Officer #6 position.
Rationale: Communications Officer #6 position was vacated following the resignation of a member who transferred to the Washington County 911 Center.
 7. Request: To fill Investigator #9 position.
Rationale: Investigator #9 position was vacated following the retirement of a member.

8. Request: To fill Patrol Officer #TBD.

Rationale: A Patrol Officer position will be vacated following the Investigator promotion.

IV. Discussion Items:

V. Referrals/Pending Items: None.

VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)

VII. Motion to adjourn

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- Attachments:
1. Resolution Request Form No. 20 - Miscellaneous (Police Reform and Reinvention)
 2. Resolution Request Form No. 7 - Request to Amend County Budget (FY18 SLETPP grant)
 3. Resolution Request Form No. 7 - Request to Amend County Budget (FY19 SLETPP grant)
 4. Resolution Request Form No. 7 - Request to Amend County Budget (FY20 SHSP grant)
 5. Resolution Request Form No. 3 - Request for New Contract (Verizon)
 6. Resolution Request Form No. 12 - Notice of Intent to Fill Vacant Position (Communications)
 7. Resolution Request Form No. 12 - Notice of Intent to Fill Vacant Position (Investigator)
 8. Resolution Request Form No. 12 - Notice of Intent to Fill Vacant Position (Patrol Officer)

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: February 22, 2021

(a) Purpose of Request: Review, and approve public release, Warren County's plan for police reform and reinvention.

(b) Details: Executive Order 203 requires that each local government entity which has a police agency operating with police officers must develop a plan to improve police deployment, strategies, policies, procedures, and practices.

Such plan shall be offered to the public for comment to all citizens in the locality, and after consideration of such comments, must be presented to the local legislative body for ratification and adoption.

(c) Previous Resolution Number: N/A

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

N/A

* as listed in budget and LOGOS

**NEW YORK STATE
POLICE REFORM
AND REINVENTION
COLLABORATIVE**

**RESOURCES & GUIDE FOR
PUBLIC OFFICIALS AND CITIZENS**

AUGUST 2020

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: February 22, 2021

- (a) **Purpose of Amendment:** Amend County Budget to transfer funds remaining in the Fiscal Year 2020 Budget, A.3110.4038 - FY18 - SLETPP, into Fiscal Year 2021 Budget, A.3110.4038 - FY18 - SLETPP.
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- | | | |
|-----------------|-------------------------------|-------------|
| A.3110.4038 260 | Sheriff's Law Enforcement | \$10,826.40 |
| | FY18 SLETPP - Other Equipment | |
- (c) **Revenue Code (with title), and amount:**
- | | | |
|------------------|------------------------------|-------------|
| A.3110.4038 4381 | Sheriff's Law Enforcement | \$10,826.40 |
| | FY18 State Law Enforcement | |
| | Terrorism Prevention Program | |

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: February 22, 2021

- (a) **Purpose of Amendment:** Amend County Budget to transfer funds remaining in the Fiscal Year 2020 Budget, A.3110.4043 - FY19 - SLETPP, into Fiscal Year 2021 Budget, A.3110.4043 - FY19 - SLETPP.
- (b) **Appropriation Code, Object Code, Full Title and Amount:**
- | | | |
|-----------------|-------------------------------|-------------|
| A.3110.4043 260 | Sheriff's Law Enforcement | \$19,994.00 |
| | FY19 SLETPP - Other Equipment | |
- (c) **Revenue Code (with title), and amount:**
- | | | |
|------------------|------------------------------|-------------|
| A.3110.4043 4381 | Sheriff's Law Enforcement | \$19,994.00 |
| | FY19 State Law Enforcement | |
| | Terrorism Prevention Program | |

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: February 22, 2021

(a) **Purpose of Amendment:** Amend County Budget to transfer funds remaining in the Fiscal Year 2020 Budget, A.3110.4112 - FY20 - State Homeland Sec Program, into Fiscal Year 2021 Budget, A.3110.4112 - FY20 - State Homeland Sec Program.

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

A.3110.4112 260	Sheriff's Law Enforcement	\$19,093.00
	FY20 State Homeland Sec Program	
	Other Equipment	

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

A.3110.4112 4380	Sheriff's Law Enforcement	\$19,093.00
	FY2 State Homeland Sec Program	
	State Homeland Security Program	

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Sheriff

DATE: February 22, 2021

- (a) **Is this a Result of a Bid or Request for Proposal?** No
- (b) **Purpose of Contract:** Connect and provide fiber optic communications service
- (c) **Name of Contractor:** Verizon (MCI Communications Services LLC d/b/a Verizon)
- (d) **Address of Contractor:** 505 North Point Pkwy, Alpharetta GA 30022
- (e) **Contractor's Contact Person and Telephone Number:** Takisha GraySmith
Sr. Inside Sales
(855) 343-7283
- (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** \$25.00 (Connection Fee)
 - ii) **hourly rate amount**
 - iii) **total amount not to exceed**
 - iv) **how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)**
\$870.20 (Monthly Fee)
- (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.3020 428 General Sheriff's 911 Center - Data Processing & Internet Fees \$ 8,727

* as listed in budget and LOGOS



Master Customer Legal Entity: WARREN, COUNTY OF	Master Verizon Legal Entity: MCI Communications Services LLC d/b/a Verizon Business Services
Customer Address: 1340 STATE ROUTE 9, LAKE GEORGE, NY 12845-3434, United States	Quote Priced On: 11 Jan 2021 20:42:50 UTC
Account Manager: Takisha Graysmith takisha.gray-smith@one.verizon.com 855-343-7283	Quote ID: 203882909
Created By: Takisha Graysmith	Quote Version #: 0
	Quote Expiration Date: 11 Apr 2021
	Contract ID: New

Service(s) Included in Quote: Access, Ethernet Dedicated E-Line

Note: Items shown with "" are priced at time of Quote and require a Service Order Form document

Available Appendices (Additional Details and any Applicable Usage Tables): Ethernet Dedicated E-Line

Note: 1 separate invoice(s) will be generated based on the Verizon Legal Entity, Customer Legal Entity, and currency combination(s) stated below. This may be a new or existing billing account number. Please review carefully to determine if changes are required. Changes after document signature will require a Transfer of Service Agreement or a new order.

Quote Summary:

<u>Customer Legal Entity (CLE)</u>	<u>Entity Type</u>	<u>Customer Legal Entity Address:</u>	<u>Verizon Legal Entity (VLE)</u>	<u>CUR</u>	<u>MRC</u>	<u>NRC</u>
WARREN, COUNTY OF	Contracting	1340 STATE ROUTE 9, LAKE GEORGE, NY 12845-3434, United States	MCI Communications Services LLC d/b/a Verizon Business Services	USD	870.20	25.00

	Activity Type	Quantity	Amount in Invoice Currency (USD)	
			MRC	NRC
Location ID: 39488091C (Quote Name: LAKE GEORGE) 1400 STATE ROUTE 9, LAKE GEORGE, NY 12845-3435, United States				
Access				
Access, Service ID: 1307409359 *		Added		
Service Commitment: 36 months				
Local Access - Op/App Performance: Gold / Silver - 10 Mbps - UNI Speed:		N/A	266.00	0.00
100 Mbps (FastE) - TPV UNI Speed: 100 Mbps (FastE) ²				
Additional Promotions Included: Verizon Services 90 Day Satisfaction Guarantee for Service ¹				
Location Subtotal:			266.00	0.00
A END Location ID: 39488091C (Quote Name: LAKE GEORGE) 1400 STATE ROUTE 9, LAKE GEORGE, NY 12845-3435, United States				
Z END Location ID: 84069543C (Quote Name: Hague) 4 W HAGUE RD, HAGUE, NY 12836-2501, United States				
Ethernet Dedicated E-Line				
Ethernet Dedicated E-Line, Service ID: 1307410519 *		Added		
Related Service: Access 1307409359; Access 1307409363				
Service Commitment: 36 months				
E-Line Dedicated - 10 Mbps - Explicit Routing Working - Restorable		N/A	59.00	25.00
Location Subtotal:			59.00	25.00



	Activity Type	Quantity	Amount in Invoice Currency (USD)	
			MRC	NRC
Location ID: 84069543C (Quote Name: Hague) 4 W HAGUE RD, HAGUE, NY 12836-2501, United States				
Access				
Access, Service ID: 1307409363 *	Added			
Service Commitment: 36 months				
Local Access - Op/App Performance: Gold / Silver - 10 Mbps - UNI Speed:				
100 Mbps (FastE) - TPV UNI Speed: 100 Mbps (FastE) ²	N/A		545.20	0.00
Additional Promotions Included: Verizon Services 90 Day Satisfaction Guarantee for Service ¹				
Location Subtotal:			545.20	0.00

¹ Subject to Conditions, a Customer who has subscribed to a new Verizon master service agreement ("Agreement") may terminate such Agreement (and any or all services under it) at any time within 90 days of the Services Effective Date and avoid the Early Termination Charge for Service Termination by providing written notice of termination to Verizon within that 90-day period.

² Taxes are not included, may vary from month to month and are subject to change.

This Quotation is for informational purposes only and is subject to change. Prices are exclusive of VAT and other taxes.

Pricing assumes the provision of accurate customer information. Provisioning is subject to order acceptance.

Pricing and provisioning are subject to the solution being deliverable and billable in accordance with negotiated terms and conditions including service level agreements which have been agreed upon by Verizon and the customer in writing.

PENDING APPROVAL



Appendix: Ethernet Dedicated E-Line

A END Location ID: 39488091C (Quote Name: LAKE GEORGE)
1400 STATE ROUTE 9, LAKE GEORGE, NY 12845-3435, United States
Z END Location ID: 84069543C (Quote Name: Hague)
4 W HAGUE RD, HAGUE, NY 12836-2501, United States

Service ID: 1307410519

Enterprise Route Option	PE to PE Estimated Latency	Route
Explicit Routing Working - Restorable	0.5	Boston2

PENDING FINAL APPROVAL

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 #6 Base Salary of Position: \$41,740 Grade: _____
Filling at Step # (If Known): _____
Budget code and title: A.3020 110 Sheriff's 911 Center Salaries - Regular Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 12911/Moyer Date of Vacancy: 06/01/2020
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. 7/21/21
Human Resources Director has approved this form when initiated. 7/21/21

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 2/9/21

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 2/11/21

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee: _____

- 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 _____ Date _____

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: 30.00
Title of Position: Investigator #9 Base Salary of Position: \$27,519 72,561 Grade: (5th step)
Filling at Step # (If Known): _____
Budget code and title: A.3110 110 Sheriff's Law Enforcement Salaries - Regular Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 9040/Maday Date of Vacancy: 01/29/2021
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 2/1/21
Human Resources Director has approved this form when initialed. AP 2/1/21

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 2/9/21

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 2/11/21

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee _____

- 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 _____ Date _____

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: 30.00
Title of Position: Patrol Officer #TBD Base Salary of Position: \$48,121 42,373 Grade:
Filling at Step # (If Known):
Budget code and title: A.3110 110 Sheriff's Law Enforcement Salaries - Regular Union [X] Non-Union []
This position is vacated due to: [] Retirement [] Resignation [] Termination [X] Promotion [] Other
Employee No./Last Name: TBD Date of Vacancy: Pending NOIF Approval
Is this position mandated? [] Yes [X] No Is the position reimbursable? [] Yes [X] No
Source of reimbursement: [] Federal [] State [] Other

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[X] 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. [Signature] 2/1/21
Human Resources Director has approved this form when initialed. [Signature] 2/1/21

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

[X] The Administrator has no objection to the filling of the vacancy.
[] The Administrator objects to the filling of the vacancy.
Administrator Signature [Signature] Date 2/9/21

BUDGET OFFICER COMPLETES THIS SECTION

[X] 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 2/11/21

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee
[] 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 Date