

Public Safety Committee
Warren County Office of Emergency Services
AGENDA
March 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 appoint and reappoint members to the Warren County Fire Advisory Board for the term May 1, 2021-April 30, 2022. *Attachment #1*
Rationale: All previous appointments expire on April 30, 2021.
 2. **Request:** Resolution request to appoint and reappoint members to the Warren County EMS Advisory Board for the term May 1, 2021-April 30, 2022. *Attachment #2*
Rationale: All previous appointments expire on April 30, 2021.
 3. **Request:** Resolution request to approve revisions to the Warren County Comprehensive Emergency Management Plan (CEMP). *Attachment #3*
Rationale: This document provides general all-hazards management guidance to allow the County to meet its responsibilities to prevent, mitigate, respond to and recover from emergencies and disasters. Resolution is needed to approve the annual updates.
 4. **Request:** Resolution request to fill the vacant position of Emergency Services Coordinator, starting salary of \$48,995. *Attachment #4*
Rationale: Vacancy exists due to resignation.
- IV. Information for Discussion/Review
- 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 Request to Appoint or Reappoint Member of Committee, Board or Agency
- #2 Request to Appoint or Reappoint Member of Committee, Board or Agency
- #3 Miscellaneous
- #4 Notice of Intent to Fill Vacant Position

RESOLUTION REQUEST FORM NO. 1

Request to Appoint or Reappoint Member of Committee, Board or Agency*

****If more than one person is being appointed, please attach additional sheets***

DEPARTMENT NAME: Office of Emergency Services

DATE: March 22, 2021

- (a) Name of Appointee: **Warren County Fire Advisory Board (see attached list)**
- (b) Is this a Reappointment? **Yes** If so, please provide the Resolution No. which authorized the last appointment of this individual **322 & 414 of 2020**
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title
See attached
- (e) Address of Appointee: **See attached**
- (f) Title of Appointment:
Fire Advisory Board Member
- (g) Effective Date of Appointment:
May 1, 2021
- (h) Termination Date of Appointment:
April 30, 2022
- (i) Name of Person Being Replaced (if applicable):
- (j) Reason for Replacement:
Elections and agency membership changes

WARREN COUNTY FIRE ADVISORY BOARD - MEMBER CONTACT LIST May 1,

Name	Address	Phone	Fire Dept/Co
Chief John Harrington			So. Queensbury FD
Asst. Chief Bill Gourley			Hague FD
Chief Jeff Dailey			West Glens Falls FD
Chief Richard Jones			Queensbury Central FD
Chief Jamie Ellis			Luzerne-Hadley FD
Chief Scott Smith			Lake George FD
Chief Scott Hayes			Horicon FD
Chief Pete Carr			North Queensbury FD
Asst. Chief Pat Mellon			Bay Ridge FC
Chief Fred Comstock			Garnet Lake FD
Chief Ted Backus			Luzerne-Hadley FD
Chief Daren Harvey			Chestertown FD
Advisory Memebers			
CFC James Ogden			Fire Coordinator
DFC Ted Little			1st Deputy Coordinator
Chief Jamie Schrammel			Deputy Coordinator/HAZMAT
DFC Scott Combs			2nd Deputy Coordinator
DFC Charles Mellon, Jr			3rd Deputy Coordinator
Micki Guy, EMS Coord			EMS Coordinator
Evan Donegan			DEC/Rangers Liason
Derrick Helms			WCSCO Communications Supervisor

RESOLUTION REQUEST FORM NO. 1

Request to Appoint or Reappoint Member of Committee, Board or Agency*

****If more than one person is being appointed, please attach additional sheets***

DEPARTMENT NAME: Office of Emergency Services

DATE: March 22, 2021

- (a) Name of Appointee: **Warren County EMS Advisory Board (see attached list)**
- (b) Is this a Reappointment? **Yes** If so, please provide the Resolution No. which authorized the last appointment of this individual **323 of 2020**
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title
See attached
- (e) Address of Appointee: **See attached**
- (f) Title of Appointment:
EMS Advisory Board Member
- (g) Effective Date of Appointment:
May 1, 2021
- (h) Termination Date of Appointment:
April 30, 2022
- (i) Name of Person Being Replaced (if applicable):
- (j) Reason for Replacement:
Elections and agency membership changes

EMS Advisory Board			
Last Name	First Name	Agency	Address
Guy	Micki	EMS Coordinator	
Mellon	Patrick	1st Dep. Coord.	
Howe	Travis	2nd Dep. Coord	
Tims	John	3rd Dep. Coord.	
Stebbins	Laura	Director of Emergency Preparedness, Glens Falls Hospital	
Jones	Ginelle	Dir of Public Health	
Ogden	James	Fire Coordinator	
Benson	Jacob	Bay Ridge	
Mikoloski	Earl	Bolton	
Catalfamo	Eric	Empire	
Schrammel	James	Glens Falls	
Haskell	Margaret	Hague	
Fusco	Kevin	Johnsburg	
Hawley	Chris	Lake George	
Stone	Scott	Rockwell Falls	
Wildermuth	Doug	North Queensbury	
Modert	Issachar	North Warren	
Thomas	Nate	Stony Creek	
Watts	Michael	Warrensburg	
Boyle	Robert	West Glens Falls	

3.11.21

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: March 22, 2021

(a) Purpose of Request:

To approve revisions to the Warren County Comprehensive Emergency Management Plan

(b) Details:

This document provides general all-hazards management guidance to allow the County to meet its responsibilities to prevent, mitigate, respond to and recover from emergencies and disasters. This plan is updated annually and a resolution is needed to approve the changes.

(c) Previous Resolution Number:

777 of 2003, 87 of 2011, 192 of 2013, 129 of 2014, 120 of 2015, 107 of 2016, 94 of 2017, 110 of 2018, 109 of 2019 and 113 of 2020

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

No funding required

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

* 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: Office of Emergency Services Payroll Dept. No: 35 OES-Civil Defense
Title of Position: Emergency Services Coordinator Base Salary of Position: \$48,995 Grade: _____
Filling at Step # (If Known): _____
Budget code and title: A.3640 Civil Defense Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 9456/Drexel Date of Vacancy: February 2, 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. JK/JF 3/10/21
Human Resources Director has approved this form when initialed. JK/JF 3/10/21

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 3/12/21

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 Frank E. Thomas Date 3/15/21

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee 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 3/22/21