

CRIMINAL JUSTICE COMMITTEE MEETING  
PUBLIC DEFENDER AGENDA  
February 26, 2022

COMMITTEE MEMBERS: Supervisors GERACI, Braymer, Seeber, Dickinson, Driscoll, McDevitt and 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 Chair
- II. Approval of minutes of prior Committee Meeting
- III. Action Agenda/New Business Items:
  1. Request: To request to Amend the County Budget  
Rationale: To utilize available funding for the Warren County Public Defender's Office from newly executed Contract C800052/ Distribution #8
  2. Request: To request to Amend the County Budget  
Rationale: To utilize newly created Public Defender G/L codes that correlate with each active grant and distribution for the existing Public Defender Budget
- IV. Discussion Items:

Space in basement for Public Defender's Office
- V. Referrals/Pending Items:
- 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. 7 – Request to Amend County Budget – C800052/Distribution #8
2. Resolution Request Form No. 7 - Request to Amend County Budget into newly created G/L codes

# **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: Warren County Public Defender's Office**

**DATE: 2/26/2022**

- (a) Purpose of Amendment:  
**To add newly executed Contract C800052/Distribution #8 into the Public Defender's Budget for 2022 (\$155,115.00)**  
**This budget amendment will require a new Public Defender G/L code for this distribution.**
  
- (b) Appropriation Code, Object Code, Full Title and Amount:  
**A. 1171 (Quality Improve Funding Dist #8)**  
**210 Furniture/Furnishings \$16,300**  
**220 Office Equipment - \$138,815**
  
- (c) Revenue Code (with title), and Amount:  
**A. 1171 3045 (Public Defender - Office of Indigent Legal Services Distribution)**  
**\$155,115.00**

Invoice/Expense Statement Warren County DISTRIBUTION #8 Contract No. C800052 Office of Indigent Legal Services (ILS)			
Contract Term: January 1, 2018 - December 31, 2020 (Extended to 12/31/22) Total Budget: \$320,436.00 CUMULATIVE TOTALS			
Budget Expenditure Items	TOTAL 3 - YEAR BUDGET	EXPENDITURES TO DATE	TOTAL AVAILABLE FUNDS
<b>PUBLIC DEFENDER'S OFFICE</b>			
<b>PERSONNEL:</b>			
Public Defender Office - Salary Increases - Retention and 2%	\$0.00	\$0.00	\$0.00
Public Defender Office - Fringe Increases - Retention and 2%	\$0.00	\$0.00	\$0.00
After-Hour Arraignment - Stipends	\$0.00	\$0.00	\$0.00
After-Hour Arraignment - Fringe Benefits	\$0.00	\$0.00	\$0.00
(PT) Social Worker - Salary	\$0.00	\$0.00	\$0.00
(PT) Social Worker - Fringe	\$0.00	\$0.00	\$0.00
<b>Subtotal Personnel</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>OTPS:</b>			
Training/Continuing Legal Education (CLE) - Public Defender	\$0.00	\$0.00	\$0.00
Phone Data Plans/Internet Fees - Public Defender	\$0.00	\$0.00	\$0.00
Computer Upgrades/Office Equipment/ (adding-->) Monitors/Laptops with Docking Stations/Armored Tablet(s)/Document Scanners for Digitalization	\$16,315.00	\$0.00	\$16,315.00
Office Furniture/Printers	\$16,300.00	\$0.00	\$16,300.00
(2) File Storage Towers/Servers (which both holds up to 20 Terabytes each) for \$50,000 each.	\$100,000.00	\$0.00	\$100,000.00
File Storage Device Accessories: - 5 years maintenance for the 2 Towers - Network Switch to connect with Storage Devices - Consultant Fee to install Storage Devices	\$22,500.00	\$0.00	\$22,500.00
<b>Subtotal OTPS</b>	<b>\$155,115.00</b>	<b>\$0.00</b>	<b>\$155,115.00</b>
<b>Total for Public Defender's Office</b>	<b>\$155,115.00</b>	<b>\$0.00</b>	<b>\$155,115.00</b>
<b>ASSIGNED COUNSEL PLAN</b>			
<b>Personnel:</b>			
Grant Administrator - Salary	\$25,464.00	\$909.31	\$24,554.69
Grant Administrator - Fringe	\$1,950.00	\$160.93	\$1,789.07
<b>Subtotal Personnel</b>	<b>\$27,414.00</b>	<b>\$1,070.24</b>	<b>\$26,343.76</b>
<b>Contracted/Consultant:</b>			
Rural Law Center of New York, Inc.	\$78,993.00	\$78,993.00	\$0.00
<b>Contracted/Consultant:</b>			
Paralegal-Legal Aid Society of Northeastern New York	\$58,514.00	\$0.00	\$58,514.00
<b>Subtotal Contracted/Consultant</b>	<b>\$137,507.00</b>	<b>\$78,993.00</b>	<b>\$58,514.00</b>
<b>OTPS:</b>			
Computer Equipment	\$400.00	\$0.00	\$400.00
<b>Subtotal OTPS</b>	<b>\$400.00</b>	<b>\$0.00</b>	<b>\$400.00</b>
<b>Total for Assigned Counsel Plan</b>	<b>\$165,321.00</b>	<b>\$80,063.24</b>	<b>\$85,257.76</b>
<b>TOTAL</b>	<b>\$320,436.00</b>	<b>\$80,063.24</b>	<b>\$240,372.76</b>

Reflects 1/31/2022 Approved Budget Modification by OSC.

\$80,063.24 Expenses OK- HA 1/10/22

# **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: Warren County Public Defender's Office**

**DATE: 2/26/2022**

- (a) Purpose of Amendment:  
**To reclassify our existing budget into newly created G/L codes that correlate with each grant & distribution to better allow for the spending, reporting and claiming of each grant and distribution.**
  
- (b) Appropriation Code, Object Code, Full Title and Amount:  
**TBA (attachment to follow once complete)**
  
- (c) Revenue Code (with title), and Amount:  
**n/a**

**PUBLIC DEFENDER REQUEST TO AMEND COUNTY BUDGET - CREATE ILS G/L CODES for April 1, 2022**

**FROM:**

<b>Public Defender</b>		
A.1171	110 salaries	\$444,835.50
	120 salaries - pt	\$74,943.00
	810 retirement	\$49,039.92
	830 social security	
	831 medicare	\$39,763.50
	860 hospitalization	
	865 dental	\$84,831.65
	210 Furniture/Furnishings	\$21,833.00
	220 Office Equipment	\$23,300.00
	260 Other Equipment	\$2,900.00
	410 Supplies	\$5,644.00
	411 Rent	\$11,700.00
	423 Telephone	\$3,825.00
	424 Postage	\$1,767.00
	426 Subscriptions	\$2,838.00
	428 Data & Internet	\$6,150.00
	437 Consulting	\$21,905.00
	444 Travel/Education	\$15,000.00
	470 Contract	\$4,775.00
	3045 Office of ILS	\$815,050.57

**TO:**

<b>Public Defender Counsel at First Appearance</b>			
A.1171	<b>4200</b>	110 salaries	\$56,991.75
		810 retirement	\$5,984.13
		830 social security	
		831 medicare	\$4,359.87
		860 hospitalization	
		865 dental	\$11,398.35
		3045 Office of ILS	\$78,734.10

<b>Public Defender Upstate Quality Improvement</b>			
A.1171	<b>4201</b>	110 salaries	\$54,466.50
		810 retirement	\$5,718.98
		830 social security	
		831 medicare	\$4,166.69
		860 hospitalization	
		865 dental	\$10,893.30
		220 Office Equipment	\$3,300.00
		3045 Office of ILS	\$78,545.47

<b>Public Defender Quality Improvement Dist. #7</b>			
A.1171	<b>4203</b>	110 salaries	\$20,680.00
		810 retirement	\$2,171.40
		830 social security	
		831 medicare	\$1,582.02
		3045 Office of ILS	\$24,433.42

<b>Public Defender Quality Improvement Dist. #9</b>			
A.1171	<b>4204</b>	110 salaries	\$23,837.00
		810 retirement	\$2,502.89
		830 social security	
		831 medicare	\$1,823.53
		860 hospitalization	
		865 dental	\$4,767.40
		3045 Office of ILS	\$32,930.82

<b>Public Defender Quality Improvement Dist. #11</b>			
A.1171	<b>4206</b>	110 salaries	\$25,443.00
		810 retirement	\$2,671.52
		830 social security	
		831 medicare	\$1,946.39
		860 hospitalization	
		865 dental	\$5,088.60
		437 Consulting	\$6,905.00
		3045 Office of ILS	\$42,054.51

<b>Public Defender Hurrell-Harring</b>			
A.1171	<b>4202</b>	110 salaries	\$263,417.25
		120 salaries - pt	\$74,943.00
		810 retirement	\$29,991.00
		830 social security	
		831 medicare	\$25,885.00
		860 hospitalization	
		865 dental	\$52,684.00
		210 Furniture/Furnishings	\$21,833.00
		220 Office Equipment	\$20,000.00
		260 Other Equipment	\$2,900.00
		410 Supplies	\$5,644.00
		411 Rent	\$11,700.00
		423 Telephone	\$3,825.00
		424 Postage	\$1,767.00
		426 Subscriptions	\$2,838.00
		428 Data & Internet	\$6,150.00
		437 Consulting Fees	\$15,000.00
		444 Travel/Education	\$15,000.00
		470 Contract	\$4,775.00
		3045 Office of ILS	\$558,352.25