

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC SAFETY

DATE: MARCH 22, 2021

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: DIAMOND
MAGOWAN
BRAYMER
FRASIER
SHEPLER

OTHERS PRESENT:

REPRESENTING THE OFFICE OF EMERGENCY SERVICES:
ANN MARIE MASON, DIRECTOR
REPRESENTING THE SHERIFF'S OFFICE:
JAMES LAFARR, SHERIFF
RACHEL E. SEEBER, CHAIRWOMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS DRISCOLL
GERAGHTY
LEGGETT
MERLINO
SMITH
STROUGH
WILD
TAMMIE DeLORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
TOSHA BROWNELL, COMPUTER HELP DESK TECHNICIAN
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the March 22, 2021 meeting of the Public Safety 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". Supervisors Diamond, Magowan, Frasier and Shepler were physically present, while Supervisor Braymer participated remotely.

Mr. Diamond called the meeting of the Public Safety Committee to order at 9:31 a.m.

Copies of the Office of Emergency Services (OES) and Sheriff agendas were distributed to those in attendance, those participating remotely accessed the agenda via the Warren County website. Copies of the agendas are on file with the meeting minutes.

Motion was made by Mrs. Frasier, seconded by Mr. Magowan and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Ann Marie Mason, *Director, Office of Emergency Services*, who presented the following requests:

- 1) To appoint and re-appoint members to the Warren County Fire Advisory Board for the term commencing May 1, 2021 and terminating April 30, 2022.

Motion was made by Mr. Magowan, seconded by Ms. Shepler and carried unanimously to approve the request and the necessary resolution was approved for the April 16th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 2) To appoint and re-appoint members to the Warren County EMS Advisory Board for the term commencing May 1, 2021 and terminating April 30, 2022.

Motion was made by Mr. Magowan, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the April 16th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 3) To approve revisions to the Warren County Comprehensive Emergency Management Plan (CEMP).

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

- 4) To fill the vacant position of Emergency Services Coordinator, *Annual Salary \$48,995*, due to resignation.

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

There being no further OES business to discuss, privilege of the floor was extended to James LaFarr, *Sheriff*, who commenced review of the Sheriff agenda, presenting the following requests:

- 1) To authorize a contract with Lexipol in an amount not to exceed \$11,257 to provide online police and corrections training subscription for a term commencing April 1, 2021 and terminating March 31, 2022.

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

- 2) To amend the NYS STOP-DWI Foundation, Inc. grant to increase the total amount of grant to \$14,000.

Motion was made by Mr. Magowan, seconded by Ms. Shepler and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the April 16th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 3) To amend the County Budget in the amount of \$4,000 to reflect receipt of additional funding from New York State STOP-DWI Foundation, Inc.

Motion was made by Mr. Magowan, seconded by Mrs. Frasier and carried unanimously to approve the request and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

- 4) To authorize a new contract with New York State Department of Corrections and Community Supervision (DOCCS) in an amount not to exceed \$126,114 to procure food products for Warren County Correction Facility for a term commencing June 1, 2021 and terminating May 31, 2026.

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

- 5) To adopt Warren County Sheriff's Office policies: Correction Division Directive 003 and Public Safety Division Directive 006 which related to the administration of leave time.

Motion was made by Ms. Shepler, seconded by Mr. Magowan and carried unanimously to approve the request and refer same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

- 6) To amend the 2021 County Budget in the amount of \$169,000 to reflect appropriate revenues and expenses for the second half of the School Resource Officers contract.

Motion was made by Mrs. Frasier, seconded by Ms. Shepler and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Braymer entered the meeting at 9:42 a.m.

- 7) To fill the vacant position of Patrol Lieutenant #1, *Annual Salary \$101,802*, due to retirement.
- 8) To fill the vacant position of Patrol Sergeant #4, *Annual Salary \$78,519*, due to retirement.
- 9) To fill the vacant position of Patrol Sergeant #11, *Annual Salary \$78,519*, due to retirement.
- 10) To fill the vacant position of Investigator #TBD, *Annual Salary \$77,519*, due to promotion.
- 11) To fill the vacant position of Patrol Officer #TBD, *Annual Salary \$42,373*, due to promotion.
- 12) To fill the vacant position of Patrol Officer #TBD, *Annual Salary \$42,373*, due to promotion.
- 13) To fill the vacant position of Patrol Officer #TBD, *Annual Salary \$42,373*, due to promotion.
- 14) To fill the vacant position of Investigative Sergeant, *Annual Salary \$78,519*, due to promotion.

Motion was made by Mr. Magowan, seconded by Ms. Shepler and carried unanimously to approve the requests as outlined above and 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.*

Continuing to the Referrals/Pending Items portion of the agenda, Sheriff LaFarr apprised he had proposed hiring a part-time Patrol Officer to process and submit civil fingerprints as a public service, as well as a revenue stream and the item had been discussed at two previous meetings. A lengthy discussion ensued following which Mr. Diamond requested the item be brought back to the next Committee meeting as a resolution request including documentation.

There being no further business to come before the Public Safety Committee, on motion made by Mr. Magowan, seconded by Ms. Shepler and carried unanimously, Mr. Diamond adjourned the meeting at 10:04 a.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board