

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: CRIMINAL JUSTICE & PUBLIC SAFETY

DATE: MARCH 22, 2023

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: GERACI
MAGOWAN
SMITH
CONOVER
MCDEVITT
DRISCOLL
LEGGETT

OTHERS PRESENT:

ROBERT GREGOR, SUPERVISING ATTORNEY, ASSIGNED COUNSEL
ANN MARIE MASON, DIRECTOR, OFFICE OF EMERGENCY SERVICES
REPRESENTING THE PROBATION DEPARTMENT
ROBERT IUSI, DIRECTOR
AMY SECOR, PROBATION SUPERVISOR
REPRESENTING THE PUBLIC DEFENDER'S OFFICE:
GREGORY CANALE, PUBLIC DEFENDER
KEVIN BRUEN, ASSISTANT PUBLIC DEFENDER
ERIN BROTHERS, DATA OFFICER, ILS
JAMES LAFARR, SHERIFF
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
JOHN TAFLAN, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BRUNO
FRASIER
STEC
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the March 22, 2023 meeting of the Criminal Justice & Public Safety Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:
<https://warrencountyny.gov/mma>

Mr. Geraci called the meeting of the Criminal Justice & Public Safety Committee to order at 9:00 a.m.

Copies of the Assigned Counsel, Public Defender, Office of Emergency Services, Probation and Sheriff agendas were distributed; copies of the agendas are on file with the meeting minutes.

Motion was made by Mr. Conover, seconded by Mr. Smith and carried by a unanimous vote of those present (*Mr. Magowan absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the Floor and Public Comment was called for but there was no one wishing to speak.

The meeting commenced with review of the Assigned Counsel agenda which included the following requests:

1. To amend the Warren County Budget for 2023 in the amount of \$39,169.52 to reallocate unspent grant funds, from 2022 to 2023.

Motion was made by Mr. Conover, seconded by Mr. Smith and carried by a unanimous vote of those present (*Mr. Magowan absent*) to approve the request as presented and refer same to the Finance Committee *A copy of the resolution request form is on file with the minutes.*

2. To amend Resolution No. 76 of 2021 to correct the budget code listed for expenditures of funds in relation to the contract with West Publishing.

Motion was made by Mr. Leggett, seconded by Mr. Driscoll and carried by a unanimous vote of those present (*Mr. Magowan absent*) to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting. *Note: Following the meeting, it was determined this request could be handled by the Clerk of the Board as a Clerk's Correction and therefore no resolution was necessary.*

Mr. Magowan entered the meeting at 9:05 a.m.

3. To extend the agreement with Legal Aid Society of Northeastern New York, Inc. for Family Court conflict cases, for the term commencing May 1, 2023 and terminating April 30, 2025, in an amount to be determined.

Motion was made by Mr. Leggett, seconded by Mr. Smith and carried unanimously to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting. *A copy of the resolution request form is on file with the minutes.*

4. To extend the agreement with Rural Law Center of New York, Inc. for Assigned Counsel Appellate Cases for the term commencing May 1, 2023 and terminating April 30, 2025, in an amount to be determined.

Motion was made by Mr. Driscoll, seconded by Mr. Smith and carried unanimously to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting. *A copy of the resolution request form is on file with the minutes.*

There being no further Assigned Counsel business to discuss, review of the Public Defender agenda commenced with the following requests:

1. To extend the agreement with New York State Defender's Association for PDCMS (*Public Defender Case Management System*) services in the amount of \$5,500 for the term commencing April 13, 2022 and terminating April 12, 2023.

Motion was made by Mr. Leggett, seconded by Mr. Magowan and carried unanimously to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting. *A copy of the resolution request form is on file with the minutes.*

2. For a new contract with Legal Server to purchase a new Case Management System for efficiency in day to day operations which include court appearances, data entry and reporting. Committee was advised this item would be moved to a Discussion Item and discussed with Discussion Items B & C, as there were questions as to whether a bid process was required.

The Discussion Items section of the agenda was reviewed with the following item being addressed:

- a. Recruitment, vacant attorney positions (Public Defender Legal Intern);

Mr. Magowan exited the meeting at 9:21 a.m. and returned at 9:22 a.m.

- b. Legal Server (Case Management System)- referred to the Purchasing Department for review; and
- c. Hurrell-Harring/caseload requirements (State funding).

There being no further Public Defender business to discuss, review of the Office of Emergency Services agenda commenced with the following requests:

1. To amend the Table of Organization and Salary Schedule to create the new position of Office Specialist- Part Time, (24hrs/week), *Grade 7, Base Annual Salary \$25,280.40*, effective April 24, 2023.
2. For a transfer of funds in the amount of \$20,488, from a source of funding to be determined to the Office of Emergency Services Budget to cover the cost of the salary of the Office Specialist - Part-Time.
3. To fill the vacant position of Office Specialist- Part Time, *Grade 7, Base Annual Salary \$25,280.40*, due to creation.

Motion was made by Mr. Driscoll, seconded by Mr. Magowan and carried unanimously to approve the requests as presented and refer Items 1 and 3 to the Personnel, Administration and Higher Education Committee and Item 2 to the Finance Committee. *Copies of the resolution request forms and the Notice of Intent to Fill Vacant Position form are on file with the minutes.*

4. To appoint/re-appoint members to the Warren County Fire Advisory Board, for a term commencing May 1, 2023 to April 30, 2024.

Motion was made by Mr. Leggett, seconded by Mr. Smith and carried unanimously to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting. *A copy of the resolution request form is on file with the minutes.*

There being no further Office of Emergency Services business to discuss, review of the Probation agenda commenced with the following request:

1. To ratify the actions of the Probation Director in submitting an application to New York State Division of Criminal Justice Services for grant funding in an amount not to exceed \$13,140 intended to support the Pretrial Release Program over the term commencing July 1, 2023 and terminating June 30, 2024, and authorizing the Chairman of the Board to execute any related grant agreements.

Motion was made by Mr. Magowan, seconded by Mr. Leggett and carried unanimously to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting. *A copy of the resolution request form is on file with the minutes.*

The Discussion Items section of the agenda was reviewed with the following items being addressed:

1. Specialized Secure Detention Issue/Temporary Adolescent Offender Jail Placement-Oneida County Jail. Amended RTA Plan with the Office of Children and Family Services.
2. Opportunity Garden Project in conjunction with Warren County Soil & Water Conservation District and Warren County Department of Public Works (including Building & Grounds).

There being no further Probation business to discuss, review of the Sheriff agenda commenced with the following requests:

1. To amend the Warren County Budget for 2023 in the amount of \$38,261 to reflect receipt of two insurance recovery payments.

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

2. To authorize an intermunicipal agreement with the Town of Bolton for installation of a radio tower on the Town of Bolton property over the term commencing retroactive to January 1, 2023 and terminating December 31, 2032, with the option to renew for successive ten year terms at no cost to the County.
3. To authorize an intermunicipal agreement with the Town of Chester Fire District for installation of a radio tower on the Town of Chester Fire District property commencing retroactive to January 1, 2023 and terminating December 31, 2032, with the option to renew for successive ten year terms at no cost to the County.

Motion was made by Mr. Leggett, seconded by Mr. Smith and carried unanimously to approve the requests as presented and the necessary resolutions were authorized for the April 21st Board Meeting. *Copies of the resolution request forms are on file with the minutes.*

4. For a transfer of funds in the amount of \$45,535 amongst various Budget Codes to cover the cost of unexpected expenditures.

It was noted that although this request was presented as a transfer of funds from Salary Codes, the Sheriff's Office actually requested funding from a source to be determined by the Finance Committee to cover the cost of unanticipated expenditures.

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

5. For a new agreement with TVC Albany Inc. (d/b/a First Light Fiber), in an amount not to exceed \$22,080 annually (\$1,840 monthly) for ethernet and fiber service for the Sheriff's Office facilities, to commence March 1, 2023 and terminate February 28, 2026.

Motion was made by Mr. Leggett, seconded by Mr. Magowan and carried unanimously to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting. *A copy of the resolution request form is on file with the minutes.*

6. To amend the existing contract with Lexipol to increase the monthly subscription amount for PoliceOne Academy and CorrectionOne Academy from \$9,593 annually to \$10,759 annually (not to exceed \$21,518 for the two year term) to include all Warren County Sheriff's Office Communication Officers as authorized users for the term commencing April 1, 2023 and terminating March 31, 2025.

Motion was made by Mr. Magowan, seconded by Mr. Smith and carried unanimously to approve the request as presented and the necessary resolution was authorized for the April 21st Board Meeting. *A copy of the resolution request form is on file with the minutes.*

7. To amend the Warren County Budget for 2023 in the amount of \$8,000 to carry over Sheriff's State Aid funding from fiscal year 2022 to 2023.

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

Privilege of the Floor and Public Comment was called for but there was no one wishing to speak.

As there was no further business to come before the Criminal Justice & Public Safety Committee, on motion made by Mr. Magowan, seconded by Mr. Leggett and carried unanimously, Mr. Geraci adjourned the meeting at 10:18 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist